



# ADMINISTRATIVE SUPPORT PROFESSIONAL DEVELOPMENT TRAINING

August 12 – 14, 2024

Comfort Inn & Suites Hotel & Conference Center | Mt. Pleasant, MI

## ROSTER

LAST NAME	FIRST NAME	TITLE	ORGANIZATION	EMAIL	BUS PHONE
1 Barry	Heather	Office Coordinator	Ingham County Road Department	hbarry@ingham.org	(517) 676-9722
2 Bender	Lewis	Facilitator and Instructor	Bender and Associates	lewbender@aol.com	(618) 792-3508
3 Bender	Mary	Coordinator	Bender and Associates	mbender102@aol.com	(231) 797-5536
4 Bos	Melissa	Executive Assistant City Manager's Office	City of Grand Haven	Mbos@grandhaven.org	(616) 847-4888
5 Clisch	Kara	Administrative Assistant	Marquette County Road Commission	kclisch@marqroad.org	(906) 486-4491
6 Delano	Meghan	Administrative Assistant	Grand Blanc TWP Fire Dept.	delano@gbtgov.com	(810) 424-2780
7 Ellena	Michelle	Administrative Assistant	Grand Haven Department of Public Safety	mellena@grandhaven.org	(616) 842-3460
8 Green	Tera	Administrative Assistant	Charter Township of Union	tgreen@uniontownshipmi.com	(989) 772-4600
9 Harris	Marilyn	Office Support Specialist	Great Lakes Water Authority	marilyn.harris@glwater.org	(313) 926-8136
10 Harris-Morris	Donna	Office Support Specialist	GLWA	donna.harris-morris@glwater.org	(313) 292-0332
11 Hendricks	Tara	Administrative Assistant - Operations	Road Commission of Kalamazoo County	thendricks@kalamazoocountyroads.com	(269) 381-3171 x285
12 Knochel	Susan	Administrative Assistant	City of Bay City	SKnochel@baycitymi.org	(989) 894-8321
13 Kossuth	Jessica	Administrative Assistant/Utility Billing	City of Grand Haven	jkossuth@grandhaven.org	(616) 847-4895
14 Loveberry	Jennifer	Department of Public Services Assistant	Charter Township of Union	jloveberry@uniontownshipmi.com	989-772-4600 x223
15 Mayes	Bobbie	Purchasing Agent	Ingham County Road Department	bmayes@ingham.org	(517) 676-9722
16 Murphy	Kayla	Administrative Secretary I	City of Bay City	KMurphy@baycitymi.org	(989) 894-8319
17 Peak	Amy	Building Services Clerk	Charter Township of Union	apeak@uniontownshipmi.com	(989) 772-4600
18 Phillips	Sarah	Communications Administrator	Road Commission of Kalamazoo County	sphillips@kalamazoocountyroads.com	(269) 381-3171
19 Reyes	Kayla	Administrative Secretary/Dispatcher	City Of Bay City	kreyes@baycitymi.org	(989) 894-8312
20 Reynolds	Tracy	PAA	GLWA	tracy.reynolds@glwater.org	(313) 999-2663
21 Rider	Selena	Administrative Assistant	Road Commission of Kalamazoo County	srider@kalamazoocountyroads.com	(269) 381-3171
22 Schwager	Jennifer	Administrative Assistant	Bay County Department of Water and Sewer	jsch@baycodws.org	(989) 439-7252
23 Thompson	Janine	Administrative Specialist	Great Lakes Water Authority	janine.mccallum@glwater.org	(313) 410-1969
24 Wells	Jani s	Executive Administrative Assistant	Genesee County Drain Commissioner - Division of Water & Waste Services	jwells@gcdcwws.com	(810) 732-7870