

**Department HR Payroll Clerk (Timekeeper)
Contact List**

Revised October 2025

Mail Stop	Department	ID #	Contact Person	Phone #
1250	Agricultural Commission	280	Tara Buffington (HR & Payroll)	(951) 955-3039
	3403 10th Street, Suite 701			
	Riverside, CA 92501			Fax (951) 955-3047
3320	Animal Services	420	April Arias (Benefit and Record Supervisor)	(951) 358-5498
	4065 County Circle Dr. #206		Da'Lon Graham (HR Technician II)	(951) 358-5846
	Riverside 92503		Kim Marquecho (Sr. HR Clerk)	(951) 358-6154
			Elvira Valenzuela (HR Tech II)	(951) 955-4696
			Mayra Ortiz (HR Clerk - CN)	(951) 358-3199
			CHA-HR@RIVCO.ORG	
1140	Assessor - Clerk - Recorder	120	Ana Morales (Dept. HR Coordinator)	(951) 955-0625
	2724 Gateway Drive		Steven Horn (Chief Deputy - ACR-HR)	(951) 486-7010
	Riverside 92507-0751		Carla Reis-Trovillion (Admin. Svc's Officer)	(951) 486-7117
			Jennifer Durso (Principal Deputy ACR)	(951) 486-7046
				Fax (951) 486-7440
1050	Auditor - Controller (ACO)	130	Juan Barber (HR and Payroll)	(951) 955-0955
	(CAC 6th Floor)			
	P.O. Box 1326			
	Riverside 92502-1326			Fax (951) 955-3802
3900	Behavioral Health	410	Kori Siliezar (Employee Benefits & Records Supervisor)	(951) 358-5369
	4095 County Circle Drive		TAP OA (Front Desk)	(951) 358-4606
	Riverside, CA 92503		Morgan Ramirez (Front Desk/Terms)	(951) 358-3144
			Vacant (Payroll)	(951) 358-5341
			Cristina Solorio (FMLA/Leaves)	(951) 358-4619
			Dominick Lopez (New Hires/Benefits)	(951) 358-4609
			Entire staff can be reached at HR-BHPayroll@rivco.org	Fax (951) 358-4776
1010	BOARD	100	Breanna Smith (Primary HR)	(951) 955-1063
	(CAC 1st Floor)		Cleyra Cordova (Secondary Payroll)	(951) 955-1064
	Riverside 92502-1147			Fax (951) 955-1071
2370	Child Support Services - (DCSS)	230	Ayde Oropeza (Deputy Director for Administration)	(951) 955-4110
	2041 Iowa Ave.		Tiffany James (Administrative Services Manager)	(951) 955-9679
	Riverside 92507		Nicole Curiel (Administrative Services Officer)	(951) 955-2825
			Donna Hernandez (HR Coordinator)	(951)-955-2098
			Cynthia Hernandez (HR Clerk)	(951) 955-4222
			Pamela Chavez (HR Clerk)	(951) 955-1487
			Lori Ann Emery (HR Clerk)	(951) 955-1832
			Entire HR Staff can be reached at: RDCSS-HR@rivco.org	Fax (951) 955-5993
2590	Community Action Partnership	520	See: Housing, Homelessness Prevention, & Workforce Solutions	(951) 358-5846
				Fax (951) 358-5847
1350	County Counsel	150	Carissa Gerry (Primary HR)	(951) 955-1848
	3960 Orange St., 5th Floor		Andrea Olayo (Primary Payroll)	(951) 955-0211
	Riverside 92501		Susana Garcia-Bocanegra (Secondary HR / Secondary Payroll)	(951) 955-5403
				Fax (951) 955-2226

**Department HR Payroll Clerk (Timekeeper)
Contact List**

Mail Stop	Department	ID #	Contact Person	Phone #
2120	District Attorney	220	Main DA - HR/Payroll Unit	(951) 955-4059
	3960 Orange St, 10th Floor		Vanessa Ignacio (Recruitment/Onboarding)	(951) 955-5371
	Riverside 92501		Lillian Mendoza (Pre-Employment/Backgrounds/Benefits)	(951) 955-0697
			Ava Denning (Pre-Employment/Backgrounds/Benefits)	(951) 955-0759
			Doreen Vasquez (Payroll)	(951) 955-6543
			Mia Garcia (Leave Management/ W. Comp)	(951) 955-5825
				Fax (951) 955-0160
3942	Emergency Management	200	Ramon Leon (Deputy Director/HR)	(951) 358-7104
	450 E. Alessandro		Bertha Vaca (Primary Payroll/Timesheet Approver)	(951) 955-4793
	Riverside 92508		Hilda Leyva (Primary Payroll/Timesheet Approver)	(951) 955-4730
			Kelly Moore (HR/Personnel Documents/Recruiting)	(951)-358-7104
			Kelly Moore (LOA/FMLA/RTW)	(951)-358-7104
				Fax (951) 306-3781
3320	Environmental Health	420	April Arias (Benefit and Record Supervisor)	(951) 358-5498
	4065 County Circle Dr. #206		Da'Lon Graham (HR Technician II)	(951) 358-5846
	Riverside 92503		Kim Marquecho (Sr. HR Clerk)	(951) 358-6154
			Elvira Valenzuela (HR Tech II)	(951) 955-4696
			Mayra Ortiz (HR Clerk - CN)	(951) 358-3199
			CHA-HR-RIVCO.ORG	
1020	Executive Office	110	Laura Sanchez (Primary HR/FMLA)	(951) 955-2221
	(CAC 4th Floor)		Trina Head (Secondary HR/FMLA)	(951) 955-1157
	4080 Lemon St.			
	Riverside 92501-3679		Andria Bartkowski (Department Safety Rep)	(951) 955-1106
			Velky Orta (Primary Payroll)	(951) 955-2218
			Erick Hernandez (Secondary Payroll)	(951) 955-1134
		946	Salton Sea Authority	(951) 955-2221
2600	Facilities Management	720	Monae Williams Admin Service Officer (HR)	(951) 955-9557
	3450 14th Street		Yvonna Rivera Admin Svcs Analyst II (HR -FMLA/RTW, Workers Comp)	(951) 955-7536
	Riverside, CA 92501		Shara Fowler (Admin Svcs Analyst I - Recruitments/Onboarding)	(951) 955-4294
			Lina Barraza (Main - Payroll)	(951) 955-4212
			Becky Koons (Backup - Payroll)	(951) 955-8417
5036	Fire	270	Ana Vazquez (ASA II - HR Rep)	(951) 940-6337
	210 W. San Jacinto Ave.		Daniel McQuown (Payroll)	(951) 940-6222
	Perris, CA 92570		Norma Franco (FMLA Administrator)	(951) 940-6745
				Fax (951) 940-6770
2585	First 5 Riverside	938	Jesus Rodriguez (HR Clerk)	(951) 955-1198
			Rachel Padilla (HR Clerk)	(951) 955-5013
			Steven Trujillo Martinez (HR Clerk)	(951) 955-4618
			Amy Campos (HR Dept. Coordinator)	(951) 955-0566
2990	Flood Control	947	Darrylenn Prudholme-Brockington (Flood Control Division Chief)	(951) 955-8357
	1995 Market St.		Lisa McFarland - Payroll	(951) 955-1252
	Riverside 92501		Sabrina Gadsden - HR Officer	(951) 955-1294
			Sally Tadros -(Admin. Svcs. Analyst II)	(951) 955-0782
			Lurdes Valdez (Admin Svcs Analyst II)	(951) 955-1218
			Huiling (Ling) Huang (Accounting Technician I)	(951) 955-9195
				Fax (951) 955-4532

**Department HR Payroll Clerk (Timekeeper)
Contact List**

Mail Stop	Department	ID #	Contact Person	Phone #
1261	Housing & Workforce Solutions (HWS)	550	Megan Gomez (Deputy Director of Finance & Admin.)	(951) 218-0885
	Community & Housing Development		Stephany Trigg (HR Analyst)	(951) 955-2389
	Office of Homeless Solutions/Continuum of Care		Brandon Trahan (Fiscal Manager)	(951) 295-2310
	3403 10th Street, Ste. 300, Riverside, CA 92501		TBD - (Payroll Analyst)	
259	- Community Action Partnership			
	2038 Iowa Ave., Riverside, CA 92507			
2570	- Workforce Development			
	1325 Spruce St., Riverside, CA 92507			
3760	- Housing Authority	560		
	5555 Arlington Ave., Riverside, CA 92504			
		550/560	HWS-HR@rivco.org	
			HWS-Payroll@rivco.org	
1150	Human Resources	113	Front Desk Employee Services	
	(CAC 1st Floor)		Jaclyne Espinola (HR Technician I) HR & Payroll	(951) 955-0023
	P.O. Box 1569		Jane Agunwah (HR Analyst III)	(951) 955-3144
	Riverside 92502-1569			FAX (951) 955-3581
1030	LAFCO	290	Elizabeth Valdez (Primary HR & Payroll)	(951) 369-0631
	6216 Brockton Ave, Suite 111-B		Rebecca Holtzclaw (Secondary HR & Payroll)	(951) 369-0631
	Riverside, CA 92506			
1330	Office of Economic Development	190	Amber Jacobson Assistant Director	(951) 955-6146
	(Previously: Business and Community Services)		Marielena Carleton Admin Services Analyst I (HR)	(951) 955-5941
	- Admin, ED, Libraries			
	- Edward Dean Museum	193		
	- CSA	915		
	- Perris Valley Cemetery	980		
	3403 10th Street, Ste 400		Marielena Carleton (Payroll)	(951) 955-5941
	Riverside CA 92501			
5580	Office on Aging	530	Lisa Starcev (Primary HR & Payroll)	(951) 867-3843
	3610 Central Ave., Ste. 102			
	Riverside 92506			
2970	Parks	931	Loree Broderick (HR) Admin Services Analyst	(951) 955-4332
	4600 Crestmore Rd.		Robert Williams (Assistant Parks Director)	(951) 955-4308
	Jurupa Valley, CA 92509			HR Fax (951) 955-6671
			Christina Sanchez (Payroll)	(951) 955-1387
			Michael Alferez (Payroll)	(951) 955-5462
				Payroll Fax (951) 955-4319
1470	Probation	260	Lynn Harrison (ASM - HR)	(951) 955-0616
	3960 Orange Street, Suite 600		Arely Rdoriguez (Sr. HR Clerk)	(951) 955-2833
	Riverside, CA 92501 - 3247		Danielle Martinez (HR Coordinator) Evals/Benefits	(951) 955-0905
			Martha Nava (HR/RMAP/Bilingual)	(951) 955-4969
			Kristy Bennett (Payroll)	(951)955-3634
			Elizabeth Perez (Sr. HR Clerk) - HR/FMLA/LOA	(951) 955-2358
			Suman Prasad (HR/Payroll)	(951) 955-4392
			Lynn Harrison (Benefits/Evals/EPM)	(951) 955-0616

**Department HR Payroll Clerk (Timekeeper)
Contact List**

Mail Stop	Department	ID #	Contact Person	Phone #
1520	Public Defender 4075-A Main Street Riverside, CA 92501	240	HR Unit	
			Pauline Medrano (Admin Services Officer)	(951) 955-6049
				Fax (951) 955-6290
			Payroll Unit	
			Ruby Kanwar (Payroll)	(951) 955-6287
			Lani Jimenez-Robles (Fiscal/Payroll) (AP)	(951) 955-9933
			Leah Hertz (Fiscal/Payroll)	(951) 955-6048
			Payroll	Fax (951) 955-0389
3320	Public Health 4065 County Circle Dr. #206 Riverside 92503	420	April Arias (Benefits and Records Supervisor)	(951) 358-5498
			Da'Lon Graham (HR Technician II)	(951) 358-5846
			Kim Marquecho (Sr. HR Clerk)	(951) 358-6154
			Elvira Valenzuela (HR Tech II)	(951) 955-4696
			Mayra Ortiz (HR Clerk - CN)	(951) 358-3199
			CHA-HR-RIVCO.ORG	
3720	Public Social Services (DPSS) 10281 Kidd St. Riverside 92503	510 985	Romera Liddell (Deputy Director)	(951) 358-3028
			Helen Shearer (Admin Services Manager II)	(951) 358-5225
			Patricia Kilgore (Admin Services Officer)	(951) 358-3049
			Lisa Renfro (Admin Services Officer)	(951) 840-8529
			Reception - Main Desk	(951) 358-3030
			DPSS-Payroll@rivco.org	
			Sandra Meza (Admin Services Supervisor)	(951) 358-6414
			Edna Hall (Admin Services Analyst II)	(951) 358-3367
			Tiffany Ponce (Admin Services Analyst II)	(951) 358-3287
			DPSSEmployeeservices@rivco.org	
			Brenda Gallardo (Admin Services Assistant)	(951) 358-6831
			Marivel Ruiz-Velastegui (Admin Services Assistant)	(951) 358-3185
			Daneatra Stewart-Moore (Sr. HR Clerk - R-T, V, W & X)	(951) 358-4063
			Thalia Orozco (Sr. HR Clerk - D, L, M, P & Q)	(951) 358-3032
			Tiffany Arrizabalaga (Sr. HR Clerk - E-J, O, Y & Z)	(951) 358-7251
			Tiffany Tighe (Sr. HR Clerk - A-C, K, N & U)	(951) 358-3583
3701	Purchasing & Fleet Services Riverside County Information Center (RCIC) 3450 14th St. 4th Floor Suite 420 Riverside, CA 92501	730	Marlana McSckimming (Admin Services Manager)	(951) 955-1164
			Leslie Johnson (Admin Services Assistant)	(951) 955-4689
			Kathleen Ponce (Executive Asst III)	(951) 955-4935
				Fax (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	Alma Del Carmen (HR/Payroll) Senior Admin Services Analyst	(951) 486-7232
				Fax (951) 486-7335

**Department HR Payroll Clerk (Timekeeper)
Contact List**

Mail Stop	Department	ID #	Contact Person	Phone #
1575	Riverside County Information Technology (RCIT)	740	Nicole Eubank (Primary HR) neubank@rivco.org	(951) 955-3777
	Riverside County Information Center		Natalia Kott (Secondary HR) Nakott@rivco.org	(951) 955-3754
	3450 14th St. 4th floor		Payroll:	
	Riverside, CA 92501		Norma Marchan (IT Manager I -Payroll)	(951) 955-7506
			nmarchan@rivco.org	
			Tamara Cantu (Payroll)	(951) 955-5931
			tcantu@rivco.org	
5887	Riverside University Health Systems	430	Jaquie Garcia (Admin. Svcs. Officer)	(951) 486-5536
	Medical Center (RUHS)		Stephanie Peterson (HR Analys II)	(951) 486-7088
	14375 Nason St, Ste. 212		Front Desk Employee Services- Main Line	(951) 486-5531
	Moreno Valley 92555		HR	Fax (951) 486-5546
			Sergio Pena -(HR Tech II)	(951) 486-5534
			Susan Smith (Sr. HR Clerk)	(951) 486-5533
			Sheryl Melendrez-Pullem (Records Management)	(951) 486-5542
			Front Desk Payroll- Main Line	(951) 486-5576
			Payroll	Fax (951) 486-5553
			Tania Leventakis- (Sr. HR Clerk)	(951) 486-5577
			RUHSHREmployeeServices@rivco.org	
2500	Sheriff/Coroner	250	Adilene Gutierrez (Payroll)	(951) 955-2723
	4095 Lemon St., 3rd Floor		Eva Kelly (Payroll/Benefits)	(951) 955-2704
	P.O. Box 512		Maria Lourdes Bodag Hakimi (Payroll)	(951) 955-2705
	Riverside 92502		Jeanette Bowles (Payroll)	(951) 955-9141
			Leti Lewis (Payroll)	(951) 955-2418
			Kristy Harris (Payroll)	(951) 955-2707
			Tawnia Allard (FMLA/Payroll)	(951) 955-9754
			Andrea Cronkite (FMLA/Payroll)	(951) 955-3772
			shf344@riversidesheriff.org	Leaves
			shfpayroll@riversidesheriff.org	Payroll
				Fax (951) 955-2505
2161	TAP/MAP	113	Chandrika Richardson (HR Divison Manager)	(951) 955-9488
	(CAC 5th Floor)		Noreen Somontan (Principal HR Analyst) - TAP/Mass Recruiting	(951) 955-5518
			Janet Castaneda (Principal HR Analyst) - Pre-employment/Backgrounds	(951) 955-3375
			Alma Torres Elizalde - TAP/Desert Operations	(760) 863-2656
			Brian Arcinas - Mass Recruiting	(951) 955-5897
			(Tap no longer has timekeepers)	
			General Reception	(951) 955-9178
			HR	Fax (951) 955-1525
1083	TLMA	310 -314	Brandon Fernandez (TLMA Admin Manager)	(951) 955-4228
	(CAC 14th Floor)	191	Marivel Villela (Sr. Admin Analyst)	(951) 955-8824
	P.O. Box 1605		Traci Zamora (Admin Analyst II)	(951) 955 3210
	Riverside 92502-1605		Ligia Martinez (Admin Analyst II)	(951) 955-5542
			Rayann Lopez (Admin Services Assistant)	(951) 955-6854
			General	(951) 955-8562
	Entire Team can be reached at:		TLMAEmployeeResourceCenter@rivco.org	(951) 955-TLMA
				Fax (951) 955-2803

**Department HR Payroll Clerk (Timekeeper)
Contact List**

Mail Stop	Department	ID #	Contact Person	Phone #
1110	Treasurer-Tax Collector	140	Adrianna Gomez (Primary HR)	(951) 955-6958
	(CAC 4th Floor)		Paola Vertiz (Secondary HR)	(951) 955-3264
	P.O. Box 12005		Jessica Roberson (Secondary HR)	(951) 955-3969
	Riverside 92502-2205		Albert Torres (Secondary HR)	(951) 955-4952
			Luisa Torres (Primary Payroll)	(951)-955-3916
			Mark Halvorson (Primary Payroll)	(951) 955-3928
			Derek Rojas (Primary Payroll)	(951) 955-1958
			Michelle Roxas (Secondary Payroll)	(951) 955-3970
			Erica Cervantes (Secondary Payroll)	(951) 955-9151
				Fax (951) 955-3906
1310	Veterans' Services	540	HR & Payroll	
	4360 Orange St.		Toni Valerdi (ASM)	(951) 955-3073
	Riverside 92501		Marypaz Mora (Executive Asst. III)	(951) 955-3071
			Adam French (Interim Director)	(951) 955-8722
				Fax (951) 955-3063
5950	Waste Resources	943	Ryan Ross (HR)	(951) 486-3280
	14310 Frederick St.	450	Benida Robinson (HR Alternate)	(951) 486-3356
	Moreno Valley, 92553		Jazmin Arciniega (Payroll)	(951) 486-3330
			Lorie Snow (Payroll Alternate)	(951) 486-3335
			Kathryn Aguilar (Payroll Alternate)	(951) 486-3278
			Payroll	Fax (951) 486-3230