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DEPARTMENT OF CONSUMER AFFAIRS • PHYSICIAN ASSISTANT BOARD
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MEMORANDUM

DATE	November 16, 2026
TO	Physician Assistant Board (Board)
FROM	Rozana Khan, Executive Officer
SUBJECT	**Agenda Item 8. Executive Officer's Report**

A. **Personnel**

Recruitment efforts are ongoing to fill two vacant positions within the Board's administrative and enforcement programs. Interviews for the Office Technician position were conducted in early October, and a candidate has been selected. Staff anticipates filling the position in November 2026.

The Analyst II position within the Enforcement Program was reposted to expand the candidate pool. Staff anticipates filling the position in December 2026.

B. **Outreach**

Since the August 14, 2026, Board meeting, Board staff participated in two outreach events.

On September 24, 2026, staff attended the Placer Protect Senior Resource Fair in Roseville, where they distributed educational materials and provided information about the Board's regulatory role and consumer protection resources.

The second event was CAPACon 2026, held September 25–27, 2026, in Indian Wells. An informational booth provided an opportunity to engage with physician assistants, students, and other attendees by answering questions and sharing information about the Board's programs and regulatory requirements.

The Board extends its appreciation to Placer Protect and the California Academy of Physician Associates for inviting staff to participate in these events and providing opportunities to connect with consumers and the physician assistant community.

C. **Staff Appreciation**

As we conclude our final Board meeting of 2026, I would like to take this opportunity to express my sincere appreciation to Board staff for their hard work, dedication, and continued commitment to the Board's public protection mission.

MISSION: To protect and serve consumers through licensing, education, and objective enforcement of the Physician Assistant laws and regulations.

Throughout the year, staff have taken on additional responsibilities and assisted in covering workload associated with vacant positions, ensuring that the Board's day-to-day operations and essential services continued without significant disruption.

I am grateful for their teamwork, flexibility, and willingness to support one another during staffing transitions. Their efforts and commitment throughout the year are truly appreciated.