

SAN FRANCISCO SUPERIOR COURT SUPPORT STAFF LISTING

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Rev. May-2025

www.sf.courts.ca.gov

General Court Information 415-551-4000

TTY / TDD 415-551-4001

PUBLIC DISTRIBUTION

CIVIC CENTER COURTHOUSE 400 McAllister St., SF, CA 94102-4514

PRESIDING JUDGE / ASST PRESIDING JUDGE

Rochelle C. East PJ 551-3705
Chistopher C. Hite, APJ..... 551-3738

PRESIDING JUDGE STAFF

Clerks, #206 551-3705

EXECUTIVE OFFICE, #205

Brandon E. Riley, Court Executive Officer 551-5737
Melinka Jones, Chief Administrative Officer 551-3683
Ann E. Donlan, Communications Consultant 551-5957
Sue Wong, Chief Financial Officer..... 551-5757

ACCESS, #509 (Helpline) 551-0605

Website: <https://sf.courts.ca.gov/self-help>

CIVIL DIVISION (Limited / Unlimited), #103

GENERAL CIVIL INFO 551-4000

Administration

Wayne Parinas, Chief Operations Officer 551-5770
Civil, Probate, Appeals 551-5770
Maria Olopernes-Pena, Court Manager, Records, Case Management, Defaults 551-3817
Ernalyn Bura, Court Manager, Appeals/ Filings/ Probate/ Small Claims 551-3808
Gina Guidi, Court Manager 551-5999

Appeals

Limited Appeals / Small Claims Appeals 551-3891
Unlimited Appeals 551-3671
General Line 551-5963

Email: CivilAppeals@sftc.org

Leslie Gomez, Court Supervisor 551-3673

ADR / Arbitration

Rexanne Biserra, ADR Coordinator 551-5709

Civil Records

Records – Main Line..... 551-3802
Email: CCCRecordsDepartment@sftc.org
Shirley Le, Court Supervisor 551-3810
Maria Olopernes-Pena, Court Manager 551-3817

Civil E-Filing

E-Filings 551-3824

Email: Sfefiling@sftc.org

Judith Nunez, (Acting) Court Supervisor 551-4030

Counter / Filings

Complaint filings 551-3927
Subsequent filings 551-4027

Email: Civilsupport@sftc.org

Kevin Dougherty, Court Supervisor 551-3876

Civil Case Management / Defaults

Maria Olopernes-Pena, Court Manager 551-3817
Civil Case Management Clerk 551-3872
Annie Pascual Court Supervisor..... 551-5949

Case Mgmt. Email: Department610@sftc.org

Email: Default-judgments@sftc.org

Probate

Filings, #103..... 551-3892
Court Investigators Unit 551-3657
Courtroom Clerk 551-3702
Room 202 (Recorded Info) 551-3650

Leslie Gomez, Court Supervisor, Probate /

Mental Health Unit 551-3673

Small Claims

General Information 551-3957
Small Claims..... 551-3959
Shawna Van Tree, Court Supervisor..... 551-3955

COLLABORATIVE COURTS, CCC / 555 Polk St.

Melanie Kushnir-Pappalardo, Director..... 551-5941
Kristine M. King, Program Analyst 551-5746
Jennifer Pasinosky, Family Treatment Crt Coord 551-5767
Maria Batres, CJC Coordinator..... 551-5939
Yareli Ruiz Montes, Program Analyst 551-3983
Juanita Murphy, CARE Court Program Coordinator.. 551-5951

COMMUNITY JUSTICE CENTER, 555 Polk St

Melanie Kushnir-Pappalardo, Director..... 551-5941
Maria Batres, CJC Coordinator..... 551-5939

COURT REPORTERS / INTERPRETERS

Romy Risk, Court Manager (Reporters) 551-3775
Rose Gonzalez, Court Supervisor (Interpreters)..... 551-0656
Christine Jordan, Court Supervisor (Reporters) 551-0331
Transcript Requests 551-3778

OR Transcriptrequests@sftc.org

Interpreter Requests 551-5920

OR InterpreterRequests@sftc.org

COURTROOM CLERKS / LAW AND MOTION– WRITS AND RECEIVERS

Courtroom Clerks (Limited / Unlimited) #103

Courtroom Clerk Manager..... 551-5999
Donna Lok, Court Supervisor, Master Calendar 551-3682
Julie Rumsey, Court Supervisor, Specialty Depts 551-3686
Anatolia Lubos Crt. Supervisor 551-3670

Law and Motion / Writs and Receivers, #302

Lead Clerk 551-3723
Calendar Matters 551-3823

FISCAL SERVICES, #205

Sue Wong, Chief Financial Officer..... 551-5757
Faye D. Chin, Fiscal Systems & Services Mgr 551-5722
Mei Qin Lei, Administrative Analyst II 551-5966
Civil Revenues 551-5968
Traffic & Criminal Revenues 551-5718
Accounts Payable ap@sftc.org

JURY DEPARTMENT, #007 551-3608

Grand Jury, Admin. Analyst 551-3622

LIBRARY SERVICES,

SF Law Library, 1145 Market St., 4th Fl. 554-1772

RECORDINGS / INFO LINES..... 551-4000

ACCESS Center, #509 551-0605
Arbitration/ Civil Case Mgmt. / Discovery 551-4000
Family Law Facilitator 551-0605
Jury 551-3608
Law & Motion / Writs & Receivers..... 551-4000
Probate 551-4000
Tentative Rulings 551-4000

TRAFFIC/INFRACTIONS DIVISION, #103

Automated Payment System 551-8550
Clerk's Office..... 551-8540
Michael Bareng, Court Manager 551-8501
Joseph Santos, Court Supervisor, Delinquent
Infractions/Courtroom 551-8503
Andres Guadamuz, Court Supervisor,
Non-Delinquent Infractions 551-8502
Traffic/Infraction Appeals 551-0657

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PUBLIC DISTRIBUTION

UNIFIED FAMILY COURT, 4th Floor

Information (Child Support / Family Law / Dependency).....	551-3900
Family Law, customer service	551-3900
Family Court Services / Depend. Mediation.....	551-5983
Family Law Facilitator, Room 509.....	551-0605
Staci Gray, Chief Operations Officer	551-5910
Frances Yokota, Court Manager.....	551-3914
Jonathan Wong, Court Supervisor	551-3962
Catherine Gerace (Acting) Suprv. Mediator	551-5923

Also under the administration of Unified Family Court:

JUVENILE JUSTICE CENTER
375 Woodside Avenue, SF, CA 94127

Juvenile Delinquency Division Operations

Clerk's Office / Records	682-5100
Lisa Fong, Court Supervisor	682-5101
Calendaring.....	682-5100
Deputy Court Clerk II	682-5100

Juvenile Traffic

Juvenile Traffic	682-5100
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HALL OF JUSTICE
850 Bryant Street, SF, CA 94103

CRIMINAL DIVISION, #101

General Criminal Information	551-0651
Administration	
Cynthia Karadi, (Acting) Chief Operations Officer,	
Criminal/Traffic.....	551-0350
Anthony Gavero, Court Manager.....	551-0652
Wesley Ramirez, (Acting) Crim. Crtrm. Clerk Mgr. .	551-7572
Christian Sabugo, (Acting) Crim Cal. Coord	551-0322
Alma De La Rosa, Courtroom Suprv	551-0352
Liana Manuel, Crim. Courtroom Clerk Suprv	551-3616
Sherife Huseny, Court Mgr., Crim. Operations.....	551-0665
Bryan Wong, Court Suprv, Crim. Operations	551-0696
Stephen Spengler, Court Suprv Crim Records	551-0684
Romy Risk, Court Manager, Court Reporters.....	551-3775

Court Services

Stephen Spengler, Court Suprv Crim Records	551-0684
Appeals, Felony	551-0354 / 551-0693
Appeals, Misdemeanors & Traffic.....	551-0657
Bonds Desk.....	551-0660 / 551-0691
DMV.....	551-0683
Exhibits	551-0671
Filings.....	551-0651
Outside Arrest.....	551-0675
Subpoenaed Records.....	551-0653 / 551-0671

JURY DEPARTMENT, #307..... 551-3608

COMPREHENSIVE COLLECTIONS UNIT, #101

General Collections Information.....	551-0670
Jennifer Ngo-Chan, Court Manager.....	551-8576
Curtis Lum, Deputy Court Clerk II.....	551-0655
Derek Au, Deputy Court Clerk II	551-8572
Jessica Gella, Deputy Court Clerk II.....	551-0663

COURT REPORTERS / INTERPRETERS

Romy Risk, Manager (Reporters).....	551-3775
Rose Gonzalez, Supervisor (Interpreters)	551-0656
Christine Jordan, Court Supervisor (Reporters)	551-0331
Transcript Requests.....	551-3778
OR Transcriptrequests@sftc.org	
Interpreter Requests (HOJ).....	551-0654
Interpreter Request (CCC).....	551-5920
OR InterpreterRequests@sftc.org	

TRAFFIC/INFRACTIONS DIVISION, #145

Automated Payment System.....	551-8550
Clerk's Office.....	551-8540
Michael Bareng, Court Manager	551-8501
Joseph Santos, Court Supervisor, Delinquent	
Infractions/Courtroom	551-8503
Andres Guadamuz, Court Supervisor,	
Non-Delinquent Infractions	551-8502
Traffic/Infraction Appeals	551-0657