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# Who to Contact

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## Statewide SECC Coordination:

**Melissa Helsby**  
**SECC Statewide Coordinator**  
Indiana State Personnel Department  
402 W. Washington Street, Rm. W-161  
Indianapolis, IN 46204  
[mhelsby@spd.in.gov](mailto:mhelsby@spd.in.gov)

**Responsibilities:** Reports to the SECC Director. Coordinates the SECC statewide. Establishes campaign timelines, organizes kickoff and award meetings, arranges agency coordinator training, distributes campaign materials, monitors campaign progress, and provides liaison to the state agency coordinators.

## Campaign Services/Fiscal Issues:

**Jean Geis/Mike Cabat**  
**SECC Campaign/Fiscal Services**  
Indiana Association of United Ways  
3901 N. Meridian St., Suite 306  
Indianapolis, IN 46208  
317.921.2242  
[jean.geis@iauw.org/mike.cabat@iauw.org](mailto:jean.geis@iauw.org/mike.cabat@iauw.org)

**Responsibilities:** Provides policy and procedural consultation to the SECC Director and statewide coordinator. Makes recommendations to SECC Administrative Committee. Prepares SECC materials and trains state agency coordinators. Provides liaison to charitable organizations, processes pledges, compiles campaign reports, provides campaign analysis, prepares payroll transactions for the Auditor of State, and distributes contributions to charities.