United Steelworkers Tony Mazzocchi Center

Staff Contact Information

Steve Doherty

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- Triangle of Prevention (TOP) Program
- USW general training

Ashlee Fitch

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- Sexual and other harassment complaints
- NIEHS grant reporting requirements and questions

Ashley Flaherty

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Payroll and expense processing

Fiona Galley

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- Department of Energy (DOE) training and curricula
- Radiological Control Technician (RCT) Academics Program
- Industrial Hygiene (IH) Technician Academics Program
- Class entry into the Grant Tracker database

Ray Graham

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- Book ordering and shipping
- Air-travel user profiles*
- Grant Tracker user profiles

Amanda Nixon

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- Invoicing, memorandum of understandings and billing
- Accounts payable

Nikki Pollo

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- Disaster preparedness training and deployments
- Specialized Emergency Response Trainers (SERTs) contact
- Triangle of Prevention (TOP) Program
- Trainer's Enhancement Exchange and trainer reauthorization
- TMC communications

Diane Stein

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- Curricula development
- Healthcare training
- Women of Steel training
- Training development and evaluation

Matt Velker

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- Triangle of Prevention (TOP) Program
- Training development and evaluation
- OSHA training

*For booking or travel issues, please call Direct Travel: <u>Hours of Operation</u>: 9AM – 5 PM EST, 800-221-3096

The above number is to be used to book flights during Direct Travel's normal business operating hours over the phone only when you do not have an existing Concur Solutions travel profile. All TMC travelers with an existing Concur profile should book their flight online using the Concur Solutions website. Travelers without Concur profiles need to have their names/emails sent on an approval list to Direct Travel prior to calling this number. **www.concursolutions.com**

Emergency Number: 866-406-8728

Emergency calls have associated fees. The (866) phone number is not to be used unless it is in the case of an emergency. For example, if you are traveling, your flight is cancelled and you need to re-book travel. The TMC staff person who is responsible for travelers and a particular event is the contact for its travelers, and should provide their cell phone number as the contact for participants in case of travel emergencies.

For problems with 2 Factor Authentication on the Concur website, please call 800-999-7939.