



State of Idaho

Division of Occupational and Professional Licenses Idaho Board of Veterinary Medicine

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Board Meeting Minutes of 05/16/2025

Board	Stephen Dahlquist, DVM Chair	Division	Tabitha Edwards, Executive Officer
Members	Nan Mueller, DVM	Staff:	Russell Spencer, General Counsel
Present:	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		
		Others	Joan Callahan, Board Prosecutor
		Present:	

The meeting was called to order at 8:30 AM by Stephen Dahlquist, DVM.

Approval of Minutes

A motion was made and seconded to approve the 02/27/2025 minutes. The motion carried unanimously.

DIVISION BUSINESS

Quarterly Financial Report: Ms. Edwards presented the financial report which showed a cash balance of \$262,851.90 as of 04/15/2025.

Delegated Authority Report: Ms. Edwards presented the delegated authority report to the Board.

BOARD BUSINESS

Clarification of Frequently Asked Questions Concerning Veterinarian Technicians: Ms. Edwards reviewed the Board's statutes and rules regarding the age of applicants for Veterinary Technicians. She explained to the Board that during zero based regulation (ZBR) the Board removed the age requirement in Rule 100.01 and that the minimum age of twenty-one (21) only applies to veterinarian applicants. The Board directed DOPL staff to send a letter to licensees and to also work with the association to discuss with licensees.

CE Discussion: Mr. Spencer explained to the Board, that last year, the legislature adopted new rules promulgated by the Board in regard to continuing education. Those rules require licensees to complete 15 hours of continuing education germane to the practice of veterinarian medicine each renewal cycle. The rule was intended to be implemented with the new biennial renewal cycle adopted by statute. Unfortunately, biennial renewal is not yet a reality. Recognizing the intent of the rule, that 15 CE hours be required biennially, a motion was made and seconded to use enforcement discretion during this current renewal period: Licensees will not be required to

report CE until next renewal. All CE credit accumulated during the current renewal period may be added to CE hours completed during next year's renewal cycle. At that renewal cycle, licensees will be required to report 15 total hours of CE, accumulated during the 2024-25 and 2025-26 renewal cycles. The motion passed.

COHE Update: Ms. Edwards provided a COHE update to the Board which included DOPL inspection staff trained with Dr. Kasper-Sauer on the process of completing inspections of euthanasia agencies. The DOPL inspectors will be administering inspections moving forward; the last CET training is to be completed May/June 2025 with Dr. Kasper-Sauer; an initial CEA inspection will be a physical inspection by a COHE member or appointee; the annual self assessment is mandatory and DOPL staff will do a physical inspection of record keeping; newly certified euthanasia technicians will be required to take a course, skills test and exam with the supervising veterinarian signing off; and recertifications will only require the supervisor to sign off on skills. The Board has requested a report that shows how many certified euthanasia technicians there are in Idaho, on a continuous basis.

Veterinary Medicine Strategic Plan Review: Ms. Edwards presented to the Board an update to the Veterinary Medicine Strategic Plan. A motion was made and seconded to accept the Veterinary Medicine Strategic Plan for 2023-2026. 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.

Application

A motion was made and seconded to authorize the Board's general counsel to draft a response to the impact of criminal conviction inquiry based on the reasons discussed in executive session, and to be signed by the Executive Officer. The motion carried.

Discipline

A motion was made and seconded to close case number(s): 1383453 with no action. The motion carried.

A motion was made to close case number 1493663 with a letter of concern. The motion carried.

A motion was made and seconded to authorize an Agreement in Lieu of Discipline with terms as discussed in executive session in case numbers 1554285, 1556659, 1562668, 1557520 and 1572709. The motion carried.

A motion was made and seconded to authorize the Board's Prosecutor to file an administrative complaint should any of the negotiations expire or be rejected.

Adjourn

There being no further business, the meeting was adjourned at 1:30 PM.

The next meeting is on 08/08/2025.