

Program Contact Persons

Contacts for Worksites

Injury & Accident

- **If a Youth receives a life or limb threatening injury, call 911.**
- Manpower
 - Nurse – 855-690-7299
 - Market Manager – Kelly Krispin – kelly.krispin@manpower.com, 231-343-5044
- West Michigan Works!
 - After reporting to Manpower please contact your Business Solutions Representative to make them aware of the incident.
 - West Michigan Works! Samantha Salter – ssalter@westmiworks.org, 202-744-9670

Timesheet Submission Questions

- West Michigan Works! Samantha Salter – ssalter@westmiworks.org, 202-744-9670

Disciplinary Concerns

- File Issue Form: <https://www.jotform.com/form/230334729999067>
- Issue Form Follow-Up: West Michigan Works! Samantha Salter – ssalter@westmiworks.org, 202-744-9670

Worksite Documentation

- West Michigan Works! Samantha Salter – ssalter@westmiworks.org, 202-744-9670

Worksite Monitoring

- West Michigan Works! Samantha Salter – ssalter@westmiworks.org, 202-744-9670

Worksite Duties

- West Michigan Works! Samantha Salter – ssalter@westmiworks.org, 202-744-9670

Labor Laws

- West Michigan Works! Samantha Salter – ssalter@westmiworks.org, 202-744-9670
- Department of Labor: <https://www.dol.gov/agencies/whd/compliance-assistance/toolkits/youth-employment>

Contacts for Youth

Career Coaches

- Allegan County

- William Braylock
616-490-7633
wbraylock@westmiworks.org
- Barry County
 - Blanca Roath
269-221-1898
broath@westmiworks.org
- Kent County
 - Janine Durr
616-336-4149
jdurr@westmiworks.org
 - Victoria Smith
616-336-5148
vsmith@westmiworks.org
- Ionia County
 - Erin Hollon
616-902-7782
ehollon@westmiworks.org
- Montcalm County
 - Anna Lisa Tapia
616-788-6098
atapia@westmiworks.org
- Muskegon County
 - Trena Winston
231-332-3933
twinston@westmiworks.org
 - Heather Bates
231-332-3901
hbates@westmiworks.org
- Ottawa County
 - Sherry Moore
616-336-4078
smoore@westmiworks.org

Timesheets & Evaluations

If a Youth has a question or concern about their Timesheets or Evaluations, they should contact their assigned Career Coach.

Payroll

If a Youth has a question or concern about their Payroll, they should contact their assigned Career Coach.

Transportation

If a Youth has a question or concern about transportation, they should contact their assigned Career Coach.