



## MEMORANDUM

TO: Alcoholic Beverage Control Board

DATE: October 21, 2021

FROM: Carrie Craig, Records and Licensing  
Supervisor

RE: Licensing Report

### Staff Changes

On August 30<sup>th</sup>, Lee Bulaong-Guinto resigned and her last day at AMCO was September 10<sup>th</sup>. Her position was posted to WorkPlace Alaska on October 7<sup>th</sup> and closed on October 19<sup>th</sup>. We are scheduling the interviews within the next few days after this meeting.

Kristina Serezhenkov and Colleen Button continue to excel in their review of alcohol applications.

Jennifer Dufresne continues to man our front lines and processes all permit applications. She is also training Christel Brito (our newest Administrative Assistant), on alcohol application intake and the review and issuance of permits.

As I stated in my last licensing report, application processing times for both alcohol and marijuana will remain to be slow while some of our examiners are in training. This team has been working very hard and some of them are doing it all from home. I am extremely proud of the entire licensing staff.

Jane Sawyer has been an invaluable resource for licensing staff. I cannot thank her enough for her assistance and guidance.

### Alcohol Application Statistics

#### Renewals

The 2022-2023 renewal cycle has begun. With the assistance of Kris, Colleen, Jennifer and Christel, we were able to postmark 926 renewal applications for October 1<sup>st</sup> – a month before the statutorily required date of November 1<sup>st</sup>.

To date, we have received approximately 25 renewal applications. On this agenda there are about 35 renewal applications, including some from the previous 2021-2022 cycle, to be considered.

#### New/Transfer Applications

Since January 1, 2021 to the date of this report, we have received a total of 160 new and transfer applications and our queue shows there are 5 applications for review. At the last meeting, I reported there were 121 applications received with 13 in the queue. Staff has been working hard as usual and have provided 58 new and transfer applications on this agenda for your consideration.

### Permit Application Statistics

Since January 1, 2021 to the date of this report, AMCO received 619 permit applications and out of that total, issued approximately 557 permits. At the August board meeting, I reported we had received 422 permit applications and issued 392 permits.

## **Reminders**

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

Permit questions/concerns/applications may be sent to [amco.permits@alaska.gov](mailto:amco.permits@alaska.gov) or you may call 907-269-0350 and follow the necessary prompts.

AMCO staff continues to work diligently to keep wait times as short as possible.