



CANNABIS CONTROL COMMISSION

PUBLIC MEETING MINUTES

May 17, 2018 10:30 a.m.

Health Policy Commission

50 Milk St, 8th Floor

Boston, MA

COMMISSION MEMBERS IN ATTENDANCE:

Chairman Steven Hoffman
Commissioner Kay Doyle
Commissioner Jen Flanagan
Commissioner Britte McBride
Commissioner Shaleen Title (Remote participation)
COMMISSION MEMBERS ABSENT: None

LIST OF DOCUMENTS

1. [Presentation](#)
2. [Licensing Specialist](#)
3. [Director of Investigations](#)

Chairman Hoffman called the meeting of the Cannabis Control Commission to order at 10:34am on May 17, 2018. Chairman Hoffman put the public on notice that the meeting was being recorded. Chairman Hoffman noted that Commissioner Title would be participating remotely, and thus would take a voice vote.

Chairman Hoffman reviewed the agenda. Chairman Hoffman asked for a motion to approve the meeting minutes from May 8, 2018. Commissioner McBride made the motion to approve, seconded by Commissioner Flanagan.

Commissioner Doyle: Aye

Commissioner Flanagan: Aye

Chairman Hoffman: Aye

Commissioner McBride: Aye

Commissioner Title: Aye

The meeting minutes were unanimously passed by the Commission.

Chairman Hoffman turned to Executive Director Shawn Collins for his executive report. Mr. Collins introduced Shekia Scott, the new Director of Community Outreach and described her professional background. Next, Mr. Collins introduced Jennifer Haynie, the new Office Manager, and described her professional background.

Next, Mr. Collins sought the approve of two jobs descriptions, first the Licensing Specialist. Mr. Collins noted both positions in the budget. Commissioner Doyle made a motion to approve the job description, seconded by Commissioner Flanagan.

Commissioner Doyle: Aye

Commissioner Flanagan: Aye

Chairman Hoffman: Aye

Commissioner McBride: Aye

Commissioner Title: Aye

The Commission unanimously approved by the Commission.

Mr. Collins sought the approval of Director of Investigations job description. Commissioner McBride suggested changing the language to “experience conducting background investigations” so the Commission can attract candidates with that experience. Commissioner Flanagan agreed. Commissioner Doyle made the motion to approve, seconded by Commissioner McBride.

Commissioner Doyle: Aye

Commissioner Flanagan: Aye

Chairman Hoffman: Aye

Commissioner McBride: Aye

Commissioner Title: Aye

The job description was unanimously approved by the Commission, with Commissioner McBride’s modification.

Mr. Collins spoke about the priority status applications, as of May 17, 2018. The staff is compiling a list for recommendations. The Commission has received a total of 645 applications, some are pending, withdrawn, or incomplete.

Mr. Collins suggested considering all remaining priority status applications at the next meeting on Tuesday, to give time to compile the information. Chairman Hoffman had no concerns with that. None of the commissioners had an issue with revisiting the item on Tuesday.

Chairman Hoffman noted there were no additional agenda items, and that the next meeting would be on May 22, 2018 at the Health Policy Commission. The Chairman adjourned the meeting at 10:45am.