



## Deschutes County Cannabis Advisory Panel

Meeting #2: Monday, January 24, 2022, 6:00 p.m.  
Deschutes Services Building, Barnes and Sawyer Rooms, 1300 NW Wall Street, Bend

### MEETING FORMAT

The Cannabis Advisory Panel will conduct this meeting virtually and be available for those that want to attend in person.

Members of the public may view the Cannabis Advisory Panel in real time via the Public Meeting Portal at [www.deschutes.org/meetings](http://www.deschutes.org/meetings).

Members of the public may listen, view, and/or participate in this meeting using Zoom. Using Zoom is free of charge.

<https://us02web.zoom.us/j/86279046831?pwd=K3pBZDNUVUtpM25HU1JlcWN5Y2d1Zz09>

**Passcode:** 143034

Using this option may require you to download the Zoom app to your device.

Members of the public can access the meeting via telephone, dial: 1-253-215-8782. When prompted, enter the following Webinar ID: 862-7904-6831 and Passcode: 143034

TOPIC	DESIRED OUTCOME
<b>1. Introductions</b>	Welcome attendees
<b>2. Approval of October 18, 2021 Minutes</b> <i>See Packet: Draft minutes</i>	Approve Minutes
<b>3. Elect Chair</b> <i>See Packet: Memo</i>	Discuss, nominate and select a chair.
<b>4. Marijuana Revenue Collection and History / Erik Kropp, Deputy County Administrator</b> <i>See Packet: Memo</i>	General understanding of prior marijuana revenue.
<b>5. Marijuana Revenue Going Forward / Adam Smith, Assistant Legal Counsel</b> <i>See Packet: Memo</i>	General understanding of forthcoming marijuana revenue.
<b>6. Law Enforcement Overview / Sheriff Detective Dustin Miller</b> <i>See Packet: Memo</i>	Summarize law enforcement responsibilities associated with illegal marijuana operations

TOPIC	DESIRED OUTCOME
<p><b>7. Questions Surrounding Legal and Illegal Marijuana / Kathleen Meehan-Coop, District Attorney's Office</b>  <i>See Packet: Memo</i></p>	<p>Public information surrounding what is legal or illegal regarding the possession, use, and cultivation of marijuana in Oregon</p>
<p><b>8. Public Comments</b>  Members of the public are welcome at every CAP meeting. Each person's time will be limited to allow time for everyone who wishes to speak. In addition, written comments will be accepted at any time, and will be posted to the County's website.</p>	<p>Opportunity to hear from members of the public who are present.</p>
<p><b>9. Next steps</b></p> <ul style="list-style-type: none"> <li>▪ Next meeting: April 2022. Date and time TBD.</li> <li>▪ Tentative agenda topics: Juvenile intervention and assessments associated with marijuana use</li> </ul>	<p>Placeholders for the April agenda</p>
<p><b>Wrap up and Adjourn</b></p>	



MEMORANDUM

**TO:** Deschutes County Cannabis Advisory Panel  
**FROM:** Peter Gutowsky, AICP, Director  
**DATE:** January 14, 2022  
**SUBJECT:** Cannabis Advisory Panel / January Meeting Overview

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The Cannabis Advisory Panel (CAP) meeting is **January 24, 2022 at 6:00 p.m.** at the Deschutes Services Center, 1300 Wall Street, Barnes and Sawyer rooms.<sup>1</sup> The meeting will be conducted virtually and be available for those that want to attend in person. The rooms will be arranged to be mindful of social distancing.

A Zoom meeting feature is also available for those that cannot attend in person. Details are below:

*To Join this meeting from a PC, Mac, iPad, iPhone or Android device:*

*Please click this URL to join.*

<https://us02web.zoom.us/j/86279046831?pwd=K3pBZDNUVUUpiM25HU1JlcWN5Y2d1Zz09>

*Passcode: 143034*

*Or One tap mobile:*

*+1 253 215 8782, 86279046831#*

*Or join by phone:*

*Dial: +1 253 215 8782 Webinar ID: 862 7904 6831*

**I. Approval of Minutes – October 21, 2021**

The CAP will review and approve the October 21, 2021 meeting minutes (Attachment 1). While CAP meetings are video and audio recorded for the public to review on Deschutes County's public meeting website portal, it is important to have a written record of the key points made in a meeting.

**II. Election of Chair**

According the CAP Charter, the CAP shall elect from among its membership a chair. No panelist shall be chair for more than two consecutive years.

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<sup>1</sup> There is a designated website for the CAP: <http://www.deschutes.org/CAP>. It provides a project overview, list of panelists and their respective terms, and links to the January 24 agenda packet. There is also a generalized CAP email for public comments and inquires, [CAP@deschutes.org](mailto:CAP@deschutes.org). Staff monitors the account and forwards correspondences to the CAP.

### **III. Marijuana Revenue**

Erik Kropp, Deputy County Administrator and Adam Smith, Assistant Legal Counsel will discuss historic and future marijuana revenue forecasts. Materials will be provided at the meeting.

### **IV. Law Enforcement Overview**

Detective Dustin Miller, a CAP member, will highlight law enforcement responsibilities associated with illegal marijuana. Materials will be provided at the meeting.

### **V. Public Information for Legal and Illegal Marijuana**

Kathleen Meehan-Coop, Management Analyst with the District Attorney's Office will discuss public information related to possessing, using, and cultivating legal and illegal marijuana in Oregon. Attached are a letter from Ms. Meehan-Coop and a draft of the "rack card" promoting a new website by the Deschutes County Illegal Marijuana Market Enforcement (Attachments 2 and 3).

### **VI. Public Comment**

There is an opportunity to receive public comment prior to the conclusion of the meeting. To date, no written comments have been submitted.

#### Attachments

1. October 21, 2021 Minutes
2. Meehan-Coop Letter
3. Draft Rack Card



# BOARD OF COMMISSIONERS

1300 NW Wall Street, Bend, Oregon  
(541) 388-6570

FOR RECORDING STAMP ONLY

## BOCC & Cannabis Advisory Panel MEETING MINUTES

6:00 PM

Monday, October 18, 2021

BARNES & SAWYER ROOMS  
VIRTUAL MEETING PLATFORM

x	County Commissioner Anthony DeBone	x	Representative Jack Zika
x	County Commissioner Phil Chang	x	Representative Jason Kropf, <i>via conference call</i>
x	County Commissioner Patti Adair	x	County Administrator Nick Lelack
x	BOCC Executive Assistant Sharon Keith	x	CDD Director Peter Gutowsky
x	CDD Planner Tanya Saltzman	x	Assistant Legal Counsel Adam Smith
	Hunter Neubauer	x	Joseph Stapleton
x	Dustin Miller, <i>via conference call</i>	x	Andrew Aasen
x	Mary Fleischmann	x	Liz Lotochinski
x	Kyle Gorman	x	Gary Bracelin, <i>via conference call</i>

This meeting was audio and video recorded and can be accessed at the Deschutes County Meeting Portal website [www.deschutes.org/meetings](http://www.deschutes.org/meetings)

*Due to technical difficulties relative to internet and phone connectivity, the meeting not live streamed but was recorded to be uploaded once the internet is repaired.*

**CALL TO ORDER:** Chair DeBone called the meeting to order at 6:00 p.m.

## **Opening Statements:**

- Deschutes County Commissioners welcomed and thanked everyone for their participation in the advisory panel.
- Welcome from Oregon State Representatives Jack Zika and Jason Kropf. Representative Zika presented history of the need of the formation of the panel. Representative Kropf was present via conference call and thanked the advisory panel for their participation.

**Overview of Agenda:** Community Development Department Director Peter Gutowsky reviewed the agenda for this evening's meeting.

**Check in from Advisory Panel:** Each of the panelist introduced themselves and commented on their interest for participation on the advisory panel. Discussion held on issues of concern for the panel to address.

Mr. Gutowsky explained the technical difficulties experienced within Deschutes County's internet and phone service are affecting today's meeting arrangements.

**Election of Chair:** Mr. Gutowsky spoke on the position of the chair for the panel and the staff that are going to support the meetings. Due to the technical difficulties experienced this evening, the panel recommended deferring the election of chair until the January meeting.

Mr. Gutowsky noted the agenda of this meeting was to address housekeeping related matters. Though the meeting was originally designed to meet on a quarterly basis, an additional meeting may be considered to be scheduled prior to the January 2022 meeting.

**Public Meeting Laws and Conflicts of Interest:** Assistant Legal Counsel Adam Smith reported on the marijuana tax funding distributions. Mr. Smith reviewed the basis of conflict of interest and summarized public meeting law. Mr. Gutowsky spoke on methods of submitting information to staff to share with the panel in order to avoid creating an unintended quorum through email conversations. A Cannabis Advisory Panel website has been created by the Community Development

Department. Mr. Lelack commented on the process of posting committee members names and terms on the public website in respect of privacy.

**Public Comments:** *Commissioner DeBone called for any public comment. None received by staff. A recording of this meeting will be available through our Public Meeting Portal.*

**Next Steps:** Mr. Gutowsky will send contact information to the members of the panel for contacting the CDD staff for any communication needs.

Commissioner DeBone commented on the need for further review on which Deschutes County department will staff this particular advisory panel and whether it should be staffed through the Community Development Department or Administrative Services. The Commissioners thanked everyone for attending this evening.

**ADJOURN:** Being no further discussion, the meeting was adjourned at 7:44 p.m.

DATED this \_\_\_\_\_ Day of \_\_\_\_\_ 2021 for the Deschutes County Board of Commissioners.

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**ANTHONY DEBONE, CHAIR**

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**PHIL CHANG, VICE CHAIR**

**ATTEST:**

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**PATTI ADAIR, COMMISSIONER**

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**RECORDING SECRETARY**



## John Hummel District Attorney

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[www.dccda.us](http://www.dccda.us)

January 14, 2022

Dear CAP Members:

Attached is a draft of the rack card that will promote a new website by the Deschutes County Illegal Marijuana Market Enforcement (DCIMME) which addresses legal issues surrounding cannabis within Deschutes County. The goals of CannaFacts are to improve community knowledge, direct concerns to the right agencies, and increase leads on serious illegal activity.

The Deschutes County District Attorney's Office will be conducting a soft launch of the site in mid to late January with cannabis retailers and key organizations and agencies across the county. We will have a public launch by early February.

I look forward to providing CAP with a sneak peak of the site on January 24, 2022.

Sincerely,

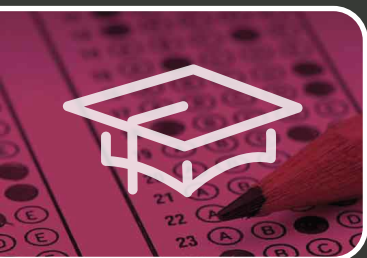
A handwritten signature in black ink that reads "Kathleen Meehan Coop".

Kathleen Meehan Coop  
Management Analyst, DeschutesSafe  
Deschutes County District Attorney's Office



# Cannabis Questions?

Get the **facts** about **legal** and **illegal** cannabis in our community.



## Test Your Knowledge

How much do you know? Take an interactive quiz and test your knowledge on cannabis.

## Is it Legal?

Curious if something is legal? These interactive scenarios outline what's legal and what isn't.



## Cannabis FAQ

Have a question about cannabis? Browse the Frequently Asked Questions and find an answer.



## Report a Lead

Witnessed an illegal cannabis distribution or grow in Deschutes County? Use the online portal to submit a lead.



**CANNAFACTS**  
Deschutes County, Oregon

<https://canna-facts.com>

<https://canna-facts.com>

**CANNAFACTS**  
Deschutes County Oregon

Test Your Knowledge | Is it Legal? | Cannabis FAQ | Report a Lead

Get the facts about legal and illegal cannabis in our community.

**PROGRAM PARTNERS**

**DESCHUTES COUNTY SHERIFF'S OFFICE**

**CITY OF BEND**

**Deschutes County District Attorney's Office**

**DESCHUTES COUNTY ILLEGAL MARIJUANA MARKET ENFORCEMENT**

DCIMME is the collaborative between the Deschutes County Sheriff's Office, the Deschutes County District Attorney's Office and the Bend Police Department to address illegal cannabis in our community.

The agencies received grant funding from the Oregon Criminal Justice Commission (OCJC) to support enhanced enforcement and prosecution efforts.

This grant also provided funding for research and an education/outreach component to do the following:

- Study the issue of illegal cannabis in more depth
- Educate Deschutes County residents and visitors on cannabis laws and regulations
- Increase leads on serious illegal cannabis activity

## THE CANNA-FACTS WEBSITE

Canna-Facts.com is a one-stop resource for general information on cannabis laws and regulations relevant to residents and visitors in Deschutes County, Oregon.

Although recreational cannabis is legal in the state of Oregon, there are cannabis-related activities that are illegal. While most people engage with cannabis legally, illegal activity still occurs, and can subject a person to arrest. Illegal cannabis-related activity can be serious, dangerous, and negatively impact our community's health and safety, as well as our legal recreational cannabis businesses.

## DESCHUTES COUNTY ILLEGAL MARIJUANA MARKET ENFORCEMENT

DCIMME is a collaborative partnership between the Deschutes County Sheriff's Office, the Bend Police Department, and the Deschutes County District Attorney's Office addressing the illegal cannabis market in our community through enhanced enforcement, prosecution, and education.

This project was supported by Award No. IME-19-01 awarded by the Office of Justice Programs, Bureau of Justice Assistance through the Oregon Criminal Justice Commission.

### CANNAFACTS PROGRAM PARTNERS



CITY OF BEND



Deschutes County District Attorney's Office