



# Contact Information

## Human Resources

### Liliana Carrasco

Human Resources Assistant  
 (916) 278-7003 Fax (916) 278-4787

- ❖ General Information
- ❖ New Hire Orientations
- ❖ Parking/Jury Duty letters
- ❖ Employment Verifications (phone)

### Patricia Jackson

Human Resources Technician  
 (916) 278-5444 Fax (916) 278-4787  
[patriciaj@csus.edu](mailto:patriciaj@csus.edu)

- ❖ International/Exchange Student Clearances
- ❖ On-line Applicant Tracking – applicant questions
- ❖ Director's calendar

### Marcie Serrano

Human Resources Technician  
 (916) 278-4552 Fax (916) 278-4787  
[marcies@csus.edu](mailto:marcies@csus.edu)

- ❖ Employment verifications (written)
- ❖ Unemployment claims
- ❖ Part-time Employee Status Forms

### Stacey Miyazaki

Human Resources Technician  
 (916) 278-5835 Fax (916) 278-4787  
[staceym@fndmail.csus.edu](mailto:staceym@fndmail.csus.edu)

- ❖ Processing changes on employee information, transfers, rehires, reclassifications, pay-rate changes, etc.

### Ari Williams

Human Resources Coordinator  
 (916) 278-4726 Fax (916) 278-4787  
[arih@csus.edu](mailto:arih@csus.edu)

- ❖ Educational Assistance
- ❖ On-line Applicant Tracking – new account set-up
- ❖ Processing changes on employee information, transfers, rehires, reclassifications, pay-rate changes, etc.

### Jennifer Campbell

Human Resources Specialist  
 (916) 278-7057 Fax (916) 278-4787  
[jennc@csus.edu](mailto:jennc@csus.edu)

- ❖ Benefits
- ❖ New Hire Benefit Orientations
- ❖ Leaves of Absence (i.e. FMLA)
- ❖ State Disability Insurance
- ❖ Job Descriptions

### Nancy Blanton

Human Resources Representative  
 (916) 278-7006 Fax (916) 278-4787  
[nancyb@fndmail.csus.edu](mailto:nancyb@fndmail.csus.edu)

- ❖ Training
- ❖ Hiring process information
- ❖ Student Employment/Recruitment
- ❖ Employment/Recruitment (Regular)
- ❖ Personnel policy issues
- ❖ Terminations/separations
- ❖ Employer/employee disputes

### Lisa Colfer

Human Resources Specialist  
 (916) 278-7282 Fax (916) 278-4787  
[lisac@fndmail.csus.edu](mailto:lisac@fndmail.csus.edu)

### Trina Knight

Director, Human Resources  
 (916) 278-7370 Fax (916) 278-4787  
[trinak@csus.edu](mailto:trinak@csus.edu)

- ❖ Personnel Policy issues
- ❖ Terminations/Separations
- ❖ Employer/Employee disputes
- ❖ Complaints/grievances
- ❖ Discrimination/Sexual Harassment issues

## Risk Management

Helen Winchester, Risk Manager  
 (916) 278-7546 Fax (916) 278-4884  
[helenw@csus.edu](mailto:helenw@csus.edu)

- ❖ Workers' Compensation claims
- ❖ Accident/Cal-OSHA reports
- ❖ Safety Committee

## Payroll Services

(916) 278-7427 Fax (916) 278-4141

- ❖ Time report information
- ❖ Paycheck/direct deposit inquires
- ❖ W-2 form/withholding questions
- ❖ Vacation/Sick accrual balance inquires