

Dear Staff,

I am writing to follow up on the news Emily Martin just shared.

I want to thank Emily for her invaluable service to the Department, and specifically to me since I came on board. She has made a tremendous impact in her time here and we are sincerely grateful.

I know that this leadership change has far reaching effects and want to assure you all that we have a plan in place to ease this transition. Emily's last day will be May 26<sup>th</sup> and we will start this transition now in order have as much time with Emily sharing her knowledge and experience and make sure each of you are taken care of in this transition.

On May 27<sup>th</sup>, Hilari Lipton will begin serving as acting director of Protective Services. Hilari will continue to be supported by Farra, Valerie, Jen, Nati, Cecilia and Mary. We feel fortunate to have such deep talent on this team to rise to this moment.

We will certainly miss Emily and wish her the very best in her next chapter.

Please reach out if you have questions.

Secretary Casados