



GAMBLING CONTROL COMMISSION

2399 Gateway Oaks Drive, Suite 220
Sacramento, CA 95833-4231
(916) 263-0700 Phone
(916) 263-0499 Fax
www.cgcc.ca.gov

PAULA LABRIE, CHAIR
CATHLEEN GALGIANI
ERIC C. HEINS
WILLIAM LIU
EDWARD YEE

September 16, 2021

To: All Stakeholders

Re: REMINDER REGARDING PROHIBITED COMMUNICATIONS WITH THE CALIFORNIA GAMBLING CONTROL COMMISSION MEMBERS AND STAFF

Dear Stakeholders:

This is a reminder that stakeholders should never send communications of any kind (e.g., emails, phone calls, text message, letters, etc.) directly to Commissioners regarding applications, requests for approval, or any other matters that may be pending a decision before the California Gambling Control Commission (Commission) or the Bureau of Gambling Control (Bureau). This prohibition bars communications from: 1) applicants; 2) any person with a direct or indirect interest in the outcome of a decision; and, 3) any agents and/or persons acting on the applicant's or interested party's behalf.

In addition, contacting Commission staff on the merits of matters pending before the Commission or Bureau without notice to all appropriate parties is considered an ex parte communication violation. Commission regulations, the Gambling Control Act, and the California Government Code prohibit Commissioners and Commission staff from engaging in ex parte communications on pending matters.¹ The Commissioners may deny an application or other approval solely based upon a prohibited ex parte communication.

Further, attempts to contact Commissioners directly, instead of discussing your item at an open meeting and/or providing your correspondence to the appropriate parties in a timely manner, undermines the Commission's mission of making fair decisions and ensuring honesty and transparency in the controlled gambling industry. These communications may also violate the Bagley-Keene Open Meeting Act and even allow other parties to overturn a decision taken in your favor.

¹ These provisions are contained in the California Business and Professions Code section 19872, the California Government Code sections 11430.10 through 11430.80, and Title 4 of the California Code of Regulations section 12012.

To reach the Commission, please contact the appropriate Commission staff as follows:

- **For pending applications or requests for approval**, please contact Dolores Olivarez, Deputy Director of the Licensing Division, at dolivarez@cgcc.ca.gov.
- **For cases with scheduled Gambling Control Act evidentiary hearings**, please contact the Presiding Officer identified in your hearing notice; or Pam Mathauser, Administrative Hearings Coordinator, at pmathauser@cgcc.ca.gov; or Jason Pope, Chief Counsel, at jpope@cgcc.ca.gov.
- **For matters involving regulations or legislation**, please contact Adrianna Alcalá-Beshara, Deputy Director of Legislative and Regulatory Affairs, at aalcalabeshara@cgcc.ca.gov.
- **For cases referred to the Office of Administrative Hearings**, please contact the attorney representing the Bureau of Gambling Control. You can find this information at the top left section of the Accusation filed by Bureau. You may also contact the Office of Administrative Hearings. For jurisdictional specific contact information for the Office of Administrative Hearings, please go to www.dgs.ca.gov/oah.
- **For all other matters**, please contact Stacey Luna Baxter, Executive Director, at slunabaxter@cgcc.ca.gov.

You may also contact Commission staff via the Commission's main phone number at 916-263-0700, or via the following mail address:

California Gambling Control Commission
2399 Gateway Oaks Drive, Suite 220
Sacramento, CA 95833

Again, to avoid ex parte communication, all appropriate parties on all messages to the Commission must be included. For pending licensing applications and requests for approval, the appropriate parties to include on correspondence to the Commission are usually the Bureau and the applicant, or the applicant's attorney or designated agent.

Thank you for your cooperation.

Sincerely,



STACEY LUNA BAXTER
Executive Director