INTEROFFICE MEMORANDUM



TO: All Senior Judges, Magistrates, Court Reporters, Litigation Managers, Lt. Col. S. Edwards, Major C. Clark,
Major Kendle

FROM: Ms. Talya Smith, Superior Court Administrator's Office

DATE: April 25, 2025

SUBJECT: April 2025 of Senior, Visiting, and Magistrate

Judges' and Court Reporters' Usage

ATLANTA JUDICIAL CIRCUIT

NOTE: ALL (assigned and floating) court reporters have the office hours of 8:30 a.m. until 5:00 p.m. except when the court schedule dictates a different time, or this office is notified.

Week of April 28, 2025

Superior Judge Kimberly Adams, Presiding Judge (JCT/4E) Mag. Judge Nancy Mau, Back-Up Presiding Judge (JCT/1C)

<u>Note:</u> If the Presiding or Back-Up Presiding Judges are unavailable, please contact Ms. Talya Smith at 404-613-6707 to make arrangements for a back-up Presiding Judge. Please do not send cases to another Judge without contacting Ms. Smith first. She is responsible for locating an alternate judge.

Judge			Court Reporter
Senior and Visiting Judges			
-Sr. Judge David Emerson (JCT/1D) -Consolidated Jury Trial	4/28-5/02	9:00 a.m.	*** Samantha Engram
-Sr. Judge Alford Dempsey Jr. (JCT/1B) -Consolidated Criminal Motions	4/29 only	9:30 a.m.	*** Margaret Kellicut
-Sr. Judge John Goger (FCC/9J) -Business Court Matter	4/29 only	9:30 a.m.	*** Provided by Counsel
Judge Alexandra Manning (FCC/8H) -Consolidated Ankle Monitor Calendar	4/28 only	9:30 a.m.	*** Lisa Sims

Pre-Indictment and Non-Complex Divisions

Mag. Judge Holly Hughes in Pre-Indictments: (JCT/2B)

-Preliminary Hearings 4/28 only 9:00 a.m. ** Reed Hicks, ACR

^{**}Takedown by Zoom

^{***}Takedown in Courtroom

-Preliminary Hearings	4/29 only	9:00 a.m.	** Melvina Hawkins, ACR
-Preliminary Hearings	4/30 only	9:00 a.m.	** Reed Hicks, ACR
-Preliminary Hearings	5/01 only	9:00 a.m.	** LeToi Conner
-Preliminary Hearings	5/02 only	9:00 a.m.	** Kayla Gibbs, ACR

NCD Judge Nancy Mau in Non-Complex (NC1): (JCT/1C)

-Case Management & Final Plea	4/28 only	9:30 a.m.	** LeToi Conner
-Bond P&A	4/29 only	10:00 a.m.	*** Lisa Sims
-Criminal Motions Calendar	4/30 only	10:00 a.m.	*** Margaret Kellicut
-Non-Complex P&A Calendars	5/02 only	9:00 a.m.	** LeToi Conner
(Iail/Hybrid)	_		

NCD Judge Brandy Brooks in Non-Complex (NC2): (JCT/1A)			
-Criminal Trial Calendar	4/28 only	9:00 a.m.	** Laundra Martin, ACR
-Non-Complex P&A Calendars	4/30 only	9:30 a.m.	** LeToi Conner
(Jail/ <i>Hybrid</i>)			
-Probation Revocation	5/02 only	11:00 a.m.	** Joan Drammeh, TCR
(Jail/ <i>Hybrid</i>)			

**Floating Court Reporters Assignments for the Superior Court Judge

Judge Jane Barwick	4/28	**Joan Drammeh, TCR
Judge Robert McBurney	4/29	**Reed Hicks, ACR
Judge Robert McBurney	4/30	**Edwina Minniefield, ACR
Judge Robert McBurney	5/01	**Reed Hicks, ACR