

**MINUTES, North Carolina Veterinary Medical Board  
Raleigh, North Carolina, November 6, 2025**

At 8:04 a.m., President Azure Holland, DVM, called to order the regular meeting of the North Carolina Veterinary Medical Board. This meeting was held at the Board office and virtually through Zoom. Board members present in person were Azure Holland, DVM; Edward Faulkner, DVM; Ronald Komich, DVM; Andrea Gentry- Apple, DVM; and Michael Martin, DVM. Board members Allen Cannedy, DVM and Robin Lazaro, RVT were present via Zoom. Also present in person were Keith West, Executive Director; Melissa Bowman, Deputy Director; Matthew Skidmore, Board Attorney; Joseph P. Jordan, PhD, Chief Executive Officer, North Carolina Physician's Health Program (NCPHP); Kasey Henry, RVT (NCAVT); Lauren Poston, BS, RVT, (NCAVT); Erin Clark, RVT (NCAVT); Kimberly Lewis, RVT (NCAVT); Krystina Phillips, RVTg (NCAVT); Nicolette McNeely, BS, RVT, (NCAVT); Jenny Kapur, BS, RVT (NCAVT); Sydney MacDonald, NCVMB secondary student liaison; and Jennifer Kendrick, Executive Director, North Carolina Veterinary Medical Association (NCVMA).

The following guests were in attendance via Zoom: Hannah Walsh, RVT; Justin Headley, RVT; Gail Harrel, RVT; Karyn Smith, DVM, President (NCVMA); Janice Mosely, RVT; Melanie Skinner, RVT; Kimberly Black, RVT; Jon Carr, Attorney and Lobbyist (NCVMA); Heather Henderson, RVT; Cynthia Burns, RVT; Johnathan Tabor, RVT; Karen Whitehead, RVT; David Cowan, CVT; and Lexy Dickens, RVT, and Stephen Pytlik, Attorney.

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President Azure Holland, DVM reviewed for the Board the Governor's and the North Carolina Ethics Commission's statements on recognizing and avoiding conflicts of interest. She also reviewed N.C.G.S. § 90-179 of the North Carolina Veterinary Practice Act.

The September 11, 2025, Board meeting minutes were reviewed and approved. Ronald Komich, DVM made a motion to accept the minutes and Andrea Genrty- Apple, DVM seconded the motion. The motion passed unanimously.

**New Business:**

Azure Holland, DVM announced that Micheal Martin, DVM has been appointed to the Board's Legislative Committee.

**President's Report:**

None

**North Carolina Professional Health Program (NCPHP) Report:**

Joseph P. Jordan, PhD, Chief Executive Officer, presented his report on the status of the program attendance, provided updates and discussed resources available from the program for veterinarians and veterinary technicians regarding their mental health and overall health.

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**State Veterinarian's Report:**

Michael Martin, DVM provided an update on the status of highly pathogenic avian influenza (HPAI), and New World screwworm cases and case numbers.

**Legislative Committee Update:**

Executive Director, Keith West stated that feedback was received from interested parties regarding the proposed legislation and that he is currently reviewing the information. He also stated that he will provide another update on the proposed language for legislation introduction at the next meeting after the Legislative Committee meets in December.

**Facility Inspection Report:**

Executive Director, Keith West provided a report on all of the inspections since the last meeting totaling 191 inspections with no serious violations. Robert Bakal, DVM completed 73 inspections, Marjorie McFetridge, DVM completed 36 inspections, Nicolette Peer, DVM completed 61 inspections, Andrew Horne, DVM completed 19 inspections, and Marisol Iannuzzi, DVM completed 2 inspections.

Mr. West stated that inspections are moving along well and inspectors are receiving good feedback.

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Mr. West also reported that there are only approximately 10 facilities left that have not submitted their facility permit application. Staff continues to work to bring all facilities into compliance.

**Rules Update Report:**

Deputy Director, Melissa Bowman stated that the review and update of the administrative rules for the periodic review process with rules continues. The board has 47 rules that must be readopted by December 2027, with 12 rules completed, 10 ready for pre-review, and 10 in-progress. Updated rules will be brought to the Board for consideration over the next year.

**Attorney's Report:**

Board Attorney, Matthew Skidmore stated that 22 closing letters have been mailed since the last meeting and a total of 12 closing letters are expected to be completed this month. Mr. Skidmore stated Susan Bull, DVM's role as the Board's complaint investigator, has helped with the complaint volume increase with 27 complaints being dismissed at the Executive Director level after a thorough investigation before a referral to the Committee on Investigations.

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**Student Liaison's Report:**

Secondary Student Liaison, Sydney MacDonald read Primary Student Liaison, Bec Mitchell's report which included a review of the AAVSB 2025 conference, with mentions of Michael Martin, DVM's report and congratulated Robin Lazaro, RVT's on her new position. Ms. Mitchell is thankful for the opportunity to attend the conference. Ms. Mitchell provided in her report the upcoming activities at NCSU CVM, and their plans to revive their NCVMB newsletter.

**Executive Director's Report:**

Executive Director, Keith West reported that the Board's finances remain in good standing. Mr. West presented the status report of the number of active Veterinarians and Registered Veterinary Technicians and stated that the number of applications still continue to increase.

Mr. West reported that the Board's draft audit was received with no issues and that he will provide a copy of the final draft to Board members in January once it is available.

Mr. West took a moment to acknowledge all Board staff members on the amazing job they have done this past year with all the changes that took place. He also complemented their work, work ethic and stated that they are an excellent, trustworthy group of staff.

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Mr. West also announced that the March 12, 2026 Board meeting will be held at NCSU CVM.

At 9:16 a.m. the Board took a break and returned at 9:35 a.m.

At 9:36 a.m., pursuant to G.S. § 143.318.11 (a)(3) and (6), a motion was made to go into closed session by Edward Faulkner, DVM and seconded by, Michael Martin, DVM to discuss reinstating an inactive veterinarian, personnel recommendations, a consent order recommendation, and litigation in Case No. 25CV001172-910 pending in Wake County Superior Court with the Board's attorney against a chiropractic case. The motion was approved unanimously.

At 10:55 a.m., a motion was made to leave closed session by Edward Faulkner, DVM and Michael Martin, DVM seconded the motion. The motion passed unanimously.

Personnel recommendations made by Executive Director, Keith West with amendments made by the Board, were approved. Edward Faulkner, DVM making the motion and Michael Martin, DVM seconding the motion. The motion passed unanimously.

A motion was made to reinstate the inactive veterinarian, Jean Lin, DVM by

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Michael Martin, DVM and seconded by Andrea Gentry- Apple, DVM. The motion passed unanimously.

The recommendation by Committee 13 to enter a consent order in the case of Complaint No. 2025097-13; NCVMB vs Joshua Nelson Harvey was approved.

**Old Business:**

None

Michael Martin, DVM read into the minutes the decisions from Committee on Investigation No. 10.

**Report of Committee on Investigations No. 10**

- a. 2025099-10 – Letter of Caution
- b. 2025100-10 – Dismissed, No Probable Cause
- c. 2025107-10 – Dismissed, No Probable Cause
- d. 2025118-13 – Letter of Caution
- e. 2025093-13 – Letter of Caution
- f. 2025098-13 – Dismissed, No Probable Cause
- g. 2025101-13 – Letter of Reprimand with \$3,500 CMP
- h. 2025105-13 – Letter of Caution

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- i. 2025115-10 – Letter of Caution
- j. 2025104-10 – Letter of Caution
- k. 2025109-13 – Dismissed, No Probable Cause
- l. 2025075-10 – Letter of Caution

Edward Faulkner, DVM, made a motion, seconded by Andrea Gentry-Apple, DVM, to approve the report from Committee on Investigations No. 10. The report from Committee 10 was approved unanimously.

These decisions are preliminary and will not be final until the decisions are accepted into the minutes, the decision is drafted by the Board Attorney and is approved by the Committee chair and then mailed to the licensee and complainant. In the case of a letter of reprimand, the licensee has 15 days from its receipt to reject it and request a hearing. If a rejection occurs, the case is returned to the Committee for review and action.

**Other Business:**

None

**Approval of Expenses:**

Michael Martin, DVM made a motion to approve the Board's expenses,



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and it was seconded by Edward Faulkner, DVM. The expenses were approved unanimously.

**Final Review and Summary of Action Items:**

Executive Director, Keith West reminded Board members that the March 12, 2026 meeting will be held at NCSU CVM campus, and that a Legislative Committee meeting will be scheduled in December to include the new member Michael Martin, DVM.

A motion to adjourn made by Edward Faulkner, DVM, seconded by Michael Martin, DVM, passed unanimously. The meeting was adjourned at 11:04 a.m.

Respectfully Submitted,

Keith West  
Executive Director