



POLICY COMMITTEE

As Colorado Leads continues to grow its membership and build influence at the state and local levels, it must continue to update its process for assessing, prioritizing, and executing efforts to impact public policy. Expanding the organization and creating a policy committee will allow Colorado Leads to make decisions effectively and efficiently in a manner that preserves the Board of Directors' authority, while delegating the details to a properly formed committee. A dedicated Policy Committee will also allow experts to debate and advise on the best course of action for different policies and opportunities for engagement, ensuring Leads continues to maintain its leadership position among the industry.

Membership

The Colorado Leads Policy Committee will have a maximum of thirteen (13) voting members with specific, defined pathways to participation:

- The Board will elect one (1) liaison who is also a Board member.
- Board members can designate an individual to represent their entity on the committee.
- General members who make an annual contribution of at least \$2,500 in addition to their annual membership dues are eligible to serve on the committee.

The Board will approve designees, general members and the Board liaison to participate in the policy committee to ensure the committee is composed of value-add members that will direct the organization in a manner consistent with its overall mission.

The membership is limited to the number of seats determined above. New members need to be approved by the Board, and considerations about representation of different sectors of the industry, areas of expertise, experience and any other relevant factors should be considered when nominating members.

The Board will vote on Policy Committee members once a year, during the January Board meeting. Members will be appointed for a one-year term. If there are open seats, the Board can vote on new members during regular Board meetings, with their term ending at the end of each year.

The Policy Committee can also invite experts to help inform certain conversations, though voting on positions will be limited to formal membership.

Any company with a Colorado Leads membership can have a representative observe the meetings and receive information. Those representatives will not, however, be allowed to vote and participate in the discussion. Time will be left at the end of each meeting for non-members to share ideas and thoughts on topics discussed by the Policy Committee.

Leadership

The Policy Committee will nominate a Chair and a Vice-chair for formal approval by the Board. The Chair will coordinate and direct the work of the Policy Committee and communicate decisions to the Board.

The Board will elect a liaison who is also a Board member to help coordinate the work between the Policy Committee and the Board and communicate decisions, questions and other issues between the two bodies.

The Chair, vice-chair and liaison will be nominated for a one-year term. The Vice-Chair will fulfill the duties of the Chair in their absence. Members who wish to be Chair, Vice- Chair and liaison should inform their member peers, the Board president, and staff about their desire by October 31st of each year.

Note: For the year 2024, since it will be the Policy Committee's first year, the committee will nominate a Chair at its first meeting for subsequent approval by the Board.

Staffing

Colorado Leads policy staff will staff the Policy Committee. Staff will organize calendar invites, share agendas (as defined by the chair) and minutes, note action-items for members, participate in meetings, share knowledge, communicate with the Board president on the ongoing work, and help the chair coordinate the activities of the Policy Committee.

Consideration of Issues

Members of the policy committee will contact the chair to propose issues for consideration by the committee. This can include proactive issues that members would like to see addressed, or requests to respond to actions taken by other stakeholders, including regulators and legislators.

The Board will also identify issues and direct the Policy Committee to assess and make recommendations. Staff will also identify issues proactively raised by other stakeholders for consideration by the Policy Committee.

Should there be more proposals or issues that can be discussed during an upcoming meeting, the chair, in coordination with the staff, may prioritize the committee's work or schedule additional time/meetings.

Policy items can always be reprioritized, upon committee discussion or based on the Board and chair's direction.

Policy Committee Scope of Work

While able to pick up different policy issues for consideration, the Policy Committee will ensure, at a minimum, that key policy items being discussed in the state are addressed. The scope of work for the committee will follow Colorado's marijuana policymaking process.

In that sense, during the legislative session the Policy Committee will support the Legislative Committee with policy analysis of cannabis-related bills and other bills that directly impact the cannabis industry. During Q1 and Q2 of each year, the Policy Committee should also dedicate efforts to prepare for the coming rulemaking process.

During the rulemaking season (Q3/Q4), the Policy Committee will work on items brought forth by the executive agencies, as well as dedicate time to work on proposals for the following year's legislative session, ensuring that Leads is well positioned to support proactive legislation.

The Policy Committee, in conjunction with the Board, may choose to elect representatives to speak for Colorado Leads during workgroups, hearings, and other policy forums. Those representatives should have expertise and relevant experience, and once voted by the Board must ensure that Leads' publicly presented positions are consistent with the organization's overall mission and goals.

Subcommittees

Some issues taken up by the Policy Committee will warrant additional discussion, research, and evaluation than can be accommodated during a bi-weekly meeting. Additionally, there may be issues that require extensive discussion but only have sufficient import to a smaller group of members (for example, the approval of a new extraction method would be particularly important to manufacturers but not relevant to cultivators). The Policy Committee will have the authority to establish issue-based subcommittees, as needed, to look at a specific topic in depth and make recommendations to the broader policy committee and to the Board. Subcommittees can also invite expert guests, as needed.

Decision-making Authority

The Colorado Leads Board and Policy Committee Chair will decide what issues should be considered by the Committee, or the Committee members may vote to accept an issue. The Committee will vote on specific policy positions, which will be non-binding recommendations to the Board.

Each committee member will have one vote and staff and invited experts will not be allowed to vote on the committee's decisions. The voting will be called by simple majority, but the committee can also vote to share with the Board dissenting opinions and reasons for such.

The Policy Committee will provide, as needed, reports and supporting documents on its recommendations to the Board and to the Legislative Committee with accompanying materials when appropriate. These documents will also allow for Committee members to express dissent from the Committee's recommendation.

The Board can take any of the following actions on a recommendation: (i) Approve the committee's recommendations; (ii) Return them to the committee for more information or consideration; (iii) Directly modify them; or (iv) Veto them and direct the committee to move on.

Legislative Committee & Policy Committee

The Legislative Committee will continue to exist with its current members, and it will maintain the goal and mission of deliberating and executing legislative and political strategies. The Legislative Committee will be staffed by Colorado Leads' lobbyist.

The Policy Committee should always have at least one member that is also a part of the Legislative Committee. This person will be the primary point of contact between the two committees. Both committees should work together to ensure Colorado Leads' lobbyists have all the information and resources they need to be successful in the Capitol.

There will be items that intermingle between the legislative and policy committees. When there are policy decisions that need to be made on legislative affairs, or vice versa, the primary point of contact will coordinate with the chair to ensure synchrony between the two bodies and the Board, to the extent possible, while taking into consideration legislative realities and extenuating circumstances.

Meeting Structure & Voting

The Colorado Leads Policy Committee will hold standing bi-weekly 60-minute meetings on the alternating weeks from the Legislative Committee (Wednesdays from 9 to 10am). Additional ad-hoc meetings could be called when emergency situations arise.

- Legislative Committee: 1st and 3rd Wednesday of the month, 9 a.m.–10 a.m. MT
- Policy Committee – 2nd and 4th Wednesday of the month, 9 a.m.–10 a.m. MT

For voting, the Policy Committee will operate on a simple majority, with a quorum also being met when a simple majority of members is present. Without a quorum, there can be no voting action, but discussion may continue to happen. Policy Committee members cannot indicate a proxy for participating and voting during committee meetings.

Conflicts of Interest

Committee members and staff must acknowledge their biases and must disclose direct financial interests related to issues being addressed by the body. The goal of the committee will be to work towards common goals that benefit the cannabis industry at large.