



MEMORANDUM

TO: Peter Mlynarik, Chair, and Members of the Marijuana Control Board DATE: April 4, 2017
FROM: Sarah Oates, Program Coordinator RE: Licensing Report

Total Applications Received as of April 4, 2017 **643**

1) Applications by the Numbers	
a. Voided	97
b. New Status	66
c. Initiated Status	260
d. Under Review Status	15
e. Incomplete Status	22
f. Complete Status	36
i. Determined Complete by March 17	35
g. Active Status	110
i. Operational / Preliminary Inspection Completed	69
h. Delegated Status	22
i. Tabled Status	1
j. Rescinded Status	12
k. Denied Status	2
2) Applications by License Type	
a. Cultivation Facility applications	381
b. Testing Facility applications	10
c. Retail Marijuana Store applications	172
d. Product Manufacturing Facility applications	80

Agenda Closing Date

In order to be on the July, 2017 meeting agenda, applicants who have received incomplete letters must submit all corrections and complete documents by **June 23, 2017**.



Staff Updates and Workloads

The licensing team has now received and processed over 860 liquor license renewal applications. Since the February meeting, they have also processed 62 new and transfer liquor license applications and 193 alcohol permits. A significant portion of my time over the last few months has been dedicated to ensuring the smooth transition to and training of the interim and now the new director. I have also been busy with recruiting and training new staff, constant Board meeting preparation, drafting regulations, and drafting, analyzing, and recommending amendments to SB 76 – the 112-page bill that will update and overhaul the state’s alcohol statutes. At the direction of our interim and our new director, I have been slowly discontinuing some of the director’s duties that I’ve been tasked with over the past three years so that I can focus on my workload as Program Coordinator and dial back my hours to be less extreme.

Tina Thibodeaux’s last day with AMCO was March 20th, and she is certainly missed. Jane Sawyer has continued to work many hours of overtime each week to ensure that marijuana applications are moving forward. With the liquor license renewal period closing, she and Jane were able to devote more of their time to marijuana applications, which is evident by the fact that there are 35 applications on this agenda and 22 in the “Incomplete” status. Jane’s tireless work and unwavering commitment to the team is second to none.

Jed Smith has been extremely busy with drafting regulations for both Boards over the past few months. The Administrative Procedure Act (APA) requires an extremely high attention to detail. Jed has quickly learned the sometimes-complicated procedures involved and has done a remarkable job of taking over all regulations duties from various members of the team. He has been working closely with many local government officials, and he presented to the Mat-Su Valley Real Estate Association on March 8th with Investigator Joe Bankowski about marijuana regulations. He will be presenting at the Continuing Law Education conference on April 20th regarding the APA.

Our newest examiner, Mark Bailey, has learned alcohol licensing procedures extraordinarily quickly and will soon be training on processing marijuana applications. Just yesterday, Jacqlene Drulis accepted our vacant examiner position and is scheduled to start working on liquor licensing duties on April 17th.

Delegation

Form MJ-13: Business Name Change and Form MJ-16: Proposed New Marijuana Product are now available for licensees to complete and submit to AMCO staff. 3 AAC 304.100(c) requires Board approval of each of these items. I would recommend that the Board consider delegating the authority to approve business name changes to the director so that licensees are not having to wait months for a name change to go into effect.

Renewal Applications

Our team is continuing to work with IT staff on getting the online renewal applications functional so that notices may be sent out by May 1, as required by regulation.

Possible May Board Meeting

Considering the large number of applications that are in the “Incomplete” status, and considering the seasonality of the upcoming tourism season, it would be my recommendation that the Board hold a special meeting in May to get more licensees up and running.