



## State of Idaho

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

**BRAD LITTLE**  
Governor  
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#### Board Meeting Minutes of 08/08/2025

|                               |   |                        |   |
|-------------------------------|---|------------------------|---|
| <b>Board Members Present:</b> | Stephen Dahlquist, DVM Chair<br>Nan Mueller, DVM<br>Dawn Mehra, DVM<br>Paul Martin, DVM<br>Susan Keller, VMD<br>Gus Brackett, Public Member | <b>Division Staff:</b> | Tabitha Edwards, Executive Officer<br>Gus Tate, General Counsel<br>Skip Liddle, Investigations Program Manager<br>Kim Aksamit, Licensing Program Manager<br>Mike Celeste, Investigations Supervisor<br>Pam Rebolo, Board Support Supervisor |
|                               |   | <b>Others Present:</b> | Tyler Williams, Board Prosecutor  |

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 05/16/2025 amended as corrected. The motion carried unanimously.

#### DIVISION BUSINESS

**Quarterly Financial Report:** Ms. Edwards presented the financial report which showed a cash balance of \$374,277.32 as of 07/14/2025.

**License Renewal Transition Plan:** Ms. Edwards indicated that starting October 6, 2025, the Division of Occupational and Professional Licenses (DOPL) will transition from issuing one (1) year licenses to two (2) year licenses, with license renewals moving to a biennial cycle. For individuals born in even-numbered years, license renewals will continue a one-year cycle through 2025, with the shift to a two-year renewal cycle commencing in 2026. Additionally, beginning with the issuance of a two (2) year license, renewal fees will be adjusted to reflect the extended renewal period. Ms. Edwards also noted that all new applicants will be issued a two (2) year license with an expiration date corresponding to their date of birth.

**Board Training – Open Meeting Law:** Mr. Tate presented the Open Meeting Law to the Board.

#### BOARD BUSINESS

**Idaho Code Clean Up Proposal (HB14):** Mr. Tate explained the purpose of the Idaho Code Clean Up Act, enacted this year as House Bill 14. It is a targeted clean-up of obsolete, outdated, and unnecessary language that has accumulated in statute. The purpose is not to

reexamine legislative intent, make major policy changes, or overhaul the statutes. The Division is responsible to make a review of all code sections relevant to the Boards, identify sections that have become obsolete, outdated, or unnecessary and so could be repealed or modified, and provide a report by September 1, 2025 to the Legislature. Mr. Tate stated that the legal team had completed its initial review of the Board's practice act and presented the Board with a draft of proposed changes. These changes will not be presented as Executive Agency Legislation (EAL) for the upcoming legislative session but will be incorporated into the report.

**State Veterinarian Survey Results:** Ms. Edwards presented the results of the 2025 Idaho Veterinary Medicine Survey. These results will be posted to the board webpage

### **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 authorize an Agreement in Lieu of Discipline with terms as discussed in executive session in case numbers 1603036, 1604663, 1687580 and authorize the executive officer to sign on behalf of the Board. The motion carried. Dr. Martin was recused from case number 1603036 and Dr. Mueller was recused from case number 1604663.

A motion was made to close case numbers 167914 and 1650463 with no action. 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.

### **Applications**

A motion was made and seconded to accept the petition for Impact of Criminal Conviction in application numbers 1713261 and 1558930. The motion carried.

### **Adjourn**

There being no further business, the meeting was adjourned at 1:41 PM.

The next meeting is on 11/14/2025.