



Cannabis Advisory Committee: Subcommittee Meeting Guide

Statutory Role of the Cannabis Advisory Committee (CAC)

- Per Business and Professions Code Section 26014(a): “Advise the licensing authorities on the development of standards and regulations pursuant to this division, including best practices and guidelines that protect public health and safety while ensuring a regulated environment for commercial cannabis activity that does not impose such barriers so as to perpetuate, rather than reduce and eliminate, the illicit market for cannabis.”
- Who are the licensing authorities?
 - Bureau of Cannabis Control
 - Manufactured Cannabis Safety Branch, California Department of Public Health
 - CalCannabis Cultivation Licensing, California Department of Food and Agriculture
- Jurisdiction of the CAC: The role of the CAC is to advise the three state cannabis licensing authorities (Bureau of Cannabis Control, California Department of Public Health, and California Department of Food and Agriculture) on the development of their regulations.
 - Recommendations on issues beyond the three licensing authorities’ regulations are not within the Committee’s jurisdiction. This includes: state legislation, including the Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA), local regulations and ordinances, federal regulations and actions, and other state agencies’ regulations and roles.

Role of the Subcommittees

- Ten subcommittees were formed by the CAC at the January 18, 2018 General Meeting: Cultivators, Distributors, Enforcement, Equity, Licensing Application, Manufacturers, Microbusiness, Public Health and Youth, Retailers, and Testing Laboratories.
- Role: Subcommittees are charged with discussing and developing recommendations on the three state cannabis licensing authorities’ regulations on topics within their subcommittees’ issue area. The subcommittee’s recommendations will then be presented for adoption at the next general meeting of the Cannabis Advisory Committee on March 15 in Los Angeles. If adopted, the subcommittee recommendations will serve as the committee’s formal recommendations to the three state cannabis licensing authorities.

Role of the Subcommittee Chair

- Subcommittee Chairs are responsible for:
 - Presiding over the rulemaking subcommittee meetings;
 - Drafting the subcommittee’s recommendations in preparation of March 15; and
 - Presenting the subcommittee’s recommendations at the March 15 General Meeting.

How to Develop a Subcommittee Recommendation

- 1) Subcommittee chair opens an agenda item (announces agenda item number and title), and then invites subcommittee members to discuss agenda item.
- 2) Once subcommittee members have concluded discussion, the subcommittee chair may ask if there is a motion on the table. The motion may be stated as such: “I move that the X Subcommittee recommends...”
 - a. Once a motion has been made, another subcommittee will need to second the motion.
- 3) Once a motion is on the table, the subcommittee chair invites public comment. Reminders:
 - a. Public comment must pertain to the agenda item.
 - b. Public comment must be provided in the form of statements, and not questions.
- 4) Once public comment on the motion has concluded, the notetaker will call the roll for the vote and announce if the motion passes or fails. Example: “This motion passes on a 5-0 vote / This motion fails on a 0-5 vote.”
- 5) This process may be repeated for all items on the Agenda.