



IMPORTANT NOTICE

Superior Court Mediation Coordinators

To: ALL CERTIFIED MEDIATORS

From: NC DISPUTE RESOLUTION COMMISSION

Re: COURT APPOINTMENTS/MSC PROGRAM (7/2019)

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**

District #	Mediation Coordinator Name & Title	Address, Fax and Email
1	Kelly Hale	P.O. Box 1761 Manteo, NC 27954 Fax: (252) 475-5217 Kelly.B.Hale@nccourts.org
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5	Valerie Lee Jordan	New Hanover County Judicial Building 316 Princess Street, Suite 323 Wilmington, NC 28401 Valerie.Jordan@nccourts.org
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9	Ella Wrenn	102 S. Main Street Louisburg, NC 27549 Fax: (919) 497-4303 Ella.Wrenn@nccourts.org
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15B	Jamie Richardson Orange County	Superior Court Judges' Office Chatham County Justice Center 40 E. Chatham Street PO Box 609 Pittsboro, NC 27312 919-545-3517 Direct Fax Jamie.N.Richardson@nccourts.org Old Orange County Courthouse 104 E. King Street Hillsborough, NC 27278 Fax: (919) 732-4497 Jamie.N.Richardson@nccourts.org

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