

# Memorandum

To : Ramon J. Hirsig  
Executive Director

Date : January 11, 2010



From : Liz Houser, Deputy Director  
Administration Department

Subject : **January 2010 Sacramento Board Meeting Agenda - Revised**

The Administration Department requests the following item(s) be placed on the Board's January 26-27, 2010 Sacramento meeting calendar under "P. Other Administrative Matters".

P. Other Administrative Matters

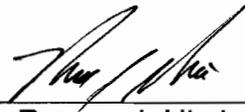
P5. Administration Deputy Director's Report:.....Ms. Liz Houser

1. **Facilities Update** - These items provide information and may require Board action or direction.
  - a. Headquarters Facilities – An update on the Headquarter remediation project including the activated swing space moves within the building.
  - b. Site Search Selection – An update on the site search selection for the Headquarters annex locations.
  
2. **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  
Honorable Bill Leonard  
Honorable Michelle Steel  
Honorable John Chiang

I approve:



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Ramon J. Hirsig,  
Executive Director