



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce,
Community,
and Economic Development

ALCOHOL AND MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
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Main: 907.269.0350

MEMORANDUM

TO: Alcohol Beverage Control Board

DATE: January 18, 2021

FROM: Glen Klinkhart, Director

RE: Director's Report

STAFF UPDATES/CHANGES:

Licensing Supervisor Carrie Craig will brief you on AMCO licensing's latest hire, however I mention it because this now brings AMCO up to full staffing for the first time in many years.

The holiday season and time off, including my own mandatory leave, slowed a few things down in the office, however many of us returned recharged and prepping for these multiple days of board meetings here in Juneau.

ENFORCEMENT UPDATE:

As discussed with the board at the October 27, 2021 meeting, I created a suggested process for the AMCO staff, the public, and board members to facilitate concerns or complaints regarding a sitting AMCO director. Please take the time to read the attached memo for board discussion and consideration.

We met with SOA procurement and the Office of Information Technology regarding moving forward with requests for feedback on options regarding a new enforcement report writing database.

Earlier this month we worked to institute a modified swing shift project wherein every Friday one of the Anchorage AMCO enforcement officers will be working an evening swing shift. Unfortunately, the recent spike in the number of COVID infections and the safety of our enforcement officers have caused us to implement a higher level of safety for all of our enforcement staff. We will reimplement the program as soon as COVID numbers decline to a safer level.

COMMUNITY/INDUSTRY OUTREACH:

In November of 2021 I was asked by the Office of the Governor to speak at a meeting of national governors in a roundtable format concerning lessons learned while regulating from the state perspective the marijuana industry.

ABC – SOA LEGISLATIVE AUDIT REPORT

In December of 2021 the State of Alaska Division of Legislative Audit produced the final report based upon their investigation of the ABC Board and AMCO. The report, entitled “*A Sunset Review and A Special Review of the Department of Commerce, Community, and Economic Development (DCCED), Alcoholic Beverage Control Board (board)*” is attached to this director’s report. Please note the recommendations of the auditors as well as the responses by the Department of Commerce, Community, and Economic Development, and the ABC board Chairman, Dana Walukiewicz.

AMCO LICENSING DATABASE:

In December of 2021 the Office of the Governor, in anticipation of a likely reintroduction of a Title 4 re-write legislation requested in the next operating budget monies for much needed new AMCO licensing database.

Even before then the AMCO office is moving forward with planning and scoping of what such a database and online portal would need to accomplish and what it would look like. This process will take time and quite amount of resources, however by working on this now and throughout the rest of the year when the monies become available, we should be reading to push the project forward with as little delay as possible.

DIRECTOR EVALUATION:

Last year the ABC and MCB conducted an evaluation of the AMCO director. I am once again requesting the board to maintain their oversight of the director and the AMCO offices by having each board chairman work with myself to create another performance evaluation and expectations for the next 12 months. The board chairmen will facilitate the process in preparation of completing an evaluation at the April 13, 2022 meeting.

COMPLAINTS/ISSUES/ACTIONS BY THE AMCO DIRECTOR – A PROCESS:

At the last board meeting I spoke about the board developing a method/process for handling potential complaints/issues with actions taken by an AMCO Director. I have attached a draft AMCO Administrative Process for review by the board. The board can accept the suggestion(s), make changes, and/or provide additions. This proposal was developed to assist the board(s) manage the most serious of potential issues, to have a repeatable method to manage your director, while at the same time allowing for as much transparency as can be achieved what could be a private personnel issue.

BOARD MEETING MINUTES & RECORDINGS:

Just a reminder that all Alcohol Beverage Control Board meeting minutes and audio recordings are now online and available for the public to access. Each set of meeting minutes and audio recordings is saved with the meeting documents in their respective meeting date.

<https://www.commerce.alaska.gov/web/amco/ABCMeetingDocuments.aspx>

NEXT MEETING:

The next ABC Board meeting is scheduled for April 12, 2022 in Anchorage, Alaska.

A handwritten signature in black ink, appearing to read "Glen Klinkhart". The signature is stylized and includes a star-like flourish at the end.

Glen Klinkhart
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