

CANNABIS CONTROL COMMISSION

March 7, 2024

10:00 AM

Remote via [Microsoft Teams Live*](#)

PUBLIC MEETING MINUTES

Documents:

- Application Materials associated with:
 - Staff Recommendations on Changes of Ownership
 - Staff Recommendations on Renewal Licenses
 - Staff Recommendations on Provisional Licenses
 - Staff Recommendations on Final Licenses
 - Staff Recommendations on Responsible Vendor Training Renewals
- [Meeting Packet](#)
- Job Description: Human Resources Manager
- Job Description: Executive Director

In Attendance:

- Acting Chair Ava Callender Concepcion
- Commissioner Nurys Z. Camargo
- Commissioner Kimberly Roy
- Commissioner Bruce Stebbins

Minutes:

1) Call to Order

- The Acting Chair (AC) recognized a quorum and called the meeting to order.
- The AC gave notice that the meeting is being recorded.
- The AC gave an overview of the agenda.

2) Commissioners' Comments & Updates – 00:01:58

- Commissioner Stebbins noted a recent public appearance at a Social Equity Program kickoff event and the upcoming New England Cannabis Convention (NECANN) event. Commissioner Roy discussed the nation-wide issue of lab-shopping. She noted the potential conflict of having Independent Testing Laboratories (ITLs), which the Commission is responsible for regulating, serve as the Commission's testing vendor.



Commissioner Roy advocated for a standards laboratory to serve as the Commission's final arbiter of confirmatory testing. She noted that Vermont's Cannabis Control Board's recent establishment of an agency-run testing lab could serve as a model for the Commission. The AC noted she would also be presenting at NECANN.

3) Minutes for Approval – 00:13:10

- September 22, 2023
 - Commissioner Roy moved to approve the September 22, 2023, Commission public meeting minutes.
 - Commissioner Stebbins seconded the motion.
 - The AC took a roll call vote:
 - Commissioner Camargo – Yes
 - Commissioner Roy – Yes
 - Commissioner Stebbins – Yes
 - AC Concepcion – Yes
- The Commission unanimously approved the September 22, 2023, Commission public meeting minutes.

4) Executive Director and Commission Staff Report – 00:13:57

- Acting Executive Director Debra Hilton-Creek (AED Hilton-Creek) updated the Commissioners on the ongoing search for a new Executive Director and presented a framework for different roles, responsibilities and milestones that she had created to facilitate the search. Commissioner Roy requested that the Commissioners go through the job description line-by-line to ensure that everyone's voice was heard during the Commission Discussion and Votes section of the agenda. The AC agreed. AED Hilton-Creek noted the onboarding of new staff and fielded questions from the Commissioners on the recently reintroduced Chief of Staff position. She clarified the Chief of Staff role would facilitate communication between departments, Commissioners, and the Executive Director. Director of Licensing Kyle Potvin (Director Potvin) updated the Commissioners on the implementation of Chapter 180. Commissioner Roy asked if he had noticed any common themes in his review of Host Community Agreements (HCAs) as is often the case with Post Provisional License Inspections. Director Potvin noted that in his preliminary review of renewal applications, he had not found a compliant HCA and that the most common issue was improper Community Impact Fees. Director Potvin presented highlights from general licensing data.

5) Staff Recommendations on Changes of Ownership – 01:33:26

- Licensing Analyst Derek Chamberlin presented on behalf of the licensing department the Staff Recommendations for Changes of Ownership, Renewals, Provisionals, Final licenses and Responsible Vendor Training Renewals.

1. Grow Rite, LLC.



- Commissioner Camargo moved to approve the Change of Ownership.
- Commissioner Roy seconded the motion.
- The AC took a roll call vote:
 - Commissioner Camargo – Yes
 - Commissioner Roy – Yes
 - Commissioner Stebbins – Yes
 - AC Concepcion – Yes
- The Commission unanimously approved the Change of Ownership.

2. Metro Harvest, Inc.

- Commissioner Roy moved to approve the Change of Ownership.
- Commissioner Stebbins seconded the motion.
- The AC took a roll call vote:
 - Commissioner Camargo – Yes
 - Commissioner Roy – Yes
 - Commissioner Stebbins – Yes
 - AC Concepcion – Yes

3. The Commission unanimously approved the Change of Ownership

6) Staff Recommendations on Renewals – 01:35:42

- Commissioner Stebbins made a motion to approve items numbered 1-67, excluding items numbered 6, 9, 45, 54, and 57 on the agenda.
- Commissioner Camargo seconded the motion.
- The AC took a roll call vote:
 - Commissioner Camargo – Yes
 - Commissioner Roy – Yes
 - Commissioner Stebbins – Yes
 - AC Concepcion – Yes
- The Commission unanimously approved the renewal roster of items numbered 1-67, excluding items numbered 6, 9, 45, 54, and 57 on the agenda.
- Atlas Marketplace & Delivery, LLC (#MTR263112)
- Commissioner Stebbins requested a condition.
 - Proposed condition: Within thirty business days of approval of Application for Renewal, contact CCC Licensing Division for an update to clarify goals and updates to licensee's Positive Impact Plan in accordance with 935 Code Mass. Regs. § 500.103(4)(b).
- Commissioner Roy moved to approve the renewal of item number 6 on the agenda, subject to the condition articulated by Commissioner Stebbins.
- Commissioner Stebbins seconded the motion.
- The AC took a roll call vote:
 - Commissioner Camargo – Yes
 - Commissioner Roy – Yes



- Commissioner Stebbins – Yes
 - AC Concepcion – Yes
- The Commission unanimously approved the renewal of item number 6 on the agenda, subject to the condition articulated by Commissioner Stebbins.
- Calverde Naturals, LLC (#MRR206775)
- Commissioner Stebbins requested a condition.
 - Proposed condition: Within thirty business days of approval of Application for Renewal, contact CCC Licensing Division with any updates upon consideration whether Goal #3 under licensee’s Diversity Plan could better align with goals of Positive Impact Plan in accordance with 935 Code Mass. Regs. § 500.101(1)(a)11.
- Commissioner Camargo moved to approve the renewal of item number 9 on the agenda, subject to the condition articulated by Commissioner Stebbins.
- Commissioner Roy seconded the motion.
- The AC took a roll call vote:
 - Commissioner Camargo – Yes
 - Commissioner Roy – Yes
 - Commissioner Stebbins – Yes
 - AC Concepcion – Yes
- The Commission unanimously approved the renewal of item number 9 on the agenda, subject to the condition articulated by Commissioner Stebbins.
- Legacy Foundation Group, LLC (#ILR267936),
- Commissioner Stebbins requested a condition.
 - Proposed condition: Within thirty business days of approval of Application for Renewal, contact CCC Licensing Division for an update on progress with respect to Goal #2 of licensee’s Diversity Plan in accordance with 935 Code Mass. Regs. § 500.101(1)(c)8.k. and 935 Code Mass. Regs. § 500.103(4)(b).
- Commissioner Roy moved to approve the renewal of item number 45 on the agenda, subject to the condition articulated by Commissioner Stebbins.
- Commissioner Stebbins seconded the motion.
- The AC took a roll call vote:
 - Commissioner Camargo – Yes
 - Commissioner Roy – Yes
 - Commissioner Stebbins – Yes
 - AC Concepcion – Yes
- The Commission unanimously approved the renewal of item number 45 on the agenda, subject to the condition articulated by Commissioner Stebbins.
- Regenerative LLC (#MPR244145)
- Commissioner Stebbins requested a condition.



- Proposed condition: Within thirty business days of approval of Application for Renewal, contact CCC Licensing Division to identify any goals for hiring veterans and residents with disabilities in licensee's Diversity Plan in accordance with 935 Code Mass. Regs. § 500.101(1)(c)8.k. and 935 Code Mass. Regs. § 500.103(4)(b).
- Commissioner Stebbins moved to approve the renewal of item number 54 on the agenda, subject to the condition articulated by Commissioner Stebbins.
- Commissioner Camargo seconded the motion.
- The AC took a roll call vote:
 - Commissioner Camargo – Yes
 - Commissioner Roy – Yes
 - Commissioner Stebbins – Yes
 - AC Concepcion – Yes
- The Commission unanimously approved the renewal of item number 54 on the agenda, subject to the condition articulated by Commissioner Stebbins.
- Solar Therapeutics Inc (#MCR140688)
- Commissioner Stebbins requested a condition.
 - Proposed condition: Within thirty business days of approval of Application for Renewal, contact CCC Licensing Division to identify any timeline for initiating goals #2 and #3 under licensee's Positive Impact Plan in accordance with 935 Code Mass. Regs. § 500.101(1)(a)11 and 935 Code Mass. Regs. § 500.103(4)(b).
- Commissioner Camargo moved to approve the renewal of item number 57 on the agenda, subject to the condition articulated by Commissioner Stebbins.
- Commissioner Camargo seconded the motion.
- The AC took a roll call vote:
 - Commissioner Camargo – Yes
 - Commissioner Roy – Yes
 - Commissioner Stebbins – Yes
 - AC Concepcion – Yes
- The Commission unanimously approved the renewal of item number 57 on the agenda, subject to the condition articulated by Commissioner Stebbins.

7) Staff Recommendations on Provisional Licenses – 01:47:48

1. Hidden Wonders, LLC (#MRN285040), Retail

- Commissioner Roy requested a condition.
 - Proposed condition: Prior to final licensure, in accordance with 935 Code Mass. Regs. § 500.140(6)(g) please include the phone number for the Massachusetts Substance Use Helpline on your consumer education.
- Commissioner Roy moved to approve the Provisional License, subject to the condition articulated by Commissioner Roy.



- Commissioner Stebbins seconded the motion.
- The AC took a roll call vote:
 - Commissioner Camargo – Yes
 - Commissioner Roy – Yes
 - Commissioner Stebbins – Yes
 - AC Concepcion – Yes
- The Commission unanimously approved the Provisional License, subject to the condition articulated by Commissioner Roy.

8) Staff Recommendations on Final Licenses – 01:49:45

1. Aura Cannabis Company (#MC282387), Cultivation, Tier 3 / Indoor
2. Coastal Cultivars, Inc. (#MP281764), Product Manufacturing
3. Dreamfields Massachusetts One, LLC (#MP282054), Product Manufacturing
4. Enlite Cannabis Dispensary, LLC (#MR284651), Retail
5. Gan Or, LLC (#MC283548), Cultivation, Tier 1 / Indoor
6. JO Gardner, Inc. (#MR284026), Retail
 - Commissioner Stebbins moved to approve the Final License roster from one to six, as indicated on the agenda.
 - Commissioner Camargo seconded the motion.
 - The AC took a roll call vote:
 - Commissioner Camargo – Yes
 - Commissioner Roy – Yes
 - Commissioner Stebbins – Yes
 - AC Concepcion – Yes
 - The Commission unanimously approved the final license roster from one to six.

9) Staff Recommendations on Responsible Vendor Training Renewals – 01:50:55

1. Marijuana Handlers (#RVR453146)
 - Commissioner Camargo moved to approve the Responsible Vendor Training renewal.
 - Commissioner Roy seconded the motion.
 - The AC took a roll call vote:
 - Commissioner Camargo – Yes
 - Commissioner Roy – Yes
 - Commissioner Stebbins – Yes
 - AC Concepcion – Yes
 - The Commission unanimously approved the Responsible Vendor Training renewal.
 - The Commissioners agreed to take a one-hour recess until 1:00PM.

10) Commission Discussion and Votes – 03:03:29

1. Executive Director Search Update



- The Commissioners discussed the substance and wording of the job purpose/summary, core responsibilities, and pay band for the Executive Director (ED) position with input from AED Hilton-Creek and General Counsel Kristina Gasson. For the purpose of determining the pay band, the Commissioners discussed the salaries of other EDs in the Commonwealth, similar positions in other states, and what the previous ED was paid. AED Hilton-Creek stated that further research was needed, and that the salary would likely not be finalized at the meeting.
- The Commissioners agreed to take a five-minute recess until 3:20PM.
- The Commission returned (05:21:51).
- The AC reiterated the edits to the core responsibilities section of the ED job posting and Commissioners continued to edit the professional competencies, skills and attributes section. Moving on to the minimum qualifications section, the Commissioners discussed reasonable expectations for educational background. The AC noted that Commissioner Roy was no longer in attendance and there would not be enough time to complete discussion regarding the ED job posting.
- Commissioner Stebbins moved to table the ED search update/job description until the next public meeting.
- Commissioner Camargo seconded the motion.
- The AC took a roll call vote:
 - Commissioner Camargo – Yes
 - Commissioner Stebbins – Yes
 - AC Concepcion – Yes
- The Commission unanimously approved the motion to table the ED search update/job description until the next public meeting.

2. Job Description: Human Resources Manager

- AED Hilton-Creek explained her rationale for moving forward on hiring a Human Resources Manager rather than a Human Resources Director. She noted that the human resources department was mostly composed of individuals that were towards the beginning of their human resource careers and a manager would be able to work more closely with existing staff and aid in their professional development. AED Hilton-Creek noted that a Director would eventually be sought out, but that the budget did not allow for both positions to be filled at the current time. Commissioner Stebbins expressed concern that a leadership position was being left vacant and potentially removing a route for current employees to advance. AED Hilton-Creek responded that establishing a Human Resources Manager position would better serve the needs of the department and would serve as a track for promotions. AED Hilton-Creek fielded questions from the Commissioners regarding the distinction between the two positions and responded that a manager would better address the needs of the department.
- Commissioner Stebbins moved to approve the job description for a Human Resources Manager.
- Commissioner Camargo seconded the motion.



- The AC took a roll call vote:
 - Commissioner Camargo – Yes
 - Commissioner Stebbins – Yes
 - AC Concepcion – Yes
- The Commission unanimously approved the job description for a Human Resources Manager.

11) Next Meeting Date – 07:43:58

- The AC explained that there would be another public meeting in March which had not yet been noticed to complete the discussion regarding the ED job description and displayed the slide indicating that the next scheduled meeting would be on Thursday, April 11, 2024.

12) New Business Not Anticipated at the Time of Posting – 07:44:45

- Commissioner Stebbins noted that in the meeting on February 16, 2024, he had mentioned a meeting with a group of ITLs and had stated that staff from the testing department were there. He elaborated on his mistake and clarified that no staff from the testing department were present.

13) Adjournment – 07:46:40

- Commissioner Stebbins moved to adjourn.
- Commissioner Camargo seconded the motion.
- The AC took a roll call vote:
 - Commissioner Camargo – Yes
 - Commissioner Stebbins – Yes
 - AC Concepcion – Yes
- The Commission unanimously approved the motion to adjourn.

