



WHO TO CALL LIST

Southern Oregon Head Start,
Early Head Start & LISTS

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Internal Use Only

TABLE OF CONTENTS

Jackson & Josephine County Phone Numbers	3
Main Office Extension List	4
Center Phone & Fax Numbers	5
Site Managers & Area Assistants at Centers	
Jackson County	6
Josephine County	7
Who to Call - Departments	
Agency Directors	9
Human Resources	10
Fiscal	11
Education	12
Disabilities/Mental Health	13
ERSEA	14
Health	15
Nutrition	16
Family Services & TEC	17
Data Monitoring & Compliance	18
Facilities	19
IT	20
LISTO	21



JACKSON & JOSEPHINE COUNTY OFFICE NUMBERS

Jackson County Office

(541) 734-5150

Fax

(541) 734-2279

Josephine County Office

(541) 472-4851

Southern Oregon Head Start, 1001 Beall Lane, PO BOX 3697, Central Point, OR 97502

Phone: 541-734-5150

Fax: 541-734-2279

Amanda Ward	1054	EHS Education Supervisor	Norma Montano	1070	Listo Family Advocate
Amber Fernandez		Bev & Dis Sup.* 541 778-7229	Patty Gutierrez*	1049	Listo Prg Dir. 541-951-9003
Amber Adkisson	1028	Human Resources Director	Paula Murphy	1055	Nutrition Supervisor
Amy Larson	1914	Assistant Site Manager Lead	Priscilla Quezada	1029	SAA - Enrollment Bilingual
Angelica Salazar	1044	Executive Administrative Assistant	Rachel Thurston	1061	DMC Coordinator
Anna Jordan	1058	HS Education Supervisor	Rachelle Schaaf *	1070	Listo Dev. Dir 541-778-1637
Ashley Clayton**	1001	Business Sv. Mgr 541-659-3536	Raquel Burchum	1025	HR Assistant Bilingual
Ashley Jasper	1024	HR Generalist & Recruitment	Rick Valencia	1008	Safety Resource Manager
Bethanee Grace	1042	TFC Lead Program Coordinator	Rogelio Fernandez	1700	Land/Maint Assistant
Brenda Barker	1062	SAA - DIS/MH	Rosie De la Cruz	1070	Listo Administrative Assistant
Brently Wingler	1045	Family Services Supervisor	Ryan Greco	1700	Maintenance
Casey Strand	1700	Maintence Supervisor	Sadiki Lawson	1700	Land/Maint Assistant
Cecilia Hurt	1052	Early Childhood Education Director	Sarah Emerson	1074	EHS Education Manager
Chad Burcham	1063	IT Manager	Shandi Phelps	1048	Family Services Supervisor
Chalesa Duewall	1027	Health Services Manager	Shanice Stringer	1066	Family Services Supervisor
Cheryl Hinds	1012	Payroll Manager	Sherry Whaley	1030	Health Services Coordinator
Christine Russo	1073	Family Services Manager	Stacie McDonald	1006	Fiscal Specialist
Deborah DeSarah	1013	Finance Director	Stacey Daniszewski	1017	ERSEA Manager
Ed. Conference Rm	1043		Stephanie Finch	1051	Head Start Director
Eunice Ayala Velasco	1049	Listo Parent Coordinator	TFC Admin	1050	THC Admin
Glen Briggs*	1903	IT Supervisor * 541-441-2437	Todd South*	1060	Facilities Dir 541-973-6172
Heather Grove	1023	HR Generalist	Vicki Kelly	1040	ERSEA Coordinator
Hunter Hoffman	1007	Learning&Professional Dev.Specalist	Yoana Martinez	1046	FS Admin/Asst./Interpreter
Jamie Griffen	1038	Nutrition Supervisor	Zachary Rerrick	1004	DMC Manager
Jean Lehmann	1022	Executive Administrative Assistant	Lukos Schembri	1039	SAA - Enrollment
Jennifer McKeman	1057	Education Coach			
Jessica Lee	1011	HR Coordinator			
Jonnie Burditt	1009	Fiscal Accounting Manager	Vacant	1005	
Josefina Samano	1026	Dual Lang. Learner Coordinator	Vacant	1020	
Katherine Clayton	1065	Executive Director	Vacant	1021	
Kirsten Caswell	1003	Health Supervisor	Vacant	1025	
Kymri Brazile	1069	Fiscal Specialist	Vacant	1053	
Maggie Friar	1000	Receptionist			
Marcy Ellison	1056	Nutrition Manager			
Marlinda Lucas-Meek	1032	Education Coordinator			
Mayumi Ottman	1036	Health Supervisor			
Megan Johnson	1034	Health Supervisor			

Josephine County Office

939 SE 8th St., Grants Pass OR 97526	Monday Thurs 7:30-4:30 Fri 8-2PM		
Mary McKenzie Ext#1901	Site Manager Lead	JOCO Main #541-472-4851	
Christina Lewis	1900	SAA - JOCO OFFICE	

Site Manager Cells

Amanda Aviles	EHS RR/ RRELC	541- 295-1764			Health	541-734-5229
Vacant	ABC-B		Purchasing	541-245-3104	Fiscal	541-774-1342
Dany Wise	EHS HVY/RWD	541-218-6164			Center Emergency Cells	
Danyel Cheathon	EP/WC	541-951-3469	Alan Berlin-B	541-621-0856	Merlin	541-621-9801
Erin Morton	EHS GP/APL	541-218-6164	Applegate	541-621-8611	Oak Grove	541-951-0921
Heather Kent	PRG	541-973-9387	Ashland	541-973-0915	Orchard Hill	541-890-2654
Jazmin Chamul	OH/OAK	661-789-8590	Central Point	541-951-0963	Park View	541-621-3100
Kayla Rasson	CP / PAT	541-324-3825	Eagle Point	541-951-3458	RRELC	541-301-5882
Lynda Beamish-White	ASH/PXT	541-659-8778	EHS Alan Berlin A & C	541-951-3482	Patrick	541-301-3737
Vacant	EHS WLS/ RVS	541-621-3155	EHS Cave Junction	541-621-0169	Phoenix/Talent	541-621-1113
Rene Parsons	EHS WM / SM	541- 531-9938	EHS Grants Pass	541-951-1297	Progress	541-301-5149
Robin Hill	EHS CJ / IV	541-301-0912	EHS Hidden Valley	541-397-7814	Redwood	541- 821-4044
Sarah Talley	ABC-A/ABC-C	541-499-4576	EHS Rogue River	541-951-3465	Riverside	541-659-8395
Tiffany Heller	PV / MER	541-890-7348	EHS West Medford	541-951-3459	South Medford	541-951-3468
Mary McKenzie	Site Manager LD	541-659-8237	EHS Williams	541-621-9587	White City	541-621-0841
			Illinois Valley	541-324-2248		

** For all after-hours emergencies, contact: Ashley C

*MO staff cell phones are to be used by management only for emergencies

CENTER PHONE NUMBERS

Center	Phone Number
ABC-A	(541) 494-0960
ABC-B	(541) 772-7707
Applegate	(541) 474-7718
Ashland	(541) 482-5931
Central Point	(541) 664-4585
Eagle Point	(541) 826-9344
EHS ABC-C	(541) 779-9903
EHS Cave Junction	(541) 592-3259
EHS Grants Pass	(541) 244-2670
EHS Hidden Valley	(541) 450-9848
EHS Rogue River	(541) 582-1560
EHS West Medford	(541) 857-9255/9256
EHS Williams	(541) 838-0130
Illinois Valley	(541) 592-3161
Merlin	(541) 474-0940
Oak Grove	(541) 779-3722
Orchard Hill	(541) 779-3722
Parkview	(541) 471-3450
Patrick	(541) 502-0015
Phoenix/Talent	(541) 512-1870
Progress	(541) 494-1605
Redwood	(541) 956-7309
Riverside	(541) 472-6155
Rogue River ELC	(541) 299-2047
South Medford	(541) 779-2462
White City	(541) 830-3673

SITE MANAGERS & AREA ASSISTANTS

Jackson County

ABC- A & C



Sarah Talley
Interim Site Manager
(541) 499-4576
sarah.talley@socfc.org



Amanda Morsehouse
Area Assistant
amorehouse@socfc.org

ABC- B



Abigail Jeffirs
Site Manager
(541)
a jeffirs@socfc.org



Amber Weathers
Area Assistant
amber.weathers@socfc.org

ASH/PXT



Lynda Beamish-White
Site Manager
(541) 659-8778
lbeamishwhite@socfc.org



Kelly O'brian
Area Assistant
kobrian@socfc.org

CP/PAT



Kayla Rasson
Site Manager
(541) 324-3865
krasson@socfc.org



Andrea Almarez
Area Assistant
aalmarez@socfc.org

EP/WC



Danyel Cheathon
Site Manager
(541) 951-3469
dcheathon@socfc.org



Laura Lakavage
Area Assistant
laura.lakavage@socfc.org

OG/OH



Jazmin Chamul
Site Manager
(541) 000-0000
jchamul@socfc.org



Vacant
Area Assistant
@socfc.org

PROGRESS



Heather Kampstra
Site Manager
(541) 973-9387
hkent@socfc.org



Natasha Dauphin
Area Assistant
natasha.dauphin@socfc.org

SM/WM



Rene Parsons
Site Manager
(541) 531-9938
rparsons@socfc.org



Megann Bialoblocki
Area Assistant
mbialoblocki@socfc.org

SITE MANAGERS & AREA ASSISTANTS

Josephine County

APPLEGATE/EHSGP



Erin Morton
Site Manager
(541) 218-6164
emorton@socfc.org



Diane Enriquez
Area Assistant
denriquez@socfc.org

EHS RR/RRELC



Amanda Aviles
Site Manager
(541) 295-1764
aaviles@socfc.org



Diane Magaña
Area Assistant
dmagna@socfc.org

IV/EHS CJ



Robin Hall
Site Manager
(541)
rhall@socfc.org



McKenzie Donnelly
Area Assistant
mdonnelly@socfc.org

RVS/WILLIAMS



Vacant
Site Manager
(541) 621-3155
@socfc.org



Jaylyn Ewaldt
Area Assistant
jewaldt@socfc.org

RDW/EHS-HVY



Dany Wlise
Site Manager
(541) 218-6164
dwise@socfc.org



Kelly Norris
Area Assistant
denriquez@socfc.org

PV/MERLIN



Tiffany Heller
Site Manager
(541) 890-7348
theller@socfc.org



Gary Mitchell
Area Assistant
gmitchell@socfc.org

WHO TO CALL - DEPARTMENTS

AGENCY DIRECTORS



Katherine Clayton
Executive Director
Ext. 1065
katherine.clayton@socfc.org

- Oversees the agency and the directors of Head Start, Finance, Facilities, and Human Resources
- Agency Management Issues
- Funder Relations
- New Program Ideas and Governance Issues
- Board of Directors
- LISTO Program Oversight



Stephanie Finch
0-5 Head Start Director
Ext. 1051
stephanie.finch@socfc.org

- Budgets
- Community Relations
- Contracts
- Grants
- Performance Standards & Regulations
- Program Planning and Management
- Strategic Plan
- Head Start Program Planning



Deborah DeSarah
Fiscal Director
Ext. 1013
ddesarahsocfc.org

- Allowable Expenses/ Accounting Policies
- Purchasing Limits
- Agency Budgets & Financial Statements
- Federal/State Grants (funds, writing, budgets)
- Agency Audit Reports
- IRS 990 Reports/ 5500 Reports
- Fiscal & PEX Training
- Intacct Password Reset
- Intacct Supervisor Changes



Amber Adkisson
HR Director
Ext. 1028
aadkisson@socfc.org

- Collective Bargaining Agreement
- Labor Management Liaison
- Personnel Committee Liaison
- Personnel Policies & Procedures
- Salary Schedules
- Unemployment
- References
- Employee Relations
- Staff Surveys
- Exit Interviews
- Marketing & Advertising



Todd South
Facilities Director
Ext. 1060
tsouth@socfc.org

- Project Manager for Facility Projects
- Facility Playground Projects
- Facility Acquisitions
- Building Contracts
- Supports Budgets for Facilities and Maintenance
- Community Relations with Builders & Contractors
- Facility Issues
 - Emergencies

HUMAN RESOURCES



Amber Adkisson

HR Director

Ext. 1020

aadkisson@socfc.org

- Collective Bargaining Agreement
- Employee Relations
- Personnel Policies
- Labor Management Liaison
- Personnel Committee Liaison
- Salary Schedules
- Marketing & Advertising
- Staff Surveys
- References
- Unemployment
-



Heather Grove

HR Generalist - HRIS

Ext. 1023

hgrove@socfc.org

- HR Database Admin
- Benefits Enrollment & Deductions
- FMLA/OFLA/PLO
- Leave of Absence
- Medical Restrictions & Accom.
- Workers Compensation Claims
- Position & Pay Changes
- Resignations
- Department Reports
- Salary Scale Placement



Ashley Jasper

HR Generalist - Recruitment

Ext. 1024

ajasper@socfc.org

- Staff Recruiting
 - Applications
 - Job Postings
- Transfer Requests
- Job Descriptions
- Interview Questions
- Pre-Hire Contingencies



Jessica Lee

HR Coordinator

Ext. 1011

jlee@socfc.org

- Substitutes
- Department Forms
- Staff Recruiting
- Applications
- Job Postings
- Pre-Hire Contingencies
- NEO & NEP



Raquel Burcham

HR Assistant

Ext. 1025

rburcham@socfc.org

- Alternative Care Reimbursements
- Central Background Registry
- Employment Verifications
- Volunteers, Practicum Students, & Interns
- Name Badges
- New Employee Orientation
- New Hire Paperwork



Hunter Hoffman

Learning & Professional

Development Specialist

Ext. 1006

hhoffman@socfc.org

- Oregon Registry Online
- Training Records
- Agency Trainings & Scheduling
- Staff Development
- Tuition Assistance



Rick Valencia

Safety Resource Manager

Ext. 1008

rvalencia@socfc.org

- Safety Inspections
- Emergency Preparedness
- Safety Committee
- CPR Certification
- Integrated Pest Management
- Sanitation Product Approvals
-

FISCAL



Deborah DeSarah
Fiscal Director

Ext. 1013
ddesarah@socfc.org OR
fiscal@socfc.org OR
payroll.dd@socfc.org

- Allowable Expenses/ Accounting Policies
- Purchasing Limits
- Agency Budgets & Financial Statements
- Federal/State Grants (funds, writing, budgets)
- Agency Audit Reports
- IRS 990 Reports/ 5500 Reports
- Fiscal & PEX Training
- Intacct Password Reset
- Intacct Supervisor Changes
- If others are unavailable



Jonnie Burditt
Fiscal Accounting Manager

Ext. 1009
jburditt@socfc.org OR
fiscal@socfc.org

- Allowable Expenses/ Accounting Policies
- Budget Reports:
Department/Center/Cook
- LISTO & TFC Budgets
- New Vendor W-9/ Vendor 1099's
- Billing to Customer/Accounts Receivable
- Credit Card / Vendor Card Checkout
- In-Kind donation receipts
- Payroll Backup
- If others are unavailable



Cheryl Hinds
Payroll Manager

Ext. 1012
chinds@socfc.org OR
payroll.dd@socfc.org

- Payroll Questions - deductions, corrections/changes, reports
- Timesheet questions/Criterion
- Mileage/Parking Reimbursement
- Leave Balances - Sick, PTO, Holiday, etc.
- W4's and W2's
- Direct Deposit
- Garnishments
- Empower Retirement Deductions
- Jury Duty Verifications



Kymri Brazile
Fiscal Specialist
Ext. 1069
kbrazile@socfc.org OR
fiscal@socfc.org

- Cash Receipts and Checks
- Packing Slips
- Purchase requisitions/Purchase Orders
- PEX Cards/questions/processing
- Amazon
- Food receipts with cap sheets
- Check - in person pick up
- PO's to be voided/Changed
-



Stacie McDonald
Fiscal Specialist

Ext 1006
sMcDonald@socfc.org OR
fiscal@socfc.org

- Invoices from Vendors
- Vended Meal Contracts and Billings
- Check Requests
- Travel receipts
- VISA/Mastercard Receipts
- Walmart/COSTCO Receipts
- PO's to be Voided/Changed

The Fiscal Office is located in the Red Building, last office on the right

fiscal@socfc.org
Deborah, Jonnie, Kymri, and
Stacie

payroll.dd@socfc.org

Cheryl & Deborah

EDUCATION



Cecilia Hurt
Education Manager
Ext. 1052
cecilia.hurt@socfc.org

- Ensure Compliance of all Education performance standards
- Oversee school readiness Goals
- Oversee community partnerships with agencies implementing IDEA
- Participate in multidisciplinary consults
- Plan & facilitate Early Childhood Committee
- Review all data to support ongoing quality improvement.
- Oversee Education budget



Sarah Emerson
Education Supervisor
Ext. 1074
semerson@socfc.org

- Education Coach Supervisor
- Monitoring implementation of 3- Tiered Coaching
- Analyze data to assign coaching track
- Monitor quality of Teacher Dates & Deadlines
- Support intensive coaching & progressive discipline follow up as needed
- Consult on Daily Schedule, Curriculum, and procedural needs.
- New Employee Orientation
- New Teacher Cohort



Anna Jordan
Education Staffing & Development Supervisor
Ext. 1058
Anna.Jordan@socfc.org

- Hiring for all Classrooms positions
- New Employee Orientation
- Onboarding Support (Training Logs)
- Feedback on Trail Service
- Qualifications Support (Intent Plans/Waivers)
- Professional Development Plan Tracking
- New TA/CA Cohort
- Center Staffing Support



Marline Lucas-Meek
Education Coordinator
Ext. 1032
marlinda.lucas@socfc.org

- Education Meeting Minutes
- Education Forms and Updates to Education SharePoint
- One Drive support for Education Monitoring
- Inventory and Purchase Orders
- Smart Teach Support
- Smock inventory and requests
- Lesson Pix
- Visual cues & classroom tools
- Education Records Request Support



Amber Fernandes
Behavior & Disabilities Supervisor 0-5
(541) 778-7229
afernandez@socfc.org

- Supervise implementation of Mental Health Consultant Contracts
- Monitor implementation Child Guidance procedures
- Analyze data to inform quality improvement and professional development for teaching staff
- Schedule Kairos skill trainer for children on Guidance Plans
- Collaborate with EI/ECSE agencies to ensure services for children with IFSPs
- Support placement of children with disabilities
- New Employee Orientation



Brenda Barker
Dis/MH SAA
Ext. 1062
bbarker@socfc.org

- Ensure accurate completion and timely follow up on documents to support referrals for EI/ECSE (ASQ)
- Summary Forms, ROIs
- Requests for IFSP meeting notes
- Requests for IFSP paperwork
- Follow up on Goal Tracking forms ECSE
- Support Enrollment for children with disabilities
- Data Entry of mental Health Consultant
- recommendations and notifications to teams

Education Coaches 0-5

Amanda Ward - award@socfc.org
Emilee Leeper - emilee.Leeper@socfc.org
Jennifer Mierkey - jmierkey@socfc.org
Jennifer McKernan - jmckernan.socfc.org
Jazmin Chamul - jchamul@socfc.org



Josefina Samano
Dual Language Learner
Ext. 1026
jsamano@socfc.org

- Monitor and support completion of Spanish child Screenings
- Monitor and asses Home Language Survey
- Provide translation support for Teachers with IHV Conferences and other consults as needed
- Support translation of training materials as needed
- Train English staff to provide high quality inclusive and culturally appropriate for DLLs
- Observe classrooms to ensure they reflect the cultures of children enrolled.

ERSEA



Stacey Daniszewski
ERSEA Manager
Ext. 1017
sdaniszewski@socfc.org

- Interdepartmental Relations and Meetings
- Community Partners
- Recruitment Initiatives
- Enrollment Reports
- Program Planning
- Scheduling Interviews



Vicki Kelly
Enrollment Supervisor
Ext. 1040
vkelly@socfc.org

- Selections
- Guardianship Changes
- Center Numbers
- Transfers
- DHS Partnership
- Scheduling Interviews



Lukos Schembri
Enrollment SAA
Ext. 1039
lschembri@socfc.org

- Scheduling Interviews
- Enrollment Interviews
- Child Change Requests (except guardianship changes)
- Recruitment Support



Priscilla Quezada
Bilingual Enrollment SAA
Ext. 1029
pquezada@socfc.org

- Bilingual Services
- Scheduling Interviews
- Enrollment Interviews
- Child Change Requests (except guardianship changes)
- Recruitment Support



Christina Lewis
Enrollment SAA/JoCo Receptionist
Ext. 1900
cgodfrey@socfc.org

- Scheduling Interviews
- Enrollment Interviews
- Recruitment Support



Maggie Friar
JACO Receptionist
Ext. 1000
mfriar@socfc.org

- Main Office Staff Forms
- Site Information Contact Forms
- Agency Calendar and Vehicle Checkout Requests
- Access to Computer Lab, Laminator, and Supply Closet at Main Office
- Scheduling Enrollment Interviews
- Check Request Forms, Attendance Roster for Meetings, Donation Receipt, Volunteer Visitor Log, In-Kind Forms
- Kitchen/Bathroom/Stationary Supply Ordering



Jordon Hier
Parent-Intern Receptionist
Ext. 1002
jhier@socfc.org

- Access to Computer Lab, Laminator, and Supply Closet at Main Office
- Check Request Forms, Attendance Roster for Meetings, Donation Receipt, Volunteer Visitor Log, In-Kind Forms

HEALTH



Chalesa Duewall
Health Services Manager
Ext. 1027
cduewall@socfc.org

- Call for anything child health related
- 911 calls
- Child injury at school
- Food Sub or Medication Errors
- Child arriving with Doctor Note
- Diagnosed Illnesses
- Community Collaboration
- Medication Questions
- Polices and Procedures- Health
- Performance Standards
- Trainings
- Work Plans
- Child Clearance
- Anything Health Sup/Screener



Sherry Whaley
Health Screener
Coordinator
Ext. 1030
sherry.whaley@socfc.org

- Hearing and Vision Screenings & Follow up
- Newborn Home Visits
- Growth Assessment Support



Kirsten Caswell
Health Supervisor
Ext. 1003
kcaswell@socfc.org

- Center supply orders
- Well Child and Dental
- Clearing Children
- Medications/OTC at School
- Food Substitutions at school
- Health Concerns
- Individuals Care Plans
- Surgery/Procedure/Dental Work
- Clearance
- ROI-S question/needs
- Immunizations
- Misc. Health Questions
- Dental Screening
- Mental Health Referrals
- HaMSAC



Mayumi Ottman
Health Supervisor
Ext. 1036
mottman@socfc.org

- Center supply orders
- Well Child & Dental Exam
- Clearing Children
- Medications/OTC at school
- Food Substitutions at school
- Health Concerns
- Individual Care Plans
- Surgery/Procedure/Dental Work
- Clearance
- ROI-S questions/needs
- Immunizations
- Misc. Health Questions
- Dental Screenings
- Mental Health Referrals
- HaMSAC



Megan Johnson
Health Supervisor
Ext. 1034
mjohnson@socfc.org

- Center supply orders
- Well Child & Dental Exam
- Clearing Children
- Medications/OTC at school
- Food Substitutions at school
- Health Concerns
- Individual Care Plans
- Surgery/Procedure/Dental Work
- Clearance
- ROI-S questions/needs
- Immunizations
- Misc. Health Questions
- Dental Screenings
- Mental Health Referrals
- HaMSAC

NUTRITION



Marcia Ellison
Nutrition Manager
Ext. 1056
mellison@socfc.org

- ODE/CACFP Regulations and Compliance
- Policy and Procedure
- Annual CACFP Training
- CACFP Civil Rights
- Vended Meal Program
- Child Nutrition/Garden Grants
- Staffing Plans
- Staff Development
- Nutrition Budget
- New Hire Training



Jamie Griffin
Nutrition Supervisor
Ext. 1038
jgriffin@socfc.org

- Menus/Recipes
- Receipts
- Farm to School Program
- Head Start Specialist
- Monthly Kitchen Paperwork
- Nutrition Activities
- Site Monitoring
- Staff Support
- Center Kitchen Support



Paula Murphy
Nutrition Supervisor
Ext. 1055
paula.murphy@socfc.org

- CACFP End of Month Reporting
- CACFP Enrollment Forms
- Child/Adult Meal Count Sheets
- Site Monitoring
- EHS Specialist
- Equipment Inventories
- Staff Support
- Center Kitchen Support

FAMILY SERVICES/TFC



Christine Russo

Family Services Manager

Ext. 1073

christine.russo@socfc.org

- Oversight of TFC
- Case Consultations
- Child Abuse & Neglect (DHS CW Liaison)
- Child Abuse Training
- Attendance Consults
- Family Engagement
- Family Literacy
- Individual Parent Training Requests
- Parent Satisfaction Survey
- Family Services Interpreting Supervision
- Policy Council
- Practicum Students
- Male Involvement



Shandi Phelps

Family Services Supervisor

Ext. 1048

sphelps@socfc.org

- Attendance Consults
- Case Consultations
- Child Abuse & Neglect (HS/EHS Reports)
- Child Abuse Training
- Family Engagement
- HOPE Chest (Josephine County) *Backup
- Male Involvement
- Practicum Students
- Goodwill Vouchers



Shanice Stringer

Family Services Supervisor

Ext. 1066

sstringer@socfc.org

- NHSA Scholarships
- OHSA Representative
- HOPE Chest (Josephine County)
- Hughes Grant
- PC Childcare
- PC Backup
- Family Engagement
- Child Abuse Training
- Attendance Consults
- Male Involvement
- Training



Brently Wingler

Family Services Supervisor

Ext. 1045

b@socfc.org

- Family Services Interpreter
- PC Lead
- PC Training, attendance, check requests, travel
- PC Childcare
- Coats for Kids
- Male Involvement
- Goodwill Vouchers



Bethanee Grace

TFC Coordinator

Ext. 1042

bgrace@socfc.org

- General parenting education programming
- Resources on parenting topics/family dynamics
- Professional development for parent educators
- Community organization referrals
- Facilitation of classes/groups/meetings



Yoana Martinez

Family Services Admin. Assist.

Ext. 1046

yoana.martinez@socfc.org

- Family Services Interpreter
- PC Lead
- PC Training, attendance, check requests, travel
- PC Childcare
- Coats for Kids
- Male Involvement
- Goodwill Vouchers

DATA MONITORING & COMPLIANCE



Zachary Rarrick
DM & C Manager
Ext. 1004
zrarrick@socfc.org

- Shine Insight
- Playground
- Reporting (State, Federal, Intra-agency)
- Area Assistants
- Compliance/ Performance Standards



Rachel Thurston
DM & C Coordinator
Ext. 1061
rthurston@socfc.org

- Shine Insight
- Playground
- Reporting (Intra-agency)
- Area Assistants

FACILITIES



Todd South
Facilities Director
Ext. 1060
tsouth@socfc.org

- Project Manager for Facility Projects
- Facility Playground Projects
- Facility Acquisitions
- Building Contracts
- Supports Budgets for Facilities and Maintenance
- Community Relations with Builders & Contractors
- Facility Issues
 - Emergencies



Casey Strand
Maintenance Supervisor
Ext. 1700
cstrand@socfc.org

- Maintenance Requests & Status
- Maintenance Assistants
- Facility Issues
 - Emergencies



Ashley Clayton
Business Service Manager
Ext. 1001
ashley.clayton@socfc.org

- Child Care Licensing
- Contracts, Leasing Agreements, etc.
- Facility Applications
- Facility Issues
 - Emergencies
- Fire Inspections
- Janitorial
- Sanitation Inspections
- Training & Travel Arrangements
- Agency Vehicle Maintenance

IT



Chad Burcham
It Manager
Ext. 1063
cburcham@socfc.org

- Computer Help
- Email Problems or Password Change
- Spam & Virus
- Printers
- Copiers
- Cameras
- Faxing
- Phones
- Forms
- Website
- Software Questions
- General Electronics Questions



Glenn Briggs
IT Supervisor
Ext. 1903
gbriggs@socfc.org

- Computer Help
- Email Problems or Password Change
- Spam & Virus
- Printers
- Copiers
- Cameras
- Faxing
- Phones
- Forms
- Website
- Software Questions
- General Electronics Questions

LISTO



Rachelle Schaaaf
LISTO Development Director
Ext. 1070
rschaaf@socfc.org

- LISTO Fiscal Matters and Reporting
- Grants and Donations
- Operations and Hiring

Bilingual

Availability:
Year Round
Cell: (541) 778-1637



Patty Gutiérrez
LISTO Development Director
Ext. 1049
patty.gutierrez@socfc.org

- Program Management and Reporting
- Personnel Management
- Program Information
- Community Connections

Bilingual

Availability:
September - June
Cell: (541) 951-9003



Eunice Ayala-Velasco
LISTO Family Coordinator
Ext. 1070
eayalavelasco@socfc.org

- Family Referrals (Spanish Only)
- Registrations
- General Program Info

Bilingual

Availability:
August - June
Cell: (541) 531-6915



Norma Montaño
LISTO Family Advocate
Ext. 1070
nmontano@socfc.org

- Family Referrals
- Family Resources

Bilingual

Availability:
September - June
Cell: (541) 324-7857



Rosie De La Cruz
LISTO Admin Assistant
Ext. 1070
rdelacruz@socfc.org

- General Questions
- Spanish Assistance with LISTO Students
- Learning Kit Distribution
- iPad Equipment Return

Bilingual

Availability:
August - June
Cell: (541) 301-0313