



ADMINISTRATIVE SERVICES DIVISION

209 E. Musser Street, Suite 304, Carson City, NV 89701
 Phone: 684-0273 | A/R Hotline: 684-0232 | Fax: 684-5846



PHONE LIST

Jenni Cartwright, Administrator | 684-0281 | j.cartwright@admin.nv.gov

Budget Analyst Employees		
Kidd, Julie Manager	4-5805	jkidd@admin.nv.gov
Baughn, Darlene Manager	4-5833	dbaughn@admin.nv.gov
Strasburg, Betsy Supervisor	4-5806	bstrasburg@admin.nv.gov
Peat, Jeanne	4-5851	jpeat@admin.nv.gov
Snyder, Cheyne	4-1823	cjsnyder@admin.nv.gov
Marlow, Daniel Supervisor	4-0282	dmarlow@admin.nv.gov
Giesler, Jason	4-0284	jgiesler@admin.nv.gov
Ashurst-Murray, Marilyn	4-0216	mashurst@admin.nv.gov

Contracts/Purchasing Employees		
DeVere, Susie Supervisor	4-0285	s.devere@admin.nv.gov
David, Debra	4-0278	drdavid@admin.nv.gov
Hinsz, Debra	4-4145	dlhinsz@admin.nv.gov
Marsh, Laura	4-0280	lmarsh@admin.nv.gov
Sands, Sue	4-0279	sasands@admin.nv.gov

DOA Training Room Instructor		
Spencer, Carla	4-4119	carla.spencer@admin.nv.gov
DOA Training Room	4-0243	DOATraining@admin.nv.gov

Rate Support Employees		
Atkins, Shannon Supervisor	4-0283	satkins@admin.nv.gov
Carrillo, Teresa	4-0141	thcarrillo@admin.nv.gov
Marangi, Alexa	4-0241	aemarangi@admin.nv.gov

Accounts Receivable/Payable/Payroll Employees		
Paschke, Steffi Manager	4-0242	s.paschke@admin.nv.gov
Dunlap, Stacey	4-0277	sdunlap@admin.nv.gov
Vacant-AA4	4-0218	
Boyd, Shirley Acct Tech	4-4144	s.boyd@admin.nv.gov
Helton, Jenny	4-0230	jhelton@admin.nv.gov
McPhail, Holly	4-0142	hmcphail@admin.nv.gov
Donnelly, Becky Acct Tech	4-0244	bdonnelly@admin.nv.gov
Tedford, Carla	4-0219	ctedford@admin.nv.gov
Victor, Jennifer Acct Tech	4-0248	jvictor@admin.nv.gov
Baker, Janet	4-5810	vjbaker@admin.nv.gov
Bolton, Valerie	4-0276	vbolton@admin.nv.gov
Westre, Dana Acct Tech	4-0259	djwestre@admin.nv.gov
Guttke, Vanessa	4-0229	vguttke@admin.nv.gov
Brewer, Sara	4-0272	sbrewer@admin.nv.gov

Other Essential Phone Numbers		
EITS – Helpdesk Website	4-4333	eitshelp@admin.nv.gov http://it.nv.gov/helpdesk
B&G Main Number	4-1800	B&G After Hours Emergencies 775-315-2730
State Operator	4-1000	
Advantage/HRDW/NEATS Helpdesk	7-9099	hrhelpdesk@admin.nv.gov
Advantage Financial Helpdesk	4-5654	finhelpdesk@controller.state.nv.us
Capitol Police GENERAL	7-5030	
Capitol Police EMERGENCY ONLY	7-5700	LIVE PERSON – 24 HRS

