

QUICK REFERENCE CONTACT LISTING AS OF JANUARY 1, 2024

Topic	DOY or Company Contact	Phone Number
BENEFITS		
Medical, vision, and dental	Rose Vocature	330-744-8451 x263
Cobra health insurance	Rose Vocature	330-744-8451 x263
Employer-provided life/LTD	Rose Vocature	330-744-8451 x263
Voluntary benefit options	Rose Vocature	330-744-8451 x263
DIOCESAN CEMETERIES		
	Tammy Connley	330-792-4721
FINANCIAL SERVICES OFFICE		
Diocesan billings (diocesan assessments, high school quota, property and liability insurance)	DOY Client Services, Benefit Allocation Systems (BAS)	1-800-945-5513
General accounting questions	Christine Jickess	330-744-8451 x266
Parish audits	James Chismar	330-744-8451 x239
Parish audits	Tom Onestak	330-744-8451 x279
Parish financial reports	Mike Terlecki	330-744-8451 x260
Permission to Spend form	Patrick Kelly, CFO	330-744-8451 x262
Secretary (contact person for CFO)	Brenda D'Apolito	330-744-8451 x265
Vendor W-9 and 1099 questions	Trish Paulin	330-744-8451 x253
Diocese of Youngstown Foundation	Trish Paulin	330-744-8451 x253
Endowments	Trish Paulin	330-744-8451 x253
HR related questions	Diane Day	330-744-8451 x229
DOY Compliance Officer	Nick Keller	330-744-8451 x341
INFORMATION SYSTEMS SERVICES		
General IT	Matt Pecchia	330-744-8451 x268
Google email, calendars, and documents	Darlene Wilms	330-744-8451 x269

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PAYLOCITY STANDARDIZED PAYROLL

DOY contact for standardized payroll	Lori Vuksanovich	330-744-8451 x257
Questions on use of Paylocity system	Paylocity Customer service	888-873-8205

PROPERTY & LIABILITY INSURANCE

Claims	Mike Terlecki	330-744-8451 x260
Coverage (insurance cards, certificates of coverage and property additions/deletions)	Mike Terlecki	330-744-8451 x260

PROPERTY ADMINISTRATION

Acquisitions or sales	Patrick Kelly, CFO	330-744-8451 x262
Lease negotiations	Patrick Kelly, CFO	330-744-8451 x262
Property management and maintenance	Joseph Kuras	330-744-8451 x294

RETIREMENT PLANS

403(b) employer questions (eligibility and billing)	Rose Vocature	330-744-8451 x263
403(b) employee personal account	Principal Financial Group	1-800-547-7754 (CST)
Frozen employee defined benefit pension plan, as of 06/30/2011	Findley, Inc.	1-888-917-7107 (CST)
Priest pension checks	Huntington Bank Trust Department	1-800-545-0703

WORKERS COMPENSTION

DOY contact for general questions	Rose Vocature	330-744-8451 x263
Medical claims only	Josh Urra, Gallagher Bassett Services	614-356-2293
Indemnity claims	Debra Love, Gallagher Bassett Services	614-356-2296