

From: Executive Director

Sent: Wednesday, April 09, 2008 5:33 PM

To: +All HQ Employees

Subject: Building Update - First Floor - 4/09/08

Thanks to an observant, fast acting BOE employee, suspected water intrusion on the first floor was reported to building management, and our consultants and DGS were notified. We are advised that conference rooms 105, 106, 107, and 108 (room numbers revised from original email) have been sealed as a precaution and so an investigation can take place. Air quality testing has already occurred. You will be updated as more information becomes available.

It is too early to know how long these conference rooms will be closed. Again, I appreciate your cooperation and patience.