



### Who do I talk to if I need help?

**HR Leadership  
Team**

Steve Kerrigan

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Team	Topics	Name/Email
<b>Benefits</b>	Health/Prescriptions/Dental/Vision/COBRA/Life Insurances	Stacey Williams Jackie Six
	Retirement Plans	
	General Benefits Questions	
	Life Events	Jackie Six
	FMLA	
	Employee & Dependant Scholarship Program	
	Worker's Compensation	
Faculty/Staff Employee Assistant Program (BestCare EAP)	Stacey Williams <a href="mailto:eap@bestcareeap.org">eap@bestcareeap.org</a>	
<b>Employee Relations/Organizational Development/Talent Acquisition</b>	Employee Relations Consultation - Policy Interpretation, Performance Management, Conflict/Concerns	Rachel Radel Kristina Hoffmann
	Rewards and Recognition	
	Performance Evaluations	
	Reduction in Force/Grant Expirations/Employment Terminations	Kristina Hoffmann
	Accommodations - ADA	
	Development- Training, FAST, New Employee Orientation	Rachel Radel
	Exit Interviews	
	Unemployment	
	Interview Requests	
	Recruiting, job posting, applicant management, background checks	Tina Verbeek
	Requests for Offer, Offer Letters, Offer Consultation	
	Onboarding	
	I-9's	Tina Verbeek Ellie Luna Evelyn Gould I-9 Appointments: <a href="https://bit.ly/438OF4N">https://bit.ly/438OF4N</a>
<b>Compensation/Payroll/Records</b>	Classification/Salary Administration/Position Descriptions	Lolita Schumacher
	Employment Verifications	Chris Elston
	Records Management	Evelyn Gould
	Payroll	Melissa Eckstein
<b>HRIS</b>	HRIS, SAP Security, HR Webpages, DocuSign	Carolyn Carissimo

Name	Title	Email/Phone
Steve Kerrigan	Assistant Vice Chancellor for Human Resources	<a href="mailto:stevenkerrigan@unomaha.edu">stevenkerrigan@unomaha.edu</a>   402-554-3998
Stacey Williams	Manager, Benefits	<a href="mailto:unobenefits@unomaha.edu">unobenefits@unomaha.edu</a>   402-554-3660
Jackie Six	Benefits Specialist	<a href="mailto:unobenefits@unomaha.edu">unobenefits@unomaha.edu</a>   402-554-3449
Lolita Schumacher	Manager, Compensation, Payroll and Records	<a href="mailto:dgschumacher@unomaha.edu">dgschumacher@unomaha.edu</a>   402-554-2739
Evelyn Gould	HR Assistant, HRIS	<a href="mailto:egould@unomaha.edu">egould@unomaha.edu</a>   402-554-2553
Chris Elston	HR Data Specialist	<a href="mailto:christopherelston@unomaha.edu">christopherelston@unomaha.edu</a>   402-554-3886
Melissa Eckstein	Lead Payroll Specialist	<a href="mailto:pmerksick@unomaha.edu">pmerksick@unomaha.edu</a>   402-554-2325
Rachel Radel	Manager, ER, Development & Talent Acquisition	<a href="mailto:rradel@unomaha.edu">rradel@unomaha.edu</a>   402-554-3668
Kristina Hoffmann	Employee Relations Specialist	<a href="mailto:kristinahoffmann@unomaha.edu">kristinahoffmann@unomaha.edu</a>   402-554-2463
Tina Verbeek	Talent Acquisition and Onboarding Specialist	<a href="mailto:tmroland@unomaha.edu">tmroland@unomaha.edu</a>   402-554-8290
Carolyn Carissimo	Senior HRIS Administrator	<a href="mailto:ccarissimo@unomaha.edu">ccarissimo@unomaha.edu</a>   402-554-3661
Ellie Luna	HR Operations Associate	<a href="mailto:Elliesimon@unomaha.edu">Elliesimon@unomaha.edu</a>   402-554-4481