

From: Catherine McNicoll <CatherineMcNicoll@scstatehouse.gov>
To: 'Ellison, Ruchelle' <rellison@aging.sc.gov>
Burton, Kenneth <krburton@aging.sc.gov>
CC: Danny Varat <DannyVarat@scstatehouse.gov>
Broome, Darryl <dbroome@aging.sc.gov>
Date: 9/27/2017 11:32:43 AM
Subject: RE: Renewals - second request

Thank you.

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

From: Ellison, Ruchelle [mailto:rellison@aging.sc.gov]
Sent: Tuesday, September 26, 2017 6:35 PM
To: Catherine McNicoll ; Burton, Kenneth
Cc: Danny Varat ; Broome, Darryl
Subject: RE: Renewals - second request

Good Evening,

Insurance worksheets are completed and have been sent to Athena.

Thanks,
Ruchelle

Ruchelle Ellison
Fiscal Manager
South Carolina Lieutenant Governor's Office on Aging
1301 Gervais Street, Suite 350
Columbia, SC 29201
Phone 803-734-9883 Fax 803-734-9886
rellison@aging.sc.gov

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From: Catherine McNicoll [mailto:CatherineMcNicoll@scstatehouse.gov]
Sent: Tuesday, September 26, 2017 9:26 AM
To: Ellison, Ruchelle; Burton, Kenneth
Cc: Danny Varat; Broome, Darryl
Subject: RE: Renewals - second request

Good Morning,

I just spoke with Athena. The documents are the insurance worksheets and they were mailed to us about two months ago. I think I vaguely remember sending them over to the Office on Aging, I have copied Ken because I most likely would have sent them to him because it was before I knew Ruchelle was handling the insurance. Athena has offered to come over and help us fill them out since they need to be in by the end of the week. She would also like to know who the new agency contact for them will be. I believe Mark and Andy were the old contacts.

Please let me know if you have the documents, I will dig through my office and check to see if I have a copy, I usually make a copy of this sort of thing before I send it over.

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

From: Catherine McNicoll
Sent: Monday, September 25, 2017 3:45 PM
To: 'Ellison, Ruchelle' <rellison@aging.sc.gov>
Cc: Danny Varat <DannyVarat@scstatehouse.gov>
Subject: RE: Renewals - second request

They weren't forwarded with the chain when I received it, I have called Athena and left a message to try to sort it out.

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

From: Ellison, Ruchelle [<mailto:rellison@aging.sc.gov>]
Sent: Monday, September 25, 2017 3:43 PM
To: Catherine McNicoll <CatherineMcNicoll@scstatehouse.gov>
Cc: Danny Varat <DannyVarat@scstatehouse.gov>
Subject: RE: Renewals - second request

Catherine

I do not see an attachment to understand what policy that has expired that we need signatures on.

Thanks,
Ruchelle

From: Catherine McNicoll [<mailto:CatherineMcNicoll@scstatehouse.gov>]
Sent: Monday, September 25, 2017 12:35 PM
To: Ellison, Ruchelle
Cc: Danny Varat
Subject: FW: Renewals - second request

Good Afternoon Ruchelle,

From a previous conversation with Ken, I understand you are now handling the Insurance Policies. I wanted to see if

you were aware of this deadline and if you need anything from Danny or me. Thank you.

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

From: Danny Varat
Sent: Monday, September 25, 2017 12:04 PM
To: Catherine McNicoll <CatherineMcNicoll@scstatehouse.gov>
Subject: Fw: Renewals - second request

Sent using OWA for iPhone

From: Andy Fiffick
Sent: Monday, September 25, 2017 11:51:10 AM
To: Christensen, Athena
Cc: MARKPLOWDEN@SCSTATEHOUSE.GOV; Danny Varat
Subject: Re: Renewals - second request

Hi Athena - you probably need to get with Danny Varat on this, as neither Mark nor I are in the Lt. Governor's office anymore. Thanks!

Andy Fiffick
Chief of Staff and Director of Research
South Carolina Senate Judiciary Committee
803-212-6610
andyfiffick@scsenate.gov

On Sep 25, 2017, at 10:47 AM, Christensen, Athena <achristensen@irf.sc.gov> wrote:

Andy,
Below is an e-mail sent on Friday. Please review, have signed and dated and e-mail back to me ASAP.
Thanks,
Athena
Good afternoon,
The insurance policies for the Office of Lieutenant Governor expire September 30, 2017. Attached are copies of the worksheets that need to be reviewed, signed and returned. Please let me know if you have any questions or need more information.
Best regards,

Athena

Athena S. Christensen, CPCU
Underwriting Field Services Manager
Insurance Reserve Fund
1201 Main Street, Suite 500
Columbia, SC 29201
803-737-0023

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