

PROGRAM DESCRIPTION

Department of Public Safety

HB Section(s): 8.155

Program Name: Administrative Disciplinary

Program is found in the following core budget(s): ATC Core Budget

1a. What strategic priority does this program address?

Increase Industry Knowledge of Liquor Laws
Increase Industry Participation in Administrative Rules Reviews and Statutes
Improve the Quality, Efficiency and Economy of Service Provided
Increase the Safety of the State of Missouri by Reducing Alcohol Related Problems

1b. What does this program do?

Administrative Discipline - The liquor control laws and the state's system of alcoholic beverage regulations are designed to ensure the public health and safety as affected by intoxicating liquor. The Division is authorized by statute to take disciplinary action against any licensee who violates any provision of Chapter 311, RSMo, or any regulation relating to intoxicating liquor. This chapter and the rules and regulations prohibit, for example, sales of alcohol to minors or to intoxicated persons or lewd activity on licensed premises, and sales or possession of controlled substances on a licensed premises. The statutory provisions allow for warnings, suspensions, revocations, probation or fines for violations of liquor statutes or regulations, thereby helping to ensure conduct of licensees in the liquor business in accordance with public safety requirements. In addition, the division is authorized by statute to inspect tobacco stores and outlets for compliance with all laws related to access to tobacco and alternative nicotine products to minors and to take disciplinary measures against those in violation.

Product Registration - Law requires licensed Missouri solicitors and manufacturers to register brands of intoxicating liquors for sale to licensed wholesalers with the Division of Alcohol and Tobacco Control. Product registration gives us assurances that all excise taxes due the State of Missouri are paid, and that the product goes through the proper safeguards to ensure product integrity. We also can verify if the licensee holds the proper license to sell the product, and we have the ability to quickly remove tainted product from the market, if necessary.

Support Organization - Provides administrative, technical and managerial support to assist in the administrative and regulatory compliance of Missouri's liquor control laws and youth access to tobacco laws. Included in this area are education, budgeting, purchasing, financial, personnel/payroll support, fleet management and legislative duties.

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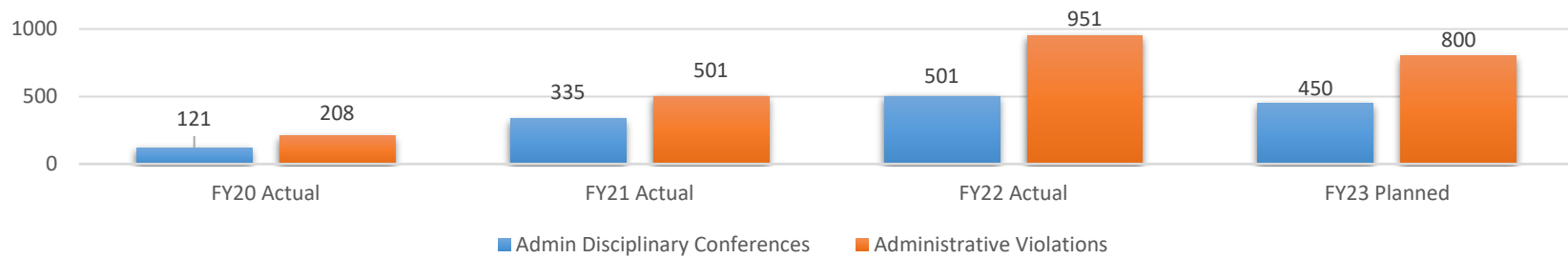
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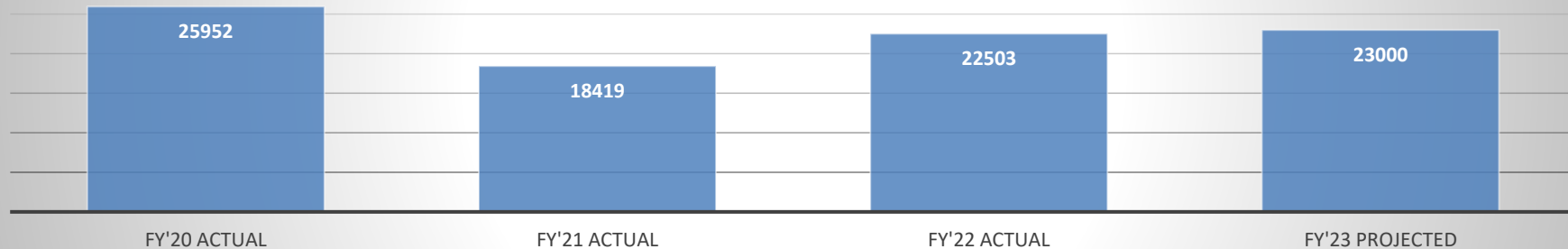
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2a. Provide an activity measure(s) for the program.

Administrative Disciplinary Actions FY'22



Alcohol Product Registrations



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2b. Provide a measure(s) of the program's quality.

The Administrative Disciplinary program provides a disciplinary process for violators of liquor laws and regulations. The program is designed to hold violators accountable and deter them from future violations. Those that have egregious violations and those that continually violate liquor laws and regulations are at risk of having their liquor license(s) revoked.

2c. Provide a measure(s) of the program's impact.

Administrative Disciplinary Actions	FY'21	FY'22
Total Number of Conferences Held	335	501
Total Number of Violations (Charges)	501	951
Number of Fines Issued	312	591
Amount of Fines Issued	\$ 65,100	\$ 176,150
Dismissals	22	10
Revocations	4	10
Suspensions	34	76
Total Days of Suspension	158	665
Written Warnings	124	258
Unlawful Sale to Minor Charges	131	92
Smallest Fine Amount	\$ 100	\$ 50
Largest Fine Amount	\$ 10,000	\$ 10,000
Shortest Period of Suspension	1 day	2 day
Longest Period of Suspension	30 days	120 days

The ATC Administrative Disciplinary process provides for an informal conference that allows licensees who have been charged with a violation of the liquor control laws to meet with the State Supervisor to provide an opportunity to explain the details of the situation, and provide examples of what they have done to prevent another violation from occurring. The state supervisor will issue disciplinary action after the informal conference.

All fines go to the local school district where the violation occurred. This provides financial assistance to schools.

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2d. Provide a measure(s) of the program's efficiency.

The Administrative Disciplinary program operates at minimal costs.

PS - \$178,792, 3.5 admin FTE (9.6% of total PS)

State Supervisor (50% Admin/50% Disciplinary), Chief of Enforcement(50% Admin/50% Disciplinary), Administrative Services Manager(50% Admin/25% Audit/25% Licensing), Administrative Support Assistant (2) (50% Admin/50% Licensing), Auditor (50% Admin/50% Disciplinary), Legal Counsel (50% Admin/50% Disciplinary).

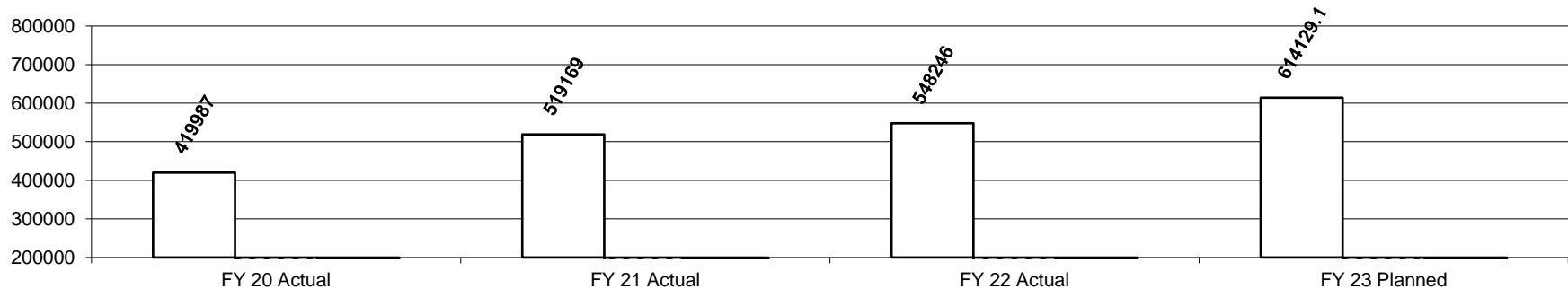
E&E - \$22,556 (3.8% of total E&E) for supplies, postage, etc.

Total Admin Costs - \$201,351 or 6% of Budget consists of Administrative Costs, and 9% of staff.

Administrative services support the overall functions of the Division of Alcohol and Tobacco operations and improves the efficiency and effectiveness of all operations.

3. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year. (*Note: Amounts do not include fringe benefit costs.*)

Program Expenditure History



☐ ATC
 ☒ FEDERAL
 ☒ GR

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4. What are the sources of the "Other " funds?

The source of ATC's Other funds comes from the ATC Dedicated Fund as established by Section 311.735, RSMo.

5. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Administrative Disciplinary is Mandated by Sections 311.660, 311.680, 407.931 and 407.934, RSMo. Brand Registration laws are under Sections 311.275, 311.510, 311.540, RSMo, and 11 CSR 70-2.060.

6. Are there federal matching requirements? If yes, please explain.

No.

7. Is this a federally mandated program? If yes, please explain.

No.