



Janet T. Mills  
Governor

STATE OF MAINE  
DEPARTMENT OF PROFESSIONAL  
AND FINANCIAL REGULATION  
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
35 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333-0035

Anne L. Head, Esq.  
Commissioner

Geraldine L. Betts  
Administrator

Maine Board of Veterinary Medicine  
Draft Minutes of July 10, 2023, Board Meeting

**Unofficial Minutes** – *These draft minutes do not represent the opinion of the Department or the Administration. Minutes will become official after the Board of Veterinary Medicine votes to accept the minutes at the next scheduled board meeting.*

**CALL TO ORDER**

Chair Hoenig called the meeting to order at 9:02 a.m.

**MEMBERS PRESENT**

Donald Hoenig, DVM, Chair  
Douglas Andrews, DVM, Complaint Officer  
Matthew Townsend, DVM

**MEMBERS ABSENT**

Peter Davis, DVM, Vice Chair

**STAFF PRESENT**

Geraldine L. Betts, Administrator  
Jessica Gowell, Comprehensive Health Planner II  
Dominic Cotone, Comprehensive Health Planner I, Application Presentations  
Jennifer Willis, Assistant Attorney General, Board Counsel  
John Belisle, Assistant Attorney General, Board Counsel

**MINUTES REVIEW AND APPROVAL**

*January 18, 2023*

Townsend moved to accept the minutes of January 18, 2023, as presented, seconded by Andrews. Unanimously voted.

**INTRODUCTION OF ASSISTANT ATTORNEY GENERAL, JOHN BELISLE BY ASSISTANT ATTORNEY GENERAL, JENNIFER WILLIS**

Assistant Attorney General, John Belisle was introduced to the board.

**APPLICATION REVIEW AND BOARD ACTION – Presenter, Dominic Cotone**  
*Dianne Valdez, TC10011169 (Initial)*

Townsend moved to preliminarily deny licensure to Dianne Valdez, TC10011169 pursuant to 32

Licensing (207)624-8620  
Main Receptionist (207)624-8603  
TTY users call Maine relay 711

  
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[www.maine.gov/professionallicensing](http://www.maine.gov/professionallicensing)

[Geraldine.L.Betts@maine.gov](mailto:Geraldine.L.Betts@maine.gov)  
Direct Line: (207)624-8625  
Fax: (207)624-8666

OFFICE LOCATION: GARDINER ANNEX  
76 NORTHERN AVENUE, GARDINER, MAINE

M.R.S. § 4861-A(1), and Board Rule Chapter 3 § 1(B), seconded by Andrews. Unanimously voted.

*William Flahive, VT1563 (Renewal)*

Andrews moved to approve the renewal application, issue the license, and dismiss the administrative complaint with a Letter of Guidance regarding 10 M.R.S. §8003-G(2)(B). The Letter of Guidance is to remain on file for a period of ten (10) years, seconded by Townsend. Unanimously voted.

## **COMPLAINT PRESENTATION(S) AND BOARD ACTIONS**

*2022-VET-18515*

Townsend moved to schedule 2022-VET-18515 for an adjudicatory hearing and to authorize the Assistant Attorney General to negotiate a consent agreement with the Licensee on behalf of the Board. The proposed terms of the consent agreement are: 1) Admission to 10 M.R.S. § 8003(5-A)(A)(2), 10 M.R.S. §8003(5-A)(A)(5) and Board Rules Chapter 5 Section 2; 2) Warning; 3) Probation for a period of one (1) year, during which the licensee must submit two (2) medical records, one (1) dental record and one (1) lumpectomy record on a quarterly basis throughout the one-year period of probation beginning three (3) months from the final signature on the consent agreement, seconded by Townsend. Unanimously voted. Complaint Officer Andrews abstained.

*2022-VET-18626*

Townsend moved to dismiss 2022-VET-18626 with a Letter of Guidance regarding ensuring that the contemporaneous Patient-specific record also include the dosage administered. The Letter of Guidance is to remain on file for a period of ten (10) years, seconded by Hoenig. Unanimously voted. Complaint Officer Andrews abstained.

The Board would like all Letters of Guidance going forward to remain in the file for ten (10) years.

*2022-VET-18649*

Townsend moved to schedule 2022-VET-18649 for an adjudicatory hearing and to authorize the Assistant Attorney General to negotiate a consent agreement with the Licensee on behalf of the Board. The proposed terms of the consent agreement are: 1) Admission to 10 M.R.S. § 8003(5-A)(A)(2); 2) Censure; 3) Probation for a period of two (2) years, during which the licensee must complete six (6) hours of continuing education in each of the first two (2) years in the topic of soft tissue surgery and complications that can arise which must be submitted to the Board's Complaint Officer for prior approval, seconded by Hoenig. Unanimously voted. Complaint Officer Andrews abstained.

*2022-VET-18761*

Townsend moved to dismiss 2022-VET-18761 with a Letter of Guidance regarding maintaining adequate records. The Letter of Guidance is to remain on file for a period of ten (10) years, seconded by Hoenig. Unanimously voted. Complaint Officer Andrews abstained.

### *2022-VET-18762*

Townsend moved to dismiss 2022-VET-18762 with no evidence of a violation of the Board's Laws and Rules, seconded by Hoenig. Unanimously voted. Complaint Officer Andrews abstained.

### *2023-VET-18890*

Townsend moved to schedule 2023-VET-18890 for an adjudicatory hearing and to authorize the Assistant Attorney General to negotiate a consent agreement with the Licensee on behalf of the Board. The proposed terms of the consent agreement are: 1) Admission to; 10 M.R.S. § 8003(5-A)(A)(5) and Board Rules Chapter 5 Section 2; 2) Warning; 3) Probation for a period of one (1) year, during which the licensee must a) complete three (3) hours of continuing education on the topic of proper veterinary medical recordkeeping and ethical and legal responsibilities regarding supervising veterinarian technicians and b) Submit two (2) medical records on a quarterly basis including one (1) pre-surgical record and one (1) on processing incoming dogs or puppies, seconded by Hoenig. Unanimously voted. Complaint Officer Andrews abstained.

## **CORRESPONDENCE**

*Rachel Fiske, Assistant State Veterinarian, FDA CVM GFI #263 Guidance on Recommendations for Sponsors of Medically Important Antimicrobial Drugs Approved for Use in Animals to Voluntarily Bring Under Veterinary Oversight All Products That Continue to be Available Over the Counter.*

The Board discussed the correspondence and agreed the Board does not have oversight of the sale of antimicrobial drugs. The Board has not issued guidance regarding the topic of the correspondence and does not have a plan for discussion or communication at this time.

Townsend authorizes Hoenig to sign the response letter on behalf of the Board, seconded by Andrews. Unanimously voted.

## **BOARD MEMBER REMOTE PARTICIPATION POLICY - DRAFT**

Townsend moved to adopt the policy as amended, seconded by Hoenig. Unanimously voted.

An opportunity for the public to comment regarding the draft policy was provided and no comments were received.

## **PUBLIC OPPORTUNITY TO COMMENT**

No comment.

The Board requested for the next board meeting an agenda item regarding a discussion on communications the Board wishes to send to licensees, such as the record keeping requirement pursuant to Board Rule Chapter 5 and 10 MR.S. §8003-G; Duty to require certain information from applicants and licensees, specifically reporting to the office no later than ten (10) days after the change of address, phone number and reporting criminal convictions. Administrator Bett's will prepare a draft communication for the Board to review at the next scheduled board meeting.

**ADJOURN**

There being no further business Townsend moved to adjourn at 11:33 a.m., seconded by Andrews. Unanimously voted.

*Prepared By: Jessica Gowell, Comprehensive Health Planner II*  
*Board approved:*