

From: Catherine McNicoll
To: Lee Ann Lawrence <LeeAnnLawrence@scstatehouse.gov>
Date: 2/27/2017 12:09:14 PM
Subject: RE: Retention Plan

How about 2pm today?

From: Lee Ann Lawrence
Sent: Monday, February 27, 2017 12:09 PM
To: Catherine McNicoll
Subject: RE: Retention Plan

It's all good. I am open today, but off on Friday. First thing tomorrow and Thursday afternoon are good too.

From: Catherine McNicoll
Sent: Monday, February 27, 2017 12:06 PM
To: Lee Ann Lawrence <LeeAnnLawrence@scstatehouse.gov>
Subject: RE: Retention Plan

Lee Ann would you have time this week to meet on this, I'm sorry for not getting back to you about last week.

From: Lee Ann Lawrence
Sent: Thursday, February 16, 2017 4:31 PM
To: Catherine McNicoll <CatherineMcNicoll@scstatehouse.gov>
Subject: RE: Retention Plan

I'm open all week (except Monday, of course).

From: Catherine McNicoll
Sent: Thursday, February 16, 2017 4:28 PM
To: Lee Ann Lawrence <LeeAnnLawrence@scstatehouse.gov>
Subject: RE: Retention Plan

I actually will not be here tomorrow. Would there be a good time next week?

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

From: Lee Ann Lawrence
Sent: Thursday, February 16, 2017 4:25 PM
To: Catherine McNicoll <CatherineMcNicoll@scstatehouse.gov>
Subject: RE: Retention Plan

I have assigned you to both accounts without Send As permissions. Let me know if you need to send emails as them. The accounts should automatically appear in your mailbox within 15 minutes.

Let's get together tomorrow to deal with the retention portion. What time is good for you?

From: Catherine McNicoll
Sent: Thursday, February 16, 2017 1:30 PM
To: Lee Ann Lawrence <LeeAnnLawrence@scstatehouse.gov>
Subject: RE: Retention Plan

Good Afternoon,

Attached are delegation forms from Danny and the Lt. Governor. They would like me to have access to their inboxes so that once we determine a method for retention of their emails I can manage that for them. Thank you.

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

From: Catherine McNicoll
Sent: Wednesday, February 15, 2017 4:54 PM
To: Lee Ann Lawrence <LeeAnnLawrence@scstatehouse.gov>
Subject: Retention Plan

Good Afternoon Lee Ann,

At some point before emails start falling off we need to sort out how to retain our emails longer than they would otherwise exist. Would you or someone in LSA please be able to help us with a plan for that?

Thank you for your help.

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