

INTEROFFICE MEMORANDUM



ATLANTA JUDICIAL CIRCUIT

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

FROM: Ms. Jared Earley, Superior Court Administrator's Office

DATE: July 26, 2024

SUBJECT: July/August 2024 of Senior, Visiting, and Magistrate Judges' and Court Reporters' Usage

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 July 29, 2024

Superior Judge Rachelle Carnesale, Presiding Judge (JCT/**5F**)
Mag. Judge Nancy Mau, Back-Up Presiding Judge (JCT/**1D**)

Note: If the Presiding or Back-Up Presiding Judges are unavailable, please contact Ms. Jared Earley at 404-612-4518 to make arrangements for a back-up Presiding Judge. Please do not send cases to another Judge without contacting Ms. Earley first. She is responsible for locating an alternate judge.

****Judge**

Court Reporter**

Senior Judge Jerry Baxter: (FCC/9J)

-State Court Civil Jury Trial	7/29-7/31 only 9:00 a.m.	Provided by Counsel
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Mag. Judge Brandy Brooks in Pre-Indictments: (JCT/2B)

-Preliminary Hearing	7/29 only	9:30 a.m.	**Carley Adamson, ACR
-Preliminary Hearing	7/30 only	9:30 a.m.	**Joan Drammeh
-SB440 Hearings	7/30 only	1:00 p.m.	**Joan Drammeh
-Preliminary Hearing & Special Hearings	7/31 only	9:00 a.m.	**Reed Hicks, ACR
-Preliminary Hearing & Special Hearings	8/1 only	9:00 a.m.	**Joan Drammeh
-Preliminary Hearing	8/2 only	9:00 a.m.	**Reed Hicks, ACR

Mag. NCD Back-up Presiding Judge Nancy Mau in Non-Complex (NC1): (JCT/1D-Hybrid)

-Case Management	7/29 only	9:30 a.m.	**Joan Drammeh
-Final Plea	7/29 only	10:00 a.m.	**Joan Drammeh
-Bond P & A	7/30 only	10:00 a.m.	**Lynn Fowler
-Motions	7/31 only	10:00 a.m.	***Joan Drammeh
-Non-Complex P&A Calendars (Jail/Virtual)	8/2 only	9:00 a.m.	**Margaret Kellicut
-Probation Revocation (Virtual)	8/2 only	11:00 a.m.	**Lisa Sims

Mag. NCD Judge Jeffrey Frazier in Non-Complex (NC2): (JCT/1A-Hybrid)

-Non-Complex P&A Calendars (Jail/Virtual)	7/31 only	9:00 a.m.	**Lynn Fowler
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**Takedown by Zoom

***Takedown in Courtroom

ACR=American Court Reporting Agency GPCR=Global Precision Court Reporting Agency
HCR=Huesby Court Reporting Agency ULSCR=US Legal Support Court Reporting Agency

Week of July 29, 2024

****Floating Court Reporters Assignments for the Superior Court Judge**

Judge Shukura L. Ingram 8/2 only ***Joan Drammeh
Judge Emily K. Richardson 8/2 only **Edwina Minniefield, ACR

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