



MEMO

Date: October 1, 2024

To: Pastors, Parochial Administrators, Parish Stewards, School Administrators and Parish Finance Council Members

From: Thomas J. McNamara, Chief Financial Officer

RE: Catholic Mutual Interim Service Plan

Ms. Jackie Sudia has served our diocese as the embedded representative of Catholic Mutual Group for the past nineteen months. Jackie resigned from her position with Catholic Mutual effective September 27, 2024. Jackie's service to the Diocese of Sacramento on behalf of Catholic Mutual is much appreciated. We wish her all the best.

Jackie served as the main point of contact for all the parishes, schools, and agencies regarding insurance matters. Catholic Mutual hopes to have a new person in place by the end of 2024.

Catholic Mutual has provided to us the attached Interim Service Plan for our diocese. The Interim Service Plan distributes the embedded representative's responsibilities amongst a number of professionals at Catholic Mutual.

Please make a review of the attached Interim Service Plan and retain the plan so that you will know who to contact in the event that a specific need arises.

We appreciate your patience during this period of transition.

Thank you for your continued diligence in matters of risk management.

If you have any questions, please contact me at 916-733-0288.

**DIOCESE OF SACRAMENTO
CLAIMS/RISK MANAGEMENT
Service Plan**

1) Certificate and Special Event Questions

Louise Gutierrez-Regional Service Office Support Supervisor
West Regional Office
(909) 402-0155
lgutierrez@catholicmutual.org
sbserviceoffice@catholicmutual.org
Hours: 7:00 a.m. - 3:30 p.m. PST Monday-Friday

2) Contract Review and Risk Management Questions

Cheryl Harper, CWCP | Regional Manager
10843 Old Mill Road, Omaha NE 68154
W | (402) 514-2132 or (800) 228-6108, Dial 1, then ext. 2132
C | [\(504\) 450-2979](tel:5044502979)
F | (402) 551-2943
charper@catholicmutual.org
Hours: 7:30 a.m. - 4:30 p.m. CST Monday-Thursday
7:30 a.m. - 11:30 a.m. CST Friday

3) Claim Questions

Dennis Damm-Claims Supervisor
10843 Old Mill Road, Omaha NE 68154
(402) 514-2416 or (800) 228-6108, dial 1, then ext. 2416
ddamm@catholicmutual.org
Hours: 7:30 a.m. - 4:30 p.m. CST Monday-Thursday
7:30 a.m. - 11:30 a.m. CST Friday

4) To Report New Property and Casualty Claims (24/7)

Reportaclaim
(800) 228-6108
reportaclaim@catholicmutual.org

5) Coverage Questions

Steffen Boden | Member Services Manager
10843 Old Mill Rd. Omaha, NE 68154-2600
W | (800)228-6108 ext.2335 or (402)514-2335
C | (402)990-6859
sboden@catholicmutual.org

Paula Petke-McCarty | Regional Manager
West Regional Office
(651) 295-4249
ppetkemccarty@catholicmutual.org

(9.30.2024)