



# ECF Court Link

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Eastern District  
Of  
North Carolina  
CM/ECF  
Newsletter

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## Case Statistics

January, 2017		Year to Date	
Ch. 7	147	Ch. 7	147
Ch. 11	13	Ch. 11	13
Ch. 12	0	Ch. 12	0
Ch. 13	315	Ch. 13	315
Ch. 9	0	Ch. 9	0
Ch. 15	0	Ch. 15	0
<b>Total</b>	<b>475</b>	<b>Total</b>	<b>475</b>

## Chapter 11 Plan Events

*There seems to be a great deal of confusion with regard to filing Chapter 11 plan related motions. To clarify, if an extension is sought in order to file the Plan and Disclosure Statement, the **Extend Time/Deadlines** event should be selected, and the “Time to File Chapter 11 Plan & Disclosure Statement” option should be checked. If an extension of the exclusivity period is sought, the **Extend/Limit Exclusivity/Acceptance Period** event should be selected. Please ensure that you are choosing the correct event when filing these motions.*

## Checking Filings for Accuracy

*All pleadings to be filed with the court should be reviewed prior to entry, in order to ensure that the information contained is correct. This includes dates of filing, hearing dates, and other references to the case docket. Deficiency notices will be sent for failure to provide accurate information, which may delay entry of orders.*

## Updated Case Assignments

Our case assignments have changed *effective immediately*. Please review the updated list for Case Administrators and Operations Analysts below. If you have any questions relating to a specific case, please contact the appropriate person based on the last two digits of the case number.

### Case Administrators:

<i>Ending with:</i>	<i>Contact Person:</i>	<i>Email Address:</i>	<i>Phone:</i>
00-09	Dawn Barnes	Dawn_Barnes@nceb.uscourts.gov	(919)334-3807
10-19	Christy Gurgone	Christy_Gurgone@nceb.uscourts.gov	(919)334-3848
20-29	Anna Brock	Anna_Brock@nceb.uscourts.gov	(919)334-3816
30-43	Brenna Kemp	Brenna_Kemp@nceb.uscourts.gov	(919)334-3860
44-52	Carrie Wiggins	Carrie_Wiggins@nceb.uscourts.gov	(919)334-3858
53-61	Donna Harris	Donna_Harris@nceb.uscourts.gov	(919)334-3804
62-70	Amy Bisette	Amy_Bisette@nceb.uscourts.gov	(919)334-3849
71-80	Roxanne Parker	Roxanne_Parker@nceb.uscourts.gov	(919)334-3803
81-90	Aileen Gibson	Aileen_Gibson@nceb.uscourts.gov	(919)334-3808
91-99	Sharon Angel	Sharon_Angel@nceb.uscourts.gov	(252)917-6123

### Operations Analysts:

<i>Contact Person:</i>	<i>Email Address:</i>	<i>Phone:</i>
Donna Skinner 00-29	Donna_Skinner@nceb.uscourts.gov	(252)917-6119
Kelly Shum-Drake 30-61	Kelly_Shum-Drake@nceb.uscourts.gov	(919)334-3806
Wendy Parker 62-99	Wendy_Parker@nceb.uscourts.gov	(919)334-3865

## **DeBN Reminders**

*As you are aware, Local Rule 9036-1(1) requires that debtors file an electronic noticing request with every petition. The court has begun sending deficiency notices with regard to this form. In order to ensure that your office is filing these properly, please review the below tips.*

*When completing the form, please ensure that one of the boxes is checked. If an account is being activated, select “Initial Request” and include the debtor’s email address at the bottom. If the debtor is declining electronic notice, the “Decline” box should be checked, and the email field should be left blank. The “Update” section is only for debtors who already have an existing DeBN account and wish to change the email address or verify the account information. The “Deactivate” section is only for debtors with an existing account who wish to terminate the service.*

*The “Request re: Debtor Electronic Notice” event under Miscellaneous should be used for filing, which is a private entry. The appropriate radio button (Activate, Decline, Deactivate or Update) should be selected when docketing.*

### QUESTIONS/ANSWERS:

**Q.** What is the most efficient way to contact the CM/ECF Helpdesk?

**A.** The court encourages the use of our Live Chat feature in order to reach the CM/ECF Helpdesk. This allows you to get a response to your inquiry in real time, without having to wait for a response to a voicemail or email. Whether it be a request for deletion of a filing made in error, or a question about what event should be used to file a pleading, LiveChat will get you there faster!

**ECF Contacts:**

Helpdesk Line: (919)334-3850

Kelly Shum-Drake

Telephone Number: (919)334-3806

E-Mail Address: [Kelly\\_Shum-Drake@nceb.uscourts.gov](mailto:Kelly_Shum-Drake@nceb.uscourts.gov)

Donna Skinner

Telephone Number: (252)917-6119

E-Mail Address: [Donna\\_Skinner@nceb.uscourts.gov](mailto:Donna_Skinner@nceb.uscourts.gov)