



CANNABIS CONTROL APPEALS PANEL

GOVERNOR GAVIN NEWSOM

BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY
Secretary Tomiquia Moss



Open Session Meeting Minutes

Monday, November 17, 2025

10:36 am – 11:07 am

Cannabis Control Appeals Panel

400 R Street

Sacramento, CA 95811

Members present:

- Dr. Diandra Bremond, Chairperson (in Sacramento County – In Person)
- Cathryn Rivera, J.D. (in Sacramento County – In Person)
- Jim Wood (in Sacramento County – In Person)
- Josh Newman (in Orange County – Remote)

Staff present:

- Anne Hawley, Executive Director, Cannabis Control Appeals Panel
- Christopher Phillips, Chief Counsel, Cannabis Control Appeals Panel
- Sarah M. Smith, Senior Staff Attorney, Cannabis Control Appeals Panel
- Brian Hwang, Senior Staff Attorney, Cannabis Control Appeals Panel
- Melita Deci, Administrative and Business Services Coordinator, Cannabis Control Appeals Panel
- Ruben Garza, Office Technician, Cannabis Control Appeals Panel

Summary:

1. Call to Order and Establishment of Quorum.

Chairperson Diandra Bremond called the teleconference meeting to order at 10:36 am.

Melita Deci took the roll call vote. Panel Members Diandra Bremond, Cathryn Rivera, Jim Wood, and Josh Newman were present. A quorum was established.

2. Approval of the Minutes.

Chairperson Bremond asked the Panel if there were any additions or corrections to the minutes of the June 23, 2025, meeting. There were no additions or corrections. No comments from the public.

Motion (Wood): Approve the minutes of the June 23, 2025, meeting as submitted. Seconded (Newman). Melita Deci took a roll call vote on the motion. Motion passed 4-0.

3. Introduction: CCAP Strategic Planning.

Bremont introduced Sarah Irani and Trisha St. Clair from the Department of Consumer Affairs (DCA) to provide an overview of the Panel's upcoming strategic planning.

As background, DCA's SOLID unit assists agencies in conducting environmental scans, forming strategic plans, and addressing organizational opportunities and challenges they may face.

St. Clair explained that a strategic planning process consists of five phases: Preliminary Meeting & Set-Up, Environmental Scan, Planning Session, Create & Finalize Plan, and Action Planning. Each stage has a specific timeframe. The process also incorporates Diversity, Equity, Inclusion and Accessibility (DEIA).

Irani reviewed the Panel's existing strategic plan. Irani explained that the Panel may revise or replace its existing plan in the upcoming strategic planning process. Once a new plan is approved, SOLID will work with CCAP staff to create a specific Action Plan to implement the Panel's strategic plan.

Irani and St. Clair concluded their presentation. No comments from the Panel. No comments from the public.

4. Executive Management Report.

CCAP Appeal

Executive Director Anne Hawley updated the Panel on a pending appeal. Recently, the appellant and the Department of Cannabis Control (DCC) filed a joint request to extend briefing deadlines. CCAP's legal team recommended granting the request. The new deadlines are as follows: appellant's opening brief is due by November 20, 2025, DCC's opposition brief by December 24, 2025, and appellant's reply brief by January 23, 2026.

CCAP's Budget and Finances

Hawley updated the Panel on CCAP's final numbers for Fiscal Year 2024-25. The total budget was \$3,145,000. The total expenses were \$2,871,788. The total balance (or positive variance) was \$273,212.

Hawley then discussed the first quarter expenditures (July to September 2025) for the current fiscal year (FY 2025-26). Overall, CCAP looks to be in good shape the rest of the year. For FY 2025-26, CCAP has a total budget of \$3,318,000. In the first quarter, CCAP's total expenditures

were \$651,562. By the end of FY 2025-26, CCAP's total expenditures are projected to be \$2,931,997 – leaving a positive balance of \$331,003. This balance may decrease, however, if the Panel vacancy gets filled with the appointment of a new member. Regardless, Hawley explained, CCAP is on track to stay within its authorized budget for FY 2025-26.

Hawley concluded her report and opened the floor for questions. Bremond asked about the expenses for the strategic planning process with DCA's SOLID unit. Hawley explained this information will be provided in her financial report at the next panel meeting.

Panel Member Rivera commented to thank CCAP and DCC about the recent field trip they arranged for the panel members. Rivera shared that they were able to visit various DCC licensees (e.g., manufacturers, laboratories, retailers). Rivera remarked that it was a very educational experience getting an in-person look at how the cannabis industry operates.

No other comments from the Panel. No comments from the public.

5. Public Comments on Items Not on the Agenda.

Chairperson Bremond warned any comment should not involve pending or future appeals, complaints, applications, or any disciplinary actions that may come before the Panel.

No comments from the public.

6. Future Agenda Items.

No comments from the Panel. No comments from the public.

7. Adjournment.

Motion (Wood). Adjourn the meeting. Seconded (Rivera). Meeting adjourned at 11:07 am.