



CANNABIS CONTROL COMMISSION PUBLIC MEETING MINUTES
March 20, 2018 11:30 a.m.

Gaming Commission Meeting Room
101 Federal Street, 12th Floor
Boston, MA

COMMISSION MEMBERS IN ATTENDANCE

Chairman Steven Hoffman
Commissioner Kay Doyle
Commissioner Jen Flanagan
Commissioner Britte McBride
Commissioner Shaleen Title

COMMISSIONER MEMBERS ABSENT: None

1. [Presentation](#)
2. [Job Description: Press Secretary](#)
3. [Job Description: Office Manager/Receptionist](#)
4. [Job Description: Executive Assistant](#)
5. [January 30, 2018: Minutes](#)
6. [February 13, 2018: Minutes](#)

Chairman Hoffman called the meeting to order at 10:31 a.m. and advises the meeting that it is being recorded.

Chairman Hoffman reported that the final regulations had been filed with the Secretary of State and that the Executive Director had outlined the sequencing and timing of the application process for April 1, 2018. He will provide more detail on workflow at next week's meeting. Chairman Hoffman went over the agenda of the meeting.

The Commission discussed Meeting minutes January 30, 2018 and February 13, 2018. Commissioner Doyle asked if there were any questions or comments on the minutes. There were none. Commissioner Doyle moved to approve the January 30, 2018, Commissioner McBride seconded. The Commission voted unanimously to approve the minutes. Commissioner Doyle moved to approve the February 13, 2018, Commissioner Flanagan seconded. The Commission voted unanimously to approve the minutes.

The Executive Director discussed the three positions to be approved for posting. The first is the Press Secretary, who would report to the Communications Director. The Press Secretary would develop press opportunities and strategies and serve as a liaison and free up the Communications

Director to think more broadly about communications strategy. Chairman Hoffman asked if it was in the budget. Mr. Collins affirmed that it was. Commissioner McBride moved to approve the position, Commissioner Flanagan seconded. The Commission voted unanimously to approve the motion.

Mr. Collins described the next position as Receptionist/Office Manager. The Commission needed assistance triaging calls as it gets busier with incoming applications, as well as ensuring the office was adequately supplied. The position will report to the Executive Director until a Chief of Staff was hired. Mr. Collins stated that the position was in the budget. Commissioner Flanagan moved to approve the position, Commissioner McBride seconded. The Commission voted unanimously to approve the motion.

Mr. Collins described the next position as Executive Assistant, to ensure emails and calls are returned and things are coordinated to support the executive level of the team. Mr. Collins stated that the position was in the budget. Commissioner Flanagan moved to approve the position, Commissioner McBride seconded. The Commission voted unanimously to approve the motion.

Mr. Collins stated that there were four current openings, two of which were closing tomorrow: Director of Community Outreach and Director of Constituent Services. The other two are Digital Director and Fiscal Specialist, which are posted on the Commission's website and the Commission was waiting for them to be posted on MassCareers. The position will close on March 30, 2018. The Commission will post the Receptionist and Executive Assistant position. Chairman Hoffman asked if there were any questions for the Executive Director. There were none.

Chairman Hoffman opened the discussion on Social Consumption and Delivery. He explained that it was follow-up on the policy discussion last month in which the Commission agreed to delay regulation of social consumption and delivery. The Chairman wanted to ensure that the Commission had a complete list of issues to work on to develop the regulations. Mr. Collins referred to the slide entitled "Social Consumption and Delivery." Mr. Collins read the issues under social consumption as impaired operation or driving, smoking or vaping within the facility, other operational issues such as preventing underage access, detecting impairment, consumption limits and time allotments for being in the facility. On the impaired operation or driving issue, there is a special commission created by the statute, which Mr. Collins chairs. He has reached out to all of the statutory appointees. Some of the statutory appointees have designees, which are still being identified. He is trying to pull together a meeting together as soon as possible. The Commission has to report to the House and Senate by January 1, 2019. The commission is not limited to impairment by marijuana, but instead substances generally. His intent, however, is to initially focus on marijuana. Chairman Hoffman asked if there was an anticipated first meeting date. Mr. Collins said at this point, no he didn't, but if he still doesn't hear back from people on the commission, he will follow up with phone calls. The second issue was relative to smoking and vaping, and the executive director has identified candidates for the workgroup the Commission created, including people with a public health background and experience with employee/employer issues. Mr. Collins believes finalizing candidates is approximately a week away. Chairman Hoffman asked if they had a report due to the

Commission by July 31, 2018. Mr. Collins agreed that was true. Mr. Collins said regarding the operational requirements, the Commission was finalizing the hiring of a Research Director and as the Commission is building the staff, dividing up issues amongst the staff to submit periodic reports about, including what other states do and other options to address concerns.

Regarding delivery, Mr. Collins read the issues as age verification, identify verification, delivery radius, and seed to sale tracking. Seed to sale tracking is being built, so delivery would be explored as part of that process. Chairman Hoffman asked if the list for social consumption or delivery was complete or if the Commissioners had anything to add. Commissioner McBride suggested adding “types of licenses” under delivery—would they be limited to brick & mortar locations. Commissioner Flanagan suggested adding under social consumption operational requirements, for social consumption operators operating now in other states, do they have a process to a ride service or other transportation to prevent someone from driving impaired. Commissioner Title asked whether the special commission would be discussing impaired operation as a whole, not just regarding social consumption. Mr. Collins agreed that it would. Commissioner Title asked if the commission would be making recommendations to the Commission. Mr. Collins said they would be making recommendations generally, some may be recommendations regarding legislation, in the form of a report that would be publicly available. Commissioner Title commented that the smoking workgroup should remain a smoking workgroup, not a smoking/vaping workgroup and if the Commission want them to discuss vaping, it can ask, but it was not the purpose of the workgroup. Mr. Collins explained that in discussions with individuals who are interested in serving on the workgroup, it is an issue of interest to them, so he did not want to restrict them from exploring it but keep the primary focus on smoking. Chairman Hoffman said he would prefer clarity on the vaping issue and not leave it to the workgroup to decide. Commissioner Doyle said that she would prefer to see vaping as part of the discussion, as there seems to be ongoing research on the issue and she would appreciate further information to understand it. Commissioner Title recommending adding it to the list of issues that the Commission would consider as well as adding it to the work of the smoking workgroup, while maintaining the primary focus on smoking specifically. Mr. Collins agreed that there was an opportunity for a dual path for the Commission to do independent research and the workgroup to advise the Commission on what would be best practices or approaches. Chairman Hoffman asked the Commissioners if there was anything else to be added to the list. There were no further suggestions.

Mr. Collins explained that he would plan the best method of providing information to the Commission so that it was not an information dump, but instead a more planned approach to allow the Commissioners to digest information so they could meet the October deadline. Commissioner Title asked the staff to come back with an anticipated scheduled. Chairman Hoffman thanked the Executive Director for his work on this.

Chairman Hoffman announced the next meeting would be in the same space at the Gaming Commission at 10:30 a.m. on March 27, 2018 and adjourned the meeting at 10.55 a.m.