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Idaho Board of Veterinary Medicine
CERTIFIED EUTHANASIA TASK FORCE (CETF)
Tuesday, November 8, 2011
Idaho State Department of Agriculture Building
Conference Room Main A

APPROVED MINUTES

IN ATTENDANCE:

Rena Carlson-Lammers, DVM, CETF Chair
Jo-Anne Dixon, DVM, member
Teresa Kasper-Sauer, DVM, member
Brenda Steinebach, CET, member
David Schulz, DVM, BOVM Liaison Officer
Karen Ewing, BOVM Executive Director
Carol Youtz, BOVM Technical Records Specialist II

Call to Order at 11:02 a.m. by Chair, Dr. Rena Carlson-Lammers.

1. MINUTES: Approval of April 19, 2011 meeting minutes

Dr. Dixon moved to approve the minutes as written. Ms. Steinebach seconded, and the motion passed.

2. NEW CETF APPOINTMENTS:

The Board of Veterinary Medicine appointed Teresa Kasper-Sauer, DVM and Stephen Buzzell, CET to the CETF. Dr. Kasper-Sauer's appointment began October 24, 2011 and expires October 23, 2014. Officer Buzzell's appointment will begin January 14, 2012 and expire January 13, 2015.

3. RULES: Discuss changes for 2013

Euthanasia rules in Sections 201-206 will be reviewed by the CETF for possible updates during the January 2013 legislative session. The CETF must have any proposed changes ready for review by the Board's April 2012 meeting, as the final rule changes must be approved by the Board at its June 2012 meeting and submitted to the Office of Administrative Rules by August 2012.

Rule Sections 205.02.a (1), (2), and (3) will be modified to removed the percentages needed to be successful in injections and replace with wording that indicates the CET will demonstrate competence. All rule sections from 200 to 207 will be reviewed by the CETF, and recommendations for changes are to be sent to Board staff by January 31, 2012.

4. FINANCIAL:

A. 2012 Euthanasia program fee increases – survey results

Ms. Ewing reported that 61% of the euthanasia program certificants responded to the fee survey. 47% supported the fee increases, 32% opposed, and 21% were indifferent. The Board and the CETF agreed that doubling the renewal fees for the euthanasia program was valid, and would bring revenue more in line with the program expenses. The certified euthanasia

1 program will never be completely self-supporting, as there are simply not enough agencies
2 and technicians to cover the program's expenses.

3 **B. Zero Based Budgeting (ZBB)**

4 Ms. Ewing gave a broad overview of the ZBB process. The first step is to identify the Board's
5 cost centers. The next step is a gap analysis, which determines if Board and CETF activities
6 are mandated by statute, and if any services are being provided that are not statutorily
7 required. Board staff will continue to track how much of their work week is spent on the
8 euthanasia program. The current breakdown for assigning costs is 75% to Veterinarians and
9 Administration, 15% to the Euthanasia Program, and 10% to the Certified Veterinary
10 Technician Program.

11
12 **5. TRAINING:**

13 **A. New CET written exam for 2012**

14 A new written exam is needed; otherwise, trainees from 2009 will be taking the same exam
15 previously taken. Questions that were consistently missed will be redone. Dr. Dixon
16 volunteered to rewrite questions 1 through 15. Staff will locate a new photo or line drawing of a
17 syringe for question 15. Questions 16 – 21, including dosage problems and recordkeeping
18 exercise, will be revised with different animal types and weights. The questions will need to be
19 reworked before the April 2012 CET recertification training. The practical examination should
20 have a training focus, as the interactions between the instructor and the CET are invaluable to a
21 new euthanasia technician.

22
23 **B. Adjunct manual discussion**

24 **i. Intra-cardiac (IC) injections:** More instructions will be detailed in the Adjunct
25 Manual about IC injections; technicians can practice on animals that have already been
26 euthanized. Expand the dosage tables to include IC injections; in the outline, put a footnote
27 stressing that an IC injection may only be performed on an anesthetized animal.

28 **ii. Pole syringes:** Meridian Police Animal Control uses its pole syringe frequently,
29 and the instructions that came with the unit are good. Pole syringes can be part of the practical
30 training. Staff will add pole syringe information to the pre-euthanasia sedation section of the
31 Adjunct Manual; Ms. Steinebach will provide a copy of the information received with
32 Meridian's pole syringe.

33 **iii. Examples of drug log corrections:** A single line should be drawn through the
34 incorrect entry, and the correction should be initialed and dated. Any deficiencies should be
35 corrected from this point forward, without going back to fix the errors of past years. A detailed
36 explanation of unusual circumstances or situations should be recorded in the drug log to
37 memorialize the incident. Information on correcting drug logs will be added to the Adjunct
38 Manual in the record keeping section as number eight (8).

39
40 **C. 2011 Chemical capture course**

41 The new domestic animal chemical capture course prepared and taught by Dr. Jeff Rosenthal
42 was well received, and ten (10) law enforcement CETs attended training in August 2011. There
43 were some complaints about the rule change that requires recertification every three years.

44
45 **D. PowerPoint projector for training**

46 The CETF discussed renting a PowerPoint projector. This will be done if the Pocatello CET
47 training has four (4) or more trainees for any given class. If a course has three (3) attendees or
48 less, the instructor can use her laptop to present the slideshow.

1 **E. Fall 2011 Newsletter**

2 A fall CETF newsletter was discussed. The most important topics will be at the beginning of
3 the newsletter. Articles will be written to introduce the new CETF appointees, confirm the 2011
4 rule changes, discuss IC injections on dead animals, reveal common inspection deficiencies,
5 solicit a new eastern Idaho CETF member to replace Dr. Carlson-Lammers, and explain why
6 all CETs should be kept in the loop regarding all drug record keeping procedures. All CETs,
7 not just the lead CET, must know how to keep every type of drug log and how to label all
8 approved drugs.
9

10 **6. CERTIFIED EUTHANASIA AGENCY (CEA) INSPECTIONS:**

11 **A. 2011 Inspections**

12 All site inspections should be completed by December 31. Dr. McReynolds was ill for today's
13 meeting, and had planned to train Dr. Kasper-Sauer to inspect the Treasure Valley CEAs
14 tomorrow. All the Treasure Valley agency inspections must be rescheduled, except for Weiser
15 Police Department. Ms. Youtz will contact all affected euthanasia agencies to advise them
16 about the change in inspection dates.
17

18 **B. Inspection manual development**

19 The CETF discussed preparation of a CEA inspection manual for the purpose of standardizing
20 the inspection criteria statewide. The existing inspection form follows the exact verbiage in
21 rule. Dr. Kasper-Sauer was asked to review the CEA inspection form and make revision
22 notations as she performs inspections with Dr. McReynolds to determine whether any items on
23 the inspection form should be changed. The CETF recommends that inspections should be seen
24 as a training opportunity. This can be a mentoring event, since an agency with a single
25 euthanasia technician does not have other technicians to discuss issues with.
26

27 **7. GENERAL BUSINESS:**

28 **A. Planning - Where does the CETF want to be in the future?**

29 Ms. Ewing supplied copies of the BOVM Strategic Plan for FY 2012-2016. Dr. Schulz
30 discussed the cultivation of new members for the CETF. He stated that it's always good to get
31 new people, so you get new ideas. Dr. Carlson said that the Board always needs to stay current
32 with shelter medicine national trends, new procedures that enhance safety, changes in spay-
33 neuter policies, while being sensitive to economic downturns that may affect euthanasia at
34 CEAs. The State needs to stay progressive, and monitor public opinion regarding animal
35 euthanasia.
36

37 The CETF discussed the disconnect between veterinarians in private practice and shelter
38 veterinarians. Private veterinarians often identify low-cost spay/neuter and vaccination
39 programs as direct competition for private veterinary hospitals, and animosity exists. Dr. Dixon
40 opined that private practitioners can embrace animal adoptions and shelter medicine by offering
41 services such as a free first exam for shelter animals to build their private practices. Board staff
42 was directed to add a question to the 2012 euthanasia renewal forms regarding how many
43 euthanasias are done every year at each CEA, broken down by species. This will provide
44 annual information on the numbers and species of animals that are being humanely destroyed at
45 Idaho's CEAs. These statistics will assist the Board and CETF in determining the ongoing
46 value of the program for Idaho.
47

48 **B. Set date for Spring 2012 CETF meeting**

1 Historically, the CETF meeting has been held in April or early May, and the CET
2 recertification training has taken place the next day. Board staff will use the online "Survey
3 Monkey" to poll the members for acceptable dates. The CETF will review its rules by January
4 31st, and present the proposals to Roger Gabel for review. The CETF's rule change
5 recommendations will be provided to the Board in time for review at its April 2012 Board
6 meeting.
7

8 **C. Service commendation for Brenda Steinebach**

9 On behalf of the other CETF members, Dr. Carlson-Lammers praised Officer Steinebach's
10 outstanding CETF service from January 14, 2008 to January 13, 2012. The Task Force
11 presented a commendation certificate signed by Governor Otter, along with an engraved wall
12 plaque.
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14 Meeting adjourned at 3:13 p.m.
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18	Rena Carlson-Lammers, DVM, CETF Chair	Date
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21	Tami McReynolds, DVM, CETF Member	Date
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23		5/1/12
24	Jo-Anne Dixon, DVM, CETF Member	Date
25		
26		5/1/12
27	Teresa Kasper-Sauer, DVM, CETF Member	Date
28		
29		5-1-12
30	Stephen Buzzell, CET, CETF Member	Date
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32		
33	Marcia Matsuura, DVM, CETF Member	Date
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35		5/1/12
36	Carol Eklund, DVM, BOVM Member	Date
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