



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

**BRAD LITTLE**  
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**Board Meeting Minutes of 02/07/2025**

<b>Board</b>	Stephen Dahlquist, DVM Chair	<b>Division</b>	Tabitha Edwards, Executive Officer
<b>Members</b>	Nan Mueller, DVM	<b>Staff:</b>	Russell Spencer, General Counsel
<b>Present:</b>	Dawn Mehra, DVM		Berk Fraser, Chief Investigator
	Paul Martin, DVM		Kim Aksamit, Licensing Program Manager
	Susan Keller, VMD		Pam Rebolo, Board Support Supervisor
	Gus Brackett, Public Member		
		<b>Others</b>	Tyler Williams, Board Prosecutor
		<b>Present:</b>	

The meeting was called to order at 8:30 AM by Stephen Dahlquist, DVM.  
The Board introduced Susan Keller, VMD, as the newest board member.

**Approval of Minutes**

A motion was made and seconded to approve the 11/08/2024 minutes. The motion carried unanimously.

**DIVISION BUSINESS**

**2025 Legislative Overview:** Ms. Edwards gave a brief update regarding the 2025 legislative session. She discussed the five Executive Agency Legislation (EAL) proposals that have been introduced by the Division of Occupational and Professional Licenses (DOPL).

**Financial Update:** Ms. Edwards presented the financial report to the Board.

**BOARD BUSINESS**

**COHE CET Spring Training Update:** Ms. Edwards referred to COHE committee member Teresa Kasper-Sauer for a brief update on the spring training schedule. Dr. Kasper-Sauer stated that the local training will be on April 3 and classes for Eastern Idaho will be on April 14.

**COHE and DOPL Staff New Inspection Process Update:** DOPL inspectors will receive training from Dr. Kasper-Sauer. This training will allow DOPL inspectors to be able to start inspecting facilities on a regular basis.

**COHE Reorganization:** After reviewing the Board's statute, a motion was made and seconded to appoint the Board as the COHE committee. The motion carried.

**Veterinary Medicine Strategic Plan Review:** After review and discussion of the Board's strategic plan, the Board directed DOPL staff to update some language and then bring the plan back to the Board for review and to ensure that it aligns with the Division's strategic plan.

**Delegated Authority:** A motion was made and seconded to accept the points of delegated authority as discussed, including allowing Board staff to enter mandatory expungements under Idaho Code 67-9413(3) and orders of revocation on voluntary surrenders of licensure in lieu of discipline. The motion carried.

**State Veterinary Survey Request:** A motion was made and seconded to add two (2) questions to the online license renewal questionnaire to help with data for the state veterinarian. The motion carried.

**AAVSB Conference Attendance & Delegate:** A motion was made and seconded to pay travel and expenses for two (2) board members to attend Basics & Beyond. The motion carried.

A motion was made and seconded to pay for travel and expenses for two (2) board members to attend the AAVSB conference and to select Dr. Mueller as the voting delegate. The motion carried.

### **Executive Session**

A motion was made and seconded to enter executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to discuss documents relating to the fitness of a licensee to obtain or retain a license or registration. The vote was: Dr. Mehra, aye; Dr. Martin, aye; Dr. Mueller, aye; Dr. Keller, aye; Mr. Brackett, aye and Dr. Dahlquist, aye. The motion carried unanimously.

A motion was made and seconded to exit executive session. The motion carried unanimously.

### **Discipline**

A motion was made and seconded to close case number 1429098 without action. The motion carried unanimously.

A motion was made and seconded to close case numbers 1349864 and 1383932 with a letter of concern. The motion carried unanimously.

### **Adjourn**

There being no further business, the meeting was adjourned at 12:00 PM.

The next meeting is on 05/16/2025.