

GOVERNING PRINCIPLES OF THE CANNABIS EQUITY COMMISSION

ARTICLE I – MISSION & VISION

Section 1 – Purpose:

The purpose of the Cannabis Equity Commission (CEC) is to provide advice and recommendations on a broad range of policy issues dealing with regulation, licensing, matters of diversity equity and inclusion, community reinvestment, criminal justice reform as it relates to the cannabis.

- Ensure that equity goals in the Illinois cannabis industry, as stated in Section 10-40 are met
- Oversee implementation, from a social equity point of view, of the original intentions of the General Assembly in passing this Act
- Tracking and analyzing minorities in the marketplace
- Ensuring that the revenue is being invested properly into R3 areas under Section 10-40
- Recommending changes to make the law more equitable to communities harmed the most by the war on drugs
- Maintaining oversight of social equity programs and application processes under this Act, including a review of person who approve applications
- Create standards to protect true social equity applicants from predatory businesses

Section 2 – Authority:

The CEC is established pursuant to Public Act 101-0658 (505 ILCS 72/25) and signed into law on March 23, 2021.

Section 4 – Mission:

The mission of the CEC is to drive dialogue and collaboration among key stakeholders about how best to create opportunities in the cannabis industry for individuals, business owners, and communities that have been most directly and adversely impacted by the enforcement of cannabis-related law.

Section 5 – Vision:

To ensure the State of Illinois's legal cannabis industry is equitable and accessible to those most adversely impacted by the enforcement of drug-related laws

To ensure business ownership that reflects the population of the State of Illinois

To reduce barriers to entry for individuals and communities most adversely impacted by the enforcement of cannabis-related laws

To have a comprehensive social equity program to foster diversity through business ownership, employment, ancillary business in the industry

To support individuals who have been arrested or incarcerated due to drug laws and suffer long-lasting negative consequences, including impacts to employment, business ownership, housing, health, and long-term financial well-being.

Section 6 – Strategy:

Our strategy is to serve as the venue for having dialogue and generating policy recommendations on how best to foster a cannabis industry that enables diverse participation, reinvest in adversely impacted communities, and for members of adversely impacted communities by the war on drugs to build wealth,

- Diversify the cannabis industry on all levels of employment, business ownership, and ancillary businesses
- Leverage cannabis revenues for reinvestment in the community, in supporting social equity cannabis businesses, drug and alcohol programs, technical assistance and creating pipelines into the industry
- Remove barriers for those justice-involved individuals especially from drug related offences from participating in the cannabis industry.

ARTICLE II – MEMBERSHIP

Section 1 – Overview:

The CEC is an advisory body of public and private stakeholders who are committed to creating a diverse cannabis industry in Illinois.

Section 3 – Size & Distribution:

The full CEC has 13 ex officio members and 18 members appointed by the Chairperson. The Chairperson is appointed by the Governor.

Section 4 – Membership Composition:

The CEC shall comprise of the following ex officio members:

1. The Governor, or his or her designee, who shall serve as Chairperson.
2. The Attorney General, or his or her designee.
3. The Director of Commerce and Economic Opportunity, or his or her designee.
4. The Director of Public Health, or his or her designee.
5. The Director of Corrections, or his or her designee.

6. The Director of Financial and Professional Regulation, or his or her designee
7. The Director of Agriculture, or his or her designee.
8. The Executive Director of the Illinois Criminal Justice Information Authority, or his or her designee.
9. The Secretary of Human Services, or his or her designee.
10. A member of the Senate, designated by the President of the Senate.
11. A member of the House of Representatives, designated by the Speaker of the House of Representatives.
12. A member of the Senate, designated by the Minority Leader of the Senate.
13. A member of the House of Representatives, designated by the Minority Leader of the House of Representatives.

The Chairperson shall appoint and may seek guidance from ex officio members on the following members to the Commission:

1. Eight public officials of municipal geographic jurisdictions in the State, or their designees

2. Four community-based providers or community development organization representatives who provide services to treat violence and address the social determinants of health, or promote community investment, including, but not limited to, services such as job placement and training, educational services, workforce development programming, and wealth building. No more than 2 community-based organization representatives shall work primarily in Cook

County. At least one of the community-based providers shall have expertise in providing services to an immigrant population.

3. Two experts in the field of violence reduction.

4. One male who has previously been incarcerated and is over the age of 24 at the time of appointment.

5. One female who has previously been incarcerated and is over the age of 24 at the time of appointment.

6. Two individuals who have previously been incarcerated and are between the ages of 17 and 24 at the time of appointment.

Section 5 – Appointments:

The Governor's Office of Executive Appointments manages all appointments to the CEC.

Members are required to complete both Open Meetings Act (OMA) and Ethics trainings, and to submit a Non-Senate Confirmed Appointment Packet at the start of their term on the Commission.

Section 6 - Terms: Terms for non ex officio members, appointed by the Chairperson, are three (3) year terms. Members may serve two (2) consecutive terms. No non ex officio member shall exceed more than two (2) full, consecutive terms unless it is at the discretion of the Governor. Non ex officio members who have previously served can be considered for reappointment to the CEC after not serving on the CEC for a minimum of one full term (three (3) years).

Non ex officio members whose term has expired shall continue to serve until a successor is appointed.

All members shall serve on a voluntary and unpaid basis.

Terms for ex officio members, appointed representatives from governmental agencies, shall fulfill their term as long as they remain in their position.

Terms for ex officio members, appointed by majority and minority General Assembly leadership, shall serve their terms as long as they remain in their position.

Section 7 – Vacancies:

Upon the occurrence of any vacancy for ex officio members, appointed representatives from governmental agencies, the agency shall be asked to name a new member to fill the vacancy.

Upon the occurrence of any vacancy for a non ex officio members, appointed by the Chairperson, the Chairperson shall appoint replacement coordinating with the CEC Executive Committee, the Cannabis Regulation and Oversight Officer, and the Governor's Office of Executive Appointments to identify interested parties to recommend to the Governor to fill the open slot(s) taking into consideration the need for diverse representation across race/ethnicity, gender, culture, sex, geography, experience, ability, and perspective.

Potential candidates can be recommended to the CEC Executive Committee, the Cannabis Regulation and Oversight Officer, and the Governor's Office of Executive Appointments for future consideration at any time.

The appointed non ex officio member shall serve during the remainder of the term for which the vacancy occurred.

Section 8 – Participation:

Although participation is voluntary, active participation by all members is essential to fully address the purpose and effectuate the duties of the CEC.

Participation consists of two components: attendance at the full CEC meetings and membership on at least one Committee.

A member shall be counted as present by attending a meeting in-person, by calling in remotely by phone, or via virtual participation via video conferencing. If a member must be absent for a meeting of the full CEC, a member representative may be designated to attend in their place. Participation by a member representative counts as “present” for the member at the meeting.

An unexcused absence is one in which a member who is unable to participate in a meeting and does not notify the CEC facilitator a minimum of 48 hours prior to the time of the meeting, unless prevented from attending by sickness or other sufficient cause. Meeting minutes will reflect members who are absent, and the CEC facilitator shall track whether such absences are *excused* or *unexcused*.

Every CEC member is required to participate on at least one Committee of the CEC. Failure to do so may result in termination of one’s membership to the CEC.

A schedule of the Cannabis Equity Commission, Executive Committee, Committee, and Ad Hoc Committee meetings is available at:[tbd].

The full Commission will meet at least once a quarter.

The Executive Committee will meet at least once a month.

Committees will meet at least once a quarter or as needed depending on their scope of work. Ad Hoc Committees will meet as needed in order to fulfill their objective.

Section 9 – Member Representative:

If a member must be absent for a meeting of the full CEC (see *Section 7 – Participation*), a member representative may be designated to attend in their place. Participation by a member representative counts as “present” for the member at the meeting. The member must notify the CEC Staffer/Co-facilitator of the anticipated absence a minimum of 48 hours prior to the time of the meeting along with the name of the individual from the same organization who will attend on their behalf.

Section 10 – Termination & Resignation:

Any member with two (2) consecutive unexcused absences may be asked by the Executive Committee to terminate membership so another representative may be invited to participate on the Cannabis Equity Commission.

Three (3) consecutive unexcused absences shall be considered a resignation.

Any member desiring to resign from the CEC shall submit a letter of resignation to the Governor through Chairperson of the Commission.

A vacancy in the membership of the Commission occurring other than by expiration of term shall be filled in the same manner as established in Section 7.

Section 11 – Public Input:

Representatives from organizations, stakeholder and agencies that are not members of the Cannabis Equity Commission will be encouraged to attend Commission meetings.

As required by law, all Cannabis Equity Commission meetings shall remain open to interested members of the public. Time will be allocated for Public Comment on the agenda of every full Cannabis Equity Commission meeting.

Section 12 – Staffing/Co-facilitation:

The Cannabis Equity Commission will be staffed/co-facilitated by a staff member from the Governor’s Office.

ARTICLE IV – EXECUTIVE COMMITTEE

Section 1 – Charge:

The Executive Committee (the decision-making body of the Cannabis Equity Commission) exists to: hold and advance a comprehensive vision for diversifying the cannabis industry in Illinois, including removing barriers for access to the cannabis industry, support for justice involved individuals seeking entry into the cannabis industry, reinvestment into communities most impacted by the war on drugs.

Annually, and at other times as needed, the Executive Committee, in collaboration with the Committees and State partners, will establish, revise, and affirm new priorities. Whereas the charge of the Executive Committee holds steady over time, the priorities are designed to evolve with each passing year, staying responsive to the priorities of the State agencies and seizing opportunities as they arise. Changes to the priorities of the Executive Committee and any Cannabis Equity Commission Committee must be approved by the Executive Committee.

Section 2 – Representation:

Service on the CEC Executive Committee will not be restricted on the basis of age, race, sex, religion, national origin, political party affiliation, ability, economic status, sexual orientation, or gender identity.

Section 3 – Size & Distribution:

The Executive Committee is not to exceed 13 members. No more than one (1) member from an organization is permitted to serve at the same time in order to ensure diversity of voice (except in instances where members from a governmental agency and/or Committee Co-chairs represent the same organization).

Section 4 – Membership Composition:

Members of the Cannabis Equity Commission from the below designations will comprise the membership of the Executive Committee:

1. Illinois Department of Financial and Professional Regulation
2. Illinois Department of Agriculture
3. Illinois Department of Public Health
4. Illinois Department of Commerce and Economic Opportunity
5. Illinois Attorney General

6. Majority member of the GA
7. Minority member of the GA
8. Member of a local municipality
9. Community based provider
10. Incarcerated
11. Incarcerated
12. Committee Chair
13. Committee Chair
14. Committee Chair

Section 5 – Appointments:

All Executive Committee members must be official members of the CEC. *Members appointed by General Assembly members and government, or nongovernment stakeholders appointed by the Governor* shall serve their terms as long as they remain in their position. If a government or nongovernment stakeholder member leaves their position during their term, the Governor and the Governor's Office of Executive Appointments will decide whether the individual retains their seat in their subsequent position, or the seat opens for a new member.

Section 6 - Terms:

The terms of Executive Committee members shall align with the terms of full CEC membership. Terms are staggered. All appointed members shall fulfill their term if they remain in their position. As with full CEC membership, no member of the Executive Committee shall exceed more than two (2) full, consecutive terms, at the discretion of the Governor. CEC members who have previously served can be considered for reappointment to the Executive Committee after not serving on the CEC for a minimum of one full term (three (3) years). A CEC member whose term has expired shall continue to serve on the Executive Committee until a successor is appointed. All members shall serve on a voluntary, unpaid basis.

Section 7 – Vacancies:

Upon the occurrence of any vacancy among *Governor appointed members of governmental agencies*, the agency shall be asked to name a new member to fill the vacancy. Upon the occurrence of any vacancy in membership among *government or nongovernment stakeholders appointed by the Governor*, the CEC Executive Committee and the Governor's Office shall work together to identify interested CEC members to fill the open slot(s) from the membership list of current CEC members, holding the need for diverse representation across race/ethnicity, culture, sex, geography, experience, ability, and perspective. Potential candidates from the list of current CEC members can be recommended to the CEC Executive Committee and the Governor's Office for future consideration at any time. Consideration in selecting new members of the Executive Committee will be given to balance demographic, geographic, racial/ethnic and cultural diversity in membership. Vacancies shall be filled in the same manner as original appointments, and any member so appointed shall serve during the remainder of the term for which the vacancy occurred.

Section 8 – Participation:

Although participation is voluntary, active participation by all members is essential to fully address the purpose of the CEC Executive Committee. A member shall be counted as *present*

by attending a meeting in person, by calling in remotely by phone, or via virtual participation via video conferencing. An *unexcused absence* is one in which a member who is unable to

participate in a meeting does not notify the CEC Executive Committee Staffer/Co-facilitator a minimum of 48 hours prior to the time of the meeting, unless prevented from attending by sickness or other sufficient cause. Meeting minutes will reflect members who are absent, and the Staffer/Co-facilitator shall track whether such absences are *excused* or *unexcused*. Executive Committee members are required to attend at least four (4) of the six (6) annual meetings.

Section 9 – Voting Rights:

The Executive Committee is the decision-making body of the CEC. Committees bring reports and recommendations to the Executive Committee for their vote. All recommendations coming before the Executive Committee will be determined by vote of the members. All Executive Committee members shall have one (1) vote. A majority of quorum of the Executive Committee is required to take formal action via vote. An affirmative vote of the majority of all members of the Executive Committee present at the time shall be necessary to approve any action before the Executive Committee. All decisions made by the majority of the members present will represent the advice of the Executive Committee and of the CEC. Approved recommendations are then shared with a) governing agencies of the Compassionate Use of Medical Cannabis Program Act and the Cannabis Regulation and Tax Act for consideration in policy making, b) the full CEC, and c) [posted for members of the public](#).

Section 10 – Member Representative:

Member representatives are not permitted for the Executive Committee. Members who are not present at a meeting (whether in person, by phone, or via video conference) are not permitted to vote.

Section 11 – Termination & Resignation:

Any member with two (2) consecutive unexcused absences over the course of one year may be asked to terminate membership so that another representative may be invited to participate.

Three (3) consecutive unexcused absences shall be considered a resignation. Any member desiring to resign from the Executive Committee shall submit a letter of resignation to one of the CEC Co-chairs. A vacancy in the membership of the Executive Committee occurring other than by expiration of term shall be filled in the same manner as the original appointment, holding the need for diverse representation across race/ethnicity, culture, sex, geography, experience, ability, and perspective.

Section 12 – Public Input:

Representatives from organizations and agencies that are not members of the CEC will be encouraged to attend CEC Executive Committee meetings. As required by law, all CEC meetings shall remain open to interested members of the public. Time will be allocated to Public Comment on the agenda of every CEC Executive Committee meeting.

Section 13 – Staffing/Co-facilitation:

The CEC will be staffed/co-facilitated by a staff member from the Governor's Office.

ARTICLE VII – COMMITTEES

Section 1 – Committee Charge:

The work of the Committees of the CEC and its Executive Committee is bidirectional. Time-limited Ad Hoc Committees bring reports and recommendations to their oversight Committee for a vote. Committees then bring reports and recommendations to the Executive Committee for their vote. Recommendations that are approved by the Executive Committee are then shared with

- a. governing agencies of the Compassionate Use of Medical Cannabis Program Act and the Cannabis Regulation and Tax Act for consideration in policy making, b) the full CEC, and c) [posted for members of the public](#).

Section 2 – Committee Formation:

The decision to form or dissolve a committee, or to reorganize or rename a committee, is at the discretion of the Executive Committee. If a new Committee is to be added to, or removed from, the CEC structure, the Executive Committee must unanimously vote on its formation or disestablishment at a regularly scheduled meeting.

If there is desire or need for the formation of a time-limited Ad Hoc Committee, the Co-chairs of a Committee shall bring a proposal for the creation of the time-limited Ad Hoc Committee to the Executive Committee for a vote. Proposals shall include a rationale for Ad Hoc Committee formation, charge, goals, recommendations for Co-chairs, and recommendations for members.

The Committee that elevates the need for the creation of the time-limited Ad Hoc Committee will oversee the work of the Ad Hoc Committee and bring any approved recommendations to the Executive Committee for a final vote of approval before the Ad Hoc Committee is dissolved.

The Executive Committee, as a Committee on the CEC, is permitted to recommend the formation of an Ad Hoc Committee.

Section 3 – Committee Chairs:

CEC Committees must be chaired by two (2) individuals. All Committee Co-chairs must be members of the CEC. The Executive Committee will consider representation across geography, content area, race/ethnicity, and other demographics to ensure diversity when selecting Committee Co-chairs. Each Committee should be led by one private sector representative as Co-chair, paired with a public sector as the other Co-chair. If a public representative cannot be identified to serve as a Co-chair of a Committee, a liaison from the appropriate State agency, also a member of the CEC, will be appointed to serve as a member of the Committee to ensure the bidirectional work between the CEC and the State. All Committee Co-chairs will serve in their role as Co-chair for the duration of their full CEC term. An individual's position as Committee Co-chair also requires participation on the Executive Committee. At least one Co-chair from each Committee must be present at all full CEC and Executive Committee meetings.

All Ad Hoc Committees must be chaired by two (2) individuals. Ad Hoc Committee Co-chairs do not need to be members of the full CEC and should be selected based on their area of expertise. Each Ad Hoc Committee should be led by at least one private sector representative as Co-chair, paired with a public sector as the other Co-chair, whenever possible. Ad Hoc Committee Co-chairs will be determined by vote of the Executive Committee and invited to serve by the CEC Co-chairs. Ad Hoc Committee Co-chairs are expected to serve until the objectives of the Ad Hoc Committee have been achieved.

Section 4 – Committee Membership:

Approximately three (3) to ten (10) CEC Committee members, including Committee Co-chairs, will comprise the membership of all Committees of the CEC. CEC members will be given the opportunity to sign up for a committee at the start of their term and will be expected to serve on that Committee for their full term on the CEC.

Membership on time-limited Ad Hoc Committees is open to anyone in the field with content knowledge who is able and willing to participate. Additionally, all CEC meetings are open to the public.

Section 5 – Size & Distribution:

Committee membership will be established at the start of each new full CEC term for purposes of attendance taking, establishing majority quorum, and voting at the Committee level.

Section 6 – Participation:

Every CEC member is required to participate on at least one Committee of the CEC. Failure to do so may result in termination of one's full CEC membership. A schedule of CEC full, Executive Committee, Committee, and Ad Hoc Committee meetings is available at: **TBD.**

A member shall be counted as *present* at a Committee meeting by attending in person, by calling in remotely by phone, or via virtual participation via video conferencing. An *unexcused absence* is one in which a member who is unable to participate in a meeting does not notify the Committee Staffer/Co-facilitator a minimum of 48 hours prior to the time of the meeting, unless prevented from attending by sickness or other sufficient cause. Meeting minutes will reflect members who are absent, and the Staffer/Co-facilitator shall track whether such absences are *excused* or *unexcused*. Members are required to attend at least 80% of all Committee meetings annually.

Section 7 – Voting Rights:

Committees vote to bring reports and recommendations to the Executive Committee for their final vote. All Committee members shall have one (1) vote. A majority of quorum of the Committee is required to take formal action via vote. An affirmative vote of the majority of all Committee members present at the time shall be necessary to approve any action of the Committee.

Section 8 – Member Representative:

Member representatives are not permitted for Committee meetings. Members who are not present at a meeting (whether in person, by phone, or via video conference) are not permitted to vote.

Section 9 – Public Input:

Representatives from organizations and agencies that are not members of the CEC will be encouraged to attend CEC meetings. As required by law, all CEC meetings shall remain open to interested members of the public. Time will be allocated for Public Comment on the agenda of every CEC meeting.

Section 10 – Staffing/Co-facilitation:

Committees will ideally be staffed/co-facilitated by a staff member from the Governor’s Office, or an Illinois State Agency. If staff representation cannot be identified at the State level for Committees or Time-limited Ad Hoc Committees, local or nongovernmental organizations with members serving on the CEC can volunteer staff to serve in the official Staffer/Co-facilitator role of a designated Committee.

ARTICLE VIII – MEETINGS/MEETING PROCEDURES

Section 1 – Civility Statement

All members and guests at any CEC meeting are expected to treat one another with respect and maintain civility. Every member and guest shall have the right to expect that CEC meetings and functions shall be safe environments. No member or guest shall make disparaging remarks about any other member in a public forum or meeting of the CEC based on a member’s status, identity, age, class, race/ethnicity, disability, gender identity, sexual identity, national origin, or religion.

Section 2 – Procedure

All CEC meetings should be conducted using [Robert’s Rules of Order](#).

Section 3 - Frequency:

The full CEC will meet quarterly or as called by the Chairperson.

The CEC Executive Committee will meet at least one week prior to the full CEC meetings.

The CEC Committees shall meet at least (3) times per year as called by their respective Committee Co-chairs.

The CEC Ad Hoc Committees will meet as frequently as called by their Ad Hoc Committee Co-chairs and will disband as soon as their charge has been achieved.

Section 4 – Open Meetings Act:

All CEC meetings (including Committee and Ad Hoc Committee meetings) are subject to [the \(5 ILC 120/\) Open Meetings Act](#), therefore:

- a. Public notice (date, time, and meeting locations) must be given in advance of all meetings.
 - a. At the beginning of each quarter or fiscal year, public meeting schedules must be made available to the public.
- b. All formal actions will be noted on the agenda, which will be distributed at least 48 hours prior to the start of the meeting.
- c. Members of the public must be given the opportunity to speak at each meeting.
- d. Meeting minutes will be taken, approved at the following meeting, and posted so they are accessible to be public within ten (10) days of their approval.
- e. For the Executive Committee and the Committees, a majority of quorum (50% +1) must be present in order for a formal vote to be taken. Phone and virtual meeting participants will have their votes counted.

ARTICLE IX – ACCOUNTABILITY

The CEC shall annually report to the Governor and General Assembly on progress towards its goals and objectives.

ARTICLE X – AMENDMENTS

These Governing Principles may be amended by two-thirds vote of the CEC Executive Committee. Each CEC Executive Committee member must receive a copy of a proposed amendment at least ten (10) days in advance of a vote on the amendment.