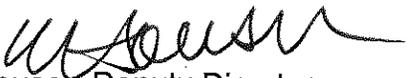


Memorandum

To : Honorable Jerome E. Horton, Chairman
Honorable Michelle Steel, Vice Chair
Honorable Betty T. Yee, First District
Senator George Runner, Second District
Honorable John Chiang, Controller

Date: January 4, 2013

From : 
Liz Houser, Deputy Director
Administration Department

Subject : **January 2013 Sacramento Board Meeting Agenda**

The Administration Department requests the following item(s) be placed on the Board's January 15, 2013 Sacramento meeting calendar under "P5. Other Administrative Matters."

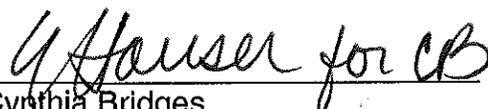
P. Other Administrative Matters

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

1. **Headquarters Facility Update** – A general update may be provided.
2. **2013/ 2014 Budget Update** – Information on the Governor's 2013/14 Budget may be provided.

LH:lk

cc: Mr. Mike Gipson
Mr. Joel Angeles
Mr. Alan LoFaso
Mr. Sean Wallentine
Ms. Marcy Jo Mandel

I approve: 
Cynthia Bridges,
Executive Director