

# Human Resources Contacts

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## Nancy Bronstein - Human Resources Director

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(Department Assignment: City Manager's Office)

Chris Low - Senior HR Analyst	Sabina Netto - Senior HR Analyst
<p>DOT Management and Oversight Unemployment Insurance Administration (Back-up)</p> <p><b>Department Assignments:</b> Alameda Municipal Power</p> <p><b>Contact:</b> T: (510) 814-8508   E: low@alamedamp.com</p>	<p>Disability Management Pre-Employment Medical Protocols Kaiser on the Job Administration Protected Leave (FMLA/CFRA/Military) State Disability Insurance Catastrophic Leave Unemployment Insurance Administration Class and Comp Implementation oversight</p> <p><b>Department Assignments:</b> Community Development</p> <p><b>Contact:</b> T: (510) 747-4921   E: snetto@alamedaca.gov</p>
Jessica Romeo - Senior HR Analyst	Steve Woo - HR Analyst II
<p>Benefits - Health/PERS/IDR Affordable Care Act Administration DMV Pull Notice Program Personnel Policies Update Technology - Neogov Administration Oversight</p> <p><b>Department Assignments:</b> City Attorney Finance Fire Information Technology</p> <p><b>Contact:</b> T: (510) 747-4916   E: jromeo@alamedaca.gov</p>	<p>DOJ Results EEO4 Reporting Harassment Training Compliance Human Resources Information Technology/SunGard/Neogov Administration Oversight ERP Implementation</p> <p><b>Department Assignments:</b> Planning, Building &amp; Transportation Police Public Works Recreation and Park</p> <p><b>Contact:</b> T: (510) 747-4910   E: swoo@alamedaca.gov</p>
Nafisah Ali - HR Analyst I	
<p>Position Control Recruitments Harassment Training Compliance Benefits - Health/PERS/IDR - Back-up Affordable Care Act Administration - Back-up ERP Implementation Laserfish Conversion DOJ Results</p>	<p><b>Department Assignments:</b> City Clerk Library</p> <p style="text-align: center;"><b>Contact:</b> T: (510) 747-4909   E: nali@alamedaca.gov</p>

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Shared Analyst Assignments	
<p>Supervisor Training                      HRIS Systems                      Electronic File Organization                      File Retention, Scanning and Organizing Information                      Salary Surveys</p> <p><b>Department Assignments Include:</b>                      Recruitments / New Hire Processing &amp; Orientation                      Performance Management/Evaluations                      Investigations &amp; Discipline                      Class &amp; Compensation Reviews                      Labor Relations</p> <p><b>Contact:</b>                      T: (510) 747-4900   E: hr@alamedaca.gov</p>	
Frances Gong - Admin Tech III	Solange Gentry - Admin Tech III
<p>Benefits Processing/Billing                      Safety Retiree Benefits Processing                      PERS/Disability Retirements                      COBRA Administration                      DOJ Program Support</p> <p><b>Contact:</b>                      T: (510) 747-4915   E: fgong@alamedaca.gov</p>	<p>Part-Time Processing: Hire, termination, PARS                      Full-Time Processing: Hire, termination, PERS, Increase                      Performance Evaluation Management                      Accounts Payable                      Tyler/SunGard conversion/ ERP implementation</p> <p><b>Contact:</b>                      T: (510) 747-4919   E: sgentry@alamedaca.gov</p>
Chad Barr - Admin Tech II	Marie McLaverty - Admin Asst.
<p>Recruitment Support                      New Hire Processing - Offer Letters/Everify/Neogov                      Part-Time Employee Orientation                      Leave Tracking/Review - Sick, Holiday, Admin                      Retiree Annuitant Tracking                      Human Resources Email                      Pension &amp; Civil Service Boards</p> <p><b>Contact:</b>                      T: (510) 747-4911   E: cbarr@alamedaca.gov</p>	<p>Full-Time Processing: Hire, termination, PERS, Increase                      Performance Evaluation Management                      Accounts Payable                      Personnel File Upkeep                      SunGard Maintenance                      DOJ Support                      Recruitment Support                      DMV Pull Notice Support</p> <p><b>Contact:</b>                      T: (510) 747-4900   E: mmclaverty@alamedaca.gov</p>
Lisa Llewellyn - Safety Coordinator	
<p>Cal OSHA Compliance                      Safety Committee                      Safety Related Training                      Safety Related Policies and Procedures</p> <p><b>Contact:</b>                      T: (510) 747-TBD   E: lllewellyn@alamedaca.gov</p>	