



Board Caucus Meeting

Tuesday, April 21, 2026, 10 a.m.

This meeting was held in person and online

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

Daniel Jacobs, Policy and Rules Coordinator

Jeff Kildahl, Policy and Rules Coordinator

Denise Laflamme, Policy and Rules Coordinator

At 10 a.m., Gretchen Frost announced that the meeting lobbies were open, and the recording had begun.

At 10 a.m., Chair Vollendroff convened the meeting.

POLICY AND RULES TEAM UPDATES AND BOARD MEETING PREP

General Updates and Timelines, All Industries

Presenter: Kevin Walder, Policy and Rules Manager

Kevin gave an update on the work the Rules team is doing. They are working on 12 rule projects and preparing five petition responses for the Board to review.

Board Approval of CR 103 for 2025 Legislative Implementation Package

Presenter: Kevin Walder, Policy and Rules Manager

Kevin briefed on a CR-105 to amend five sections of Title 314 WAC, revising existing rule language to align with changes that were made by recent legislation.

Rules Petition Review and Consideration of Amending WAC 314-02-010(3)(b) to Allow Prepackaged Food to Qualify as a Complete Meal

Presenter: Daniel Jacobs, Policy and Rules Coordinator

Daniel introduced a petition request to amend WAC 314-02-010(3)(b) to allow “pre-prepared meals” to constitute a “complete meal” as required in law.

BOARD MEMBER AND EXECUTIVE ASSISTANT REPORTS

Member Holmes is having meetings with some members of the Alcohol Advisory Council. He will share the information about the survey on the proposed product placement rules with the members.

Meeting adjourned at 10:30 a.m.

Minutes approved this 6th day of May 2026

Not Present



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.