



Janet T. Mills  
Governor

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

Anne L. Head, Esq.  
Commissioner

Geraldine L. Betts  
Administrator

Maine Board of Veterinary Medicine  
Minutes of February 28, 2024, Board Meeting

**CALL TO ORDER**

Chair Hoenig called the meeting to order at 9:04 a.m.

**MEMBERS PRESENT**

Donald Hoenig, VMD, Chair  
Peter Davis, DVM, Vice Chair  
Douglas Andrews, DVM, Complaint Officer  
Matthew Townsend, DVM

**STAFF PRESENT**

Geraldine L. Betts, Administrator  
Meagan McLaughlin, Comprehensive Health Planner II  
Diane Perry, Comprehensive Health Planner II  
Dominic Cotone, Comprehensive Health Planner I, Application Presentations  
Heather Bronish, Sr. Consumer Assistant Specialist  
John Belisle, Assistant Attorney General, Board Counsel

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

*2021-VET-17456*

Davis moved to accept the Consent Agreement as presented. Seconded by Townsend. Hoenig, Davis, and Townsend in favor, Complaint Officer Andrews recused.

*2023-VET-19200*

Townsend moved to dismiss 2023-VET-19200 with Letter of Guidance regarding unlicensed practice and improper use of license title. Letter of Guidance to remain on file for five (5) years. Seconded by Davis. Hoenig in favor. Complaint Officer Andrews recused.

*2023-VET-19459*

Townsend moved to dismiss 2023-VET-19459 for no evidence of a violation of the Board's Laws and Rules. Seconded by Davis. Hoenig in favor. Complaint Officer Andrews recused.

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[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

*2023-VET-19513*

Davis moved to dismiss case 2023-VET-19513 for no evidence of a violation of the Board's Laws and Rules. Seconded by Townsend, Hoenig in favor. Complaint Officer Andrews recused.

*2023-VET-19514*

Davis moved to dismiss case 2023-VET-19514 for no evidence of a violation of the Board's Laws and Rules. Seconded by Townsend, Hoenig in favor. Complaint Officer Andrews recused.

*2023-VET-19537*

Townsend moved to dismiss 2023-VET-19537 for no evidence of a violation of the Board's Laws and Rules. Seconded by Davis, Hoenig in favor. Complaint Officer Andrews recused.

*2023-VET-19616*

Townsend moved to schedule 2023-VET-19616 for no evidence of a violation of the Board's Laws and Rules. Seconded by Davis, Hoenig in favor. Complaint Officer Andrews recused.

*2023-VET-19637*

Townsend moved to dismiss 2023-VET-19637 for no evidence of a violation of the Board's Laws and Rules. Seconded by Davis, Hoenig in favor. Complaint Officer Andrews recused.

*2023-VET-19662*

Davis moved to dismiss 2023-VET-19662 for no evidence of a violation of the Board's Laws and Rules. Seconded by Townsend, Hoenig in favor. Complaint Officer Andrews recused.

*2023-VET-18995*

Davis moved to schedule 2023-VET-18995 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 violation of 10 M.R.S. §8003(5-A)(A)(2) and 10 M.R.S. §8003(5-A)(A)(5). 2) Warning, 3) 1(one) year probation, to include 6 (six) hours pre-approved continued education regarding general soft tissue surgery with 1(one) hour to include suturing techniques. Continued education must be R.A.C.E approved or equivalent. Continuing education and proof of completion to be submitted within 6 (six) months of the fully executed Consent Agreement; and 4) Records submission for review and approval. Licensee shall submit 2 (two) records per quarter for 1 year, including entries for presurgical with concurrent drug administration, to be reviewed by Complaint Officer. Seconded by Townsend. Hoenig in favor. Complaint Officer Andrews recused.

*2023-VET-19449*

Townsend moved to schedule 2023-VET-19449 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 violation of 10 M.R.S. § 8003(5-A)(A)(5) for violating Board Rules, Chapter 5, Section 2; 2)Warning; 3) 1 (one) year probation to include 6 (six) hours pre-approved continued education regarding general record keeping. Continued education and proof of completion to be submitted within 6 (six) months of the fully executed Consent Agreement; and 4) Records submission for review and approval. Licensee shall submit 2 (two) records per quarter during the probationary period to be reviewed

by the Complaint Officer. Seconded by Davis. Hoenig in favor. Complaint Officer Andrews recused.

*2023-VET-19599*

Townsend moved to schedule 2023-VET-19599 for an adjudicatory hearing and 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 violation of 10 M.R.S. §8003 (5-A)(A)(5) for violating Board Rules, Chapter 5, Section 2; 2) Warning; 3) 1 (one) year probation to include 6 (six) hours pre-approved continued education regarding general record keeping. Continued education and proof of completion to be submitted within 6 (six) months of the fully executed Consent Agreement; and 4) Records submission for review and approval. Licensee shall submit 2 (two) records per quarter during the probationary period to be reviewed by Complaint Officer Seconded by Davis. Hoenig in favor. Complaint Officer Andrews recused.

*2023-VET-19641*

Townsend moved to schedule 2023-VET-19641 for an adjudicatory hearing and 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 violation of 10 M.R.S. § 8003(5-A)(A)(5) for violating Board Rules, Chapter 5, Section 2; 2) Warning, 3) 1 (one) year probation to include 6 (six) hours pre-approved continued education regarding general record keeping. Continued education and proof of completion to be submitted within 6 (six) months of the fully executed Consent Agreement; and 4) Records submission for review and approval. Licensee shall submit 2 (two) records per quarter during the probationary period to include examinations for procedures requiring hospital admissions, dental and pre-surgery entries, to be reviewed by Complaint Officer. Seconded by Davis. Hoenig in favor. Complaint Officer Andrews recused.

*2023-VET-19682*

Townsend moved to schedule 2023-VET-19682 for an adjudicatory hearing and 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 violation of 10 M.R.S. § 8003(5-A)(A)(2) for gross negligence, incompetence, or violation of an applicable standard of practice; 2) Warning; and 3) 1 (one) year probation to include 6 (six) hours pre-approved continued education regarding endocrine disease including Cushing's Disease and oral steroids, to be reviewed by Complaint Officer. Seconded by Davis. Hoenig in favor. Complaint Officer Andrews recused.

*2023-VET-19257*

Davis moved to dismiss 2023-VET-19257 for no evidence of violation of the Board's Laws and Rules. Seconded by Townsend, Hoenig in favor. Complaint Officer Andrews recused.

*2023-VET-19535*

Townsend moved to dismiss 2023-VET-19535 for no evidence of violation of the Board's Laws and Rules. Seconded by Davis, Hoenig in favor. Complaint Officer Andrews recused.

*2017-VET-13078*

Davis moved close case 2017-VET-13078 with all conditions of Consent Agreement and probation being met. Seconded by Townsend, Hoenig in favor. Complaint Officer Andrews recused.

*2022-VET-18434*

Davis moved to amend the Consent Agreement to end the probation period. Seconded by Townsend, Hoenig in favor. Complaint Officer Andrews recused.

*2022-VET-18649*

Davis motioned to dismiss 2022-VET-18649 for lack evidence. Seconded by Townsend, Hoenig in favor. Complaint Officer Andrews recused.

*2023-VET-18890*

Board took no action on 2023-VET-18890. Consent Agreement stands as is.

*2023-VET-19405*

Townsend moved to dismiss 2023-VET-19405 with Letter of Guidance regarding confirmation of reproductive status or other contributing health status prior to administering steroids (dexamethasone) specifically if it can cause abortions. Communicate and/or clarify risks to administering this medication to pet owners. Letter of Guidance to remain on file for ten (10) years. Seconded by Davis. Hoenig in favor. Complaint Officer Andrews recused.

## **MINUTES REVIEW AND APPROVAL**

*September 20, 2023*

Davis moved to accept the minutes of September 20, 2023, as presented, seconded by Townsend. Unanimously voted to approve the minutes.

## **APPLICATION, REVIEW AND BOARD ACTION**

*Presenter, Dominic Cotone, Comprehensive Health Planner I*

*Caite M. Exchange* – Townsend moved to preliminarily deny the application. Maine Law does not authorize on-the-job training as a pathway to licensure. The applicant does not meet educational requirements. Seconded by Andrews. Unanimously in favor.

*Danielle J. Watson* – Andrews moved to issue license and accept education requirements provided. Seconded by Davis. Unanimously in favor.

*Kimberly S. Rufo* – Davis moved to preliminarily deny the application. Maine Law does not authorize on-the-job training as a pathway to licensure. The applicant did not provide school credentials and does not meet licensing requirements. Seconded by Townsend. Unanimously passed to deny.

## **ELECTION OF OFFICERS**

**Chair** – Townsend moved to nominate Don Hoenig to serve as President, seconded by Davis. Unanimously voted.

**Vice-Chair** - Townsend moved to nominate Matt Townsend to serve as VP, seconded by Davis. Unanimously voted.

**Board Complaint Officer** - Townsend moved to nominate Doug Andrews to serve as Complaint Officer, seconded by Davis. Unanimously voted.

**PUBLIC OPPORTUNITY TO COMMENT**

No comment from the public in person or virtual.

**ADJOURN**

There being no further business Davis moved to adjourn at 2:50 p.m., seconded by Townsend. Unanimously voted.

*Prepared By: Meagan McLaughlin , Comprehensive Health Planner II  
Board approved: May 22, 2024*