

# Memorandum

**To** : Mr. Ramon J. Hirsig  
Executive Director (MIC 73)

**Date:** May 8, 2008

**From** :  Randie L. Henry, Deputy Director  
Sales and Use Tax Department (MIC 43)

**Subject** : **Security Deposit Program Update**  
**May 28, 2008- Customer Service and Administrative Efficiency Committee**

Please place the following item on the Board's May 28th calendar under the Customer Service and Administrative Efficiency Committee. Ms. Randie Henry and Mr. David Gau will be presenting an update on the Board of Equalization's release of security deposits project and a revised action plan for the security program. Ms. Kari Hammond will introduce this item.

Customer Service and Administrative Efficiency Committee

1. Update regarding the Board of Equalization's release of security deposits and a revised action plan for the security program.

RLH:jt

cc: Ms. Diane Olson (MIC 80)  
Ms. Kari Hammond (MIC 79)

Approved:   
Ramon J. Hirsig, Executive Director