

# Human Resources Operations – Minneapolis Service Providers for APHIS Employees

12/15/2008

## APHIS Office of the Administrator (OA)

### **Benefits:**

Michael Murphy, Benefits Specialist for HQ employees	202-690-4240
Peigi Enzler, Benefits Specialist for Field employees	612-336-3283
Diane Dynon, Benefits Assistant	612-336-3307

### **Leave and Compensation:**

Sharon Saltsman, Compensation Specialist	612-336-3314
Kris Wagner, Civilian Pay Technician	612-336-3317

### **Processing:**

James Jackson, Processing Assistant	612-336-3330
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### **Personnel Security:**

Dru Dukart, Supervisory Security Officer	612-336-3289
Tiana Richardson, Personnel Security Specialist	612-336-3294
Tom Lewis, Personnel Security Specialist	612-336-3296
Twyla Menlove, Security Assistant	612-336-3399
Susan Burnette, Security Assistant	612-336-3325
Darla Christianson, Security Assistant	612-336-3606
Patricia Hample, Security Assistant	612-336-3607

### ***Fax Numbers:***

<b>Benefits</b>	612-336-3545
<b>Leave and Compensation</b>	612-336-3544
<b>Processing</b>	612-336-3548
<b>Personnel Security</b>	612-336-3546

# Human Resources Operations – Minneapolis Service Providers for APHIS Employees

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## Animal Care (AC)

### **Benefits:**

Michael Murphy, Benefits Specialist for HQ employees 202-690-4240  
Peigi Enzler, Benefits Specialist for Field employees 612-336-3283  
Diane Dynon, Benefits Assistant 612-336-3307

### **Classification:**

Tom Lehner, Classification Specialist 612-336-3291  
Ruth Peterson, Classification Assistant 612-336-3337

### **Leave and Compensation:**

Sharon Saltsman, Compensation Specialist 612-336-3314  
Karen Betts, Civilian Pay Technician 612-336-3409

### **Processing:**

Valerie Naili, Processing Assistant 612-336-3336

### **Staffing:**

Barbara Lutz, HR Specialist 612-336-3280  
Bruce Kauk, HR Assistant 612-336-3357

### **Personnel Security:**

Dru Dukart, Supervisory Security Officer 612-336-3289  
Tiana Richardson, Personnel Security Specialist 612-336-3294  
Tom Lewis, Personnel Security Specialist 612-336-3296  
Twyla Menlove, Security Assistant 612-336-3399  
Susan Burnette, Security Assistant 612-336-3325  
Darla Christianson, Security Assistant 612-336-3606  
Patricia Hample, Security Assistant 612-336-3607

### ***Fax Numbers:***

**Benefits** 612-336-3545  
**Classification** 612-336-3571  
**Leave and Compensation** 612-336-3544  
**Processing** 612-336-3548  
**Staffing** 612-336-3560 / 3568  
**Personnel Security** 612-336-3546

# Human Resources Operations – Minneapolis Service Providers for APHIS Employees

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## Biotechnology Regulatory Services (BRS)

### **Benefits:**

Michael Murphy, Benefits Specialist for HQ employees 202-690-4240  
Peigi Enzler, Benefits Specialist for Field employees 612-336-3283  
Diane Dynon, Benefits Assistant 612-336-3307

### **Classification:**

Dave Zingler, Classification Specialist 612-336-3297  
Sue Esse, Classification Assistant 612-336-3311

### **Leave and Compensation:**

Sharon Saltsman, Compensation Specialist 612-336-3314  
Bernice Bridges, Civilian Pay Technician 612-336-3308

### **Processing:**

Melinda Anderson, Processing Assistant 612-336-3339

### **Staffing:**

Tammy McLemore, HR Specialist 612-336-3360  
Arlene Fancher, HR Assistant 612-336-3352

### **Personnel Security:**

Dru Dukart, Supervisory Security Officer 612-336-3289  
Tiana Richardson, Personnel Security Specialist 612-336-3294  
Tom Lewis, Personnel Security Specialist 612-336-3296  
Twyla Menlove, Security Assistant 612-336-3399  
Susan Burnette, Security Assistant 612-336-3325  
Darla Christianson, Security Assistant 612-336-3606  
Patricia Hample, Security Assistant 612-336-3607

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**Classification** 612-336-3571  
**Leave and Compensation** 612-336-3544  
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**Staffing** 612-336-3560 / 3568  
**Personnel Security** 612-336-3546

# Human Resources Operations – Minneapolis Service Providers for APHIS Employees

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## International Services (IS) – who are NOT Foreign Service

### **Benefits:**

Michael Murphy, Benefits Specialist for HQ employees	202-690-4240
Peigi Enzler, Benefits Specialist for Field employees	612-336-3283
Diane Dynon, Benefits Assistant	612-336-3307

### **Leave and Compensation:**

Sharon Saltsman, Compensation Specialist	612-336-3314
Karen Betts, Civilian Pay Technician	612-336-3409

### **Processing:**

Heather Schuldt, Processing Assistant	612-336-3302
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### **Staffing:**

Barbara Lutz, HR Specialist	612-336-3280
Arlene Fancher, HR Assistant	612-336-3352

### **Personnel Security:**

Dru Dukart, Supervisory Security Officer	612-336-3289
Tiana Richardson, Personnel Security Specialist	612-336-3294
Tom Lewis, Personnel Security Specialist	612-336-3296
Twyla Menlove, Security Assistant	612-336-3399
Susan Burnette, Security Assistant	612-336-3325
Darla Christianson, Security Assistant	612-336-3606
Patricia Hample, Security Assistant	612-336-3607

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# Human Resources Operations – Minneapolis Service Providers for APHIS Employees

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## Legislative & Public Affairs (LPA)

### **Benefits:**

Michael Murphy, Benefits Specialist for HQ employees 202-690-4240  
Peigi Enzler, Benefits Specialist for Field employees 612-336-3283  
Diane Dynon, Benefits Assistant 612-336-3307

### **Classification:**

Lisa Hastings, Classification Specialist 612-336-3407  
Ruth Peterson, Classification Assistant 612-336-3337

### **Leave and Compensation:**

Debbie Thilgen, Compensation Specialist 612-336-3316  
Kris Wagner, Civilian Pay Technician 612-336-3317

### **Processing:**

Valerie Naili, Processing Assistant 612-336-3336

### **Staffing:**

Barbara Lutz, HR Specialist 612-336-3280  
Arlene Fancher, HR Assistant 612-336-3352

### **Personnel Security:**

Dru Dukart, Supervisory Security Officer 612-336-3289  
Tiana Richardson, Personnel Security Specialist 612-336-3294  
Tom Lewis, Personnel Security Specialist 612-336-3296  
Twyla Menlove, Security Assistant 612-336-3399  
Susan Burnette, Security Assistant 612-336-3325  
Darla Christianson, Security Assistant 612-336-3606  
Patricia Hample, Security Assistant 612-336-3607

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# Human Resources Operations – Minneapolis Service Providers for APHIS Employees

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## Marketing and Regulatory Programs Business Services (MRPBS)

### **Benefits:**

Michael Murphy, Benefits Specialist for HQ employees 202-690-4240  
Peigi Enzler, Benefits Specialist for Field employees 612-336-3283  
Diane Dynon, Benefits Assistant 612-336-3307

### **Classification:**

David Zingler, Classification Specialist, **FMD, ASD, HRD, ESD, ITD** 612-336-3297  
Tom Lehner, Classification Specialist, **IES** 612-336-3291  
Sue Esse, Classification Assistant 612-336-3311

### **Leave and Compensation:**

Debbie Thilgen, Compensation Specialist 612-336-3316  
Kris Wagner, Civilian Pay Technician 612-336-3317

### **Processing:**

Lorie Gleason, Processing Assistant 612-336-3340

### **Staffing:**

Sarah Lynch, HR Specialist, **IES, FMD, ASD, HRD, ESD, ITD** 612-336-3406  
Arlene Fancher, HR Assistant, **IES** 612-336-3352  
Joe Manuel, HR Assistant, **FMD, ASD, HRD, ESD, ITD** 612-336-3369

### **Personnel Security:**

Dru Dukart, Supervisory Security Officer 612-336-3289  
Tiana Richardson, Personnel Security Specialist 612-336-3294  
Tom Lewis, Personnel Security Specialist 612-336-3296  
Twyla Menlove, Security Assistant 612-336-3399  
Susan Burnette, Security Assistant 612-336-3325  
Darla Christianson, Security Assistant 612-336-3606  
Patricia Hample, Security Assistant 612-336-3607

### ***Fax Numbers:***

**Benefits** 612-336-3545  
**Classification** 612-336-3571  
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**Personnel Security** 612-336-3546

# Human Resources Operations – Minneapolis Service Providers for APHIS Employees

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## Plant Protection & Quarantine (PPQ)

### **Benefits:**

Michael Murphy, Benefits Specialist for HQ employees	202-690-4240
Sharon Hudoba, Benefits Specialist for Field employees	612-336-3365
Diane Dynon, Benefits Assistant	612-336-3307

### **Classification:**

Charlotte Drone, Classification Specialist, <b>PD Center</b>	612-336-3401
Dave Zingler, Classification Specialist, <b>APHP</b>	612-336-3297
Mandy Olson, Classification Specialist, <b>ER, WR, CPHST</b>	612-336-3295
Ruth Peterson, Classification Assistant	612-336-3337

### **Leave and Compensation:**

Sharon Saltsman, Compensation Specialist, <b>WR, Non Regional</b>	612-336-3314
Bernice Bridges, Civilian Pay Technician, <b>WR, Non Regional</b>	612-336-3308
Kitty Asper, Compensation Specialist, <b>ER</b>	612-336-3305
Karen Betts, Civilian Pay Technician, <b>ER</b>	612-336-3409

### **Processing:**

Scott Kuntz, Processing Assistant, <b>SER (except Puerto Rico)</b>	612-336-3611
Don Claveau, Processing Assistant, <b>ALB, ODA, OS, RM</b>	612-336-3324
Johann Jack, Processing Assistant, <b>ER HUB, NER, SER (FL)</b>	612-336-3302
VACANT, Processing Assistant, <b>WR (except HI)</b>	612-336-3425
Carol Gractzy, Processing Assistant, <b>WR (HI)</b>	612-336-3342

### **Staffing:**

Adele Dixon, HR Specialist, <b>WR (Less CA &amp; HI)</b>	612-336-3348
Barb Lutz, HR Specialist, <b>CA, HI</b>	612-336-3280
Lynn McDonald, HR Specialist, <b>Non Regional</b>	612-336-3358
Shelia Meehling, HR Specialist, <b>NE States</b>	612-336-3361
Tammy McLemore, HR Specialist, <b>ER Office, SE States</b>	612-336-3360
Joseph Manuel, HR Assistant, <b>ER</b>	612-336-3369
Mike Townley, HR Assistant, <b>Non Regional, WR</b>	612-336-3366

# Human Resources Operations – Minneapolis Service Providers for APHIS Employees

12/15/2008

## *Plant Protection & Quarantine (PPQ)(Cont.)*

### **Personnel Security:**

Dru Dukart, Supervisory Security Officer	612-336-3289
Tiana Richardson, Personnel Security Specialist	612-336-3294
Tom Lewis, Personnel Security Specialist	612-336-3296
Twyla Menlove, Security Assistant	612-336-3399
Susan Burnette, Security Assistant	612-336-3325
Darla Christianson, Security Assistant	612-336-3606
Patricia Hample, Security Assistant	612-336-3607

### ***Fax Numbers:***

<b>Benefits</b>	612-336-3545
<b>Classification</b>	612-336-3571
<b>Leave and Compensation</b>	612-336-3544
<b>Processing</b>	612-336-3548
<b>Staffing</b>	612-336-3560 / 3568
<b>Personnel Security</b>	612-336-3546



# Human Resources Operations – Minneapolis Service Providers for APHIS Employees

12/15/2008

## *Policy and Program Development (PPD)*

### **Benefits:**

Michael Murphy, Benefits Specialist for HQ employees 202-690-4240  
Peigi Enzler, Benefits Specialist for Field employees 612-336-3283  
Diane Dynon, Benefits Assistant 612-336-3307

### **Classification:**

Lisa Hastings, Classification Specialist 612-336-3407  
Ruth Peterson, Classification Assistant 612-336-3337

### **Leave and Compensation:**

Debbie Thilgen, Compensation Specialist 612-336-3316  
Kris Wagner, Civilian Pay Technician 612-336-3317

### **Processing:**

Melinda Anderson, Processing Assistant 612-336-3339

### **Staffing:**

Barbara Lutz, HR Specialist 612-336-3280  
Arlene Fancher, HR Assistant 612-336-3352

### **Personnel Security:**

Dru Dukart, Supervisory Security Officer 612-336-3289  
Tiana Richardson, Personnel Security Specialist 612-336-3294  
Tom Lewis, Personnel Security Specialist 612-336-3296  
Twyla Menlove, Security Assistant 612-336-3399  
Susan Burnette, Security Assistant 612-336-3325  
Darla Christianson, Security Assistant 612-336-3606  
Patricia Hample, Security Assistant 612-336-3607

### ***Fax Numbers:***

**Benefits** 612-336-3545  
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**Processing** 612-336-3548  
**Staffing** 612-336-3560 / 3568  
**Personnel Security** 612-336-3546

# Human Resources Operations – Minneapolis Service Providers for APHIS Employees

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## Veterinary Services (VS)

### **Benefits:**

Michael Murphy, Benefits Specialist for HQ employees 202-690-4240  
Laura Frantes, Benefits Specialist for Field employees 612-336-3312  
Diane Dynon, Benefits Assistant 612-336-3307

### **Classification:**

Tom Lehner / Lisa Hastings, Classification Specialist, **CEAH** 612-336-3291 / 3407  
Stan McPeck, Classification Specialist, **CVB, NVSL, NAHPP** 612-336-3420  
Dave Zingler, Classification Specialist, **ER, WR** 612-336-3297  
Ruth Peterson, Classification Assistant, **CVB, NVSL, NAHPP** 612-336-3337  
Sue Esse, Classification Assistant, **CEAH, ER, WR** 612-336-3311

### **Leave and Compensation:**

Debbie Thilgen, Compensation Specialist, **WR, NVSL, CVB, CEAH** 612-336-3316  
Kitty Asper, Compensation Specialist, **ER** 612-336-3305  
Mary Jo Yasgar, Civilian Pay Technician, **WR, NVSL, CVB, CEAH** 612-336-3331  
Kris Wagner, Civilian Pay Technician, **ER** 612-336-3317

### **Processing:**

Carol Graczyk, Processing Assistant, **ER** 612-336-3342  
Pam Clark, Processing Assistant, **WR, NVSL, CVB, CEAH, OS** 612-336-3341

### **Staffing:**

Heidi Bock, HR Specialist, **CEAH, CVB, NVSL** 612-336-3343  
Cindy Edmond, HR Specialist, **AHP, EMD, ER** 612-336-3350  
Shelia Meehling, HR Specialist, **WR** 612-336-3361  
John Hendricks, HR Assistant, **WR, ER** 612-336-3398  
Bruce Kauk, HR Assistant, **CEAH, CVB, NVSL** 612-336-3357  
Joseph Manuel, HR Assistant, **AHP** 612-336-3369

### **Personnel Security:**

Dru Dukart, Supervisory Security Officer 612-336-3289  
Tiana Richardson, Personnel Security Specialist 612-336-3294  
Tom Lewis, Personnel Security Specialist 612-336-3296  
Twyla Menlove, Security Assistant 612-336-3399  
Susan Burnette, Security Assistant 612-336-3325  
Darla Christianson, Security Assistant 612-336-3606  
Patricia Hample, Security Assistant 612-336-3607

# Human Resources Operations – Minneapolis Service Providers for APHIS Employees

12/15/2008

## *Veterinary Services (VS) (Cont.)*

### *Fax Numbers:*

**Benefits**

612-336-3545

**Classification**

612-336-3571

**Leave and Compensation**

612-336-3544

**Processing**

612-336-3548

**Staffing**

612-336-3560 / 3568

**Personnel Security**

612-336-3546

# Human Resources Operations – Minneapolis Service Providers for APHIS Employees

12/15/2008

## Wildlife Services (WS)

### **Benefits:**

Peigi Enzler, Benefits Specialist 612-336-3283  
Diane Dynon, Benefits Assistant 612-336-3307

### **Classification:**

Charlotte Drone, Classification Specialist, **NWRC, WR** 612-336-3401  
Lisa Hastings, Classification Specialist, **ER** 612-336-3407  
Sue Esse, Classification Assistant 612-336-3311

### **Leave and Compensation:**

Debbie Thilgen, Compensation Specialist, **WR, NWRC** 612-336-3316  
Kitty Asper, Compensation Specialist, **ER** 612-336-3305  
Kris Wagner, Civilian Pay Technician, **WR, NWRC** 612-336-3317  
Karen Betts, Civilian Pay Technician, **ER** 612-336-3409

### **Processing:**

Emily Carlson, Processing Assistant, **WR, NWRC** 612-336-3613  
VACANT, Processing Assistant, **ER** 612-336-3424

### **Staffing:**

Cindy Edmond, HR Specialist, **WS-WR** 612-336-3350  
Heidi Bock, HR Specialist, **WS-ER** 612-336-3343  
Sheila Meehling, HR Specialist, **NWRC** 612-336-3361  
Kate Ward, HR Assistant, **WS, NWRC** 612-336-3338

### **Personnel Security:**

Dru Dukart, Supervisory Security Officer 612-336-3289  
Tiana Richardson, Personnel Security Specialist 612-336-3294  
Tom Lewis, Personnel Security Specialist 612-336-3296  
Twyla Menlove, Security Assistant 612-336-3399  
Susan Burnette, Security Assistant 612-336-3325  
Darla Christianson, Security Assistant 612-336-3606  
Patricia Hample, Security Assistant 612-336-3607

# Human Resources Operations – Minneapolis Service Providers for APHIS Employees

12/15/2008

## Wildlife Services (WS) (Cont.)

### *Fax Numbers:*

Benefits	612-336-3545
Classification	612-336-3571
Leave and Compensation	612-336-3544
Processing	612-336-3548
Staffing	612-336-3560 / 3568
Personnel Security	612-336-3546