



CANNABIS CONTROL COMMISSION

OPEN MEETING

Tuesday, November 7, 2017

12:00 p.m.

Minihan Meeting Room

Hurley Building

19 Staniford Street

Boston, MA

DRAFT--FOR DISCUSSION PURPOSES ONLY

This presentation has not been reviewed or approved by the Cannabis Control Commission.



CANNABIS CONTROL COMMISSION

PUBLIC MEETING AGENDA

- 1) **Call to Order**
- 2) Chairman's Comments & Updates
- 3) Review of Meeting Minutes
- 4) Fiscal Year 2018 Budget Review
- 5) Public Comment Deadline Extension
- 6) Hiring Process
- 7) New Business reserved for business Chairman did not anticipate at time of posting
- 8) Public Questions & Comments
- 9) Next Meeting date (if known).

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Summary of Budgetary Needs September 1, 2017 – June 30, 2018

Operating Funds

Commissioners Salaries	\$534,167
Senior Agency Staff	\$470,834
--Executive Director, Chief of Staff, CFAO, General Counsel, Director of Communications, Director of HR, CTO	
Facilities	\$622,826
Regulation Development and Promulgation	\$247,400
Technology Development Support and Licensing	\$285,000
License Application Processing and Enforcement	\$665,300
Government Affairs	\$ 37,500
Legislature	
Cities and Towns	
Community Outreach	\$283,750
--Disproportionately Impacted Communities	
--Minorities, Women, Veterans, Farmers	
Mandated Research	\$ 70,000
MDAR Mandate	\$ 37,500
Out of Pocket Expenses (Fees, Membership, Travel)	\$ 40,683
Inter-Agency Charges	\$208,333

Total Operating Funds **\$3,578,293**

Capital Spending (Technology Development)

Seed-to-Sale Tracking	\$750,000
Licensing	\$700,000
Revenue Collection, Tracking, Enforcement	\$2,500,000

Total Capital Spending **\$3,950,000**

Total Operating Funds and Capital Spending **\$7,528,293**

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CANNABIS CONTROL COMMISSION

TO: Steven Hoffman, Chairman, Massachusetts Cannabis Control Commission

FROM: Britte McBride, Commissioner

DATE: Friday, November 3, 2017

RE: Executive Director Hiring Authority

You asked me to outline the authority granted to the Executive Director through the Commission under the CNB's enabling statute. Pursuant to subsection (j) of Section 76 of Chapter 10 of the General Laws, the Executive Director of the Cannabis Control Commission "may, subject to the approval of the commission, employ other employees, consultants, agents and advisors, including legal counsel..." Accordingly, the Commission may delegate to the Executive Director the responsibility to make decisions relative to engaging individuals, whether as full-time employees or as contractors, on behalf of the Commission provided that the positions for employment or engagement have previously been approved by the Commission.

For consistency, ease of administration and integration of the Executive Director into the Commission's processes, such a delegation should be enduring and not on a case-by-case basis. The delegation to the Executive Director should be considered during a public meeting and voted on by the Commission.

If adopted, the Executive Director would be responsible for screening applicants, conducting interviews and making hiring decisions relative to full-time employees, in conjunction with any chief Human Resources officer or other relevant managers that the Commission ultimately employs. The Executive Director shall also have authority to enter into contracts with contractors on behalf of the Commission.

At his sole discretion, the Executive Director may engage an advisory group to assist him in vetting and interviewing candidates. See Connelly v. School Committee of Hanover, 409 Mass. 232 (1991). Per Connelly, any such advisory group would not be subject to the Open Meeting Law. An advisory group formed by the Executive Director may include members of the Commission provided, however, that only a sub-quorum of the Commission may participate in any advisory group to avoid violating the Open Meeting Law. Unless otherwise specified as part of the delegation of authority, decisions of the Executive Director would be final with no requirement that they be ratified by the Commission.

However, if it is determined by the Commission that the Commission shall approve final candidates prior to extending an offer of employment, any such deliberation must be carried out during an open session of a posted public meeting under the requirements of the Open Meeting Law.

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Next Meeting Date

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