

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: September 13, 2024

SUBJECT: September 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 September 16, 2024

Superior Judge Jane Barwick, Presiding Judge (JCT/8A)
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.

****Judge**

Court Reporter**

Sr. Judge David Emerson (JCT/1D)

-Consolidated Crim. Jury Trials 9/16 – 9/20 only 9:00 a.m.

***Lisa Sims

Judge Alexandra Manning (JCT/5D)

-Ankle Monitor Calendar 9/17 only 9:00 a.m.

***Melanie Scott, EDS

Sr. Judge Henry Newkirk (JCT/5D)

-Judge Whitaker Crim. Calendars 9/18 only 9:00 a.m.

***Melvina Hawkins, ACR

Fulton County Special Proceedings (FCC/9J)

-Counsel 9/18 & 9/20 only 9:00 a.m.

***Provided by Counsel

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

-Preliminary Hearing 9/16 only 9:30 a.m.

** Reed Hicks, ACR

-Preliminary Hearing 9/17 only 9:30 a.m.

** Reed Hicks, ACR

-Preliminary Hearing 9/17 only 1:00 p.m.

** Reed Hicks, ACR

-Preliminary Hearing 9/18 only 9:30 a.m.

** Reed Hicks, ACR

-Preliminary Hearing 9/19 only 9:30 a.m.

** Takira Allen

-Preliminary Hearing 9/20 only 9:30 a.m.

** Reed Hicks, ACR

**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 September 16, 2024

**Judge

Court Reporter**

NCD Judge Nancy Mau in Non-Complex (NC1): (JCT/5B)

-Criminal Trial Calendar 9/16 – 9/18 only 9:00 a.m.
-Non-Complex P&A Calendars 9/20 only 9:00 a.m.
(Jail/Hybrid)

***Quinn Bruno, EDS
**Lyn Fowler

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

-Bond P & A 9/16 only 10:00a.m.
-Motions & Pre-Trial Conference 9/17 only 10:00 a.m.
Non-Complex P&A Calendars 9/18 only 9:30 a.m.
(Jail/Hybrid)
-Case Management & Final Plea 9/19 only 9:00 a.m.
-Probation Revocation (Hybrid) 9/20 only 11:00 a.m.

**Joan Drammeh
***Mary Hanham
**Lynn Fowler
***Mary Hanham
**Joan Drammeh

**Floating Court Reporters Assignments for the Superior Court Judge

Judge Kimberly Adams 9/16 - 9/20 only
Judge Emily Richardson 9/20 only

**Tamika Burnette, GPCR
**Mariah North, HCR

**Takedown by Zoom

***Takedown in Courtroom

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