

Department HR & Payroll Clerk (Timekeeper) Contact List

Updated 4/27/2023

Mail Stop	Department	ID #	Contact Person	Phone #
1250	Agricultural Commission 3403 10th Street, Suite 701 Riverside, CA 92501	280	Patrice Wyatt (HR & Payroll)	(951) 955-3011 (951) 955-3045 FAX (951) 955-3047
3320	Animal Services 4065 County Circle Dr. #206 Riverside 92503	420	April Arias (Supervisor) Elvira Valenzuela (HR)	(951) 358-5498 (951) 358-5846 Fax (951) 358-5847
1140	Assessor - Clerk - Recorder 2724 Gateway Drive Riverside 92507-0751	120	Linda Sullivan (Dept. HR Coordinator) Wendy Myers (Principal Deputy ACCR) Carla Reis-Trovillion (Admin. Svc's Officer) Jennifer Durso ADMIN SVCS MGR	(951) 486-7071 (951) 486-7453 (951) 486-7117 (951) 955-6200 Fax (951) 486-7440
1050	Auditor - Controller (CAC 11th Floor) P.O. Box 1326 Riverside 92502-1326	130	Judy Green (HR and Payroll)	(951) 955-3807 Fax (951) 955-3802
3831	Behavioral Health 4095 County Circle Dr. Riverside, CA 92503	410	TAP OA (Front Desk) Esteven Sanchez (Front Desk) Lupita Suazo (Payroll) Janett Caballero (FMLA/Leaves) Dominick Lopez (New Hires/Benefits) Vacant (Employee Benefits & Records Supervisor)	(951) 358-4606 (951) 358-3144 (951) 358-5341 (951) 358-4619 (951) 358-4609 (951) 358-5369 (951) 358-4776 Fax
1010	Board/Clerk of the Board (CAC 1st Floor) P.O. Box 1147 Riverside 92502-1147	100	Lisa Wagner (Primary HR) Cleyra Cordova(Secondary Payroll)	(951) 955-1063 (951) 955-1064 Fax (951) 955-1071
1330	Business and Community Services (Now: Office of Economic Development)			
2370	Child Support Services – (DCSS) 2041 Iowa Ave. Riverside 92507	230	Lauren Hampton (Administrative Services Officer) Ayde Oropeza (Regional Manager/Administration) Donna Hernandez (HR Clerk) Cynthia Hernandez (HR Clerk) Entire HR Staff can be reached at: RCDCSS-HR@rivco.org Department Fax	(951) 955-9804 (951) 955-4110 (951) 955-2098 (951) 955-4222 (951) 955-5993
2590	Community Action Partnership	520	See: Housing, Homelessness Prevention, & Workforce Solutions	(951) 358-5846 (951) 358-6153 (951) 358-5498 Fax (951) 358-5847
5001	Cooperative Extension 21150 Box Springs Rd, Suite 202 Moreno Valley 92557	630	Noreen Shein (Executive Assistant-I) nshein@ucanr.edu Jacqueline Zuniga (Office Assistant -I) jazuniga@ucanr.edu	(951) 683-6491 X 225 (951) 683-6491 X228 (951) 788-2615 Fax
1350	County Counsel 3960 Orange St., 5th Floor Riverside 92501	150	Alisa Young (Primary HR & Payroll) ayoung@rivco.org	(951) 955-1848 Fax (951) 955-2226

2120	District Attorney 3960 Orange St, 10th Floor Riverside 92501	220	Main DA - HR/Payroll Unit Vanessa Ignacio (Recruitment/Onboarding) Vicki Blackburn (Pre-Employment/Backgrounds/Benefits) Doreen Vasquez (Payroll) Jasmine Watts (Pre-Employment/Backgrounds/Benefits) Jessica Gutierrez (Leave Management/ W. Comp)	(951) 955-4059 (951) 955-5371 (951) 955-5825 (951) 955-6543 (951) 955-0697 (951) 955-1483 Fax (951) 955-0160
	EDA		See: Business and Community Services	
3942	Emergency Management 450 E. Alessandro Riverside 92508	200	Bertha Vaca (Primary Payroll) Emma Vernon (Timesheet approver) Kelly Moore (HR/Personnel Documents) Kelly Moore (LOA/FMLA/RTW)	(951) 358-2586 (951) 955-4720 (951)-358-7104 (951)-358-7104 Fax (951) 306-3781
3320	Environmental Health 4065 County Circle Dr. #206 Riverside 92503	420	April Arias (Supervisor) Elvira Valenzuela (HR)	(951) 358-5498 (951) 358-5846 Fax (951) 358-5847
1020	Executive Office (CAC 4th Floor) 4080 Lemon St. Riverside 92501-3679	110 115 900	Trina Head (Primary HR/FMLA) Jennifer Kammerer (Secondary HR/FMLA) Andria Bartkowski (FMLA) Alicia Chavez (Payroll)	(951) 955-1157 (951) 955-1136 (951) 955-1103 (951) 955-3735
2600	Facilities Management 3450 14th Street Riverside, CA 92501	720	Jane Agunwah Admin Services Officer (HR) Alicia Beltran (HR-LOA/FMLA/RTW, Evaluations, Workers Comp) Becky Daniels (Payroll)	(951) 955-2163 (951) 955-3516 (951) 955-8417 Fax (951) 955-6659
5036	Fire 210 W. San Jacinto Ave. Perris, CA 92570	270	Cassandra Ray (HR/FMLA/LOA) Admin Services Asst Ana Vazquez (Payroll)	(951) 940-6980 (951) 940-6337 Fax (951) 940-6750
2585	First 5 Riverside	938	Rachel Padilla	(951) 955-0473
2990	Flood Control 1995 Market St. Riverside 92501	947	Darrylenn Prudholme-Brockington: Payroll Supervisor (Primary) Lisa McFarland: Payroll Sabrina Ector: HR Officer Sally Tadros: Admin. Svcs. Analyst I Shelly Morales: Admin. Svcs. Analyst I	(951) 955-8357 (951) 955-1252 (951) 955-1294 (951) 955-0782 (951) 955-1218 Fax (951) 955-4532
1330/3760	Housing, Homelessness Prevention, & Workforce Solutions - CDBG, HUD - Workforce Development - Housing Authority - Community Action Partnership (CAP) 3403 10th Street, Ste 300 Riverside CA 92501 5555 Arlington Ave. Riverside CA 92504 1325 Spruce St. Riverside CA 92507	550/560 550 550	Megan Gomez (Deputy Director, Finance & Admin.) Stephany Trigg (HR Assistant) Linda Romano (Payroll Timekeeper) Tamara Martin (CAP) Brandon Trahan (CoC)	(951) 955-6615 (951) 955-2389 (951) 955-4956 (951) 955-3893 (951) 295-2310

1150	Human Resources (CAC 1st Floor) P.O. Box 1569 Riverside 92502-1569	113	Cori Robinson (HR & Timekeeper)	Fax	(951) 955-0023 (951) 955-3581
	Information Technology		See Riverside County Information Technology		
1030	LAFCO 6216 Brockton Ave, Suite 111-B Riverside, CA 92506	290	Elizabeth Valdez (Primary HR & Payroll) Rebecca Holtzclaw (Secondary HR & Payroll)		(951) 369-0631 (951) 369-0631
3224	OASIS	110	SEE RCIT		
1330	Office of Economic Development <i>(Previously: Business and Community Services)</i> - Admin, ED, Libraries - Edward Dean Museum - CSA - Perris Valley Cemetery 3403 10th Street, Ste 400 Riverside CA 92501	190 193 915 980	Janet McFall Admin Services Mgr I (HR) Marielena Carleton Admin Services Analyst I (HR) Marielena Carleton (Payroll)		(951) 955-0021 (951) 955-6685
5580	Office on Aging 3610 Central Ave., Ste. 102 Riverside 92506	530	Lisa Starcev (Primary HR & Payroll)	Fax	(951) 867-3843 (951) 867-3820
2970	Parks 4600 Crestmore Rd. Jurupa Valley, CA 92509	931	Loree Broderick (HR) Admin Services Analyst Robert Williams (Chief-Business Operations) Christina Sanchez (Payroll) Michael Alferez (Payroll)	HR Fax Payroll Fax	(951) 955-4332 (951) 955-4308 (951) 955-6671 (951) 955-1387 (951) 955-5462 (951) 955-4319
1470	Probation 3960 Orange Street, Suite 600 Riverside, CA 92501 - 3247	260	Lynn Harrison (ASO - HR) Coral Quijada (Deputy Director Admin) Cecylia Palacios (Covers Reception/RTW/TAP) Elizabeth Perez (HR/FMLA/LOA) Martha Nava (HR/RMAP/Bilingual) Kristy Bennett (Payroll) Elizabeth Perez (HR/Payroll) Suman Prasad (HR/Payroll) Lynn Harrison (Benefits/Evals/EPM)		(951) 955-0616 (951) 955-2983 (951) 955-2830 (951) 955-4969 (951) 955-3634 (951) 955-2358 (951) 955-4392 (951) 955-0616
1520	Public Defender 4075-A Main Street Riverside, CA 92501	240	HR Unit Cecilia Arcangel (Dept. HR Coordinator) Pauline Medrano (Sr. HR Clerk) Payroll Unit Ruby Kanwar (Payroll) Leah Hertz (Fiscal/Payroll)	HR Fax Payroll Fax	(951) 955-9788 (951) 955- 6049 (951) 955-6290 (951) 955-6287 (951) 955-6048 (951) 955-0389
3320	Public Health 4065 County Circle Dr. #206 Riverside 92503	420	April Arias (Supervisor) Elvira Valenzuela (HR)	Fax	(951) 358-5498 (951) 358-5846 (951) 358-5847
3720	Public Social Services (DPSS) 10281 Kidd St. Riverside 92503	510 985	Romera Liddell (Deputy Director) Sandra Meza (Admin Services Supervisor)		(951) 358-3028 (951) 358-6414

			Receptionist - Main Desk Tiffany Tighe - Sr. Human Resources Clerk (A-F & Y-Z) Brenda Gallardo - Sr. Human Resources Clerk (G-N) Daneatra Stewart-Moore - Sr. Human Resources Clerk (O-X) Edna Hall - Admin Services Analyst II DPSS-Payroll@rivco.org - Primary Payroll Contact Gwen Howard - Human Resources Clerk Secondary Payroll Contact	(951) 358-3030 (951) 358-3583 (951) 358-6831 (951) 358-4063 (951) 358-3367 (951) 358-6828
3701	Purchasing & Fleet Services Riverside County Information Center (RCIC) 3450 14th St. 4th Floor Suite 420 Riverside, CA 92501	730	Laura Sanchez (HR & Payroll) Executive Asst Leslie Johnson (HR & Payroll) Office Asst III Jazmin Braulio OAll Suzanna Hinckley ASST DIR, PURCH & FLEET SVCS	951-955-4935 (951) 955-4689 (951) 955-3280 (951) 955-7550 (951) 955-8474
1033	RCA (Western Riverside County Regional Conservation Authority) 3403 10th Street, Suite 320 Riverside 92501	935	As of 1/1/2021, no longer County Employees. Jennifer Fuller - jfuller@rctc.org Daisy Vergara - dvergara@rctc.org	Fax (951) 955-8873
2510	Registrar of Voters 2724 Gateway Dr. Riverside 92507	170	Candice Gordon (HR/Payroll) Senior Admin Services Supervisor	(951) 486-7330 Fax (951) 486-7335
1575	Riverside County Information Technology (RCIT) Located at: Riverside County Information Center 3450 14th St. 4th floor Riverside, CA 92501 Street address (prior PO Box# is obsolete) new mail stop/address as of 2014	740	Nicole Eubank (Primary HR) neubank@rivco.org Nicole Thom (Secondary HR) NicThom@rivco.org Mary Eileen Cornell (Admin. Svcs Analyst II) mcornell@rivco.org Payroll: Norma Marchan IT Manager I (Payroll) nmarchan@rivco.org Tamara Cantu (Payroll) tcantu@rivco.org	(951) 955-3777 (951) 955-7506 (951) 955-5931
5887	Riverside University Health Systems Medical Center (RUHS) 14375 Nason St, Ste. 212 Moreno Valley 92555	430	Front Desk Employee Services Front Desk Payroll Jaquie Garcia (Admin. Svcs. Officer) Sergio Pena HR Tech (RUHS Employee Services) Ricardo Gomez-Valencia HR Tech (RUHS Payroll) Vacant (Sr. Clerk) Susan Smith (Sr. Clerk)	(951) 486-5531 (951) 486-5546 (951) 486-5576 (951) 486-5553 (951) 486-5536 (951) 486-5534 (951) 486-5511 951-486-5049 951-486-5533
2500	Sheriff/Coroner 4095 Lemon St., 3rd Floor P.O. Box 512 Riverside 92502	250	Dana Williams (Reception/Payroll Main Desk) Jill Watler (Benefits & Payroll Mgr) Jeanette Bowles (FMLA) Kaitlyn Breton (Payroll) Maria Lourdes Bodag Hakimi (Payroll) Andrea Cronkite (FMLA) Vanessa Franco (Payroll) Christine Williams (FMLA) shfpayroll@riversidesheriff.org shf344@riversidesheriff.org	(951) 955-2723 (951)-955-2721 (951) 955-9141 (951) 955-0093 (951) 955-2705 (951) 955-3772 (951) 955-2704 (951) 955-9754 Leaves Payroll (951) 955-2505
2161	TAP/MAP (CAC 1st Floor)	113	Chandrika Richardson (HR Services Manager) Alma Torres Elizalde - TAP/Desert Operations	(951) 955-9488

			Brian Arcinas - Mass Recruiting (Tap no longer has timekeepers) General Reception	HR Fax (951) 955-9178 (951) 955-1525
1083	TLMA (CAC 14th Floor) P.O. Box 1605 Riverside 92502-1605	310 - 314 946 191	Brandon Fernandez (Admin. Services Officer & Supervisor/ Back-up HR/Payroll) Marivel Villela-Avalos (Primary HR - Admin. Services Asst) Traci Zamora (Primary Payroll - Admin. Services Asst) Ligia Martinez - Office Assistant III (Secondary HR) General	(951) 955-4228 (951) 955-8824 (951) 955 3210 (951) 955-5542 951-955-TLMA (951) 955-2803 Fax
1110	Treasurer-Tax Collector (CAC 4th Floor) P.O. Box 12005 Riverside 92502-2205	140	Adrianna Gomez (Primary HR) Martha Dominguez (Secondary HR) Christina Vazquez (Payroll) Claudia Bravo (Payroll) Ana Galindo (Payroll) Erica Cervantes (Payroll)	(951) 955-6958 951-955-3968 (951) 955-3829 (951) 955-3969 (951) 955-3848 951-955-9151 (951) 955-3906 Fax
1310	Veterans' Services 4360 Orange St. Riverside 92501	540	HR & Payroll Christina Rich - Executive Asst I Kelly Reid Grant Gautsche	(951) 955-3041 (951) 955-3071 (951) 955-3060 (951) 955-3063 Fax
5950	Waste Resources 14310 Frederick St. Moreno Valley 92553	943 450	Deanna Kimsey (HR) Sandra Green (HR Alternate) Deanna Kimsey (Payroll) Loree Helmers (Payroll Alternate)	(951) 486-3266 (951) 486-3259 (951) 486-3266 (951) 486-3335 (951) 486-3230 Payroll Fax