

Liquor and Cannabis Board 2022 Agency Request Legislation Timeline

If you have any questions, please contact Chris Thompson at 360-664-4548, 360-485-8550 or by email at chris.thompson@lcb.wa.gov
From July 12 through August 13, please contact Jim Morgan at jim.morgan@lcb.wa.gov or 360-664-1690

- **June, 2021:** Division Directors may choose to solicit staff input for possible agency legislative needs (policy). Directors compile legislative request proposals using the attached form. Jim Morgan facilitates the process for allowing participation by staff administratively housed in the Director's Office (for example, the Marijuana Examiners staff unit). Proposals are submitted to Chris Thompson and Jim Morgan, with copies to Tierney Hamilton-Steele; Jim Morgan will identify proposals that may require distribution to Fiscal Note team to begin analysis.
- **First Week of July:** Chris Thompson, Rick Garza, Toni Hood, Chandra Brady, Becky Smith, Justin Nordhorn, Jim Morgan, and Sara Cooley Broschart meet to discuss draft proposals. (George Williams and Kathy Hoffman may join if interested.)
- **Second Week of July:** Jim Morgan meets with Fiscal Note team to identify potential costs of draft proposals – both LCB costs and costs to other agencies
- **Late July/Early August:** Jim Morgan gathers further feedback through discussion with the Management Team; Jim and Justin brief Board members individually and note their feedback about the ideas under consideration.
- **Week of August 16:** Chris distributes draft proposals to stakeholders for review period; stakeholders asked to submit feedback, suggestions and concerns to Chris by August 10.
- **Week of August 30:** Chris reviews stakeholder feedback and discusses potential revisions with Management Team.
- **Week of September 7:** Board review of final proposals at EMT; any revisions are incorporated.

- **September 10:** Chris submits Board-approved agency request legislative package to the Governor's Office.

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Please use this form to submit proposals for agency-request legislation.

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Name of person submitting legislative proposal:

1. Problem statement:

2. Can a solution be found without legislation? Why or why not?

3. Proposed legislative solution. What RCW(s) are affected? (Draft language showing those changes should be attached)

4. Are there alternative legislative solutions? What is the advantage of the proposed solution over other options?

5. Is there a fiscal impact to the agency? (positive or negative) Is there fiscal impact for any external entities?

6. Are other agency divisions impacted by the proposal? Which divisions and how are they impacted?

7. What stakeholders will be impacted and how?