

Virginia Department of Corrections  
Headquarters Procurement Unit  
**Buyer Commodity Assignment**

Fax: (804) 674-3530

**Laura Bishop, VCM, CPPB**

*Director of Procurement and Risk Management*

Phone: 804-887-8332

E-mail: [laura.bishop@vadoc.virginia.gov](mailto:laura.bishop@vadoc.virginia.gov)

eVA Administrator

Professional & Nonprofessional Services

Surplus Property Officer (Backup)

**Peter Batley, VCO, CPPB**

*Purchasing Manager*

Phone: 804-887-8233

E-mail: [peter.batley@vadoc.virginia.gov](mailto:peter.batley@vadoc.virginia.gov)

eVA Administrator

Professional & Nonprofessional Services

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**Calisha Williams, CPPB, VCO, VCCO**

*Procurement Specialist Senior*

Phone: 804-887-8071

E-mail: [calisha.williams@vadoc.virginia.gov](mailto:calisha.williams@vadoc.virginia.gov)

A & E Support

ACA Accreditation

Food Service Goods & Services

HIDTA

Reentry & Program Services

Research Unit

Refuse & Waste Disposal Services

Satellite TV Services

*(Commodity Backup: Nicole Hicks)*

**Karen Cook, C.P.M., VCO**

*Procurement Specialist Senior*

Phone: 804-887-8225

E-mail: [karen.cook@vadoc.virginia.gov](mailto:karen.cook@vadoc.virginia.gov)

Commissary Programs

Complex Health Services

Lab/Medical Testing

Mental Health Professional Services

Pharmacy

Temporary Medical Services

*(Commodity Backup: Becky Shumaker)*

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**Nicole Hicks, VCO**

*Procurement Specialist Senior*

Phone: 804-887-8224

E-mail: [nicole.hicks@vadoc.virginia.gov](mailto:nicole.hicks@vadoc.virginia.gov)

Faith-Based Services

Inpatient Substance Abuse Treatment Svcs.

Janitorial Services

Optometry Services

Residential Services

Sex Offender Treatment Services

*(Commodity Backup: Calisha Williams)*

**Becky Shumaker, VCO**

*Procurement Specialist Senior*

Phone: 804-887-8231

E-mail: [becky.shumaker@vadoc.virginia.gov](mailto:becky.shumaker@vadoc.virginia.gov)

Building & Grounds Goods & Services

Physician Services

Radios/Radio Equipment

Security & Safety Goods & Services

Vending

*(Commodity Backup: Karen Cook)*

**Cynthia Creed, VCO**

*Procurement Specialist Senior*

Phone: 804-887-8330

E-mail: [cynthia.creed@vadoc.virginia.gov](mailto:cynthia.creed@vadoc.virginia.gov)

Copiers

Environmental Services Support

Farmers Market/Agribusiness

Laboratory Supplies

Small Purchase Charge Card Administrator

*(Commodity Backup: Peter Batley)*

**Kimberlee Hall, VCA**

*Buyer Specialist*

Phone: 804-887-8440

E-mail: [kimberlee.hall@vadoc.virginia.gov](mailto:kimberlee.hall@vadoc.virginia.gov)

Community MOA Co-Coordinator (even P&P)

Conference Services

Drug Testing

Education

Fuels

Mailing Systems

Medical & Dental Goods

Temp Services

Vehicles

*(Commodity Backup: Lisa Martinez)*

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**Lisa Martinez, VCO**

*Buyer Specialist*

Phone: 804-887-8253

E-mail: [lisa.martinez@vadoc.virginia.gov](mailto:lisa.martinez@vadoc.virginia.gov)

Community MOA Co-Coordinator (odd P&P)

Information Technology Goods & Services

Interpreter Services

Outpatient Substance Abuse Services

Polygraph Services

VASAVOR

*(Commodity Backup: Kimberlee Hall)*

**Ebony Braxton**

*Program Support Technician*

Phone: 804-887-8461

E-mail: [ebony.braxton@vadoc.virginia.gov](mailto:ebony.braxton@vadoc.virginia.gov)

Clothing (other than VCE)

Janitorial Supplies

Office Equipment & Maintenance

Office Supplies

VCE Goods & Services

VDC

VIB Products & Services

Small Purchase Charge Card Admin. (Backup)

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**Michal Ketner, VCO**

*Compliance & Training Specialist*

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E-mail: [michal.ketner@vadoc.virginia.gov](mailto:michal.ketner@vadoc.virginia.gov)

Procurement Compliance

Procurement Training

Surplus Property Officer

SWAM Coordinator