

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 4, 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 7, 2025

Superior Judge Craig Schwall, Presiding Judge (JCT/**5E**)
Mag. Judge Nancy Mau, Back-Up Presiding Judge (JCT/**1C**)

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**

Senior and Visiting Judges

-Sr. Judge Alford Dempsey Jr. (JCT/**1B**)

-Consolidated Criminal Motions

4/8 only

9:30 a.m.

*** Margaret Kellicut

-Sr. Judge James Cornwell (JCT/**5D**)

-Judge Whitaker Civil Matter

4/10 only

9:00 a.m.

*** Octavia Winfrey

Pre-Indictment and Non-Complex Divisions

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

-Preliminary Hearings

4/7 only

9:00 a.m.

** Reed Hicks, ACR

-Preliminary Hearings

4/8 only

9:00 a.m.

** Reed Hicks, ACR

-Preliminary Hearings

4/9 only

9:00 a.m.

** Reed Hicks, ACR

-Preliminary Hearings

4/10 only

9:00 a.m.

** Melvina Hawkins, ACR

-Preliminary Hearings

4/11 only

9:00 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 April 7, 2025

****Judge**

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

-Case Management & Final Plea	4/7 only	9:30 a.m.
-Case Management, Bond P&A	4/8 only	9:30 a.m.
-Motions, Pretrial Conf. Hearings	4/9 only	10:00 a.m.
-Non-Complex P&A Calendars	4/11 only	9:00 a.m.
(Jail/ <i>Hybrid</i>)		
-Probation Revocation	4/11 only	11:00 a.m.
(Jail/ <i>Hybrid</i>)		

Court Reporter**

**** Edwina Minniefiled, ACR**
**** Lynn Fowler**
***** Denise Blackman**
**** Lynn Fowler**

**** Joan Drammeh**

NCD Judge Brandy Brooks in Non-Complex (NC2): (JCT/1A)

-Bond P&A	4/7 only	10:00 a.m.
-Motions, Pretrial Conf. Hearings	4/8 only	10:00 a.m.
-Non-Complex P&A Calendars	4/9 only	9:30 a.m.
(Jail/ <i>Hybrid</i>)		
-Case Management & Final Plea	4/10 only	9:00 a.m.

**** Joan Drammeh**
**** Julia Zamorano, ACR**
**** Reena Cid, ACR**

**** Joan Drammeh**

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

Judge Melynee Leftridge	4/8 only	*** Lisa Sims
Judge Melynee Leftridge	4/9 only	** Edwina Minniefield, ACR

****Takedown by Zoom**

*****Takedown in Courtroom**

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