State of California

Board of Equalization
Administration Department—MIC: 69
Telephone: (916) 445-4272

Memorandum

To : Ramon J. Hirsig
Executive Director

Date : May 7, 2010

From : Liz Houser, Deputy Director
Administration Department

Subject : **May 2010 Sacramento Board Meeting Agenda**

The Administration Department requests the following item(s) be placed on the Board's May 25-26, 2010 Sacramento meeting calendar under "P. Other Administrative Matters."

P. Other Administrative Matters

P5. Administration Deputy Director's Report.....Ms. Liz Houser

1. **Contract Over $1 Million** – This item is for Board approval.

   a. Department of Toxic Substance Control (DTSC) – This contract allows DTSC to pay BOE costs associated with collecting fees for the Hazardous Waste Control Account and the Toxic Substance Control Account.

2. **Facilities Update** - These items provide information and may require Board action or direction.

   a. Headquarters Facilities – There will be an update on the Headquarters remediation project.

   b. Headquarters Annex – There will be an update on the site search selection for the Headquarters Annex locations.

3. **2009/10 and 2010/11 Budget Update, Furlough Plan and Layoffs** – These items provide information and may require Board action or direction.

   a. Information may be provided to the Board regarding the Governor's 2009/10 budget, Governor's Executive Order S-16-08 State Employee Furlough, and layoffs.

   b. An update on the Governor's 2010/11 budget as it relates to the Board.

LH:lk

cc: Honorable Betty T. Yee, Chairwoman
Honorable Jerome E. Horton, Vice Chair
Barbara Alby, Acting Board Member
Honorable Michelle Steel
Honorable John Chiang

I approve: _____
Ramon J. Hirsig,
Executive Director