

INTEROFFICE MEMORANDUM



ATLANTA JUDICIAL CIRCUIT

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

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

DATE: December 30, 2024

SUBJECT: December 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 December 30, 2024

Superior Judge Shukura Ingram, Presiding Judge (JCT/7E)
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**

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

-Preliminary Hearings 12/30 only 9:15a.m.
-Preliminary Hearings 1/2 only 9:15a.m.
-Preliminary Hearings 1/3 only 9:15a.m.

** Laundra Martin, ACR
** LeToi Conner, *Per Diem*
** LeToi Conner, *Per Diem*

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

-Case Management & Final Plea 12/30 only 9:30a.m.
-Jail P&A Calendars 1/3 only 9:00a.m.

** Carley Adamson, ACR
** Joan Drammeh, *Per Diem*

(Jail/Hybrid)

-Probation Revocation 1/3 only 11:00a.m.

** Reed Hicks, ACR

(Jail/Hybrid)

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

-Bond P & A 12/30 only 10:00a.m.
-Bond P & A 1/2 only 9:00a.m.

** Joan Drammeh, *Per Diem*
*** Sarah Taylor, *Per Diem*

**Fulton County will be closed December 31st 2024– January 1st 2025
in observance of the holidays**

**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