



Executive Management Team Meeting

Wednesday, February 14, 2024, 1:30 pm

This meeting was held in a hybrid environment

Meeting Minutes

EMT ATTENDEES

Member Jim Vollendroff
Toni Hood, Deputy Director
Becky Smith, Licensing and Regulation Director
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

LICENSING UPDATE – BECKY

Becky noted that Licensing received 127 Special Occasion License applications in the past week, and this is the earliest that they have received that volume of requests. She summarized items that affect timeframes in the liquor licensing process.

COMMUNICATIONS UPDATE – BRIAN

Brian has had a lot of media interest around the premises checks that occurred in late January, and a lot of questions about the rulemaking process. A Request for Proposal has been issued for an integrator to help with a new website, and a team is being formed to work on the Sharepoint Online project. The public education web pages for cannabis have been reformatted and should be ready soon, and the alcohol side will follow.

POLICY UPDATE – JUSTIN

Justin provided a brief legislative update, highlighted some Research team activities as well as what will be coming up from the Rules team. A number of Memorandums of Agreement with Tribal entities are nearing completion.

GENERAL AGENCY UPDATE – TONI

Toni announced that the agency has contracted with an IT consulting firm to help with strategic portfolio management. The Public Records unit has been reviewing the agency's retention

schedules and considering possible amendments to the schedules. There will be an All Staff Townhall on March 18th.

ADDITIONAL TEAM UPDATES AND FINAL BOARD INQUIRIES

None.

Meeting adjourned at 2:10 pm.

Minutes approved this 13th day of August 2025



Jim Vollendroff
Board Chair



Ollie Garrett
Board Member



Peter Holmes
Board Member

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

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