

Directory of Contacts for Interpreting Services

Language Services Section
Programs and Procedures Unit
Office of Management and Administrative Services
Administrative Office of the Courts
P.O. Box 988
Trenton, NJ 08625-0988

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Introduction

The aim of this directory is to facilitate communication (1) among the primary court managers who oversee the administration of interpreting services; (2) between those court managers and freelance contract interpreters; and (3) between the court-going public and those managers.

- Court managers who contract freelance contract interpreters often need to reach peers who do the same work in other vicinages. This will help them solve immediate problems and learn from the experience of colleagues around the state.
- Freelance contract interpreters who are registered with the Administrative Office of the Courts need to know the managers they should contact regarding assignments if they have questions, concerns, or cancellations. The list also makes clear who the primary manager is for coordinating freelance contract interpreters in each county and, in some cases, specific operating units within a county.
- The public, which has occasion to come to court and need the assistance of interpreters, sometimes needs to know whom to contact to obtain information about services or apprise the court of a future need for interpreting assistance. All local questions should be directed to members of the Committee of Vicinage Coordinators of Interpreting Services (VCIS) or other persons designated as a backup to the VCIS.

The directory is organized according to vicinages. When a vicinage includes two or three counties, the counties are listed alphabetically within the vicinage.

This document includes the following persons:

1. Conference of Operations Managers/ATCAs (these individuals are the executives responsible for the general oversight of court interpreting services);
2. VCIS: Vicinage Coordinators of Interpreting Services (these persons have been designated by the ATCA / Operations Manager for daily responsibility for coordinating interpreting services and are members of the Committee of Vicinage Coordinators of Interpreting Services);
3. Alternates and backups to a VCIS; and
4. All staff interpreters employed in Superior Court.

Note on Understanding the Directory

Complete information is provided for communicating with each person in as many modes as may be available: via telephone, regular mail, e-mail or fax. When a particular listing includes anything less than all of the information (i.e., address, telephone number, and fax number), that means that all other information is the same as for the previously listed person from that county or office.

When freelance contract interpreters have questions about particular assignments, they should routinely contact the representative of the court who contacted them, if possible. If that person is not available, then they should contact either the VCIS or the VCIS's backup.

Vicinage I: Atlantic and Cape May

Jill Houck, ATCA/Operations Manager for Atlantic
Atlantic County Civil Court House
1201 Bacharach Boulevard
Atlantic City, NJ 08401
Phone: 609-594-3403 / **Fax:** 609-343-2142
E-mail: Jill.Houck@njcourts.gov

Geovanny Feliciano, Administrative Supervisor 2
Phone: 609-594-3304 / **Fax:** 609-343-2142
E-mail: Geovanny.Feliciano@njcourts.gov

Angela Jackson, Administrative Specialist 2 (VCIS)
Atlantic County Civil Courthouse
1201 Bacharach Boulevard
Atlantic City, NJ 08401
Phone: 609-594-3496 / **Fax:** 609-343-2142
E-mail: Angela.Jackson@njcourts.gov

Carolina Overs, Administrative Specialist 2 (backup to VCIS)
Phone: 609-594-3241 / **Fax:** 609-343-2142
E-mail: Carolina.Overs@njcourts.gov

Atlantic County: Atlantic City

Richard Palacio, Court Interpreter - Journeyman (Spanish)
Atlantic County Civil Court Building
1201 Bacharach Boulevard
Atlantic City, NJ 08401
Phone: 609-594-3841
E-mail: Richard.Palacio@njcourts.gov

Atlantic County: Mays Landing

Carmen Sacco, Court Interpreter - Journeyman (Spanish)
Criminal Court Complex, Room 2563-B
4997 Unami Boulevard
Mays Landing, NJ 08330
Phone: 609-909-8235 / **Fax:** 609-909-8191
E-mail: Carmen.Sacco@njcourts.gov

Cape May County

Ted J. Kammer, ATCA/Operations Manager for Cape May
Cape May County Civil Court House
9 North Main Street
Cape May, NJ 08210
Phone: 609 463-6659 / **Fax:** 609 463-6540
E-mail: ted.kammer@njcourts.gov

Marsha Martin, Court Interpreter - Journeyman (Spanish)
Phone: 609-463-6583
E-mail: Marsha.Martin@njcourts.gov

Vicinity II: Bergen

Arthur N. Andreano, Operations Manager
Bergen County Justice Complex, Room 425
10 Main Street
Hackensack, NJ 07601
Phone: 201-221-0700, x-25075
E-mail: Arthur.Andreano@njcourts.gov

Surei Martínez, Administrative Specialist 3 (VCIS)
Administration Building, Room 425
Phone: 201-221-0700, x-25081
E-mail: Surei.Martinez@njcourts.gov

Margaret Anderson, Court Interpreter - Master (Spanish)
Phone: 201-221-0700, x-25084
E-mail: Margaret.Anderson@njcourts.gov

Beatriz O. Legorburo de Laster, Court Interpreter – Journeyman (Spanish)
Phone: 201-221-0700, x-25085
E-mail: Beatriz.Legorburodel@njcourts.gov

Joan J. Reyna, Court Interpreter - Master (Spanish)
Phone: 201-221-0700, x-25083
E-mail: Joan.Reyna@njcourts.gov

Noreen Reyes, Judiciary Clerk 2 (backup to VCIS)
Phone: 201-221-0700, x-25082
E-mail: Noreen.Reyes@njcourts.gov

Vicinity III: Burlington

Isaac Boykin, Operations Manager
Burlington County Court Facility
49 Rancocas Road
Mt Holly, NJ 08060
Phone: 609-288-9500, x-38119
E-mail: Isaac.Boykin@njcourts.gov

Cathy Cuthbert, Administrative Supervisor 2, Operations
Burlington County Courts Facility, 5th Floor
49 Rancocas Road
Mt. Holly, NJ 08060
Phone: 609-288-9500, x-38254
E-mail: Cathy.Cuthbert@njcourts.gov

Lisa Wilson, Administrative Specialist 2 (VCIS)
Burlington County Courts Facility, 5th Floor, Room 505
49 Rancocas Road
Mt. Holly, NJ 08060
Phone: 609-288-9500, x-38115
E-mail: Lisa.Wilson@njcourts.gov

, Court Interpreter - Journeyman (Spanish)
Phone: 609-288-9500, x-38117
E-mail: @njcourts.gov

Vicinage IV: Camden

Colleen Lore, Operations Manager
Camden County Hall of Justice
101 South 5th Street
Camden, NJ 08103-4001
Phone: 856-379-2200, x2334 / **Fax:** 856-379-2278
E-mail: Colleen.Lore@njcourts.gov

Lisa Cunane, Assistant Operations Manager
Phone: 856-379-2200, x-2334
E-mail: Lisa.Cunane@njcourts.gov

Pamela Giacobbe, Court Interpreter - Journeyman (Spanish) (VCIS)
Phone: 856-379-2200, x-4051
E-mail: Pamela.Giacobbe@njcourts.gov

Grace Borenstein, Court Interpreter - Journeyman (Spanish)
Phone: 856-379-2200, x-4077
E-mail: Grace.Borenstein@njcourts.gov

Bethany Korp, Court Interpreter - Master (Spanish)
Phone: (856) 379-2200, x-4052
E-mail: Bethany.Korp@njcourts.gov

Theresa Ingram, Administrative Specialist 2
Phone: (856) 379-2200, x-4050
E-mail: Theresa.Ingram@njcourts.gov

Vicinage V: Essex

Edward Wingren, Operations Manager
Phone: 973-776-9300, x-55706
Essex County Veterans Courthouse, Room 514
50 West Market Street
Newark, NJ 07102
E-mail: Edward.Wingren@njcourts.gov

Harvey Martínez, Court Services Supervisor 2 (Spanish Interpreter - Master) (VCIS)
Historic Courthouse, Room 209
470 Martin Luther King, Jr. Boulevard
Newark, New Jersey 07102
Phone: 973-776-9300, x-55823 / **Fax:** 973-776-9327
E-mail: Harvey.Martinez@njcourts.gov

Stela Campion, Court Interpreter - Journeyman (Portuguese Vicinage Based Statewide Interpreter)
Phone: 973-776-9300, x-56866
E-mail: Stela.Campion@njcourts.gov

Margarita Flores, Court Interpreter – Master (Spanish)
Phone: 973-776-9300, x-57361
E-mail: Margarita.Flores@njcourts.gov

Elisa Gonzalez, Court Interpreter - Journeyman (Spanish)
Phone: 973-776-9300, x-55756
E-mail: Elisa.Gonzalez@njcourts.gov

Suzana D. Martinez, Court Interpreter – Master (Spanish & Portuguese)

Phone: 973-776-9300, x-56865

E-mail: Suzana.Martinez@njcourts.gov

David Proano-Celi, Court Interpreter - Journeyman (Spanish)

Phone: 973-776-9300, x-57372

E-mail: David.Proanoceli@njcourts.gov

Hilda Shymanik, Court Interpreter - Journeyman (Spanish)

Phone: 973-776-9300, x-57176

E-mail: Hilda.Shymanik@njcourts.gov

Robert Zemser, Court Interpreter - Master (Spanish)

Phone: 973-776-9300, x-55755

E-mail: Robert.Zemser@njcourts.gov

María Vázquez-Ramos, Judiciary Clerk 3

Phone: 973-776-9300, x-55754

E-mail: Maria.Vazquez-Ramos@njcourts.gov

Family Court: Wilentz Justice Complex (formerly Gibraltar Building)

Vicinage VI: Hudson

Kimberly Cicala, Operations Manager

Hudson County Administration Building

595 Newark Avenue

Jersey City, NJ 07306

Phone: 201-748-4400, x-66606

E-mail: Kimberly.Cicala@njcourts.gov

Juana Serra-Sans, Court Services Supervisor 2 (Spanish Interpreter - Master) (VCIS)

Phone: 201-217-5206 / **Fax:** 201-217-5184

E-mail: Juana.Serrasans@njcourts.gov

I.Citlali Alvarado, Court Interpreter - Journeyman (Spanish)

Phone: 201-795-6725, x-6726

E-mail: ltzel.Alvarado@njcourts.gov

Jonathan Friedman, Court Interpreter - Journeyman (Spanish)

Phone: 201-795-6725, x-6726

E-mail: Jonathan.Friedman@njcourts.gov

John P. Molina, Court Interpreter - Journeyman (Spanish)

Phone: 201-795-6725, x-6726

E-mail: John.Molina@njcourts.gov

Christine Ribes, Court Interpreter - Master (Spanish)

Phone: 201-795-6725, x-6726

E-mail: Christine.Ribes@njcourts.gov

Madeline Rodríguez, Court Interpreter - Journeyman (Spanish)

Phone: 201-795-6725, x-6726

E-mail: Madeline.Rodriguez@njcourts.gov

Daniel Sanabria-Morales, Court Interpreter - Journeyman (Spanish)

Phone: 201-795-6725, x-6726

E-mail: Daniel.Sanabriamoral@njcourts.gov

Kika Wintermute, Court Interpreter - Journeyman (Spanish and Portuguese)

Phone: 201-795-6725, x-6726

E-mail: Kika.Wintermute@njcourts.gov

Judith Zarzuela, Judiciary Clerk 3

Phone: 201-217-5293

E-mail: Judith.Zarzuela@njcourts.gov

Vicinage VII: Mercer

John Meehan, Operations Manager

Criminal Courthouse

400 South Warren Street

Trenton, NJ 08650

Phone: 609-571-4030 / **Fax:** 609-571-4035

E-mail: John.Meehan@njcourts.gov

Margo Reyes, Administrative Supervisor 2 (Spanish Interpreter - Master) (VCIS)

Phone: 609-571-4200, x-74032

E-mail: Margo.Reyes@njcourts.gov

Jorge Puerto, Court Interpreter - Master (Spanish)

Phone: 609-571-4200, x-74033

E-mail: Jorge.Puerto@njcourts.gov

Vicinage VIII: Middlesex

John C. Pushko Esq. Operations Manager

Middlesex County Court House

P.O. Box 964

New Brunswick, NJ 08903-0964

Phone: 732-645-4300, x-88010

E-mail: @njcourts.gov

Evelyn Armenta, Court Services Supervisor 2 (Spanish Interpreter - Master) (VCIS)

East Wing, 4th Floor

Phone: 732-645-4300, x88762

E-mail: Evelyn.Armenta@njcourts.gov

Tatiana Dallmann, Court Interpreter - Journeyman (Spanish)

Phone: 732-645-4300, x-88756

E-mail: Tatiana.Dallmann@njcourts.gov

James J. Farrell, III, Court Interpreter - Journeyman (Spanish)

Phone: 732-645-4300, x-88758

E-mail: James.Farrell@njcourts.gov

Viviana Garland, Court Interpreter - Journeyman (Spanish)

Phone: 732-645-4300, x-88895

E-mail: Viviana.Garland@njcourts.gov

Judith Grasberg, Court Interpreter - Master (Spanish)

Phone: 732-645-4300, x-88757

E-mail: Judith.Grasberg@njcourts.gov

Juliana Nannarone, Court Interpreter - Journeyman (Spanish)

Phone: 732-645-4300, x-88761

E-mail: Juliana.Nannarone@njcourts.gov

Ingrid Taveras, Court Interpreter - Journeyman (Spanish)

Phone: 732-645-4300, x-88759

E-mail: Ingrid.Taveras@njcourts.gov

Lilia Thomas, Court Interpreter - Master (Spanish)

Phone: 732-645-4300, x-88765

E-mail: Lilia.Thomas@njcourts.gov

Gregory Nicastro, Judiciary Clerk 3

Phone: 732-645-4300, x-88620

E-mail: Ingrid.Taveras@njcourts.gov

Vicinage IX: Monmouth

Biddle Medley, Operations Manager

Monmouth County Court House

71 Monument Park

P.O. Box 1266

Freehold, NJ 07728-1266

Phone: 732-677-4216 / **Fax:** 732-435-8349

E-mail: Biddle.Medley@njcourts.gov

Rosanne Pelligrino, Administrative Specialist 2 (VCIS)

Phone: 732-677-4092

Email: Rosanne.Pelligrino@njcourts.gov

Irene G. D'Emilio, Court Interpreter - Master (Spanish)

Phone: 732-677-4207

E-mail: Irene.Demilio@njcourts.gov

Ana Rivera, Court Interpreter - Master (Spanish)

Phone: 732-677-4094

E-mail: Ana.Rivera@njcourts.gov

Main Interpreting Phone 732-677-4625

Vicinage X: Morris and Sussex

Morris County

KerriLynn Walsh-Wood, Operations Manager

Morris County Court House

P.O. Box 910

Morristown, NJ 07963-0910

Phone: 973-656-3509 / **Fax:** 973-656-3982

E-mail: KerriLynn.Walsh-Wood@njcourts.gov

Olivia I. del Valle-Perez, Administrative Supervisor 2 (VCIS)

Phone: 973-656-3557 / **Fax:** 973-656-3982

E-mail: Olivia.delvalleperez@njcourts.gov

Audrey Pacheco, Court Interpreter - Journeyman (Spanish)

Phone: 973-656-3522 / **Fax:** 973-656-3982

E-mail: Audrey.Pacheco@njcourts.gov

Jorge E. Vazquez Riosvelasco, Court Interpreter - Journeyman (Spanish)

Phone: 973-656-3914 / Fax 973-656-3982

E-mail: Jorge.Riovelasco@njcourts.gov

Main Interpreting Phone 973-656-3981

Sussex County

Thomas Jindracek, ATCA

The Judicial Center

43-47 High Street

Newton, NJ 07860

Phone: 973-579-5829 / **Fax:** 973-579-0679

E-mail: Thomas.Jindracek@njcourts.gov

Cassandra Winnett, Administrative Specialist 3 (VCIS)

The Judicial Center

43-47 High Street

Newton, NJ 07860

Phone: 973-579-0738 / **Fax:** 973-579-0679

E-mail: Cassandra.Winnett@njcourts.gov

Vicinage XI: Passaic

Donna Hoffman, Operations Manager

Passaic County Court House

77 Hamilton Street

Paterson, NJ 07505

Phone: 973-247-8006 / **Fax:** 973-247-8012

E-mail: Donna.Hoffman@njcourts.gov

Alex Bonilla, Court Services Supervisor 2 (VCIS)

Phone: 973-247-8187 / **Fax:** 973-247-8134

E-mail: Alex.Bonilla@njcourts.gov

Monika Joanna Darron, Court Interpreter - Master (Polish Vicinage Based Statewide Interpreter)

Phone: 973-247-8073

E-mail: Monika.Darron@njcourts.gov

Jonathan Forte, Court Interpreter - Master (Spanish)

Phone: 973-247-8358

E-mail: Jonathan.Forte@njcourts.gov

Luz Piedad López, Court Interpreter - Master (Spanish)

Phone: 973-247-8370

E-mail: Luz.Lopez@njcourts.gov

Cesar Mino, Court Interpreter - Journeyman (Spanish)

Phone: 973-247-8357

E-mail: Cesar.Mino@njcourts.gov

Gloria Pardo, Court Interpreter - Journeyman (Spanish)

Phone: 973-247-8377

E-mail: Gloria.Pardo@njcourts.gov

James Sanchez, Court Interpreter - Master (Spanish)

Phone: 973-247-8358

E-mail: James.Sanchez@njcourts.gov

Sergio E. Valdeon, Court Interpreter - Journeyman (Spanish)

Phone: 201-674-6270

E-mail: Sergio.Valdeon@njcourts.gov

Karla Conzen, Judiciary Clerk 2

Phone: 973-247-8106

E-mail: Karla.Conzen@njcourts.gov

Delsy Castro, Judiciary Clerk 2

Phone: 973-247-8106

E-mail: Delsy.Castro@njcourts.gov

Vicinage XII: Union

Devang Merchant, Operations Manager

Union County Courthouse

Two Broad Street

Elizabeth, NJ 07207

Phone: 908-787-1650 x-21173

E-mail: Devang.Merchant@njcourts.gov

(Vacant), Administrative Supervisor 2 (VCIS)

Interpreters' Unit – B-6, New Annex Basement

2 Broad Street

Elizabeth, NJ 07207

Phone: 908-787-1650 x-21161

E-mail: @njcourts.gov

Arnaldo Buzack, Court Interpreter - Master (Portuguese), Journeyman (Spanish)

Phone: 908-787-1650 x-21162

E-mail: Arnaldo.Buzack@njcourts.gov

Jorge Freire, Court Interpreter - Journeyman (Spanish)

Phone: 908-787-1650 x-21163

E-mail: Jorge.Freire@njcourts.gov

Raphael Hedjazi, Court Interpreter - Journeyman (Spanish)

Phone: 908-787-1650 x-21164

E-mail: Raphael.Hedjazi@njcourts.gov

Sean P. McCarthy, Court Interpreter - Journeyman (Spanish)

Phone: 908-787-1650 x-21166

E-mail: Sean.Mccarthy1@njcourts.gov

Rodrigo Morales, Court Interpreter - Journeyman (Spanish)

Phone: 908-787-1650 x-21165

E-mail: Rodrigo.Morales@njcourts.gov

Miguel Ángel Socarrás, Court Interpreter - Journeyman (Spanish)

Phone: 908-787-1650 x-21167

E-mail: Miguel.Socarras@njcourts.gov

Clint Brown, Administrative Specialist 2

Phone: 908-787-1650 x-21174

E-mail: Clint.Brown@njcourts.gov

Vicinage XIII: Somerset, Hunterdon and Warren

Somerset County

Joseph Lagomarsino, Operations Manager
Somerset County Courthouse

20 North Bridge St., Somerville, NJ 08876

Phone: 908-824-9750, x-13030

E-mail: Joe.Lagomarsino@njcourts.gov

Patti Firth, Court Interpreter - Master (Spanish) (VCIS)

Phone: 908-332-7700, x-13203

E-mail: Patti.Firth@njcourts.gov

Marcia Rewick, Judiciary Clerk 4

Phone: 908-332-7700, x-13488

E-mail: Marcia.Rewick@njcourts.gov

John Bednarczyk, Administrative Specialist 3

Phone: 908-332-7700, x-13058

E-mail: John.Bednarczyk@njcourts.gov

Hunterdon County

George Georgeles, Operations Manager

Phone: 908-824-9750, x-13218

E-mail: George.Georgeles@njcourts.gov

Linnette Higley, Administrative Specialist 3

Phone: 908-824-9750, x-13030

E-mail: Linnette.Higley@njcourts.gov

Phyllis Pason, Librarian 1

Phone: 908-824-9750, x-13030

E-mail: Phyllis.Pason@njcourts.gov

Warren County

George Georgeles, Operations Manager

Phone: 908-824-9750, x-13218

E-mail: George.Georgeles@njcourts.gov

Ashley Jean, Administrative Specialist 2

Jury Management, Warren County Courthouse

413 2nd Street

Belvidere, NJ 07823

Phone: 908-750-8100, x-13010

E-mail: Ashley.Jean@njcourts.gov

Melanie DiPerna, Administrative Specialist 1

Phone: 908-750-8100, x-13171

E-mail: Melanie.Diperna@njcourts.gov

Vicinage XIV: Ocean

Steven Molyneux, Operations Manager
Ocean County Justice Complex
120 Hooper Avenue, Room 240
Toms River, NJ 08753
Phone: 732-929-2042 / **Fax:** 732-288-7606
E-mail: Steven.Molyneux@njcourts.gov

Lisa Joyce, Court Executive 1
General Operations
Phone: 732-506-5026, option 2 / **Fax:** 732-435-8402 - (virtual fax - please call before sending fax)
E-mail: Lisa.Joyce@njcourts.gov

Melissa Milani, Administrative Specialist 3 (VCIS)
Phone: 732-506-5026, option 3 / **Fax:** 732-435-8402 - (virtual fax - please call before sending fax)
E-mail: Melissa.Milani@njcourts.gov

Maria Teresa Perez, Court Interpreter - Journeyman (Spanish)
Phone: 732-288-7864
E-mail: Maria.Perez1@njcourts.gov

Marquelia Ramirez, Court Interpreter – Journeyman (Spanish)
Phone: 732-288-7241
E-mail: Marquelia.Ramirez@njcourts.gov

Vicinage XV: Cumberland, Gloucester, and Salem

Amanda Batiz, Operations Manager
Court Operations
85 Market Street
Salem, NJ 08079
Phone: 856-453-8000 x-14387
E-mail: Tina.Dinicola@njcourts.gov

Cumberland County

Mari Paz E. de Russell, Court Services Supervisor 2 (Spanish Interpreter - Journeyman) (VCIS)
Phone: 856-453-4370 / **Fax:** 856-455-9490
E-mail: MariPaz.Russell@njcourts.gov

Ana Borja-Rodriguez, Court Interpreter – Journeyman (Spanish)
Phone: 856-453-4355
E-mail: Ana.Borjarodriguez@njcourts.gov

Eduardo Alejandro Méndez, Court Interpreter - Master (Spanish)
Phone: 856-453-4355
E-mail: Eduardo.Mendez@njcourts.gov

Maria Buono-Gaimari, Court Executive 1
Phone: 856-453-4366
E-mail: Maria.BuonoGaimari@njcourts.gov

Tina Bacon, Administrative Specialist 3
Phone: 856-453-4522
E-mail: Tina.Bacon@njcourts.gov

Gloucester County

Amy Moats, Judiciary Clerk 3
Justice Complex Library
70 Hunter & Euclid Streets
Woodbury, NJ 08096

Phone: 856-878-5050, x-15857

E-mail: Amy.Moats@njcourts.gov

Joseph Pizarro, Administrative Specialist 2

Phone: 856-686-7595

E-mail: Joseph.Pizarro@njcourts.gov

Salem County

Diane Holmes, Court Executive
Salem County Jury Office
Salem County Courthouse
92 Market Street
Salem, NJ 08079

Phone: 856-878-5050, x-15941 / **Fax:** 856-878-5059

E-mail: Diane.Holmes@njcourts.gov

Jaime Coleman, Administrative Specialist 2

Phone: 856-878-5050, x-15937

E-mail: Jaime.Coleman@njcourts.gov

Tax Court

Naglaa Elsayed
Tax Court Management Office
P.O. Box 972
Trenton, NJ 08625-0972

Phone: 609-815-2922, x-54652

E-mail: Naglaa.Elsayed@njcourts.gov

Committee of Vicinage Coordinators of Interpreting Services

Officers for Calendar Year

Chair: Cassandra Winnett (Sussex)
Vice-Chair: Juana Serra-Sans (Hudson)
Secretary: Evelyn Armenta (Middlesex)

Liaison from the Conference of Operations Managers/ATCAs

Colleen Lore, Operations Manager, Camden

Administrative Office of the Courts

Language Services Section

Jennifer Weatherby, Chief
Programs & Procedures
P.O. Box 988
Trenton, NJ 08625-5024
Phone: 609-815-2900, x-52715
E-mail: Jennifer.Weatherby@njcourts.gov

Brenda Carrasquillo, Manager
Language Services Section
P.O. Box 988
Trenton, NJ 08625-0988
Phone: 609-815-2900, x-52371
E-mail: Brenda.Carrasquillo@njcourts.gov

Linda Lamitola, Court Supervisor 3 (American Sign Language Interpreter)
Phone: 609-815-2900, x-52373
E-mail: Linda.Lamitola@njcourts.gov

Carla Goldsmith, Court Interpreter - Master (American Sign Language)
Phone: 609-203-4689
E-mail: Carla.Goldsmith@njcourts.gov

Karola Rangel, Court Interpreter - Journeyman (Spanish)
Phone: 609-306-0003
E-mail: Karola.Rangel@njcourts.gov

Luis Ugarte, Court Interpreter - Journeyman (Spanish)
Phone: 609-209-9939
E-mail: Luis.Ugarte@njcourts.gov