

Human Resources Contacts

Nancy Bronstein – Human Resources Director
 (510) 747 – 4900 Nbronstein@alamedaca.gov
 (Department Assignments: City Manager’s Office)

Jessica Romeo - Senior HR Analyst	Sabina Netto - Senior HR Analyst
<p>Benefits – Health/PERS/IDR Affordable Care Act Administration Protected Leave (FMLA/Military) Back-up DMV Pull Notice Program Personnel Policies Update</p> <p>Department Assignments Fire City Attorney Finance Information Technology</p> <p>(510) 747-4916 jromeo@alamedaca.gov</p>	<p>Disability Management Protected Leave (FMLA/Military) Unemployment Insurance Administration State Disability Insurance Catastrophic Leave Pre-Employment Medical Protocols Kaiser on the Job Administration Class and Comp Implementation Oversight</p> <p>Department Assignments Community Development</p> <p>(510) 747-4921 snetto@alamedaca.gov</p>
Chris Low - Senior HR Analyst	Steve Woo – HR Analyst II
<p>DOT Management and Oversight</p> <p>Department Assignment Alameda Municipal Power</p> <p>(510) 814-5608 low@alamedamp.com</p>	<p>DOJ Results EEO4 Reporting Harassment Training Compliance Human Resources Information Technology/SunGard/NeoGov Administrative Oversight</p> <p>Department Assignments Police Department Rec and Parks Planning, Building and Transportation Public Works</p> <p>(510) 747-4910 Swoo@alamedaca.gov</p>

<p align="center">Nafisah Ali – HR Analyst I</p>		
<p>Benefits – Health/PERS/IDR Affordable Care Act Administration Protected Leave (FMLA/Military) Back-up Harassment Training Compliance DMV Pull Notice Program Position Control Recruitments</p> <p>Department Assignments Library City Clerk</p> <p>(510) 747-4909 Nali@alamedaca.gov</p>		<p>Shared Analyst Assignments Supervisor Training HRIS System Electronic File Organization File Retention, Scanning and Organizing Information Salary Surveys</p> <p>Department Assignments Include: New Hire Orientation Discipline Labor Relations Follow Up DOJ Results Investigations Recruitment Probationary Releases/Extensions Class and Compensation reviews</p>
<p align="center">Frances Gong - Admin Tech III</p>		<p align="center">Solange Gentry - Admin Tech III</p>
<p>Benefit Processing/Billing PERS /Disability Retirements Seasonal Part-time/ Part-time processing PARS Retirement (Part Time Employees) DOJ Program Support COBRA</p> <p>(510) 747-4915 fgong@alamedaca.gov</p>		<p>Kardex Conversion Unavailable as of 5/26/2020</p> <p>(510) 747-4919 Sgentry@alamedaca.gov</p>
<p align="center">Chad Barr - Admin Tech II</p>		<p align="center">Marie McLaverty - Administrative Assistant</p>
<p>Recruitment Support Seasonal and Part Time Employee Processing New Hire –Offer Letter/EVerify/OnBoard & Packets/PT Orientation Sick Leave/Vacation Balances Family Medical Leave Support Pension & Civil Service Boards Retiree Annuitant Tracking Human Resources Email Target Solutions</p> <p>(510) 747-4911 CBarr@alamedaca.gov</p>		<p>Full Time Employee Processing Step Increases Performance Evaluations (Annual and Probationary) Personnel File Upkeep SunGard Maintenance DOJ Program Support Accounts payable Recruitment Binders DMV Pull Notice Program Support</p> <p>(510) 747-4900 Mmclaverty@alamedaca.gov</p>