

<b>DENICE CORA</b> Administrator	<i>Administrator for external oversight of advisory services for district budget reviews, fiscal solvency, auditing, payroll/commercial warrant processing and financial system</i>
<b>LYDIA BARCOS</b> Clerical Assistant III	<i>Warrant status requests, sort payroll documents, archive records, inventory, workshop support, payable and clerical support</i>
<b>JOHN DEVOTO</b> Systems Manager	<i>Escape orientation, user setup and roles matrix, workflow, software testing and implementation, security cards, listservs, help desk, countywide payroll production</i>
<b>AMADA DULAY</b> Administrative Secretary II	<i>Administrative support, governing board organizational meetings, authorized signatures, elections support (vacancies and appointments), County Committee support, SSC Consortium</i>
<b>NICOLE EVENSON</b> District Financial Advisor	<i>LCAP, LCFF, AB 1200 oversight, district budget analysis and risk management: Blochman, Carpinteria, Cuyama, Hope, Santa Barbara Unified, Santa Maria Joint Union, Solvang</i>
<b>KAYLYN FIERRO</b> Accounting Technician	<i>External accounts payable production, stale-dated warrants, stop payments, warrant status requests, NSF processing, accounts payable processing, treasury deposits</i>
<b>TODD HUMPHREYS</b> Finance Systems Supervisor	<i>Financial services team oversight, apportionments, bond interest/redemption, property taxes, system setup, bidding requirements, accounts payable audit and processing</i>
<b>STACI HUNTER</b> Payroll Specialist	<i>External payroll support, reconciliation and reporting of CalPERS transactions, deposits of employee and employer contributions, adjustments, payroll manual and cancel warrants</i>
<b>MAKENZIE JOHNS</b> District Financial Advisor	<i>LCAP, LCFF, AB 1200 oversight, district budget analysis and risk management: Goleta, Guadalupe, Los Olivos, Montecito, Orcutt, Santa Ynez Valley</i>
<b>DAISY LAZAER</b> Financial Analyst	<i>General ledger and journal entries, apportionment and interest distribution, deposits, cash reconciliations, property tax distribution, commercial warrant audits, 1099 reporting</i>
<b>SUSAN PACHTER</b> Payroll Services & Systems Mgr	<i>Oversee external and internal county-wide payroll processing, payroll tax and retirement reconciliation and reporting, project management and system upgrade coordination</i>
<b>MYRON PORTER</b> Payroll Systems Supervisor	<i>External payroll support, county-wide payroll production, reconciliation and reporting of state and federal payroll taxes, ACA and W-2 reporting</i>
<b>CHRIS RHODES</b> Financial Analyst	<i>General ledger and journal entries, apportionment and interest distribution, deposits, cash reconciliations, property tax distribution, commercial warrant audits, 1099 reporting</i>
<b>RICHARD WEGER</b> Payroll Specialist	<i>External payroll support, reconciliation and reporting of CalSTRS Cash Balance transactions and deposits of contributions, payroll direct deposit processing, wage garnishments</i>
<b>JENELLE WILLIAMS</b> District Financial Advisor	<i>LCAP, LCFF, AB 1200 oversight, district budget analysis and risk management: Ballard, Buellton, Cold Spring, College, Lompoc, Santa Maria-Bonita, Vista del Mar</i>
<b>SHENG XIONG</b> Payroll Specialist	<i>External payroll support, reconciliation and reporting of CalSTRS Defined Benefit and Defined Benefit Supplement transactions, deposits of contributions, penalties and interest</i>
<b>VACANT</b> Secretary III	<i>Secretarial support, SBO and SBAS meeting/workshop preparation, RSA card distribution, County Council legal opinions, inventory, archive records</i>

*The mission of School Business Advisory Services is to offer Santa Barbara County's school districts quality consultative services on business related issues, to fulfill state-mandated responsibilities for financial oversight, and to provide prompt accurate payroll, retirement, benefit and commercial warrant processing.*

*The following is a brief overview of services provided to districts:*

- **ACCOUNTS PAYABLE AUDIT**                      *Process and audit accounts payable payments, 1099 reporting.*
- **BUDGETS**    *AB 1200 oversight monitoring and assessing district budgets for fiscal solvency.*
- **COUNTY COMMITTEE**                              *Provide school boundary information.*
- **ELECTIONS**    *Liaison between districts and election offices in Santa Barbara and adjoining counties, monitor board vacancies, appointments, and orders of election, provides instruction on annual governing board meeting requirements.*
- **FINANCIAL ACCOUNTING SERVICES**                      *Apportionment and property tax distribution, deposits, month-end and year-end close, cash reconciliations, attendance, bidding requirements, facilities, ERAF, RDA, LCAP, LCFF, GASB, restricted programs, special education, student body accounting.*
- **PAYROLL SERVICES**                              *Production of payroll and benefit payments for employees and vendors, payroll tax reconciliations, reporting and depositing of federal and state taxes and contributions, W-2 and ACA reporting, CalPERS and CalSTRS reconciliations, reporting and depositing of employee and employer retirement contributions.*

**Please use 805-964-4711 plus extension to reach the individual**

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