

## HR SYSTEMS CONTACTS FOR PPDB INFORMATION

HR SYSTEMS WEB LINK: <http://oregon.gov/DAS/HR/ppdb.shtml>

FAX: 503-378-5734

**PLEASE SEND ALL EMAIL QUESTIONS TO ONE OF THE FOLLOWING:**

- PPDB Group (Outlook Global Address)  
-or-  
→ [GROUP.PPDB@STATE.OR.US](mailto:GROUP.PPDB@STATE.OR.US) (from the Internet)

Please do not send emails directly to individuals. By sending your message to PPDB Group, someone will respond to your request as quickly as possible.

### HR SYSTEMS STAFF LIST

Donna L. Lantz, HR Systems & Services Manager	503-378-3145
Brandon Dolquist, PPDB System Analyst	503-378-8548
Kim R. Courtright, PPDB Technical Analyst	503-378-8547
Heidi Young, PPDB Technical Analyst	503-378-3041
Tam Loyola, PPDB Office Specialist	503-373-0959

*Voice Mail messages: Please leave your name, phone number and purpose of the call.*

PPDB SYSTEM Questions:	Responsible Staff (Send emails to PPDB Group)
Audit Report Questions (M-Audit)	Kim R. Courtright
Data Needs - Special	Brandon Dolquist
Mail Distribution	Tam Loyola
Personnel Action Processing	Kim R. Courtright, Heidi Young
Personnel Action Questions - General	Kim R. Courtright, Heidi Young
PPDB Programming Issues, Future Changes	Brandon Dolquist
Printing Personnel Actions at Agency Location	Kim R. Courtright
Report Developing	Brandon Dolquist
Report Distribution	Tam Loyola
Reports (Standard, e.g. Comp Plans)	Tam Loyola
Requests with Statewide Implications	Brandon Dolquist
Security Access Issues for PPDB System	Tam Loyola
Service Credit & Layoff Service Date Calculation Training and Assistance	Kim R. Courtright
System Abends (PPDB)	Tam Loyola
Training for PPDB – Display and/or Update	Kim R. Courtright

### Other Important References

PPDB Password reset problems	Send email to <a href="mailto:DAS.RACFUserAdm@das.state.or.us">DAS.RACFUserAdm@das.state.or.us</a> .
PPDB Newsletter	To view: open a mainframe session, key E23, clear the screen and type PBNG and ENTER, you do not have to be signed on.
PPDB Update Users Mailing List	To add your name to the email list for PPDB Agency Update users, send email to <a href="mailto:group.ppdb@state.or.us">group.ppdb@state.or.us</a>
Recruitment Questions:	Contact your agency exam analyst or technician.
State Policy Questions:	Contact HR Management and Consultation <a href="http://oregon.gov/DAS/HR/hrmc.shtml#E_mail_HRMC_Staff">http://oregon.gov/DAS/HR/hrmc.shtml#E_mail_HRMC_Staff</a>
Collective Bargaining / Contract Issues:	The Labor Relations Section manages contract issues. <a href="http://oregon.gov/DAS/HR/docs/lr/LRUContAdm51208.pdf">http://oregon.gov/DAS/HR/docs/lr/LRUContAdm51208.pdf</a>