



MEMORANDUM

TO: Marijuana Control Board

DATE: May 24, 2023

FROM: Carrie Craig, Records and Licensing
Supervisor

RE: Licensing Report

Staff Changes

We are fully staffed! The last few months have been challenging for this team regarding staffing as Director Wilson mentioned in her report. We have had talented employees move onwards to greater opportunities to continue to grow professionally and we are happy for them. I am grateful for everyone at AMCO for their leadership, initiative, and patience. Special shout outs to Kristina, Janyce and Mary for their tireless assistance on the alcohol side.

Another special shout out goes Audrey for volunteering to review some alcohol new and transfer applications for this meeting, while working on her own marijuana workload.

I would be remiss if I failed to thank Regina for her hard work in wrapping up last year's renewal cycle and taking on Nate's leftover renewal applications.

Sam is continuing to review and produce quality marijuana reviews and has a number on this agenda for your consideration. He was also instrumental in training our new Administrative Assistant, when I was unavailable.

Bryce Johnson is our new Administrative Assistant, who is processing alcohol event permits and alcohol application intake as well as handling all things related to the front desk including walk ins as and phone calls. When he came onboard in late April, he got a crash course in permit applications as they came in like a tidal wave. Below you will see that since January 1st, 2023, to the date of this report we have received 432 permit applications. During my previous briefing in March, I reported we had received 165 applications. Doing the math, that is 267 applications in three months.

Trishia Gilliland, one of our new alcohol examiners, started just a few weeks ago. We had some tech hiccups in getting her all logged in and permissions, but she is now plugged in and has been shadowing Donovan, who has been showing her the alcohol renewal process.

This morning, May 24th, Sonya Irwin joined our alcohol examiner team and we are lucky to have her on board. Until after the board meetings, she will also shadow Donovan and work with Trishia as they dip their toes in the renewal process together.

I am very excited for this team's future!

2023/2024 Renewals

The new renewal season has started! On May 1st, 475 renewal notices were sent out to those active operating licensees. As of the date of this report, there have been 14 renewal applications placed in the review queue.

A couple exciting changes this year, licensees are not required to submit any entity or lease/deed documentation with their renewal paperwork. Additionally, payments can be made online with a card now. (Thank you, Maya, for working hard on that!)

New, Transfer and other Applications

Due to the hard work of our 3 marijuana examiners, the queue is looking better than it has in some time. The project coordinator's report contains greater detail, but I'm happy to say as of the date of this report, there are approximately 28 marijuana applications in the review queue. In addition to this number, we currently have about 29 applications that are being reviewed. The oldest application is a transfer dated February 2023.

I know I promised this at the last meeting but due to short staffing and having to prioritize items, I haven't had a chance to dig into splitting the queue. Once the basic training of our 3 new staff members is complete, I will begin working on this project with staff input.

Reminders

AMCO staff continues to work diligently to keep wait times as short as possible, but please keep in mind that applicants may experience a longer waiting period due to the current backlog.

Licensing questions/concerns/applications may be submitted via email to marijuana.licensing@alaska.gov except for fingerprints and payments, or you may call 907-269-0350 and follow the necessary prompts.