



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

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.

Submitted by:



Sharon Keith, BOCC Executive Assistant
RECORDING SECRETARY