

# Community Living Alliance

## Contact Information for Clients and Caregivers

Main Telephone number: (608) 242-8335 • Email: [info@clanet.org](mailto:info@clanet.org) • Fax Number: (608) 240-7060

## Human Resources

**General HR & Recruitment Questions/Assistance:** [contacthr@clanet.org](mailto:contacthr@clanet.org) • [recruitment@clanet.org](mailto:recruitment@clanet.org)

**Heather Braun, Lead Recruiter** ..... 608-240-8529

Email: [braunh@clanet.org](mailto:braunh@clanet.org)

- Recruitment & Hiring

**Open, Recruiter** ..... 608-240-85xx

- Recruitment & Hiring

**Jacelyn Campbell, Benefits Specialist**..... 608-206-5513

Email: [campbell@clanet.org](mailto:campbell@clanet.org) (Call or text)

- Benefits

**Jackie Pongratz, HR Specialist**..... 608-240-8532

Email: [pongatzj@clanet.org](mailto:pongatzj@clanet.org)

- Address/Name Changes
- Employment Verifications
- Reference Checks

**David Bailey, Director of Administration** ..... 608-240-8525

**Dona Potters, Education Coordinator** . . . 608-240-8527

Email: [pottersd@clanet.org](mailto:pottersd@clanet.org)

- Employee Training
- Internship/Volunteer Placement & Support

**Stacy Lockett, Employee Relations Manager** . . . 608-240-8530

Email: [loketts@clanet.org](mailto:loketts@clanet.org)

- PCW Support
- Family Medical Leave
- Complaints/Concerns
- Workplace Injuries or Exposures
- Unemployment
- Worker's Compensation
- Resignations
- Arrest & Conviction Reporting

## Scheduling & On-Call

**Scheduling & On-Call Related Questions:** [scheduling@clanet.org](mailto:scheduling@clanet.org)

**Amanda Hatlevig, Scheduler** ..... 608-240-8534

**Renata Miggins, Scheduler** ..... 608-240-8536

**Melissa Olson, Scheduler** ..... 608-240-8538

**Call-in Line Phone: 608-240-8555**

6:00am - 9:00pm Monday - Friday

7:00am - 9:00am Saturday, Sunday, Holidays

- Call if unable to report for scheduled shift
- Call to report on-the-job injuries after hours

## Payroll & Billing

**Kelli Krcma, Payroll Manager** ..... 608-240-8521

- Wage Verifications
- Check Deductions
- W-2s & W-4s

**Cathy Putnam, Director Finance/Facility,** 608-240-8517

## Administrative Assistants:

**Brenda Barry, Senior Administrative Assist.** 608-240-8542

**Holly Sundell, Administrative Assistant** 608-240-8531

## Care Solutions

### RN Supervisors:

**Ian Hutchinson, RN Supervisor** ..... 608-333-8840

**Melissa Romero, RN Supervisor** ..... 608-575-9903

**Rey Bernal, RN Supervisor** ..... 608-516-1614

**Madison Weckerly, RN Supervisor** ..... 608-576-2725

**Jared Oronyi, RN Supervisor** ..... 608-279-0518

**Jen Callies, RN Supervisor** ..... 608-577-1747

### RN Supervisor Duties:

- Train & Supervise Personal Care Workers (PCWs)
- Supervise Client Personal Care & Supportive Home Care
- Coordinate & Implement Client Care Plans
- Answer Questions Regarding Specific Client Cares

**Corinna Engel, Care Solutions Manager** - 608-240-8543

**Patti Becker, Director Program Operations** - 608-240-8503