

The AIA Finance & Operations Team

Jake Litwiller – Chief Financial Officer jlitwiller@aiaonline.org 602.385.3819

Amy Richmond – arichmond@aiaonline.org 602.385.3815

Staff Account

- Accounts Payable / Accounts Receivable
- RefPay Arbitrator Processing
- AT-QMP Processing / TIERS
- General Ledger Reconciliation
- Membership Services



Brandy Young – byoung@aiaonline.org 602.385.3829

Tournament Process & Operations Coordinator

- TIER & TEE Processing & Payroll
- Tournament Shipping
- Membership Services – Rule Book Coordinator
- NFHS Coaches Education / Sanctioning/ Learn Course Orders
- Operations Vendor Coordinator / Facility Lead



Jess Garcia – jegarcia@aiaonline.org 602-385-3826

Tournament & Operations Assistant

- AT Initiative – assigning, recruiting to the AIA Cadre
- AT/QMP Invoice Review
- Emergency Action Plan – management
- RefPay invoices to the membership
- Website support of links to forms and Policies & Procedures
- Assists entire Finance / Operations Team
- Assists Tournament Coordinators with details of events
- AIA Champions Coordinator
- Lodging / Catering

