



Board Caucus Meeting

Tuesday, October 7, 2025, 10:00 am

This meeting was held in a hybrid environment

Meeting Minutes

CAUCUS ATTENDEES

Chair Jim Vollendroff
Member Ollie Garrett
Member Pete Holmes
Gretchen Frost, Executive Assistant

GUESTS

Justin Nordhorn, Policy and External Affairs Director
Kevin Walder, Policy and Rules Manager
Jeff Kildahl, Policy and Rules Coordinator
Denise Laflamme, Policy and Rules Coordinator
Daniel Jacobs, Policy and Rules Coordinator

At 10:00 am, Gretchen Frost announced that the meeting lobbies were open, and the recording had begun.

At 10:00 am, Chair Vollendroff convened the meeting.

8/27/25 ALCOHOL ADVISORY COUNCIL UPDATE

Pete Holmes, Board Member

Member Holmes provided a report from the August 27, 2025, Alcohol Advisory Council meeting and noted that the meeting minutes are posted on the website. There was a roundtable discussion which led to a robust conversation about the Board's role as simultaneously being stewards of the industry while honoring the mission of promoting public safety and health. The next meeting will be early next year.

POLICY AND RULES TEAM UPDATES AND BOARD MEETING PREP

General Updates and Timelines All Industries – Kevin Walder, Policy and Rules Manager

Kevin provided an overview of the current Rules team activities and timeline items.

Board Adoption of CR 103 for Acceptable Forms of Identification – Jeff Kildahl, Policy and Rules Coordinator

Jeff presented a CR 103 to amend rules regarding the acceptable forms of identification that liquor and cannabis licensees may use to verify a person's age for eligibility to purchase alcohol and recreational cannabis products.

Rules Petition Review and Consideration of Unfair Cannabis Business Practices– Denise Laflamme, Policy and Rules Coordinator

Denise previewed a rules petition requesting action be taken related to what is described as unfair and illegal business practices by certain chains of cannabis retailers in violation of WAC 314-55-018.

BOARD MEMBER AND EXECUTIVE ASSISTANT REPORTS

Member Garrett announced that AltaPoint Consulting completed the transfer of all of the registrations for the new round of social equity licensing yesterday. The contractor that is doing the double-blind lottery received information for the registrants with the highest scores and there are 21 registrants going into the lottery for the 15 licenses that are available. Also, Garrett is expanding the Cannabis Advisory Council membership by inviting a medical cannabis patient and two social equity retail licensees, one from each side of the state.

Meeting adjourned at 10:26 am.

Minutes approved this 4th day of November 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.
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