This list displays the names of the point of contact (POC) or subject matter experts (SME) for each department. These individuals are valuable resources within their respective departments and can help employees with both basic and advanced MCtime-related queries and tasks.

Typically, they should be the first point of contact after your supervisor when you need assistance with MCtime. In cases where a holiday falls on a Saturday or Sunday, the Chief Administrative Officer (CAO) will appoint an observed holiday. The Holiday Coordinators will help with timekeeping during the actual/observed holiday events.

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| --- | --- | --- | --- | --- | --- |
| **DEPT** | **DEPT NAME** | **DEPT CONTACT** | **PHONE NUMBER** | **2024 Department**  **Holiday Coordinator** | |
| ABS – 85 | ALCOHOL BEVERAGE  SERVICES  (Formerly DLC – Liquor) | Anthony Jones (HR)  J. Marty Utermohle (Admin)  Sean D’Costa (Admin)  Sean Peters (Retail Chief)  James Felix (Dist. Manager) Celeste Mcintosh (Retail) Lewis Rydzewski (Retail)    Kevin Hutchinson (Ware Chief)  Ulysses Harris (Warehouse)  Lincoln Barrett (Warehouse) | 7-1923  7-1929  7-8924  301.347.8090 202.209.1647 3-2022  7-6647  7-1925  7-1951 | SEAN D’COSTA (7-8924)  MARTY UTERMOHLE  (7-1929) | |
| BOA - 02 | BOARD OF APPEALS | SHAILA KELKAR | 7-6607 | BARBARA JAY | |
| BOE - 24 | BOARD OF ELECTIONS | LISA MERINO  ALYSOUN MCLAUGHLIN | 7-8562  7-8522 | LISA MERINO | |
| CCL - 01 | COUNTY COUNCIL | SANDRA MARIN | 7-7923 | SANDRA MARIN | |
| CCT - 10 | CIRCUIT COURT | Tim Sheridan – Court Administrator – [tim.sheridan@mdcourts.gov](mailto:tim.sheridan@mdcourts.gov)  Kara Hawkins – Deputy Court Administrator - [kara.hawkins@mdcourt.gov](mailto:kara.hawkins@mdcourt.gov)  Bethlehem Merawi – Fiscal Analyst – [bethlehem.merawi@mdcourt.gov](mailto:bethlehem.merawi@mdcourt.gov)  Laurie Mullican – HR Liaison – [laureen.mullican@mdcourts.gov](mailto:laureen.mullican@mdcourts.gov)  Lorena Kushida – Grants Specialist – [lorena.kushida@mdcourts.gov](mailto:lorena.kushida@mdcourts.gov) | 7-9109  7-9102  7-9101 | KARA HAWKINS | |
| **DEPT** | **DEPT NAME** | **DEPT CONTACT** | **PHONE NUMBER** | | **2024 Holiday**  **Coordinator** |
| CEC - 16 | COMMUNITY  ENGAGEMENT CLUSTER | YVETTE TORRES  HENRY, CARSON (SS Urban)  CRYSTAL RUIZ (Wheaton Urban) | 7-8336  3-0298  7-8124 | YVETTE TORRES | |
| CEX - 15 | COUNTY EXECUTIVE | TALEAH PARKER | 7-2516 | TALEAH PARKER | |
| COR - 42 | CORRECTION & REHABILITATION | IVONNE GUTIERREZ  KAYE BECKLEY  JANET QUARCOO | 7-9985  3-9908  7-9990 | IVONNE GUTIERREZ | |
| CUS - 70 | COMMUNITY USE OF  PUBLIC FACILITIES | EVELYN CHAVEZ  CLAUDIA LOPEZ-CUEVAS | 7-2723  7-2724 | EVELYN CHAVEZ | |
| DEP – 80 | ENVIRONMENTAL PROTECTION | NANCY FRECHETTE  KIMBERLY MORRIS  LYNDA NUSSER | 7-7783  7-7730  7-6414 | NICOLE CARDWELL (7-6448) | |
| DGS – 36 | GENERAL SERVICES  Director’s Office      Fleet  Bldg Design & Const  Facilities | JUANITA JOHNSON (Dreams, R.E.)  MICHELLE HAHN (Central Dupe)  JAMIE COOK  ANGELA DIZELOS  PEGGY LYNCH  SURESH PATEL  DORA THAXTON  JIM SAWYER  ELIZABETH MARTINEZ | 7-6031  7-6032  7-6022  7-6028  7-5759  7-6179  7-6046  7-6171  7-6173 | MICHELLE HAHN | |
| DOT - 50 | TRANSPORTATION  Director’s Ofc/  Trans Engineering  Parking  Traffic  Highway Services    Transit | BARRY GOLDSMITH  LU WILSON  VISH ARORA  ALICIA THOMAS  ALEX KINYENJE  LINSEY BRYANT  BILL RUNDELL  MIKE NESSELT  VACANT  ANDREA KELLY-WALKER | 7-2793  7-7288  7-2734  7-2171  7-8717  7-7606  7-7615  7-5877  7-5815  7-5827 | | LU WILSON        LINSEY BRYANT (Highway Services) |
| DPS – 75 | PERMITTING SERVICES | BARBARA SUTER  VACANT | 7-6244  7-6316 | | VACANT |
| DTS – 34 | TECHNOLOGY SERVICES | MICHELE CRANE | 7-2845 | | MICHELE CRANE |
| FIN – 32 | FINANCE | SARAH GOMEZ  JED MILLARD  NICOLE GYAPONG | 7-8885  7-8855  7-8861 | | SARAH GOMEZ |
| **DEPT** | **DEPT NAME** | **DEPT CONTACT** | **PHONE NUMBER** | | **2024 Holiday**  **Coordinator** |
| ECM – 19 | ETHICS COMMISSION | ROBERT COBB | 7-6674 | | ROBERT COBB |
| FRS – 45 | FIRE RESCUE | LIBERTY MARTIN  DON HEFLIN | 7-2446  3-4718 | | LIBERTY MARTIN |
| HCA - 76 | HOUSING & COMMUNITY  AFFAIRS | DAN MCHUGH  JADE YAN | 7-3735  7-3665 | | DAN MCHUGH |
| HHS – 60 | HEALTH & HUMAN  SERVICES | LISA STAFFORD  CHERYL LUKOWSKY  MARY DEWEASE | 7-1667  7-3345  7-3868 | | LISA STAFFORD |
| HRC – 46 | HUMAN RIGHTS | JAMES STOWE  LORETTA GARCIA | 7-8490  7-8457 | | JAMES STOWE  LORETTA GARCIA |
| IGR – 20 | INTERGOVERNMENTAL RELATIONS | WANDA WELLS | 7-6650 | | WANDA WELLS |
| LIB -71 | LIBRARIES | LOLITA SMITH  STEVE KAPANI  REGINA HOLYFIELD-JEWETT  ED EDMOND | 7-0107  7-0045  7-0106  7-0042 | | LOLITA SMITH  STEVE KAPANI |
| MC EFCU – 92 | CREDIT UNION | GREGG ZOLKIEWICZ | 301-  279-1964  (General) | |  |
| MSPB – 04 | MERIT SYSTEM  PROTECTION BOARD | SANDRA MARIN | 7-7923 | | SANDRA MARIN |
| MCERP - 99 | MONTGOMERY  RETIREMENT PLAN | KEVIN KILLEAVY (ACTING) | 7-8225 | | KEVIN KILLEAVY |
| OAG – 78 | OFFICE OF  AGRICULTURE | JACQUELINE ARNOLD | 301-590-  2859 | | JACQUELINE ARNOLD |
| OAS – 38 | OFFICE OF  ANIMAL SERVICES | LEX LEPIARZ  JEANETTE WRIGHT  BONNIE WHITE | 3-5925  3-5936  3-541 | | LEX LEPIARZ |
| CAT – 30 | COUNTY ATTORNEY OFFICE | CAROLYN KILGARIFF | 7-6766 | | CAROLYN KILGARIFF |
| OCP – 39 | OFFICE OF  CONSUMER PROTECTION | SAMUEL BUO  PATRICIA VITALE  ERIC FRIEDMAN | 7-3760  7-3774  7-3760 | | SAMUEL BUO |
| **DEPT** | **DEPT NAME** | **DEPT CONTACT** | **PHONE NUMBER** | | **2024 Holiday**  **Coordinator** |
| OEMHS – 49 | EMERGENCY  MANAGEMENT &  HOMELAND SECURITY | MICHAEL GOLDFARB  DANIELIA QUIROZ | 7-8242  7-2343 | | MICHAEL GOLDFARB |
| OGM-27 | OFFICE OF  GRANTS MANAGEMENT | RAFAEL MURPHY | 7-2775 | | RAFAEL MURPHY |
| OHR – 33 | OFFICE OF  HUMAN RESOURCES | JENNA SHOVLIN | 7-5039 | | JENNA SHOVLIN |
| OIG – 06 | OFFICE OF  INSPECTOR GENERAL | BECKY BOLAT  FRANK daROSA | 7-1158  7-8249 | | BECKY BOLAT |
| OLO – 03 | OFFICE OF  LEGISLATIVE OVERSIGHT | KAREN PECORARO  KRISTEN LATHAM | 7-7814  7-7991 | | CHRIS CIHLAR |
| OLR-26 | OFFICE OF  LABOR RELATIONS | JENIFER HARLING  GEORGE LACY | 202-570-1501  7-5064 | | GEORGE LACY |
| OMB – 31 | OFFICE OF  MANAGEMENT &  BUDGET | DEITER KLINGER  CHRIS MULLINS  JOSH WATTERS | 7-2847  7-2772  7-2768 | | DEITER KLINGER |
| ORE – 25 | OFFICE OF RACIAL EQUITY AND SOCIAL JUSTICE | TIFFANY WARD  ANDREA GARDNER | 7-5334  7-5337 | | TIFFANY WARD |
| PIO – 23 | PUBLIC INFORMATION OFFICE | KAREN FALCON  VACANT  ANNE SANTORA | 7-6522  7-6537  3-3558 | | KAREN FALCON |
| POL - 47 | POLICE | **TELESTAFF MANAGEMENT**  JAIME KEMP  ALEX NUZZO | 3-5304  3-5267 | | JAIME KEMP |
| PRO – 35 | PROCUREMENT | SARAH GIAMRA | 7-9951 | | SARAH GIAMRA |
| REC – 72 | RECREATION | ROSEMARIE MANTUA | 7-6851 | | ROSEMARIE MANTUA |
| SAO - 11 | STATES ATTORNEY | LISA RUSSO | 7-7407 | | LISA RUSSO |
| **DEPT** | **DEPT NAME** | **DEPT CONTACT** | **PHONE NUMBER** | | **2024 Holiday**  **Coordinator** |
| SHF – 48 | SHERIFF | MONA CABRERA  MARY LOU WIRDZEK | 7-7042  7-7078 | | MONA CABRERA |
| ZAH - 05 | ZONING & ADMINISTRATIVE HEARINGS | SARA BEHANNA | 7-6661 | | SARA BEHANNA |