



State of Idaho
Division of Occupational and Professional Licenses
Idaho Board of Veterinary Medicine

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Board Meeting Minutes of 11/8/2024

Board	Dawn Mehra, DVM – Chair	Division	Tabitha Edwards, Executive Officer
Members	John Calhoun, VMD	Staff:	Nicki Chopski, Health Professions Bureau Chief
Present:	Steve Dahlquist, DVM		Russ Spencer, General Counsel
	Nan Mueller, DVM		Pam Rebolo, Board Support Supervisor
	Paul Martin, DVM		
	Gus Brackett, Public Member		

Approval of Minutes

A motion was made and seconded to approve the 08/23/2024 minutes. The motion carried.

DIVISION BUSINESS

Financial Update: Ms. Edwards gave the Quarter1 FY2025 financial update and presented a formulary calculator that showed various projections showing a fee decrease and/or fee increase over the next five (5) years.

Strategic Plan: Ms. Edwards provided the Board with the updated strategic plan for the Division (DOPL).

Board Training – Respectful Workplace: The Department of Human Resources Respectful Workplace Training was presented to the Board.

BOARD BUSINESS

Fee Reduction – Temporary Rule IDAPA 24.38.01: Mr. Spencer provided the Board with a brief overview regarding the Board’s fee chart and explained that if adding the words “not more than”, it would be beneficial in that the Board would be able to raise and decrease licensing fees at their discretion without having to present a request to the legislature each time. A motion was made and seconded to adopt the temporary rule as presented pending the Governor’s office approval. The motion carried.

A motion was made and seconded to reduce fees as discussed. The motion carried.

Conference Reports and Attendance: A motion was made and seconded to pay for travel and expenses for one (1) Board member to attend the AVMA Leadership Conference January 9-11 in Chicago. The motion carried.

Health Professional Recovery Program: Ms. Edwards provided the Board with a flyer made for the Board regarding the health professional recovery program. A motion was made and

seconded to accept the program as a resource for licensees. The motion carried.

Review of Certified Euthanasia Agency Inspection Form: After Board review, a motion was made and seconded to accept the form to be used for euthanasia agency inspections. The motion carried.

Discharge Form Review: Ms. Edwards provided an example of a discharge form which could be used at veterinary clinics.

Board Election: Ms. Edwards reviewed the Board's statute regarding Board chair elections. A motion was made and seconded to elect Steve Dahlquist as Board chair and Dawn Mehra as liaison for the Board. The motion carried.

Adjournment:

There being no further business, the meeting was adjourned at 10:45 AM

The next meeting is on 02/07/2025.