

ACCOUNTING POINTS OF CONTACT

Accounts Payable						
Name	Division	Invoices	Travel	P-Cards	Procurement	Accounts Payable Inquires
Tonya Dawson	Administration	X	X	X		X
Katie Fujinami	Cultural Resources	X	X	X	X	X
	Trails	X	X	X	X	X
Desiree Ketterling	Parks	X	X	X		X
Lisa Koenig	Construction	X	X	X	X	X
Lori Reed	Administration				X	
	Parks				X	X
	Federal Grants	X			X	X

Accounts Receivable						
Name	Division	All Revenue Reports	Bank Reconciliations	Refunds	Donations	Federal Draws
Tonya Dawson	Agency Wide	X	X	X	X	
Katie Fujinami	Federal Grants					X

Miscellaneous						
Name	Division	Budget Coding Questions	Vendor Forms	Fixed Assets	InfoAdvantage Questions	Fuel Logs
Tonya Dawson	Administration	X	X	X	X	
Caryn Erickson	Agency Wide	X			X	
Katie Fujinami	Cultural Resources	X	X	X	X	
	Trails	X	X	X	X	
Desiree Ketterling	Parks	X	X	X	X	
Lisa Koenig	Construction	X	X	X	X	
	Parks	X	X	X	X	
	Agency Wide	X	X	X	X	
Lori Reed	Parks					X
	Federal Grants	X	X		X	

Budget						
Name	Division	B11 Requests	NAFR Requests	Spending Authority	Payroll	P-Card Administration
Caryn Erickson	Agency Wide			X	X	
Lisa Koenig	Agency Wide	X	X	X		X
Lori Reed	Agency Wide			X		X

Accounting Contract Information			
Name	Phone Number	Email	Schedule
Tonya Dawson	777-5925	tonya.dawson@wyo.gov	8:00 am - 5:00 pm
Caryn Erickson	777-6538	caryn.erickson@wyo.gov	7:30 am - 4:00 pm
Katie Fujinami	777-5656	katie.fujinami@wyo.gov	7:00 am - 5:00 pm M-Th; 7:00 am - 11:00 am F
Desiree Ketterling	777-6694	desiree.ketterling@wyo.gov	8:00 am - 5:00 pm
Lisa Koenig	777-6711	lisa.koenig@wyo.gov	7:00 am - 4:00 pm
Lori Reed	777-7205	lori.reed@wyo.gov	6:30 am - 4:00 pm; off every other Monday