

**From:** Danny Varat <DannyVarat@scstatehouse.gov>  
**To:** Catherine McNicollCatherineMcNicoll@scstatehouse.gov  
**Date:** 6/9/2017 8:00:34 AM  
**Subject:** Re: Procedure

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Do you believe that this has been handled?

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From: Catherine McNicoll  
Sent: Tuesday, May 30, 2017 10:13 AM  
To: Danny Varat  
Cc: Lily Cogdill; 'Broome, Darryl'  
Subject: Procedure

Good Morning,

I wanted to get some clarification on how you would like the following handled:

Emails to the Ltgov email that get forwarded to the office on aging for action. Would you like whoever forwards it, me or Lily usually, to follow up with LGOA, or should we mark our end as done once we forward it?

Thank you for the clarification.

*Best Regards,*  
*Catherine McNicoll*  
*Director of Legal & Legislative Affairs*  
*Lieutenant Governor's Office*  
*CatherineMcNicoll@SCStatehouse.gov*  
*803-734-5292 (phone)*