

# INTEROFFICE MEMORANDUM



ATLANTA JUDICIAL CIRCUIT

**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:** November 15, 2024

**SUBJECT:** November 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.

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## Week of November 18, 2024

Superior Judge Craig L. Schwall Jr., Presiding Judge (JCT/**5E**)  
Mag. Judge Jeffrey Frazier, Back-Up Presiding Judge (JCT/**1A**)

**Note:** 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.

### Superior Court Judge

#### Judge Kelly Ellerbe (FCC/**8J**)

-Fam. 2 Division Proceedings 11/18 – 11/22

9:00 a.m.

### Court Reporter\*\*

\*\*\*Provided by Counsel

#### Judge Alexandra Manning (JCT/**5B**)

-Ankle Monitor Compliance Calendar 11/19 only

9:30 a.m.

\*\*\*Lisa Sims

### Senior and Visiting Judges

#### Sr. Jerry Baxter (JCT/**see below**)

-Judge Whitaker Civil Trial 11/18 – 11/21

9:00 a.m.

\*\*\*Ionie Taylor

(JCT/**5D**)

-Judge Leftridge Crim/Civil Trial 11/22 only

9:00 a.m.

\*\*\*Shenika Hammond

(JCT/**8C/Hybrid**)

#### Sr. Judge John Goger (FCC/**9J**)

-Business Court Matter & JHSC 11/20 – 1/21 only

9:00 a.m.

\*\*\*Provided by Counsel

\*\*Takedown by Zoom

\*\*Takedown in Courtroom

ACR=American Court Reporting Agency GPCR=Global Precision Court Reporting Agency EDS=Esquire Depo Solutions

HCR=Huesby Court Reporting Agency ULSCR=US Legal Support Court Reporting Agency

Week of November 18, 2024

Judge

Court Reporter

**Judge Brandy Brooks in Pre-Indictments: (JCT/2B)**

-Preliminary Hearings	11/18 only	9:15 a.m.	** Joan Drammeh
-Preliminary Hearings	11/19 only	9:15 a.m.	** LeToi Conner
-Preliminary Hearings	11/19 only	1:00 p.m.	** LeToi Conner
-Preliminary Hearings	11/20 only	9:15 a.m.	** Joan Drammeh
-Preliminary Hearings	11/21 only	9:15 a.m.	** Joan Drammeh
-Preliminary Hearings	11/22 only	9:30 a.m.	** Joan Drammeh

**NCD Judge Nancy Mau in Non-Complex (NC1): (JCT/8F)**

-Case Management & Final Plea	11/18 only	9:30 a.m.	** Lynn Fowler
-Bond P & A	11/19 only	10:00a.m.	*** Sarah Taylor
-Non-Complex P&A Calendars (Jail/Hybrid)	11/22 only	9:00 a.m.	** Lynn Fowler
-Probation Revocation (Jail/Hybrid)	11/22 only	11:00 a.m.	** Joan Drammeh

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

-Criminal Jury Trial Calendar	11/18 – 11/22	10:00a.m.	***Margaret Kellicut
-Non-Complex P&A Calendars (Jail/Hybrid)	11/20 only	9:30 a.m.	**Lynn Fowler

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

**Judge Paige Whitaker 11/18 – 11/22 \*\*\*Ionie Taylor**

\*\*Takedown by Zoom

\*\*\*Takedown in Courtroom

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