



## **IMPORTANT NOTICE**

### **Family Court Mediation Coordinators**

**To: ALL CERTIFIED FFS MEDIATORS**

**From: NC DISPUTE RESOLUTION COMMISSION**

**Re: COURT APPOINTMENTS/FFS PROGRAM (3/2016)**

**FFS Rule 2.B** provides that court appointments to mediate are to be made by each judicial district rotating through the Commission's list of certified mediators who have expressed a willingness to accept court appointments in a particular district. You may wish to contact court staff in any judicial district in which you have indicated you are willing to be court appointed to verify your placement on each district's list.

To assist mediators in contacting individual districts, the Commission has compiled the following list of **FFS** contact persons. The list indicates who the contact person is and where and how they can be reached. Most court staff prefer being contacted in writing. The contact list also indicates which districts have adopted local mediation rules; the Commission urges you to familiarize yourself with any such local rules before mediating in the district.

Under amended **FFS Rule 2.B** effective April 1, 2014, mediators will be required on an annual basis to designate those districts in which they wish to accept court appointments. By designating a particular district, you are representing that you will accept court appointments in that district. Failure to accept an appointment may result in sanctions, including removal from that district's court appointed list. The Commission reminds all mediators who accept court appointments that their fees are capped by **FFS Rule 7** and they are not permitted to charge for mileage, hotels, or other travel expenses in connection with court appointed mediations. Also, please review amended **FFS Rule 3.A** which provides that if the parties and the mediator cannot agree on the location of the mediation, it shall be held in the county where the action is pending, at a location in the discretion of the mediator.

Cases assigned to court appointed mediators can be difficult to both schedule and mediate. The Commission and the courts are very grateful to all of you who undertake this important service.

Telephone (919) 890-1415 \* Facsimile (919) 890-1935 \* Web Address: [www.ncdrc.org](http://www.ncdrc.org)  
Mailing Address: P.O. Box 2448, Raleigh, NC 27602

<b>District # County if Applicable</b>	<b>Mediation Coordinator Name &amp; Title</b>	<b>Mailing Address, Fax or E-mail Contact Information</b>	<b>Has the District adopted local FFS Rules? Counties</b>
1	Marie D. Corbett, District Court Trial Court Coordinator	Phone (252) 331-4500 Fax (252) 331-4684 <a href="mailto:Marie.Corbett@nccourts.org">Marie.Corbett@nccourts.org</a>	<b>YES</b> Gates, Currituck, Chowen, Dare, Perquimans, Pasquotank, Camden
2	Jacqueline Watson, Judicial Assistant	Beaufort County Courthouse P.O. Box 1403 Washington, NC 27889	<b>YES</b> Martin, Washington, Tyrrell, Hyde, Beaufort
3A	Mona N. Williams, Family Court Administrator	P.O. Box 8147 Greenville, NC 27837 Fax (252) 695-7179 <a href="mailto:Mona.N.Williams@nccourts.org">Mona.N.Williams@nccourts.org</a>	<b>YES</b> Pitt
3B	Cindy Dickerson, District Court Trial Court Coordinator	Craven County Courthouse 302 Broad St., Ste. 204 New Bern, NC 28560 Phone (252) 639-3011 Fax (252) 639-3140	Craven, Pamlico, Carteret
4	Robin Bright, District Court Trial Court Coordinator	625 Court Street Jacksonville, NC 28540 Phone (910) 478-3612 Fax (910) 478-3613 <a href="mailto:Robin.S.Bright@nccourts.org">Robin.S.Bright@nccourts.org</a>	Sampson, Duplin, Jones, Onslow
5	Suann N Bechtel, District Court Family Court Administrator	<a href="mailto:Suann.N.Bechtelnccourts.org">Suann.N.Bechtelnccourts.org</a>	<b>YES</b> New Hanover, Pender
6	Shirley Owens, Family Court Administrator	Halifax County Courthouse P.O. Box 66 Halifax, NC 27839 Fax (252) 593-3013 <a href="mailto:Shirley.Webb-Owens@nccourts.org">Shirley.Webb-Owens@nccourts.org</a>	<b>YES</b> Halifax, Northampton, Hertfor, Bertie
7	Doris Brantley, District Court Judicial Assistant	P.O. Box 999 Wilson, NC 27894 Fax (252) 206-3013	<b>YES</b> Nash, Wilson, Edgecombe
8	Pamela Gatlin, Family Court Case Coordinator (Wayne & Greene)  and (Continued on page 3)	Wayne County Courthouse 224 E. Walnut Street Goldsboro, NC 27530 Fax (919) 722-6182 <a href="mailto:Pam.S.Gatlin@nccourts.org">Pam.S.Gatlin@nccourts.org</a>	<b>YES</b> Greene, Wayne

	Anita Walker, Family Case Coordinator (Lenoir)	Lenoir County P.O Box 68 Kinston, NC 28502 Phone (252) 520-5440 Fax (252) 520-5441 <a href="mailto:Anita.B.Walker@nccourts.org">Anita.B.Walker@nccourts.org</a>	Lenior
9	Ruth Roberts District Court Judicial Assistant	145 Williamsboro Street Oxford, NC 27565 Oxford Office (919) 693-5193 Oxford Fax (919) 690-8330 Henderson Office (252)430-5178 Henderson Fax (252) 430-5113	<b>YES</b> Franklin, Granville, Warren, Vance
9A	Linda Ramsey District Court Judicial Assistant	105 S. Main Street Roxboro, NC 27573	Caswell, Person
10	Leigh L. Stallings Family Court Administrator	P.O. Box 351 Raleigh, NC 27602 <a href="mailto:Leigh.L.Stallings@nccourts.org">Leigh.L.Stallings@nccourts.org</a>	<b>YES</b> Wake
11	Loretta D. Wicker, District Court Trial Court Coordinator  And  Kim Jeffreys District Court Judicial Assistant	PO Box 811 Smithfield NC 27577-0811 Phone (919) 209-5451 Fax (919) 209-5490 <a href="mailto:Loretta.D.Wicker@nccourts.org">Loretta.D.Wicker@nccourts.org</a>  Phone (919) 209-2453 <a href="mailto:Kimberly.W.Jeffreys@nccourts.org">Kimberly.W.Jeffreys@nccourts.org</a>	<b>YES</b> Lee, Johnson, Harnett
12	Sanya T. Eller Family Court Administrator	Cumberland County Courthouse P.O. Box 363 Fayetteville, NC 28302 Fax (910) 475-3013 <a href="mailto:Sanya.T.Eller@nccourts.org">Sanya.T.Eller@nccourts.org</a>	<b>YES</b> Cumberland
13	Cindy E. Patrick District Court Trial Court Coordinator	310 Government Center Dr., NE #4 Bolivia, NC 28422 Phone (910) 641-4412 Fax (910) 641-4412 <a href="mailto:Cindy.E.Patrick@nccourts.org">Cindy.E.Patrick@nccourts.org</a>	<b>YES</b> Bladen, Columbus, Brunswick
14	Nikki Smith Family Court Administrator	Durham County Courthouse 510 S. Main Street, Ste. 6500 Durham, NC 27701 (919) 808-3224 Fax (919) 808-3045 <a href="mailto:Evelyn.W.Smith@nccourts.org">Evelyn.W.Smith@nccourts.org</a>	<b>YES</b> Durham

15A	Sandy Cobb Trial Court Coordinator	Phone (336) 570-5267 Fax (336) 570-5213 <a href="mailto:Cassandra.L.Cobb@nccourts.org">Cassandra.L.Cobb@nccourts.org</a>	<a href="#">Alamance</a>
15B	Mindy Harris, Trial Court Coordinator	Orange County Courthouse P.O. Box 1088 Hillsborough, NC 27278 Fax (919) 644-3093	<a href="#">Chatham, Orange</a>
16A	Richard H. Burgin Trial Court Coordinator	P.O. Box 1947 Rockingham, NC 28380 (910) 419-7575 (910) 419-7576 <a href="mailto:Richard.H.Burgin@nccourts.org">Richard.H.Burgin@nccourts.org</a>	<a href="#">Anson, Richmond, Scotland, Hoke</a>
16B	Louise Lassiter, Trial Court Coordinator	Robeson County Courthouse 500 N. Elm St. Lumberton, NC 28358 <a href="mailto:A.Louise.Lassiter@nccourts.org">A.Louise.Lassiter@nccourts.org</a>	<a href="#">Robeson</a>
17A	Vicki Underwood, Judicial Assistant	Rockingham County Courthouse P.O. Box 97 Wentworth, NC 27375 <a href="mailto:Vicki.B.Underwood@nccourts.org">Vicki.B.Underwood@nccourts.org</a>	<b>YES</b> <a href="#">Rockingham</a>
17B	Renee M. Hauser, District Court Trial Court Coordinator	P.O. Box 456 Dobson, NC 27017 Fax (336) 386-3713 <a href="mailto:Renee.M.Hauser@nccourts.org">Renee.M.Hauser@nccourts.org</a>	<b>YES</b> <a href="#">Surry, Stokes</a>
18	Monica Hughes, Trial Court Coordinator  Stephanie Wallace Trial Court Coordinator (High Point)	Guilford County Courthouse P.O. Box 3008 Greensboro, NC 27402-3008 <a href="mailto:Monica.D.Hughes@nccourts.org">Monica.D.Hughes@nccourts.org</a>  District Court Judge's Office P.O. Box 2434 High Point, NC 27261 Office: (336) 822-6785 Fax: (336) 822-6713 <a href="mailto:Stephanie.M.Wallance@nccourts.org">Stephanie.M.Wallance@nccourts.org</a>	<b>Yes</b> <a href="#">Guilford</a>
19A	Patty R. Hoskins, District Trial Coordinator	P.O. Box 70 Concord, NC 28026 Office (704) 262-5512 Fax: (704) 262-5513 <a href="mailto:Patty.R.Hoskins@ncourts.org">Patty.R.Hoskins@ncourts.org</a>	<b>YES</b> <a href="#">Cabarrus</a>

19B	Nancy Butler, Family Court Administrator	Randolph County Courthouse 176 E. Salisbury St., Ste. 203 Asheboro, NC 27203 Phone: (336) 328-3292 Fax: (336) 328-3184 <a href="mailto:Nancy.M.Butler@nccourts.org">Nancy.M.Butler@nccourts.org</a>	<b>YES</b> Randolph, Moore, Montgomery
19C	Marci Ward, Trial Court Coordinator  Cindy Lefler Judicial Assistant	232 N. Main Street, Ste. 216 Salisbury, NC 28144 Marci's Phone: (704) 797-3092 <a href="mailto:Marci.H.Ward@nccourts.org">Marci.H.Ward@nccourts.org</a>  Phone: (704) 797-3011 <a href="mailto:Cindy.J.Lefler@nccourts.org">Cindy.J.Lefler@nccourts.org</a>	<b>YES</b> Rowan
20A	Tennelle W. Hann Family Court Administrator	Stanly County Courthouse P.O. Box 1607 Albemarle, NC 28002-1607 Phone (704) 986-7012 Fax (704) 986-7013 <a href="mailto:Tennelle.W.Hann@nccourts.org">Tennelle.W.Hann@nccourts.org</a>	<b>YES</b> Richmond, Anson, Stanly
20B	Valerie Laney, Family Court Administrator	P.O. Box 305 Monroe, NC 28111 Phone: (704) 698-3224 Fax (704) 698-3113 <a href="mailto:Valerie.A.Laney@nccourts.org">Valerie.A.Laney@nccourts.org</a>	<b>YES</b> Union
21	Julia Frye, District Court Trial Court Coordinator	P.O. Box 20099 Winston-Salem, NC 27120-0099 Fax (336)761-2143 <a href="mailto:Julia.B.Frye@nccourts.org">Julia.B.Frye@nccourts.org</a>	<b>YES</b> Forsyth
22A	Kimberly Miller, Judicial Assistant	221 East Water Street Statesville, NC 28677 Phone: (704) 832-6612 Fax: (704) 832-6613 <a href="mailto:Kimberly.D.Miller@nccourts.org">Kimberly.D.Miller@nccourts.org</a>	Alexander, Iredell
22B	Rosa Terry, Judicial Assistant	P.O. Box 1123 Lexington, NC 27293 <a href="mailto:Rosa.Terry@nccourts.org">Rosa.Terry@nccourts.org</a>	Davie, Davidson
23	Rebekah F. Bray, Trial Court Coordinator	(336) 651-4412 <a href="mailto:Rebekah.F.Bray@nccourts.org">Rebekah.F.Bray@nccourts.org</a>	Alleghany, Ashe, Wilkes, Yadkin

24	Theresa L. King, Trial Court Coordinator	P.O. Box 1130 Newland, NC 28657 Fax (828) 733-2039 <a href="mailto:Theresa.King@nccourts.org">Theresa.King@nccourts.org</a>	<b>YES</b> Avery, Madison, Mitchell, Watauga, Yancey
25	Brandi Tolbert Trial Court Coordinator	100 Government Drive Newton, NC 28658 Phone (828) 695-6215 Fax (828) 695-6134 <a href="mailto:Brandi.Tolbert@nccourts.org">Brandi.Tolbert@nccourts.org</a>	<b>YES</b> Burke, Caldwell, Catawba
26	Lynelle D. Morgan, J.D., Family Court Administrator	832 East Fourth Street Suite 3520 Charlotte, NC 28202 Phone (704) 686-0291 Fax (704) 686-0296 <a href="mailto:Lynelle.D.Morgan@nccourts.org">Lynelle.D.Morgan@nccourts.org</a>	<b>YES</b> Mecklenburg
27A	Betty Kelso, District Court Trial Court Coordinator	Gaston County Courthouse 325 N. Marietta Street Gastonia, NC 28052 Fax (704) 852-3325 <a href="mailto:Betty.Kelso@nccourts.org">Betty.Kelso@nccourts.org</a>	Gaston
27B	L. Katherine Gardner, District Court Judicial Assistant	Cleveland County Courthouse 100 Justice Place Shelby, NC 28150 Phone (704) 476-7812 Fax (704) 476-7813 <a href="mailto:L.Kathy.Gardner@nccourts.org">L.Kathy.Gardner@nccourts.org</a>	<b>YES</b> Cleveland, Lincoln
28	Anne H. Elliott Family Court Administrator	Buncombe County Courthouse 60 Court Plaza, 3 <sup>rd</sup> Floor Asheville, NC 28801 Phone (828) 259-6467 Fax (828) 259-3372 <a href="mailto:Anne.H.Elliott@nccourts.org">Anne.H.Elliott@nccourts.org</a>	<b>YES</b> Buncombe
29A	Elizabeth Hamrick, District Court Judicial Assistant	21 S. Main Street Marion, NC 28752 <a href="mailto:Elizabeth.Hamrick@nccourts.org">Elizabeth.Hamrick@nccourts.org</a>	<b>YES</b> McDowell, Rutherford
29B	Sharon Orr, Trial Court Coordinator	200 N. Grove St., Ste. 276 Hendersonville, NC 28792 <a href="mailto:Sharon.Orr@nccourts.org">Sharon.Orr@nccourts.org</a>	Transylvania, Henderson, Polk
30	Patty McGuinness, District Court Judicial Assistant II	285 North Main Street, Ste. 2300 Waynesville, NC 28786 Phone (828) 454-6457 Fax (828) 454-6446 <a href="mailto:Patty.S.McGuinness@nccourts.org">Patty.S.McGuinness@nccourts.org</a>	<b>YES</b> Cherokee, Clay, Jackson, Haywood, Macon, Graham, Swain