

# SAN FRANCISCO SUPERIOR COURT SUPPORT STAFF LISTING

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

**PRESIDING JUDGE / ASST PRESIDING JUDGE**

Samuel K. Feng, PJ..... 551-3705  
 Anne-Christine Massullo, APJ..... 551-3729

**PRESIDING JUDGE STAFF** ..... 551-3693  
 Clerks, #206 ..... 551-3705

**EXECUTIVE OFFICE, #205**

T. Michael Yuen, Court Executive Officer..... 551-5707  
 Megan Filly, Chief Administrative Officer..... 551-5743  
 Ken Garcia, Communications Dir..... 551-5957  
 Sue W. Wong, Chief Financial Officer..... 551-5757

**ACCESS, #509**..... 551-5880 / 551-0605

**CIVIL DIVISION (Limited / Unlimited), #103**

GENERAL CIVIL INFO (8:30 am - 4 pm)..... 551-4000

**Administration**

Wayne Parinas, Chief Operations Officer /  
 Civil, Jury, Probate, Unified Family Court..... 551-5770  
 Diane Hakewill, Court Manager, Appeals/Civil Case Mgmt./  
 Filings/Probate/Records/Small Claims..... 551-3808

**Appeals**

Small Claims Appeals / Limited Appeals ..... 551-5963  
 Unlimited Appeals ..... 551-3671  
 Appellate Division ..... 551-3891  
 Leslie Gomez, (Acting) Court Suprv ..... 551-3673

**Civil Case Mgmt / Arbitration (window #21)**

Julie Rumsey, (Acting) Court Supervisor..... 551-3887  
 Staff (#103 / #610)..... 551-3872  
 Tentative Rulings ..... 551-4000

**Civil Records**

Records - Main Line..... 551-3802  
 Oscar Guandique, (Acting) Court Supervisor..... 551-3806

**Civil Support**

E-Filings ..... 551-3824  
 Ernalyan Bura, Court Supervisor..... 551-4030

**Counter / Filings**

Complaint filings ..... 551-3927  
 Subsequent filings ..... 551-4027  
 Jacquelyn LaPrevotte, Court Supervisor..... 551-3876

**Defaults (window #20)**

Staff (#103 / #610)..... 551-3872  
 Defaults, General ..... 551-4029

**Probate**

FAX ..... 551-3801  
 Filings, #103..... 551-3892  
 Leslie Gomez, (Acting) 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.**

Allyson West, Director (CCC #312)..... 551-5941  
 Kristine M. King, Program Analyst (CCC #319)..... 551-5746  
 Jennifer Pasinosky, Drug Crt Coord. (CCC #406B)... 551-5767  
 Maria Batres, CJC Coord. (555 Polk Street)..... 551-5939

**COMMUNITY JUSTICE CENTER**

**Dept. 8, 575 Polk St**

Clerk- Carlos Barraza/  
 Judge Michael I. Begert..... 551-3837

**CJC Staff, 555 Polk St**

Allyson West, Director ..... 551-5941

**COURT REPORTERS / INTERPRETERS**

Romy Risk, Court Manager..... 551-3775  
 Sherry Sawyer, Supervising Court Reporter ..... 551-3745  
 Rose Gonzalez, Court Supervisor (Interpreters)..... 551-0656  
 Transcript Requests..... 551-3778

OR Transcriptrequests@sftc.org

Interpreter Requests ..... 551-5920

OR InterpreterRequests@sftc.org

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

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

Diane Hakewill, Courtroom Clerk Manager..... 551-3808

**Courtroom Clerks (Limited / Unlimited)**

**#103/Cont'd**

Donna Lok, Crt Supervisor, Master Calendar ..... 551-3682  
 Joy Guandique, Crt Suprv., Trial Depts ..... 551-3670  
 Melinka Jones, Crt Suprv., Specialty Depts ..... 551-3683

**Discovery, #302**

Discovery Clerks ..... 551-3720

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

Lead Clerk - 551-3723, Cal. Matters ..... 551-3823  
 Information ..... 551-3721

**FISCAL SERVICES, #205**

Sue W. Wong, Chief Financial Officer ..... 551-5757  
 Faye D. Chin, Fiscal Systems & Services Mgr ..... 551-5722  
 Chiu Ming Chu, Fiscal Services Supervisor ..... 551-5715  
 Laural A. Ayala, Administrative Analyst I ..... 551-5711  
**Civil Trust Disbursements, #205**  
 Cheryl Consing, Fiscal Technician ..... 551-5718  
 Marivic Viray, (Acting) Sr Fiscal Technician ..... 551-5968  
 Ernie Wong, Sr. Fiscal Technician ..... 551-5706

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

**Civil Grand Jury, Admin. Analyst**..... 551-3635

**LIBRARY SERVICES, 1145 Market St.**..... 554-1772

**PROBATE DEPARTMENT, #202** ..... 551-3650

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

**ACCESS, #509**..... 551-5880  
 Arbitration/ Civil Case Mgmt. / Discovery ..... 551-4000  
 Family Law Facilitator ..... 551-5880  
 Jury ..... 551-3608  
 Law & Motion / Writs & Receivers..... 551-4000  
 Probate ..... 551-4000  
 Tentative Rulings ..... 551-4000

**UNIFIED FAMILY COURT, 4<sup>th</sup> Floor**

Information (Child Support / Family Law /  
 Dependency)..... 551-3900 / 551-3903  
 Drug Court ..... 551-4061  
 Family Crt Svcs / Depend. Mediation ..... 551-4007  
 Family Law, customer service..... 551-3900  
 Family Law Facilitator, Room 509..... 551-5880

# SAN FRANCISCO SUPERIOR COURT SUPPORT STAFF LISTING

Rev. 5/3/21      www.sfsuperiorcourt.org      General Court Information 415-551-4000      TTY / TDD 415-551-4001      PUBLIC DISTRIBUTION

Also under the administration of  
Unified Family Court:]

**JUVENILE JUSTICE CENTER**  
375 Woodside Avenue, SF, CA 94127

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

## COURT REPORTERS / INTERPRETERS

Romy Risk, Manager..... 551-3775  
Rose Gonzalez, Court Supervisor..... 551-0656  
Transcript Requests..... 551-3778  
OR Transcriptrequests@sftc.org  
Interpreter Requests ..... 551-0654  
OR InterpreterRequests@sftc.org

## TRAFFIC/INFRACTIONS DIVISION,

**#101 and #145**  
GENERAL TRAFFIC INFORMATION ..... 551-8550  
Michael Bareng, Court Manager ..... 551-8501  
Joseph Santos, (Acting) Court Supervisor,  
Delinquent Infractions / Courtrooms ..... 551-8503  
Jeanette Santos, Court Supervisor,  
Non Delinquent Infractions ..... 551-8502  
Accounting Unit ..... 551-7503  
Correspondence Unit ..... 551-8523  
Misd. & Traffic/Infraction Appeals..... 551-0657

## Juvenile Delinquency Division Operations

FAX ..... 682-5255  
Clerk's Office / Records..... 682-5100  
Yvette King, Court Supervisor ..... 682-5101  
Calendaring..... 682-5105  
Deputy Court Clerk II ..... 682-5107

## Juvenile Traffic

FAX ..... 682-5355  
Juvenile Traffic ..... 682-5106  
Gracia Monterrosa, Deputy Court Clerk II ..... 682-5106

## Drug Court

FAX ..... 682-5155

## 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  
Sherife Huseny, (Acting) Mgr., Crim. Operations.... 551-0665  
Cynthia Karadi, Crt Suprvr., Courtroom Clerks ..... 551-0352  
Wesley Ramirez, (Acting) Criminal Cal. Coord. .... 551-7572  
Romy Risk, Court Manager., Crt Reporters ..... 551-3775  
Sherry Sawyer, Supervising Court Reporter ..... 551-3745  
Bryan Wong, (Acting) Crt Suprvr., Crim. Operations.. 551-0696

## Court Services

(Acting) Crt Supervisor, 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  
Records / Archives ..... 551-0651

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

## **COMPREHENSIVE COLLECTIONS UNIT, #101**

General Collections Information..... 551-0670  
Jennifer Chan, Court Manager..... 551-8576  
Derek Au, Deputy Court Clerk II ..... 551-8573  
Kristian Colobong, Deputy Court Clerk II ..... 551-0663  
Curtis Lum, Deputy Court Clerk II..... 551-0655  
(Vacant), Deputy Court Clerk II..... 551-8572