



## MEMORANDUM

<b>DATE</b>	February 12, 2018
<b>TO</b>	Board Members
<b>FROM</b>	Elaine Yamaguchi, Executive Officer Board of Vocational Nursing & Psychiatric Technicians
<b>SUBJECT</b>	<b>Agenda Item #16 Executive Officer's Report</b>

### **Attached Items:**

- A. Administration and Support Services Division Report
- B. Staffing Update – Vacancy Report