



CR 103 Memorandum

Regarding updating obsolete addresses in Title 314 WAC.

Date: November 9, 2022
Presented by: Kathy Hoffman, Policy and Rules Manager

Background

The Washington State Liquor and Cannabis Board (LCB) rules are located in Title 314 WAC. Throughout Title 314 WAC, there are several instances where obsolete addresses for buildings, emails, and webpages need to be updated. For example, references to the former headquarters building address at 3000 Pacific Avenue Southeast need to be updated to reflect the current address at 1025 Union Avenue SE, Olympia, WA 98501.

On August 17, 2022, the Board filed a CR 105 notice for the expedited adoption of rules (WSR# 22-17-081) to update addresses in eight rule sections described below. The Board determined that the expedited rulemaking process was appropriate because the amendments met the criteria in RCW 34.05.353(1)(c): they only make address changes.

During the expedited rulemaking (CR 105) public comment period from August 17, 2022, to October 24, 2022, no public comments were received. As a result, there were no changes made from the proposed rules to the final rules.

Rule Necessity

The final rule amendments are needed to ensure that the agency's rules contain accurate address information. These rule amendments will benefit licensees, staff, and the public by improving transparency, rule consistency, and access to resources.

Description of Rule Changes

The final rules update obsolete addresses in the following eight WAC sections:

Amended WAC 314-20-018. Farmer's market beer and wine sampling. The final rule amendments to this section update the outdated "MIWenforce@liq.wa.gov" email address in subsection (2)(f) and (g) to the current "MIWenforce@lcb.wa.gov" email address.

Amended WAC 314-24-175. Farmer’s market beer and wine sampling. The final rule amendments to this section update the outdated “MIWenforce@liq.wa.gov” email address in subsection (2)(f) and (g) to the current “MIWenforce@lcb.wa.gov” email address.

Amended WAC 314-42-001. Board operations and procedure. The final rule amendments to this section update the outdated “www.lcb.wa.gov” web address in subsection (3)(a) to the current “lcb.wa.gov” web address.

Amended WAC 314-55-073. Cannabis research license. The final rule amendments to this section update the two references to the outdated “3000 Pacific Avenue S.E., Olympia, WA 98501” headquarters building address in subsection (9) to the current “1025 Union Avenue SE, Olympia, WA 98501” building address.

Amended WAC 314-60-015. Agency description—Contact information. The final rule amendments to this section update the outdated “www.lcb.wa.gov” web address in subsections (3)(b) and (4) to the current “lcb.wa.gov” web address. The final rule amendments also update the outdated “3000 Pacific Avenue Southeast, Olympia, WA 98504-3080” headquarters building address in subsection (3)(a) to the current “1025 Union Avenue SE, Olympia, WA 98501” building address.

Amended WAC 314-60-025. Public Records officer. The final rule amendments to this section update the outdated “3000 Pacific Avenue Southeast, Olympia, WA 98504” headquarters building address in subsection (2) to the current “1025 Union Avenue SE, Olympia, WA 98501” building address, add the mailing address PO Box number, and remove an obsolete fax number. The final rule amendments also update the outdated “www.lcb.wa.gov” web address in subsection (2) to the current “lcb.wa.gov” web address

Amended WAC 314-60-070. Availability of public records. The final rule amendments to this section update the outdated “www.lcb.wa.gov” web address in subsections (1) and (4) to the current “lcb.wa.gov” web address

Amended WAC 314-60-080. Requests for public records. The final rule amendment to this section updates the outdated “www.lcb.wa.gov” web address in subsection (1) to the current “lcb.wa.gov” web address

Variance between expedited rule proposal (CR105) and final rules:

There were no changes from the proposed rules to the final rules.

Rule Implementation

Informing Persons Impacted by the Rule

To help inform persons impacted by the rule, the LCB will:

- Email notice with the adoption materials to the rulemaking and licensee distribution lists, and the general LCB GovDelivery list;
- Post rule adoption materials, including final rule language, final analysis (Concise Explanatory Statement), and any other relevant documents on the rulemaking webpage for public access; and
- Provide information on request.

Promoting and Assisting Education

The LCB will promote and assist education in the following ways:

- LCB Staff will use available and customary resources to disseminate materials and information.
- LCB staff are available to respond to phone and email inquiries about the rule.
- Agency leadership and staff have actively participated in rule development and are familiar with the rules. Internal and external education efforts to share knowledge will be supported.

These actions are designed to inform and educate all persons impacted by the rules.

Training and Informing LCB Staff

Information about these rule changes will be shared widely with LCB staff. The LCB will also consider:

- Provision of internal and external education, as needed.
- Coordinating and centrally locating decisions to assure consistency between agency, staff, and industry.

Rule Effectiveness Evaluation

The WSLCB will evaluate the effectiveness of these rules in the following ways, including but not limited to:

- Monitoring questions received after the effective date of these rules, and adjusting education efforts and guidance accordingly;
- Monitoring requests for rule language revisions or changes;
- Monitoring requests for rule interpretation.