



Kim Reynolds, Governor

Department of Revenue

Mary Mosiman, Director

## AGENDA

Broker & Supplier Meeting

November 20, 2024, 1:00PM CST

Virtually or In person at the Ankeny Office

Go To Meeting joining info

Video call link: <https://meet.goto.com/988086629>

Or dial: (US) +1 (571) 317-3116 Access Code:988-086-629

- I. Introductions & Opening Remarks – Stephen Larson, Division Administrator
  - Alignment Update
  
- II. Operations Update – Leisa Bertram, Bureau Chief of Alcohol Operations
  - Warehouse Capacity Project
  - Delisting Appeals – Updated process
  - Inbound Receiving Compliance
    - I. Vendor Portal
      - a. Delivery date for Purchase Orders
      - b. Update to scheduled Purchase Orders
    - II. Case coding and labeling
      - a. Parcel shipments
      - b. Refund Stickers
      - c. Label codes and Specials
    - III. Update to receiving schedule
  - Annual Report FY24
  - Commission Meeting 12/11/24 1-3pm
  
- III. Product Management Update – Nicole Scebold, Product Management Lead
  - Upcoming Delist/Overmax – dates and procedures
  - Inventory and Sales Information
  
- IV. 2025 Legislation and Administrative Rules – Tyler Ackerson, Legislative Liaison
  
- V. Questions and Comments
  - Feedback from suppliers
  
- VI. Closing Remarks – Leisa Bertram, Stephen Larson, Mary Mosiman, Director