Cannabis Control Commission
List of Tasks
September 12, 2017

Key for Commissioner Assignments:
• (SH) – Chairman Hoffman
• (KD) – Commissioner Doyle
• (JF) – Commissioner Flanagan
• (BM) – Commissioner McBride
• (ST) – Commissioner Title

1) Statutory Requirements
• Regulation Development and Promulgation, including public outreach, by category of establishment (KD)
  • Cultivation
    • Including DAR/pesticides, craft cultivation, potential for size limits
  • Manufacturing
    • Including extraction/Fire Marshall
  • Testing
    • Including DAR/pesticides
  • Retail
• Cross-category Regulation
  • Public Safety/Enforcement (BM)
  • Transportation/Distribution/Delivery (SH)
  • Packaging/Labeling (BM)
  • Potency/Serving size (JF)
  • Advertising (SH)
  • MV/Nantucket (KD)
• Policy Development
  • Edibles (JF)
  • Social Consumption (ST)
  • Local community siting, host agreements, zoning (KD)
• Application Processing Across All Categories (SH)
• Technology Development (SH)
  • Application processing
  • Seed to Sale Tracking
  • Revenue Collection
• Integration of Medical Marijuana (KD)
  • Including resolution of regulation inconsistencies, patient data, staff integration
• Development and Execution of Research Agenda (SH)
• Social Justice (ST)
  • Including outreach, mentoring, financing, workforce development

2) Administrative Policy Development and Management
• Human Resources (including organization chart, job descriptions, hiring/onboarding, expense policy, equal opportunity, ethics, performance management, etc.) (BM)
• Legal (BM)
  • Including OML, Public records and retention
• Finance and Administration (SH)
  o Including budgeting, internal controls, Information Technology, Office management, procurement, Marijuana Regulation Fund
• Office space acquisition and build-out (JF)
• Communications (SH)
  o Including press relations, public commission meetings, hearings awareness, progress reports, how-to-guides, commission branding/marketing

3) Constituency Outreach
• Governor (JF)
• AG (BM)
• Treasurer (SH)
• Other State Officials (JF)
• Legislature (including Speaker, Senate President, Marijuana Policy Chairs, Minority Leaders) (JF)
• Advisory Board (All [each commissioner responsible for 5 Advisory Board Members]) (JF)
• Cities and Towns (Individually, Mass Municipal Board) (KD)
• Public Safety Officials (BM)
• Advocacy Groups (ST)
• Other States (Implemented, In Process) (SH)
• Industry Experts (SH)