



THE NORTH CAROLINA DISPUTE RESOLUTION COMMISSION

IMPORTANT NOTICE

Superior Court Mediation Coordinators

To: ALL CERTIFIED MSC MEDIATORS
From: NC DISPUTE RESOLUTION COMMISSION
Re: COURT APPOINTMENTS/MSC PROGRAM (11/2024)

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.

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>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> Denise Harris, SC Judicial Assistant II Wayne County Courthouse 224 E. Walnut St., Ste. 314 Goldsboro, NC 27530 Phone (919) 722-6280 Fax (919) 722-6183 Denise.K.Harris@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>Ashley Bullard SC Court Manager 100 Courthouse Square Whiteville, NC 28472 Phone (910) 641-4481 Ashley.N.Bullard3y@nccourts.org</p>
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<p>15B Brunswick <i>Formerly 13B</i></p> <p>Blair Hauser SC Court Manager II</p> <p>Danette Yuricek Court Assistant 310 Government Center, Dr., #3 Bolivia, NC 28422 Phone (910) 253-4428 Fax (910) 253-3037 Blair.A.Hauser@nccourts.org Danette.M.Yuricek@nccourts.org</p>	<p>16 Durham <i>Formerly 14</i></p> <p>Deneen Barrier Trial Court Administrator Durham County Courthouse 510 S. Durham St., 9th Floor Durham, NC 27701 Phone (919) 808-3251 Fax (919) 808-3037 E.Deneen.Barrier@nccourts.org</p>	<p>17 Alamance <i>Formerly 15A</i></p> <p>Meredith Giannotti SC Court Manager I 212 W. Elm St., Ste 245 Graham, NC 27253 Phone (336) 570-5274 Meredith.S.Giannotti2@nccourts.org</p>
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<p>18 Orange, Chatham <i>Formerly 15B</i></p> <p>Jamie Richardson SC Court Manager II Chatham County Justice Center 40 E. Chatham Street P.O. Box 609 Pittsboro, NC 27312 Phone (919) 644-4747 Jamie.N.Richardson@nccourts.org</p> <p>Orange County Orange County Courthouse 104 E. King Street Hillsborough, NC 27278 Fax (919) 732-4497</p>	<p>19 Catawba <i>Formerly 25B</i></p> <p>Kayla M. Wallace SC Trial Court Coordinator 100 Government Dr., Dept. M Newton, NC 28658 Phone (828) 695-6116 Fax (828) 695-6117 Kayla.Wallace@nccourts.org</p>	<p>20 Robeson <i>Formerly 16B</i></p> <p>Gwen Chavis-Locklear Superior Court Manager II Robeson County Courthouse 500 N. Elm St., #215 Lumberton, NC 28358 Phone (910) 272-5916 Fax (910) 272-5917 Gwen.Chavis-Locklear@nccourts.org</p>
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<p>24 Guilford <i>Formerly 18</i></p> <p><u>Greensboro</u> Roberta J. Curry SC Court Manager Guilford County Courthouse P.O. Box 3008 Greensboro, NC 27402 Phone (336) 412-7909 Fax (336) 412-7901 Roberta.J.Curry@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>Meredith Davis SC Trial Court Coordinator 832 E. Fourth St., Ste. 3420 Charlotte, NC 28202 Phone (704) 686-0185 Fax (704) 686-0310 Meredith.P.Davis@nccourts.org</p>
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<p>30 Union <i>Formerly 20B</i></p> <p>Jessica Mangum SC Court Manager II P.O. Drawer 829 Monroe, NC 28111-0829 Phone (704) 698-3210 Fax (704) 698-3117 Jessica.L.Mangum@nccourts.org</p>	<p>31 Forsyth <i>Formerly 21</i></p> <p>Keenan Menefee-Long SC Trial Court Coordinator Forsyth County Hall of Justice 200 N. Main Street Winston-Salem, NC 27120 Phone (336) 779-6316 Fax (336) 776-6335 Keenan.Menfee-Long@nccourts.org</p>	<p>32 Alexander, Iredell <i>Formerly 22A</i></p> <p>Tueresa Hayden SC Trial Court Coordinator 226 Stockton Street Statesville, NC 28677 Phone (704) 832-6618 Fax (704) 832-6617 Tueresa.P.Hayden@nccourts.org</p>
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<p>39 Cleveland, Lincoln Formerly 27B</p> <p>Kinsley Craig SC Trial Court Administrator Cleveland County Courthouse P.O. Box 8 Lincolnton, NC 28093 Lincoln Phone (704) 742-7816 Cleveland Phone (704) 476-7816 Fax (704) 476-7817 Kinsley.M.Craig@nccourts.org</p>	<p>40 Buncombe Formerly 28</p> <p>Cindy Crawford SC Court Manager II Buncombe County Courthouse 60 Court Plaza Asheville, NC 28801-3584 Phone (828) 259-6479 Fax (828) 259-3384 Cindy.Crawford@nccourts.org</p>	<p>41 McDowell, Rutherford Formerly 29A</p> <p>Susan L. Shehan SC Court Coordinator 229 N. Main Street Rutherfordton, NC 28139 Phone (828) 288-6117 Fax (828) 288-1780 Susan.L.Shehan@nccourts.org</p>
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