

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: February 14, 2025

SUBJECT: February 2025 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 February 17, 2025

Superior Judge Kelly Lee Ellerbe, Presiding Judge (JCT/8B)
Mag. Judge Brandy Brooks, Back-Up Presiding Judge (JCT/2B)

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 Jerry Baxter (JCT/4B)

-Judge Krause Criminal Jury Trial 2/18 – 2/21 9:00 a.m. *** Melinda Cantrell

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

-Consolidated Criminal Motions 2/18 & 2/20 9:30 a.m. *** TBD, ACR

-Sr. Judge Henry Newkirk (Virtual)

-Judge McAfee Criminal Motions 2/20 only 9:00 a.m. *** Kimesha Smith

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

-Preliminary Hearings 2/18 only 9:15 a.m. *** Samantha Engram
-Preliminary Hearings 2/19 only 9:15 a.m. ** TBD, ACR
-Preliminary Hearings 2/20 only 9:15 a.m. ** TBD, ACR
-Preliminary Hearings 2/21 only 9:15 a.m. *** Samantha Engram

****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 February 17, 2025

**Judge

Court Reporter**

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

-Criminal Trial Calendar	2/18 only	9:00 a.m.	*** Lisa Sims
-Non-Complex P&A Calendars (Jail/Hybrid)	2/21 only	8:30 a.m.	** Lynn Fowler

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

-Motions, Pretrial Conf.	2/18 only	10:00 a.m.	*** Margaret Kellicut
-Non-Complex P&A Calendars (Jail/Hybrid)	2/19 only	9:30 a.m.	** Lynn Fowler
-Case Management & Final Plea	2/20 only	9:00 a.m.	*** TBD, ACR
-Probation Revocation (Jail/Hybrid)	2/21 only	11:00a.m.	** TBD, ACR

**Floating Court Reporters Assignments for the Superior Court Judge

Judge Eric Dunaway	2/18 only	*** Denise Blackman
Judge Emily Richardson	2/19 only	*** Margaret Kellicut
Judge Emily Richardson	2/21 only	** TBD, ACR

Fulton County will be closed on Feb. 17th in observance of the holiday

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