

CONTACT INFORMATION FOR OFFICE OF PARTNERSHIPS
Immediate Office (IO)
April 1, 2023

Immediate Office

| Employee Name | Title | Duty Station | Contact Information | Assignments |
|-----------------|--|------------------------------------|--|---|
| Barbara Cassens | Office Director | Alameda, CA | Office/Cell: 510-590-3002 Barbara.Cassens@fda.hhs.gov | |
| Alan Tart | Office Deputy Director | Element Bldg 3040 Rockville, MD | Office: 301-796-5810 Cell: 828-409-0953 Alan.Tart@fda.hhs.gov | |
| Abram Brown III | Senior Advisor for External Engagement | Element Bldg 3024 Rockville, MD | Office: 301-796-5875 Cell: 240-749-8717 Abe.Brown@fda.hhs.gov | |
| Billy Miller | Executive Assistant to the Director | Element Bldg 3038 Rockville, MD | Office: 240-402-6383 Cell: 301-337-5526 Billy.Miller@fda.hhs.gov | <ul style="list-style-type: none"> Retirement letters/awards Coordination of the Director's Calendar and Travel |
| Maria Reed | Quality Systems Manager | Philadelphia, PA | Office: 215-717-3055 Cell: 215-796-8300 Maria.Reed@fda.hhs.gov | <ul style="list-style-type: none"> Quality assurance |
| Justin Carr | Quality Systems Manager | Arvada, CO | Office/Cell: 303-236-3062 Justin.Carr@fda.hhs.gov | <ul style="list-style-type: none"> Quality assurance |

Partnership Services Group

| Employee Name | Title | Duty Station | Contact Information | Assignments |
|-----------------------|---------------------------------------|------------------------------------|--|---|
| Matthew Avis | Manager, Partnership Services Group | Orlando, FL | Office: 301-796-5830 Cell: 240-506-6296 Matthew.Avis@fda.hhs.gov | |
| Anthony (Tony) Whalen | Team Lead, Partnership Services Group | York, PA | Office: 240-402-6417 Cell: 202-774-6501 Anthony.Whalen@fda.hhs.gov | <ul style="list-style-type: none"> Lead - Data call management Program/data analysis Special projects Project Lead - Values Action Plan |
| Adam Betman | Program Analyst | Element Bldg 3031 Rockville, MD | Office: 240-402-9859 Cell: 240-672-7963 Adam.Betman@fda.hhs.gov | <ul style="list-style-type: none"> Lead - State training coordination Database design and management Program/data analysis |

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| | | | | <ul style="list-style-type: none"> • Webmaster (intranet/internet) |
| Iphdeller Bookard | Program Support Specialist | Fayetteville, NC | Office/Cell: 202-774-4189 Iphdeller.Bookard@fda.hhs.gov | <ul style="list-style-type: none"> • Commissioning and State Training Admin Support • Timekeeper • Purchase card (Pcard) Holder OP HHS Conference Liaison |
| Ciara Edwards | Program Analyst | White Hall, AR | Office/Cell: 240-402-6383 Ciara.Edwards@fda.hhs.gov | <ul style="list-style-type: none"> • Office budget • Monitoring projections and budget targets for FSI and MQSA investments |
| Crystal Ford | Program Analyst | Pine Bluff, AR | Office: 870-543-4674 Cell: 870-510-0861 Crystal.Ford@fda.hhs.gov | <ul style="list-style-type: none"> • OP SharePoint Administrator • Commissioning (non-tobacco) |
| Jolene Gordon | Program Analyst | Christiana, TN | Office/Cell: 901-333-3572 Jolene.Gordon@fda.hhs.gov | <ul style="list-style-type: none"> • Data collection for cooperative agreement and grant programs |
| Mercedes Laddon | Program Support Specialist | Element Bldg 3030 Rockville, MD | Office: 301-796-5879 Cell: 240-762-8614 Mercedes.Laddon@fda.hhs.gov | <ul style="list-style-type: none"> • PCard Holder • Onboarding • E-orders • Commissioning (Admin support) • Requisitions • Timekeeper • Property Custodial Officer |
| Erik Smith | Program Analyst | Element Bldg 3038 Rockville, MD | Office/Cell: 240-402-6383 Erik.Smith@fda.hhs.gov | <ul style="list-style-type: none"> • Commissioning (tobacco) |
| Brenda Stewart-Munoz | Program Analyst | San Antonio, TX | Office/Cell: 713-492-6437 Brenda.Stewart-Munoz@fda.hhs.gov | <ul style="list-style-type: none"> • National Affiliations Liaison • OP Liaison to OPOP ICT • OP Awards • FDA/ORR News Submissions Coordinator |
| Jamal Tull (Away on Detail) | Program Analyst | Richmond, CA | Office/Cell: 510-227-0688 Jamal.Tull@fda.hhs.gov | <ul style="list-style-type: none"> • PSG Operations Continuity Manual • Implementing the Knowledge Exchange Network (K.E.N.) in OP and OPOP |

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| | | | | <ul style="list-style-type: none">• Creating interactive and testable training experiences stored and accessible in QMIS |
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