



## Executive Management Team Meeting

Wednesday, January 10, 2024, 1:30 pm

This meeting was held in a hybrid environment

### Meeting Minutes

#### EMT ATTENDEES

Chair David Postman  
Member Ollie Garrett  
Member Jim Vollendroff  
Toni Hood, Deputy Director  
Becky Smith, Licensing and Regulation Director  
Chandra Wax, Director of Enforcement and Education  
Brian Smith, Communications Director  
Justin Nordhorn, Director of Policy and External Affairs  
Dustin Dickson, Executive Assistant to the Board  
Gloria Hong, Special Assistant to the Director

#### GUESTS

Jonathan Pitel, Assistant Attorney General  
Penny Allen, Assistant Attorney General

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#### EXECUTIVE SESSION

*At 1:30 pm Chair Postman convened the Executive Management Team meeting and announced that the Board would go into Executive Session to discuss pending and potential litigation with legal counsel. He anticipated the Executive Session would conclude at 2:00 pm.*

*At 1:53 pm Chair Postman announced that the Executive Session had concluded, and the Board would be at ease until 2:00 pm.*

*At 2:00 pm Chair Postman reconvened the meeting and announced that Director Lukela was absent because he was participating in a Washington Equity Program workgroup with Jim Weatherly, DEI Manager.*

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#### ENFORCEMENT AND EDUCATION UPDATE – CHANDRA

Chandra provided a presentation summarizing Enforcement and Education data for 2023.

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#### LICENSING UPDATE – BECKY

Becky noted that 1,666 new permanent liquor licenses were processed in 2023, and that

Licensing is currently fully staffed. Her team has partnered with Enforcement and is working with volunteers from sports and entertainment facilities to update the operation plan for those facilities.

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#### **COMMUNICATIONS AND MEDIA UPDATE – BRIAN**

Brian reported on media requests for recent cases and cannabis retailer thefts. The annual report was completed and sent out on time.

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#### **POLICY UPDATE – JUSTIN**

Justin provided a brief legislative update and noted that numerous requests for bill analysis have been received. He also gave many updates from his division, including Public Health projects, and a process mapping project that has started with the rule petition process.

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#### **GENERAL AGENCY UPDATE – TONI**

Toni updated on the strategic planning progress, and that the management team is processing results of the employee survey and will soon present the results. The Systems Modernization Project continues to be very busy but a second project manager has been hired to help with the current phase as well as the next phase.

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#### **ADDITIONAL TEAM UPDATES AND FINAL BOARD INQUIRIES**

None.

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Minutes approved this 13th day of August 2025



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Jim Vollendroff  
Board Chair



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Ollie Garrett  
Board Member



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Peter Holmes  
Board Member

Minutes Prepared by: Deborah Soper, Administrative Assistant to the Board

<b>LCB Mission</b> - Promote public safety, public health, and trust through fair administration, education, and enforcement of liquor, cannabis, tobacco, and vapor laws.
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