



## MEMORANDUM

TO: Alcoholic Beverage Control Board

DATE: August 3, 2021

FROM: Carrie Craig, Records and Licensing  
Supervisor

RE: Licensing Report

### Staff Changes

On July 12<sup>th</sup>, our two new licensing examiners, Colleen Button and Lee Bulaong-Guinto, joined the Licensing team. They have both quickly picked up our processes and are currently reviewing new and transfer applications.

Kristina Serezhenkov continues to excel in her review of alcohol applications.

Olivia Frank and Nathan Hall have fully transitioned to processing marijuana renewal applications and continue their training with Jacqlene Drulis, Local Government Specialist and seasoned marijuana licensing examiner.

Jennifer Dufresne continues to operate the front desk and processes all permit applications. She makes our jobs much easier.

It is awesome to have our Licensing team fully staffed! That said, I need to point out that even though we are fully staffed, application processing times for both alcohol and marijuana will remain to be slow while four of the five examiners are in training. Barring any unexpected circumstances, management anticipates that by the end of this year we should be up to speed and knocking out applications for both industries.

### News

In our ongoing effort to streamline processes and make more information available to the public, I worked with our Administrative Supervisor to put our New and Transfer Application Queue on our home page <https://www.commerce.alaska.gov/web/amco/>. This will allow the applicant to follow their progress during the review process. At this time, the information in the spreadsheet is updated every two weeks.

### Alcohol Application Statistics

#### Renewals

There are 13 various renewal applications for your consideration on this agenda to wrap up the 2021-2022 renewal season.

The 2022-2023 renewal cycle will begin this fall. Alaska Statute 04.11.270 requires renewal applications

be mailed to the mailing address on record no later than November 1<sup>st</sup>. However, in the past few years, AMCO staff has mailed those applications to licensees a month or so before the November deadline and we anticipate doing so this year.

### New/Transfer Applications

Since January 1, 2021 to the date of this report, we have received a total of 121 new and transfer applications. For comparison, in 2020 AMCO received 109 new and transfer applications within the same timeframe. There are 31 new and transfer applications on this agenda for your consideration.

Currently we have 13 new and transfer applications in the queue waiting for review by an examiner.

### **Permit Application Statistics**

Permit applications have kept Jennifer busy this summer! Since January 1, 2021 to the date of this report, AMCO received 422 permit applications and out of that total, issued approximately 392 permits. At the June 22<sup>nd</sup> board meeting, I reported we had received 209 permit applications.

### **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, but please keep in mind that applicants may experience a longer waiting period due to the current backlog.