

PENNSYLVANIA LIQUOR CONTROL BOARD
MEETING MINUTES
LISTEN TO THE RECORDING

WEDNESDAY, SEPTEMBER 1, 2021
TELEPHONE CONFERENCE MEETING

Tim Holden, Chairman
Mike Negra, Board Member
Mary Isenhour, Board Member
Michael Demko, Executive Director
John Stark, Board Secretary

[Office of Chief Counsel](#)
[Bureau of Licensing](#)
[Bureau of Human Resources](#)
[Bureau of Accounting & Purchasing](#)

[Office of Retail Operations](#)
[Bureau of Product Selection](#)
[Financial Report](#)
[Other Issues](#)

PUBLIC MEETING – 11:00 A.M

CALL TO ORDER *Chairman Holden*

Board Secretary John K. Stark indicated that a quorum of the Board was present and Chairman Holden called the meeting to order.

Pledge of Allegiance to the Flag

Chairman Holden noted that today’s meeting was held via teleconference due to inclement weather associated with the remnants of Hurricane Ida passing through the Harrisburg area.

OLD BUSINESS..... *Secretary Stark*

A. Motion to approve previous Board Meeting Minutes of the August 4, 2021 meeting.

Motion Made: Board Member Negra
Seconded: Board Member Isenhour

Board Decision: Unanimously agreed (3-0 vote) to approve previous Board Minutes.

B. Announcement by the Chairman for Ratification of a Board Action.

The following Board Actions approved on August 17, 2021 were decided by Notational Voting after the adjournment of the Board’s last public meeting on August 4, 2021. By statute, the Board has 60 days to act on these noise exemption requests and needed to decide before the next scheduled Board Meeting on September 1, 2021.

Chairman Holden, Member Negra and Member Isenhour agreed (3-0 vote) to three Board Actions regarding Municipal Petitions for Exemption from Liquor Code Statute Regarding Amplified Sound. Pursuant to the statute, hearings were held and there were no protests to the applications.

Borough of New Bethlehem, Clarion County: Case No. 21-NE-11
Second request for an exemption: Three-year period from August 18, 2021 to August 18, 2024

Note: Board Minutes are not officially approved until all required signatures are affixed.

Borough of Canonsburg, Washington County: Case No. 21-NE-12
First request for an exemption: One-year from August 18, 2021 to August 18, 2022

City of Carbondale, Lackawanna County: Case No. 21-NE-13
First request for an exemption: One-year from August 18, 2021 to August 18, 2022

PUBLIC COMMENT ON AGENDA ITEMS

There was no public comments on the printed agenda items.

NEW BUSINESS

From the Office of Chief Counsel.....Rodrigo Diaz, Chief Counsel

(1) **11 Bush, LLC** Request to rescind Conditional
10141 US Highway 522 South Licensing Agreement
Lewistown. PA 17044-0000
Restaurant Liquor License No. R-15829
LID 105154

Motion Made: Board Member Negra
Seconded: Board Member Isenhour

Board Decision: Unanimously agreed (3-0 vote) to approve request to rescind Conditional
Licensing Agreement

(2) **Meadville Cinema, LP** Request to rescind Conditional
11155 Highline Drive Licensing Agreement
Meadville, Pennsylvania 16335
Restaurant Liquor License No. R-18468
LID 56089

Motion Made: Board Member Negra
Seconded: Board Member Isenhour

Board Decision: Unanimously agreed (3-0 vote) to approve request to rescind Conditional
Licensing Agreement

(3) **3D Hospitality, LLC** Request to rescind Conditional
112 South Broad Street Licensing Agreement
Philadelphia, Pennsylvania 19107-4532
Restaurant Liquor License No. R-15716
LID 62398

Note: Board Minutes are not officially approved until all required signatures are affixed.

Motion Made: Board Member Negra
Seconded: Board Member Isenhour

Board Decision: Unanimously agreed (3-0 vote) to approve request to rescind Conditional Licensing Agreement.

- (4) **Bella Noche, Inc.** Request to rescind Conditional Licensing Agreement
2100 Saint Vincent Street
Philadelphia, Pennsylvania 19149
Restaurant Liquor License No. R-8515
LID 56405

Motion Made: Board Member Negra
Seconded: Board Member Isenhour

Board Decision: Unanimously agreed (3-0 vote) to approve request to rescind Conditional Licensing Agreement upon approval of the transfer.

- (5) **Harris Township** Municipal Petition for Exemption from Liquor Code Statute Regarding Amplified Sound
Case No. 21-NE-14

Motion Made: Board Member Negra
Seconded: Board Member Isenhour

Board Decision: Unanimously agreed (3-0 vote) to approve noise exemption from 10/26/2021 through 10/26/2026.

*From the Bureau of Licensing Tisha Albert, Director of Regulatory Affairs
Barbara Peifer, Director, Bureau of Licensing*

- (1) **Back Alley Brewing Company** New & Request for an Interior Connection with Another Business - Brewery
(LID No. 105886)
2975 West Liberty Avenue
Pittsburgh, Allegheny County

Motion Made: Board Member Negra
Seconded: Board Member Isenhour

Board Decision: Unanimously agreed (3-0 vote) to approve the license and request for interior connections with another business.

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- (2) **Bald Eagle Fuel & Tire, Inc.** Appointment of Manager –
t/a Snappy’s Restaurant
R-20065 (LID No. 90276) Case No. 21-9002
712 Elizabeth Street
Houtzdale, Clearfield County
- Motion Made:** Board Member Negra
Seconded: Board Member Isenhour
- Board Decision:** Unanimously agreed (3-0 vote) to approve the the appointment of manager.
- (3) **Harrigan’s Pub, Inc.** Extension of License - Restaurant
t/a Harrigan’s Pub
R-19175 (LID No. 57400) Case No. 21-9021
1051 West County Line Road
Warminster Township
Hatboro, Bucks County
- Motion Made:** Board Member Negra
Seconded: Board Member Isenhour
- Board Decision:** Unanimously agreed (3-0 vote) to approve the extension of license.
- (4) **Heritage Campus OPCO, LLC** “Intermunicipal” Double
t/a The Heritage of Green Hills Transfer & Request for
R-15833 (LID No. 105031) Interior Connections with
10 Tranquility Lane Another Business - Restaurant
Cumru Township
Reading, Berks County
- Motion Made:** Board Member Negra
Seconded: Board Member Isenhour
- Board Decision:** Unanimously agreed (3-0 vote) to approve the Intermunicipal double transfer and request for interior connections with another business.
- (5) **The Hofford Mill, LLC** “Intermunicipal” Double
t/a The Hofford Mill Transfer & Request for
R-8277 (LID No. 106394) Interior Connections with
500 Bridge Street Other Businesses - Restaurant
Weissport, Carbon County
- Motion Made:** Board Member Negra
Seconded: Board Member Isenhour
- Board Decision:** Unanimously agreed (3-0 vote) to approve the Intermunicipal double transfer and request for interior connections with another business.

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- (6) **Hops and Hardware Distillery, LLC**
t/a Hops and Hardware Distillery
AL-44297 (LID No. 100357)
101 Cedar Street
Bristol, Bucks County
- Extension of License &
Request for an Interior
Connection with Another
Business – Limited Distillery
- Motion Made:** Board Member Negra
Seconded: Board Member Isenhour
- Board Decision:** Unanimously agreed (3-0 vote) to approve the extension of license and request for interior connection with another business.
- (7) **Market Street Saloon St. Mary’s PA, LLC**
t/a Corner Saloon
R-10702 (LID No. 85237) Case No. 21-9009
120 South Michael Street
St. Mary’s, Elk County
- Place-to-Place Transfer &
Request for an Interior
Connection with Another
Business - Restaurant
- Motion Made:** Board Member Negra
Seconded: Board Member Isenhour
- Board Decision:** Unanimously agreed (3-0 vote) to approve the place-to-place transfer and request for interior connection with another business.
- (8) **Strasburg Coffee Company, LLC**
t/a Speckled Hen Coffee
(LID No. 106261)
141 East Main Street
Strasburg, Lancaster County
- New & Request to Conduct
Another Business on the Licensed
Premises – Brewery Storage
- Motion Made:** Board Member Negra
Seconded: Board Member Isenhour
- Board Decision:** Unanimously agreed (3-0 vote) to approve the new brewery storage location and request to conduct another business on the licenced premises.
- (9) **The Time Brewpub, LLC**
t/a The Times Square
(LID No. 106210)
600 Mount Vernon Drive
Ellwood City, Lawrence County
- New & Request for an Interior
Connection with Another
Business - Brewery
- Motion Made:** Board Member Negra
Seconded: Board Member Isenhour
- Board Decision:** Unanimously agreed (3-0 vote) to approve the new brewery license and request for interior connection with another business.

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- (10) **Tsankawi Corp.** Limited Winery Additional
t/a Freas Farm Winery Board-Approved Location &
(LID No. 69423) Request for Interior
130 Twin Church Road Connections with Another
Berwick, Columbia County Business – Limited Winery
- Motion Made:** Board Member Negra
Seconded: Board Member Isenhour
- Board Decision:** Unanimously agreed (3-0 vote) to approve the limited winery additional Board-approved location and request for interior connections with another business.
- (11) **William L. Warner** Limited Winery Additional
t/a Buddy Boy Winery & Vineyard Board-Approved Location &
LK-320 (LID No. 65015) Request for an Interior
111 Barnett Drive Connection with Another
Penn Township Business – Limited Winery
Duncannon, Perry County
- Motion Made:** Board Member Negra
Seconded: Board Member Isenhour
- Board Decision:** Unanimously agreed (3-0 vote) to approve the limited winery additional Board-approved location and request for interior connection with another business.
- (12) **1822 KM, Inc.** Conditional Licensing Agreement
R-15632 (LID No. 72754) Case No. 2020-72754 Renewal – District 10
1822-24 South 18th Street
Philadelphia, Philadelphia County
- Motion Made:** Board Member Negra
Seconded: Board Member Isenhour
- Board Decision:** Hold for a conditional licensing agreement.
- (13) **2856 Yan Corp.** Conditional Licensing
R-832 (LID No. 71791) Case No. 2020-71791 Agreement Renewal – District 10
2854-56 North 22nd Street
Philadelphia, Philadelphia County
- Motion Made:** Board Member Negra
Seconded: Board Member Isenhour
- Board Decision:** Hold for a conditional licensing agreement/offer in compromise.

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(14) **BTL Deli, Inc.** Conditional Licensing
t/a BTL Deli Agreement Renewal – District 10
E-340 (LID No. 66519) Case No. 2020-66519
5500 Greenway Avenue
Philadelphia, Philadelphia County

Motion Made: Board Member Negra
Seconded: Board Member Isenhour

Board Decision: Unanimously agreed (3-0 vote) to approve the renewal.

(15) **DBM Liquor, LLC** Conditional Licensing
t/a Sparetime Lounge Agreement Renewal – District 1
R-13426 (LID No. 72042) Case No. 2021-72042
1561 Holly Pike
South Middleton Township
Carlisle, Cumberland County

Motion Made: Board Member Negra
Seconded: Board Member Isenhour

Board Decision: Unanimously agreed (3-0 vote) to approve the renewal.

(16) **Montenegrin, LLC** Conditional Licensing
R-17630 (LID No. 69634) Case No. 2020-69634 Agreement Renewal – District 8
842 Lattimer Road, P. O. Box 101
Hazle Township
Lattimer Mines, Luzerne County

Motion Made: Board Member Negra
Seconded: Board Member Isenhour

Board Decision: Unanimously agreed (3-0 vote) to approve the renewal with conditional licensing agreement.

*From the Bureau of Human Resources Jason Lutcavage, Director of Administration
Jennifer Haas, Director, Bureau of Human Resources*

Personnel Actions

There were 17 personnel actions presented for consideration.

- (1) **Yefim Boykis – Removal**
- (2) **Kyrie Burnett-Baker – Affirm Removal**

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- (3) Michael Burton – Removal
- (4) Asia Davis – Affirm Removal
- (5) John Finkowski – Removal
- (6) Zakiyyah Fortson - Removal
- (7) Ashley Frazier – Affirm Removal
- (8) Shamin Gilmore – Affirm Removal
- (9) Keaton Hauck – Affirm Removal
- (10) Theresa Jackson – Removal
- (11) Jeremy Kinder – Demotion
- (12) Deborah Manley – Affirm Removal
- (13) Montakia Maxfield – Removal
- (14) Quiydaar Muhammad – Removal
- (15) Ineeshia Perdue – Removal
- (16) Travis Petrik - Demotion
- (17) Chyanne Smith – Removal

Motion Made: Board Member Negra
Seconded: Board Member Isenhour

Board Decision: Unanimously agreed (3-0 vote) to approve all Personnel Actions.

*From the Bureau of Accounting & PurchasingMichael Demko, Executive Director
Koppolu Ravindraraj, Director, Bureau of Accounting & Purchasing
Mike Freeman, Director, Bureau of Financial Management & Analysis*

Procurement Actions:

- (1) **Gap Analysis of PLCB Merchandising Activities and Recommendations for Process and Organizational Improvements** – The PLCB sought an independent and unbiased consultant experienced in state-of-the-art wholesale and retail merchandising standards and best practices to analyze the PLCB’s current merchandising activities and organization to identify operational gaps in merchandising planning, assortment planning, allocation and replenishment, space planning, price management, promotional planning and reporting, analytics and key performance indicators.

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Following analysis, the consultant will identify and detail opportunities to apply and incorporate best practices and leading methodologies into process and organizational improvements to achieve greater merchandising effectiveness and efficiencies.

Procured via Request for Proposal – VENDOR: **Deloitte Consulting, LLP** – TERM: Up to nine months - **\$299,000.00** for the deliverables plus up to an additional **\$285,200.00** should Deloitte be engaged to support implementation efforts for a total estimated cost of **\$584,200.00**.

- (2) **Lift Gate Truck Deliveries** – Compensation for lift gate truck deliveries to FWGS Store #6721 required due to this store not having a load dock. This payment covers the period prior to March 18, 2021 before a Change Order was fully executed to document the appropriate charge for leased equipment to make deliveries to this store.

Procured via Settlement Agreement – VENDOR: **Kane Warehousing Inc.** – **\$114,364.77 estimated cost.**

- (3) **Steel Shelving for Store #5163** – Steel shelving for Fine Wine & Good Spirits Store #5163 in Philadelphia.

Procured via DGS Contract #4400016767 – VENDOR: **Kent Fixtures Corp.** - **\$52,360.89 estimated cost.**

Motion Made: Board Member Negra
Seconded: Board Member Isenhour

Board Decision: Unanimously agreed (3-0 vote) to approve all Procurement Actions.

Inter-Agency Charges:

- (1) **Office of Administration – HR Shared Services** – Billing of \$401,825 for the FY 2021-22 Q1 billing for OA’s HR-Enterprise Services (labor relations, employee benefits, training, etc). The LCB’s charge represents 1.9% of the total \$21.7M OA- HR Shared Services billing. The billing amount is unchanged from the FY 2020-21 Q4 billing.
- (2) **Civil Service Commission (SCSC) Services (Job 46)** – Billing of \$118,627.16 for SCSC services for July – December 2021. The billing was based on the PLCB’s average filled salary and wage position headcount (5,271) for the six-month period of November/2020 through April/2021. of \$1.29 million. The LCB’s portion of the SCSC’s \$1.29 million billing was up slightly from last year (9.2% vs 8.6%), but the LCB’s overall charge was down \$4,439 (-3.6%) from FY 2020-21’s billing.

The Bureau of Financial Management and Analysis has reviewed these charges and determined that they are reasonable based on billing methodology and previous experience.

Motion Made: Board Member Negra
Seconded: Board Member Isenhour

Board Decision: Unanimously agreed (3-0 vote) to approve all Inter-Agency Charges

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From the Office of Retail OperationsMichael Demko, Executive Director

- (1) #1301 – 46 West Ridge Street, Lansford
Amendment
- (2) #4640 – 8156 Ogontz Avenue, Wyncote
Amendment
- (3) #5150 – Chestnut Plaza, 4301 Chestnut Street, Units 1 & 2, Philadelphia
Amendment
- (4) #9114 – Adams & Tabor Center, 730 Adams Avenue, Philadelphia
Amendment

Motion Made: Board Member Negra
Seconded: Board Member Isenhour

Board Decision: Unanimously agreed (3-0 vote) to approve all Retail Operations actions.

From the Bureau of Product SelectionTom Bowman, Director of Product Selection

VENDOR – ITEM NAME

BOARD ACTION REQUESTED

- | | |
|---------|--|
| Various | 1. Regular New Items Accepted |
| Various | 2. Regular RTD New Items Accepted |
| Various | 3. Regular PA New Items Accepted |
| Various | 4. Regular PA Preferred New Items Accepted |
| Various | 5. Regular Recommended Delist |

1. Regular New Items Accepted

BRAND NAME AND SIZE

REASON

International Trade and Marketing Inc

Cantina Zaccagnini Rosé 750 mL 2, 3, 19

Majestic Wine and Spirits

Rancho La Gloria Blueberry Margarita Wine Cocktail 750 mL 1, 2, 5

Rancho La Gloria Mango Margarita Wine Cocktail 750 mL 1, 2, 5

Moet Hennessy USA Inc

Chandon Garden Spritz 750 mL 2, 3, 12, 19

North Wales Wines

La Marca Prosecco Rosé 750 mL 2, 3, 19

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Pip Imports and Domestic LLC

Robert Willis Homestead Collection Merlot Horse Heaven Hills 18
750 mL

Reserva Wines

Art of Wine The Starry Night Merlot Pays D’OC 750 mL 12, 19
Lobetia Organic Sauvignon Blanc 750 mL 3, 19

Sazerac Company Inc

Drinkworks 12 Days of Cocktails 12x50 mL Variety Pack 8
Drinkworks Fireside Cocktails 12x50 mL Variety Pack 8
Drinkworks Jack Daniel’s Cocktails 12x50 mL Variety Pack 8
Drinkworks Top Shelf Collection Absolut Pineapple Martini 8
4x50 mL
Drinkworks Top Shelf Collection Kahlua Espresso Martini 8
4x50 mL

Vineyard Brands

Comtesse de Malet Roquefort Bordeaux Rouge 750 mL 11, 19

RECOMMENDED ACTION: We recommend the Board approve this action

2. Regular RTD New Items Accepted (approved by delegation to the Executive Director 7/28, 8/11, 8/20)

<u>BRAND NAME AND SIZE</u>	<u>REASON</u>
<u>Bacardi USA Inc</u>	
Bacardi Bahama Mama Cocktail 11 Proof 4x355 mL Cans	2
Bacardi Cocktail Variety Pack 11 Proof 6x355 mL Cans	2
Bacardi Limon and Lemonade Cocktail 11 Proof 4x355 mL Cans	2
Bacardi Rum Punch Cocktail 11 Proof 4x355 mL Cans	2
<u>Diageo North America</u>	
Crown Royal Canadian Whisky and Cola Cocktail 14 Proof 4x355 mL Cans	2
Crown Royal Peach Tea Cocktail 14 Proof 4x355 mL Cans	2
Crown Royal Washington Apple Cocktail 14 Proof 4x355 mL Cans	2
<u>Jim Beam Brands Co</u>	
Jim Beam and Ginger Highball Cocktail 10 Proof 4x355 mL Cans	2
Jim Beam Classic Highball Cocktail 10 Proof 4x355 mL Cans	2
<u>Majestic Wine and Spirits</u>	
Canteen Spirits Black Cherry Vodka Soda 10 Proof 6x355 mL Cans	2

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Canteen Spirits Watermelon Vodka Soda 10 Proof 6x355 mL Cans 2

Pernod Ricard USA

Absolut Berry Vodkarita Sparkling Cocktail 20 Proof 4x355 mL Cans 2

Absolut Mango Mule Sparkling Cocktail 14 Proof 4x355 mL Cans 2

Absolut Vodka Soda Grapefruit and Rosemary Cocktail 10 Proof 4x355 mL Cans 2

Proximo Spirits Inc

Jose Cuervo Playamar Black Cherry Hard Seltzer 9 Proof 4x355 mL Cans 2

Jose Cuervo Playamar Grapefruit Hard Seltzer 9 Proof 4x355 mL Cans 2

Jose Cuervo Playamar Lime Hard Seltzer 9 Proof 4x355 mL Cans 2

The Copper Can LLC

The Copper Can Moscow Mule 20 Proof 4x355 mL Cans 2

RECOMMENDED ACTION: We recommend the Board approve this action

3. Regular PA New Items Accepted

<u>BRAND NAME AND SIZE</u>	<u>REASON</u>
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Pezone Cello LLC

Pezone Cello Chocolate Carmel Liqueur 40 Proof 750 mL	16
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Pezone Cello Lemon Cream Liqueur 31 Proof 750 mL	16
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ZW Distillery LLC

Dirty Dog Vodka 80 Proof 750 mL	16
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RECOMMENDED ACTION: We recommend the Board approve this action

4. Regular PA Preferred New Items Accepted

<u>BRAND NAME AND SIZE</u>	<u>REASON</u>
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Happy Valley Vineyard and Winery

Happy Valley Vineyard and Winery Appalachia Red 750 mL	17
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Happy Valley Vineyard and Winery Fox Point Red Wine 750 mL	17
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Happy Valley Vineyard and Winery Happy Valley Red 750 mL	17
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Happy Valley Vineyard and Winery Happy Valley White 750 mL	17
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Happy Valley Vineyard and Winery Three Sisters Red Wine 750 mL	17
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Hiwassee Acres LLC

Adams County Winery Scapple Spiced Cranberry Apple Wine 750 mL 17

Hungry Run Wine Cellars

HR Hard Lemonade Strawberry Wine Cocktail 750 mL 17

Hungry Run Wine Cellars Pineapple Passion 750 mL 17

Hungry Run Wine Cellars Red Raspberry 750 mL 17

Hungry Run Wine Cellars Sangria 750 mL 17

Robert Mazza Inc

South Shore Wine Company Pét-nat Riesling Sparkling 750 mL 17

South Shore Wine Company Pét-nat Rosé Sparkling 750 mL 17

South Shore Wine Company Sparkling Chardonnay 750 mL 17

South Shore Wine Company Sparkling Riesling 750 mL 17

The Perfect Rosé 750 mL 17

Wilhelm Winery Inc

Wilhelm Winery Rustic Redberry 750 mL 17

RECOMMENDED ACTION: We recommend the Board approve this action

**New Items – Recommended Listings
Reason Codes**

1. Strong marketing support
2. High brand recognition
3. Line/Size extension of successful brand
4. Trade up opportunity
5. Growing category
6. Growing segment
7. National rollout
8. Niche item / Limited distribution
9. High dollar profit potential
10. Trade out
11. High quality for the value
12. Innovative product/flavor
13. High sales through other PLCB channels (Luxury, Online, SLO)
14. Underrepresented category/segment
15. Hole in selection – consumer/store requests
16. PA Spirits
17. PA Wines
18. Licensee only
19. Probationary listing

5. Regular Recommended Delist

BRAND NAME AND SIZE

CODE

Heaven Hill Distilleries Inc

Larceny Straight Bourbon Very Special Small Batch 92 Proof 1548

NOTE: This product will not get clearance pricing

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Majestic W S USA Inc

Nicolas Merlot 750 mL 2305

The Wine Group

Beringer Main and Vine White Zinfandel 4x187 mL 9941

Treasury Wine Estates

Beaulieu Vineyard Cabernet Sauvignon Rutherford 750 mL 6721

EFFECTIVE DATE: The transference to closeout will become effective October 1, 2021

Motion Made: Board Member Negra
Seconded: Board Member Isenhour

Board Decision: Unanimously agreed (3-0 vote) to approve all Product Selection actions.

FINANCIAL REPORT *Michael J. Burns, Comptroller Operations, Office of Budget*

None

OTHER ISSUES

Enterprise Resource Planning (ERP).....Michael Demko, Executive Director

Enterprise Resource Planning (ERP) Build, Test, Deploy and Hypercare for Release 2, Wholesale/Retail Systems. As the Detailed Design phase for Release 1 (financials) and Release 2 (wholesale/retail systems) closed at the end of June, the ERP project moves into the build, test and deploy phase for Release 2. The new cloud solution for wholesale and retail systems will include 12 Oracle Cloud applications and is anticipated to be implemented in July 2022, supported by a 30-day hypercare period after go-live. Services costs for this largest phase of the project are fixed and deliverables-based, totaling \$21.065 million.

Enterprise Resource Planning (ERP) Build, Test, Deploy and Hypercare for Release 2, Business-to-Business (B2B) e-Commerce LOOP Replacement. As the Detailed Design phase for the business-to-business e-commerce platform closed in July, the ERP project moves into the build, test and deploy phase for the LOOP replacement. The new site is anticipated to be implemented in July 2022, supported by a 30-day hypercare period after go-live. Services costs for this phase of the project are fixed and deliverables-based, totaling \$2.455 million.

ERP Nonproduction Environment for Oracle Commerce Cloud. To support the build, test and deploy phases for Releases 1.5 (Business-to-Consumer (B2C) e-commerce development of buy online pickup in store), Release 2 (B2C and B2B Oracle e-commerce platforms) and ongoing website management and maintenance, one additional non-production environment is required. This ordering document provides that additional test environment for 30.94 months for \$137,276.21.

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At Board Member Negra’s request, Director of Policy and Communications Elizabeth Brassell provided a brief overview of these three items, stating that these are the next three Statements of Work that had been approved since the last Board meeting. All are within the original \$83 million project expenditure previously approved by the Board.

Board Member Negra noted that the first item is a big ticket item and asked Director Brassell whether the ERP project is on pace with both timing and budget as approved. Director Brassell noted that the project is generally in line with the investment and, while there have been some unexpected expenses, there have also been opportunities to reduce other project costs, all while remaining within the scope, timeline and budget of the project. She further noted that there is no reason to think that the July 2022 release date will not be met.

Board Member Negra thanked Director Brassell and the entire PLCB ERP team for its ongoing efforts and Chairman Holden concurred.

CITIZEN COMMENT/BUSINESS FROM THE FLOOR

None

NEXT BOARD MEETING

The next meeting of the PLCB will be a formal meeting on Wednesday, September 22, 2021 beginning at 11:00 A.M. Prior to the public meeting, there will be an Executive Session to discuss matters of personnel and to engage in non-deliberative informational discussions, some of which are regarding actions and matters which have been approved at previous public meetings.

ADJOURNMENT

On a motion by Board Member Negra, seconded by Board Member Isenhour, the meeting was adjourned.

The foregoing actions are hereby officially approved.

Chairman

Member

Member

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ATTEST:

Secretary