

# SAN FRANCISCO SUPERIOR COURT SUPPORT STAFF LISTING

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

**PRESIDING JUDGE / ASST PRESIDING JUDGE**

Anne-Christine Massullo, PJ ..... 551-3705  
 Rochelle C. East, APJ ..... 551-3719

**PRESIDING JUDGE STAFF** ..... 551-3693

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 W. 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  
 Civil, Probate, Appeals ..... 551-5770  
 Maria Olopernes-Pena, Court Manager, Records.... 551-3817  
 Ernalyn Bura, Court Manager, Appeals/ Filings/Probate/  
 Small Claims..... 551-3808  
 Cynthia Karadi, (Acting) Court Manager ..... 551-5999

**Appeals**

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

Email: [CivilAppeals@sftc.org](mailto: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](mailto:CCCRecordsDepartment@sftc.org)

Shawna Van Tree, Court Supervisor..... 551-3955

Maria Olopernes-Pena, Court Manager ..... 551-3817

**Civil E-Filing**

E-Filings ..... 551-3824

Email: [Sfefiling@sftc.org](mailto:Sfefiling@sftc.org)

Judith Nunez, (Acting) Court Supervisor ..... 551-4030

**Counter / Filings**

Complaint filings ..... 551-3927

Subsequent filings ..... 551-4027

Email: [Civilsupport@sftc.org](mailto:Civilsupport@sftc.org)

Kevin Dougherty, Court Supervisor ..... 551-3876

**Civil Case Management / Defaults**

Civil Case Management ..... 551-3872

Shirley Le (Acting) Court Supervisor..... 551-5949

Case Mgmt. Email: [Department610@sftc.org](mailto:Department610@sftc.org)

Email: [Default-judgments@sftc.org](mailto: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, Admin Analyst III..... 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](mailto:Transcriptrequests@sftc.org)

Interpreter Requests ..... 551-5920

OR [InterpreterRequests@sftc.org](mailto:InterpreterRequests@sftc.org)

**COURTROOM CLERKS / LAW AND MOTION-  
WRITS AND RECEIVERS**

**Courtroom Clerks (Limited / Unlimited) #103**

Cynthia Karadi (Acting) Courtroom Clerk Manager..... 551-5999

Donna Lok, Court Supervisor, Master Calendar ..... 551-3682

Julie Rumsey, Court Supervisor, Specialty Depts ..... 551-3686

Annie Pascual (Acting) Crt. Supervisor..... 551-3670

**Law and Motion / Writs and Receivers, #302**

Lead Clerk ..... 551-3723

Calendar Matters ..... 551-3823

**FISCAL SERVICES, #205**

Sue W. Wong, Chief Financial Officer ..... 551-5757

Faye D. Chin, Fiscal Systems & Services Mgr ..... 551-5722

Chiu Ming (Jimmy) Chu, Fiscal Services Supvr..... 551-5715

Civil Revenues ..... 551-5968

Traffic & Criminal Revenues ..... 551-5718

Accounts Payable ..... [ap@sftc.org](mailto:ap@sftc.org)

**JURY DEPARTMENT, #007** ..... 551-3608

Email: [jury.office@sftc.org](mailto:jury.office@sftc.org)

Civil Grand Jury, Admin. Analyst..... 551-3622

**LIBRARY SERVICES,**

SF Law Library, 1145 Market St., 4<sup>th</sup> Fl. .... 554-1772

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

ACCESS, #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

# SAN FRANCISCO SUPERIOR COURT SUPPORT STAFF LISTING

## UNIFIED FAMILY COURT, 4<sup>th</sup> 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  
 Frances Yokota, Court Manager..... 551-3914  
 Jonathan Wong, (Acting) Court Supervisor ..... 551-3962

*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 Kong, Court Supervisor..... 682-5101  
 Calendaring..... 682-5100  
 Deputy Court Clerk II ..... 682-5100

### Juvenile Traffic

Juvenile Traffic ..... 682-5100

**HALL OF JUSTICE**  
**850 Bryant Street, SF, CA 94103**

### CRIMINAL DIVISION, #101

General Criminal Information ..... 551-0651  
Administration  
 Mark Culkins, Chief Operations Officer, Criminal/Traffic..... 551-0350  
 Anthony Gavero, Court Manager..... 551-0652  
 Gina Guidi, Crim. Courtroom Clerk Mgr. .... 551-4004  
 Wesley Ramirez, Crim. Courtroom Clerk Suprv..... 551-7572  
 Anatolia Lubos (Acting) Courtroom. Supervisor. .... 551-0352  
 Liana Manuel, Crim. Courtroom Clerk Suprv. .... 551-3616  
 Sherife Huseny, Court Manager, Crim. Operations. 551-0665  
 Bryan Wong, Court Superv, 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..... 551-0608 / 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

Email: [jury.office@sftc.org](mailto:jury.office@sftc.org)

### COMPREHENSIVE COLLECTIONS UNIT, #101

General Collections Information..... 551-0670  
 Jennifer Chan, Court Manager..... 551-8576  
 Curtis Lum, Deputy Court Clerk II..... 551-0655  
 Anthony Bailey, Deputy Court Clerk II ..... 551-8572  
 Jessica Gella, Deputy Court Clerk II ..... 551-0663  
 Mei Qin Lei, Administrative Analyst II ..... 551-8573

## 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](mailto:Transcriptrequests@sftc.org)  
 Interpreter Requests ..... 551-0654  
 OR [InterpreterRequests@sftc.org](mailto: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