

From: Wolf, Anne <awolf@aging.sc.gov>
To: 'Marie Waller' MarieWaller@scstatehouse.gov
CC: Kester, Tonykester@aging.sc.gov
Date: 9/24/2014 8:06:04 AM
Subject: RE: budget requests

Good morning Marie,

I am still on half days this week, so will be unable to attend a meeting this afternoon. I have a doctor's appointment this morning and hope to be back to full time next week. As to budget requests, mine would be tied to staffing. We still need to fill the SHIP director's position, which is funded under the SHIP grant. Additionally, an administrative assistant/intern dedicated to our division would be extremely helpful. At one time we had an administrative assistant for the division; this enabled the program managers to focus on the core areas of their respective programming.

Tomorrow is a religious holiday for me so I will not be in at all. I will be back Friday morning and, as stated above, hope to be back to full time next week. I will also plan to have my org. chart ready by Monday.

Thank you for the interest and commitment you have in our programs. It is much appreciated!

Anne

From: Marie Waller [mailto:MarieWaller@scstatehouse.gov]
Sent: Tuesday, September 23, 2014 2:04 PM
To: Beard, Rene; Pondy, Kevin; Wolf, Anne; Ellison, Ruchelle; Watson, Dale
Cc: Kester, Tony
Subject: budget requests

I would like to meet with the team leaders as a group tomorrow afternoon to meet with me regarding any budget requests you may have? I know we are aware of some of your requests, but just wanted a chance to go over it briefly with Quentin Hawkins. I am not sure of the time yet but will try to give you as much notice as possible. It would follow a budget meeting with Tony, and I don't know the time of that meeting as of yet. Thanks.

In addition, I would appreciate it if each of the team leaders would work on a simple organizational chart for your own area, to submit by Monday if possible. I would like to know what your ideal team would consist of (positions both filled and needed), and feel you are the best equipped to identify that. Please use employee names in addition to the job title wherever possible. I appreciate your help.

Marie Waller
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