



# ECF Court Link

MARCH 13, 2014

VOLUME 9, ISSUE 3

Eastern District  
Of  
North Carolina  
CM/ECF  
Newsletter

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## Case Statistics

February, 2014		Year to Date	
Ch. 7	160	Ch. 7	329
Ch. 11	7	Ch. 11	20
Ch. 12	0	Ch. 12	0
Ch. 13	416	Ch. 13	826
Ch. 9	0	Ch. 9	0
Ch. 15	0	Ch. 15	0
<b>Total</b>	<b>583</b>	<b>Total</b>	<b>1175</b>

## On a Personal Note

*Donna King, Case Administrator for the Greenville office, will be retiring effective March 14th. Please join us in congratulating Donna on her years of service and wishing her a wonderful retirement!*

*Also, please join the court in welcoming Claire Sauls, who began as law clerk to Judge Warren on February 18th.*

## Reminder: Legal Seminar

*This is a reminder that registration is now open for the 2014 Eastern District Bankruptcy Seminar. Information including the agenda and registration form may be viewed by clicking on the below link.*

<http://www.nceb.uscourts.gov/bankruptcy-seminar>

*The final date for registration is March 21<sup>st</sup>. No late registrations will be accepted!*

## **Updated Case Assignments**

Our case assignments will change *effective Monday, March 17th*.  
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>
00-08	<i>Dawn Barnes</i>	<i>Dawn_Barnes@nceb.uscourts.gov</i>	<i>(252)917-6116</i>
09-17	<i>Brenna Wallace</i>	<i>Brenna_Wallace@nceb.uscourts.gov</i>	<i>(252)917-6121</i>
18-26	<i>Christy Gurgone</i>	<i>Christy_Gurgone@nceb.uscourts.gov</i>	<i>(252)917-6111</i>
27-35	<i>Anna Brock</i>	<i>Anna_Brock@nceb.uscourts.gov</i>	<i>(252)917-6112</i>
36-44	<i>Amy Bisette</i>	<i>Amy_Bisette@nceb.uscourts.gov</i>	<i>(919)334-3849</i>
45-53	<i>Carrie Wiggins</i>	<i>Carrie_Wiggins@nceb.uscourts.gov</i>	<i>(919)334-3858</i>
54-62	<i>Donna Harris</i>	<i>Donna_Harris@nceb.uscourts.gov</i>	<i>(919)334-3804</i>
63-71	<i>Shelia Morris</i>	<i>Shelia_Morris@nceb.uscourts.gov</i>	<i>(919)334-3810</i>
72-80	<i>Lisa Payne</i>	<i>Lisa_Payne@nceb.uscourts.gov</i>	<i>(919)334-3807</i>
81-89	<i>Aileen Gibson</i>	<i>Aileen_Gibson@nceb.uscourts.gov</i>	<i>(919)334-3808</i>
90-99	<i>Pamela Smith</i>	<i>Pamela_Smith@nceb.uscourts.gov</i>	<i>(919)334-3847</i>

### *Operations Analysts:*

<i>Contact Person:</i>	<i>Email Address:</i>	<i>Phone:</i>
<i>Donna Skinner 00-35</i>	<i>Donna_Skinner@nceb.uscourts.gov</i>	<i>(252)917-6119</i>
<i>Kelly Shum-Drake 36-71</i>	<i>Kelly_Shum-Drake@nceb.uscourts.gov</i>	<i>(919)334-3806</i>
<i>Wendy Parker 72-99</i>	<i>Wendy_Parker@nceb.uscourts.gov</i>	<i>(919)334-3865</i>

## Contacting Court Staff

*The court has created group email addresses for each judge's court staff. You will no longer need to maintain a list of what courtroom personnel are assigned to a specific judge. Effective immediately, please use the following email addresses in order to contact court staff regarding calendar related matters.*

*Judge Doub*

[ncebml\\_CourtroomStaff\\_RDD@nceb.uscourts.gov](mailto:ncebml_CourtroomStaff_RDD@nceb.uscourts.gov)

*Judge Humrickhouse*

[ncebml\\_CourtroomStaff\\_SWH@nceb.uscourts.gov](mailto:ncebml_CourtroomStaff_SWH@nceb.uscourts.gov)

*Judge Warren*

[ncebml\\_CourtroomStaff\\_DMW@nceb.uscourts.gov](mailto:ncebml_CourtroomStaff_DMW@nceb.uscourts.gov)

*Judge Small*

[ncebml\\_CourtroomStaff\\_ATS@nceb.uscourts.gov](mailto:ncebml_CourtroomStaff_ATS@nceb.uscourts.gov)

## 3002.1 Refresher

*The following outlines the sequence of events regarding Rule 3002.1 filings. Documents filed under Rule 3002.1 should always be filed in this order and in the manner indicated, if applicable.*

*1. Notice of Mortgage Payment Change*

*\*Responses may be filed to this document, and should always be filed using the "Response to Notice of Mortgage Payment Change" event, rather than as Objections to Claim.*

*2. Notice of Postpetition Mortgage Fees, Expenses and Charges*

*3. Motion to Determine Mortgage Fees and Expenses*

*\*Responses should never be filed to the Notice of Postpetition Mortgage Fees, Expenses and Charges. Rather, this motion should always be filed.*

*4. Notice of Final Cure Mortgage Payment*

*5. Response to Notice of Final Cure Payment Rule 3002.1*

*6. Motion to Determine Final Cure and Mortgage Payment*

## **CM/ECF Docketing Reminders**

*Answer to Complaint – When docketing an answer that contains a motion, select “Yes’ when asked and enter the type of motion it is.*

*Order Upload – If a proposed order relates to an existing motion in a case, you must refer the order to that motion when uploading.*

### **QUESTIONS/ANSWERS:**

**Q.** I received a deficiency notice that states as follows: “The order contains spelling errors and/or grammatical errors.” Is this something that the court checks as part of the order requirements?

**A.** Yes. In addition to proper formatting (3” margin, correct spacing and indentation, etc.) and proper heading information (correct division, case number, Judge’s initials, etc.), orders should be reviewed prior to uploading for any spelling and/or grammatical errors.

### **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)