



THE NORTH CAROLINA DISPUTE RESOLUTION COMMISSION

IMPORTANT NOTICE

Superior Court Mediation Coordinators

To: ALL CERTIFIED MEDIATORS
From: NC DISPUTE RESOLUTION COMMISSION
Re: COURT APPOINTMENTS/MSC PROGRAM (01/2024)

MSC Rule 2(c) 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 **MSC** 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 **MSC Rule 2(c)** 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 **MSC 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 **MSC 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.gov
Mailing Address: P.O. Box 2448, Raleigh, NC 27602

Mediation Coordinators
Superior Court Civil – Mediated Settlement Conference Program

<p>1 Gates, Chowan, Perquimans, Pasquotank, Camden, Currituck, Dare</p> <p>Kelly Hale, SC Trial Coordinator P.O. Box 1761 Manteo, NC 27954 Phone (252) 475-5216 Fax (252) 475-5217 Kelly.B.Hale@nccourts.org</p>	<p>2 Martin, Washington, Tyrell, Beaufort, Hyde</p> <p>Paula Weathington, SC Court Manager II P.O. Box 575 Washington, NC 27889 Phone (252) 940-4016 Fax (252) 940-4088 Paula.M.Weathington@nccourts.org</p>	<p>3 Pitt <i>Formerly 3A</i></p> <p>Lori Strayer, SC Court Manager P.O. Box 835 Greenville, NC 27835 Phone (252) 695-7260 Fax (252) 695-7177 Lori.A.Strayer@nccourts.org</p>
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<p>4 Craven, Pamlico, Carteret <i>Formerly 3B</i></p> <p>Deborah “Lynn” Holton, SC Trial Court Coordinator 310 Broad Street New Bern, NC 28560 Phone (252) 639-3012 Fax (252) 639-3151 Deborah.L.Holton@nccourts.org</p>	<p>5 Sampson, Duplin, Jones, Onslow <i>Formerly 4</i></p> <p>Brittany Odum, Superior Court Manager II 625 Court Street Jacksonville, NC 28540 Phone (910) 478-3734 Fax (910) 478-3617 Brittany.M.Odum@nccourts.org</p> <p>Charlotte Wilkerson, Superior Court Superior Court Coordinator 101 E. Main Street Clinton, NC 28328 Phone (910) 596-6616 Fax (910) 596-6617 Charlotte.S.Wilkerson@nccourts.org</p>	<p>6 Pender, New Hanover <i>Formerly 5</i></p> <p>Valerie Lee Jordan SC Trial Court Coordinator New Hanover County Judicial Building 316 Princess Street, Ste. 323 Wilmington, NC 28401 Phone (910) 772-6616 Valerie.Jordan@nccourts.org</p>
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<p>7A Halifax <i>Formerly 6A</i></p> <p>Penny Aycock SC Trial Court Coordinator Halifax County Courthouse 357 Ferrell Lane Halifax, NC 27839 Phone (252) 593-3088 Penny.T.Aycock@nccourts.org</p>	<p>7B Northampton, Herford, Bertie <i>Formerly 6B</i></p> <p>Pamela Hall SC Judicial Assistant I Bertie County Courthouse P.O. Box 489 Windsor, NC 27983 Phone (252) 358-7119 Fax (252) 794-6817 Pamela.A.Hall@nccourts.org</p>	<p>8A Nash <i>Formerly 7A</i></p> <p>Bernice Perry, SC Trial Court Coordinator P.O. Box 759 Rocky Mount, NC 27856 Phone (252) 220-3099 Fax (252) 459-4509 Bernice.D.Perry@nccourts.org</p>
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<p>8B/C Wilson, Edgecombe <i>Formerly 7B/C</i></p> <p>Ursula A. Short Superior Court Coordinator P.O. Box 86 Tarboro, NC Phone (252) 824-3280 Fax (252) 824-3217 Ursula.A.Short@nccourts.org</p>	<p>9A Green, Lenior <i>Formerly 8A</i> Amy C. Scott, SC Trial Court Coordinator P.O. Box 68 Kinston, NC 28502-0068 Phone (252) 520-5425 Fax (252) 520-5421 Amy.C.Scott@nccourts.org</p>	<p>9B Wayne <i>Formerly 8B</i> Leslie Brophy, SC Judicial Assistant II Wayne County Courthouse 224 E. Walnut St., Ste. 314 Goldsboro, NC 27530 Phone (919) 722-6280 Fax (919) 722-6183 Leslie.D.Brophy@nccourts.org</p>
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<p>10 Wake</p> <p>Shanda Smallwood, SC Judicial Assistant I Wake County Courthouse P.O. Box 351 Raleigh, NC 27602 Phone (919) 492-4950 Fax (919) 732-4951 Shanda.R.Smallwood@nccourts.org</p>	<p>11 Person, Granville, Vance, Franklin, Warren <i>Formerly 9</i></p> <p>Ella Wrenn, SC Court Administrator 102 S. Main Street Louisburg, NC 27549 Phone (919) 497-4301 Fax (919) 497-4303 Ella.Wrenn@nccourts.org</p>	<p>12 Lee, Harnett <i>Formerly 11A</i></p> <p>Natalie Munz, SC Trial Court Coordinator 301 W. Cornelius Harnett Blvd Ste. 100 Lillington, NC 27546 Phone (910) 814-4488 Fax (910) 814-4487 Natalie.S.Munz@nccourts.org</p>
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<p>13 Johnston <i>Formerly 11B</i></p> <p>Barbara H. Johnson, SC Trial Court Coordinator P.O. Box 2739 Smithfield, NC 27577 Phone (919) 209-5512 Fax (919) 209-5501 Barbara.H.Johnson@nccourts.org</p>	<p>14 Cumberland <i>Formerly 12</i></p> <p>Ryan Ikeya, Superior Court Coordinator Cumberland County Courthouse P.O. Box 363 Fayetteville, NC 28302 Phone (910) 475-3271 Fax (910) 475-3017 Ryan.B.Ikeya@nccourts.org</p>	<p>15A Bladen, Columbus <i>Formerly 13A</i></p> <p>Denise Maultsby, SC Trial Court Coordinator 106 Courthouse Square Whiteville, NC 28472 Phone (910) 641-4481 Denise.E.Maultsby@nccourts.org</p>
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<p>21 Anson, Richmond, Scotland <i>Formerly 16A</i></p> <p>Tania Shaw SC Court Manager II P.O. Box 339 Rockingham, NC 28380 Phone (910) 419-7682 Fax (910) 419-7677 Tania.Shaw-Gomez2@nccourts.org</p>	<p>22 Rockingham <i>Formerly 17A</i></p> <p>Barbara Rebb SC Trial Court Coordinator Rockingham County Courthouse P.O. Box 97 Wentworth, NC 27375 Phone (336) 634-6016 Barbara.Rebb@nccourts.org</p> <p><u>Caswell</u></p> <p>Sherri Desormeaux District Court Coordinator P.O. Box 790 Yanceyville, NC 27379 Phone (336) 459-4016 Fax (336) 459-4017 Sherri.L.Desormeaux@nccourts.org</p>	<p>23 Surry, Stokes <i>Formerly 17B</i></p> <p>Carolyn Dobbins SC Trial Court Coordinator P.O. Box 738 Dobson, NC 27017 Phone (336) 386-3716 Fax (336) 386-3717 Carolyn.Dobbins@nccourts.org</p>
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<p>24 Guilford <i>Formerly 18</i></p> <p><u>Greensboro</u> Brittany Robinson SC Court Manager Guilford County Courthouse P.O. Box 3008 Greensboro, NC 27402 Phone (336) 412-7909 Fax (336) 412-7901 Brittany.R.Robinson@nccourts.org</p> <p><u>High Point</u></p> <p>Wendy Stuart SC Court Manger I 505 East Green Drive High Point, NC 27262 Phone (336) 822-6816 Fax (336) 822-6717 Wendy.J.Stuart@nccourts.org</p>	<p>25 Cabarrus <i>Formerly 19A</i></p> <p>Julie K. Via SC Trial Court Coordinator P.O. Box 70 Concord, NC 28026-0070 Phone (704) 262-5571 Fax (704) 262-5517 Julie.K.Via2@nccourts.org</p>	<p>26 Mecklenburg</p> <p>Mary K. Grasta SC Trial Court Coordinator 832 E. Fourth St., Ste. 3420 Charlotte, NC 28202 Phone (704) 686-0185 Fax (704) 686-0310 Mary.K.Grasta@nccourts.org</p>
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