

From: Bailey, Jalawnda <jbailey@aging.sc.gov>
To: Ellison, Ruchellerellison@aging.sc.gov
CC: Kester, Tonykester@aging.sc.gov
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Roberts, Johnrobertsj@aging.sc.gov
Date: 11/5/2014 5:13:34 PM
Subject: Rental Assistance Productivity

Worked:

Mark Hudson
Alecia Sligh-Clark
Alice Alexander
Brenda Gradney
Shirley White
Gladys Dozier

Contacted:

Joyce Williams – Contacted landlord for Verification and W-9
Joyce Mason – Check status, advised processed (twice)
Willie Motley – Check for application, called to advised, mailed out
Millie Brown – Operator pick up from landlord
Stella Crouch – Called landlord to advised block W-9, will try to process again
Alice Alexander – Needs to verify actual balance, will speak with landlord
Lougenia Hill- Walk-in, needed another application for rental, explained landlord was going to take our finances and still evict, advised we will help with relocation, house had leaking roof and leaks in home
Joseph Chaisson – Called to check status of check, advised landlord application was processed on Friday, allow time
Nathaniel Thompson – Stated faxed, advised I did not Recvd, will be sending by email
Norman Perry – Called to check status, advised I've left 2 messages for landlord with no response.
Patrick Wilson - Called to check status, left message,
Zena Thompson – Advised needed an addtnl. \$650, advise need to come in a fill out addtl. form and document Walk-in to fill out addtl information Left at 5:10pm
Shirley Phillips – Checked approval amt.
Loretta Balls – Advised needed landlord portion of application
Gladys Dozier – Contacted landlord for verification, will fax back
Shirley White – Check status of application
Betty Stover – Check amt. owed
Eddie Grant – Verify living arrangement
Leroy Robinson – Check amt owed

Placed on Transmittal:

Virginia Johnson
Robert Rodriguez
Zena Thompson

Mailed:
Willie Motley

Entered on Spreadsheet:

Build/Filed: