**Central Services**

Mike Castillo Director, Central Services 2153 [mike.castillo@unthsc.edu](mailto:mike.castillo@unthsc.edu)

**Central Receiving**

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| --- | --- | --- | --- | --- |
| Team Member | Title | Phone Number | E-Mail | Responsibilities |
| Rosie Ward | Receiving Supervisor | 2641 | [rosie.ward@unthsc.edu](mailto:rosie.ward@unthsc.edu) | Incoming Freight, Receivers, Delivery Manifest, Overnight Shipping |
| Michael Crump | Receiving Clerk | 2155 | [michael.crump@unthsc.edu](mailto:michael.crump@unthsc.edu) | Incoming Freight, Receivers, Will Calls, Overnight Shipping |
| Jan Goss | Receiving Clerk | 2155 | [jan.goss@unthsc.edu](mailto:jan.goss@unthsc.edu) | Incoming Freight, Deliveries, Will Calls, Courier |
| Mequel Ramirez | Distribution Clerk | 2155 | [mequel.ramirez@unthsc.edu](mailto:mequel.ramirez@unthsc.edu) | UNT Health Clinics |
| Dan Kinman | Distribution /Inventory Clerk | 2155 | [daniel.kinman@unthsc.edu](mailto:daniel.kinman@unthsc.edu) | UNT Health Clinics, Asset Inventory |

**Mail Services**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Team Member | Title | Phone Number | E-Mail | Responsibilities |
| Susan Crutcher | Mail Supervisor | 2219 | [susan.crutcher@unthsc.edu](mailto:susan.crutcher@unthsc.edu) | Mail Services, Policies |
| Sheila Goss | Mail Clerk | 2219 | [sheila.goss@unthsc.edu](mailto:sheila.goss@unthsc.edu) | Mail Services |
| Brandon Conover | Mail Clerk | 2219 | [brandon.conover@unthsc.edu](mailto:brandon.conover@unthsc.edu) | Mail Services |
| Shevonne Mathis | Mail Clerk | 2219 | [shevonne.mathis@unthsc.edu](mailto:shevonne.mathis@unthsc.edu) | Mail Services |

**Property Control**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Team Member | Title | Phone Number | E-Mail | Responsibilities |
| Pamela Peden | Property Manager | 5151 | [pamela.peden@unthsc.edu](mailto:pamela.peden@unthsc.edu) | Policies, Financial Reporting, Asset Processes |
| Lana Sacks | Administrative Associate | 2152 | [lana.sacks@unthsc.edu](mailto:lana.sacks@unthsc.edu) | Additions, PO Reviews, Administrative |
| Christina Castro | Property Clerk | 2152 | [christina.castro@unthsc.edu](mailto:christina.castro@unthsc.edu) | Deletions, Property Custody Receipts, Transfers |
| Randy Thomas | Property Clerk | 2971 | [randy.thomas@unthsc.edu](mailto:randy.thomas@unthsc.edu) | Surplus Redistribution, Sales, Donations |

**RFID Systems**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Team Member | Title | Phone Number | E-Mail | Responsibilities |
| Max Meric | RFID Coordinator | 2314 | [max.meric@unthsc.edu](mailto:max.meric@unthsc.edu) | RFID System Technician |