

From: Kester, Tony
To: Ellison, Ruchelle <rellison@aging.sc.gov>
Date: 2/25/2014 11:38:55 AM
Subject: FW: SC Lieutenant Governor's Office Agreed Upon Procedures
Attachments: [Lieutenant Governor's Office AUP PBC List.xlsx](#)

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From: Young, Michael [<mailto:mryoung@elliottdavis.com>]
Sent: Monday, February 03, 2014 4:47 PM
To: Kester, Tony
Subject: SC Lieutenant Governor's Office Agreed Upon Procedures

Tony,

Thank you for your time earlier on the phone. Per our conversation, I have attached the "PBC List" which outlines the items that we will need to prepare and conduct the engagement. Should you have any questions, please feel free to contact me. As mentioned I will plan on meeting with you Friday at 4:00 at your office to introduce ourselves and clear any questions you may have.

Also, as mentioned earlier, working on the engagement this year will be myself and Justina Kelly. We both will need login access for the SCEIS system.

I have currently scheduled our time to work on the engagement for the week of March 3 – 7, and would anticipate needing to be onsite for a day or two to perform some of our tests. If this time does not agree with your schedule, let me know and we will try to accommodate your availability.

Thank you again for your help, and I look forward to working with you.

Have a great day.

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