

Tuesday, January 19, 2021, 1:00 pm  
Teleconference Meeting

## MINUTES

Pursuant to the Governor's Executive Order N-29-20, members of the Cannabis Regulatory Commission as well as City staff will participate via phone/video conference and no physical teleconference locations are required.

### **PUBLIC PARTICIPATION INSTRUCTIONS**

#### **TO OBSERVE:**

- To observe the meeting by video conference, please click the link below to join the webinar:  
<https://us02web.zoom.us/j/81640768246>
- To listen to the meeting by phone, please call the numbers below at the noticed meeting time: Dial (for higher quality, dial a number based on your current location):  
US: +1 669 900 9128 or +1 346 248 7799 or +1 253 215 8782 or +1 312 626 6799 or +1 646 558 8656  
or +1 301 715 8592

For each number, please be patient and when requested, dial the following Webinar ID: 816 4076 8246

After calling any of these phone numbers, if you are asked for a participant ID or code, press #. Instructions on how to join a meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663>, which is a webpage entitled “Joining a Meeting By Phone.”

**TO PROVIDE PUBLIC COMMENT:** There are three ways to make public comment within the time allotted for public comment on an eligible Agenda item.

- Comment in advance. To send your comment to staff before the meeting starts, please send your comment, along with your full name and agenda item number you are commenting on, to Greg Minor at [gminor@oaklandca.gov](mailto:gminor@oaklandca.gov). All submitted public comment will be provided to the Cannabis Regulatory Commission prior to the meeting.
- By Video Conference. To comment by Zoom video conference, click the “Raise Your Hand” button to request to speak when Public Comment is being taken on an eligible agenda item at the beginning of the meeting. You will then be unmuted, during your turn, and allowed to participate in public comment. After the allotted time, you will then be re-muted. Instructions on how to “Raise Your Hand” are available at: <https://support.zoom.us/hc/en-us/articles/205566129>, which is a webpage entitled “Raise Hand In Webinar.”

Persons may speak on any item appearing on the agenda; however, a Speaker Card must be filled out and given to a representative of the Cannabis Regulatory Commission. Multiple agenda items cannot be listed on one speaker card. If a speaker signs up to speak on multiple items listed on the agenda, the Chairperson may rule that the speaker be given an appropriate allocation of time to address all issues at one time (cumulative) before the items are called. All speakers will be allotted 3 minutes or less – unless the Chairperson allots additional time.

♿ This meeting is wheelchair accessible. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meetings of the Cannabis Regulatory Commission, please contact the Office of the City Clerk (510) 238-3612. Notification two full business days prior to the meeting will enable the City of Oakland to make reasonable arrangements to ensure accessibility. In compliance with Oakland’s policy for people with chemical sensitivities, please refrain from wearing strongly scented products to events.

Questions or concerns regarding this agenda, or to review any agenda-related materials, please contact the Cannabis Regulatory Commission at (510) 238-6370.

• By Phone. To comment by phone, please call on one of the above listed phone numbers. You will be prompted to “Raise Your Hand” by pressing STAR-NINE (“\*9”) to request to speak when Public Comment is being taken on a eligible agenda item at the beginning of the meeting.

Once it is your turn, you will be unmuted and allowed to make your comment. After the allotted time, you will be re-muted. Instructions of how to raise your hand by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663>, which is a webpage entitled “Joining a Meeting by Phone.”

If you have any questions about these protocols, please e-mail Greg Minor, at [gminor@oaklandca.gov](mailto:gminor@oaklandca.gov)

**Members:**

Lanese Martin	District 1	Frank Tucker	District 7
Tracey Corder	District 2	Chaney Turner	At Large
Austin Stevenson	District 3	Stephanie Floyd-Johnson	Mayor
Vacant	District 4	TiYanna Long	City Auditor
Claudia Mercado	District 5	Greg Minor	City Administrator
Vacant	District 6		

Available on-line at: <https://www.oaklandca.gov/boards-commissions/cannabis-regulatory-commission>

## MEETING AGENDA

A. Roll Call and Determination of Quorum

*Present: Martin, Corder, Stevenson, Mercado, Tucker, Turner, Floyd-Johnson, Long, and Minor*

B Reports for Discussion and Possible Action

1. Special Activity Permits Division Budget and Creation of a Department of Cannabis

*Chair Martin provided context for the Special Meeting and Member Minor offered background on the agenda materials, including the current scope of work of the Special Activity Permits Division in the City Administrator’s Office, which extends beyond regulating cannabis. Member Mercado asked what the purpose of Department of Cannabis would be. Vice Chair Long and Member Turner stated that the cannabis industry needs dedicated staff given the large number of cannabis businesses and related issues, including pending federal legalization/decriminalization. Member Turner added that a Department of Cannabis would be beneficial for the industry and staff alike.*

*Public speakers in favor of creating a department of cannabis argued that staff has too much on their plate currently and creating a department might expedite the permitting process.*

*Darlene Flynn, Director of the Department of Race and Equity, then joined the meeting and encouraged the CRC to identify what the problems are that the CRC is trying to solve, gather data, and then design the solutions based on this analysis. Member Minor added that if delays in the building and fire department permitting process is a problem for cannabis operators, then adding building and fire department staff would be more beneficial than adding staff to a Department of Cannabis.*

*Chair Martin emphasized the importance of having this discussion as early as possible in order to influence City Council decisions.*

*Member Floyd-Johnson then made a motion for the Finance Department to assist in filling in the fields missing in the two-page data analysis compiled by Chair Martin that was partially included in the agenda packet. Member Turner seconded the motion and it passed with Member Minor abstaining and Members Stevenson and Mercado absent.*

*Chair Martin then moved to ask that the subcommittee exploring the creation of a Department of Cannabis to within the next ten days cost out a fully staffed Department of Cannabis with respect to personnel, supporting the Equity Program, and moving unregulated enforcement from OPD. Member Turner seconded the motion and it passed with Member Minor abstaining, Members Stevenson and Mercado absent, and Vice-Chair Long voting no due to the short time period for compiling this information.*

C. Open Forum / Public Comment

*During open forum some speakers spoke in favor of creating a department of cannabis to focus staff's workload on cannabis, others spoke in opposition to the idea as it would not provide more funding for equity applicants, and other speakers inquired about the equity property purchase program Request for Proposals (RFP) process.*

D. Announcements

*Member Minor announced that there are two current vacancies on the CRC and interested applicants can either contact the Council Offices with vacancies or email him for an application.*

E. Adjournment