

INTEROFFICE MEMORANDUM



TO: All Senior Judges, Magistrates, Court Reporters, Case Managers, Jeannie Ashley, Lt. Col. M. McKee, Capt. L. Gates, Major H. Mason Capt. N. Mayo

FROM: Alicia Chapman, Superior Court Administrator's Office

DATE: September 15, 2017

SUBJECT: September 2017 Schedule 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 18, 2017

Judge Belinda E. Edwards, Presiding
Judge Melynee Leftridge, Back-Up Presiding Judge
Judge Richard E. Hicks, Back-Up Presiding Judge

Note: If Presiding or All Purpose Judge are unavailable please contact Alicia Chapman at x26806 to make arrangements for a back-up to Presiding Judge. Please do not send cases to another Judge without contacting Ms. Chapman first. She is responsible for assignment of Presiding Judges.

****Judge**

Court Reporter**

Senior Judge Jerry W. Baxter:

-Criminal Matters for Backlog Div. (JCT/8-D)	9/18 only	9:30 a.m.	Mary Hanham
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Visiting Senior Judge G. Grant Brantley:

-Criminal Trial for Backlog Div. (JCT/1-C)	9/18 thru 9/22	9:30 a.m.	Jannette Price
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Senior Judge Alice D. Bonner: (FCC/9-J)

-Business Court Hearing	9/20 only	10:00 a.m.	Jackie Washington
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Senior Judge Elizabeth E. Long: (FCC/9-J)

-Business Court Hearing	9/22 only	10:00 a.m.	Carrie Newman
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Judicial Officer Tamika Hrobowski-Houston: (FCC / 8-G)

-Domestic Violence Hearings	9/18 only	9:30 a.m.	TBD
-Domestic Violence Hearings	9/22 only	9:30 a.m.	TBD

Mag. Judge Lillian Nash Caudle: (FCC / 6-J)

-Child Support Enforcement Calendar	9/18 only	9:00 a.m.	
-Child Support Enforcement Calendar	9/19 only	9:00 a.m.	
-Child Support Enforcement Calendar	9/20 only	9:00 a.m.	

Chief Mag. Judge Cassandra Kirk: (FCC / 6-J)

-Child Support Enforcement Calendar	9/21 only	9:00 a.m.	
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**Senior, Visiting, Magistrate Judge's & Court Reporter's Scheduled for the
Week of September 15, 2017**

****Judge**

Court Reporter**

Mag. Melynee Leftridge: (JCT / 8-C)

-Complaint Room All Purpose Calendar	9/18 only	9:30 a.m.	Kristina Weaver
-Complaint Room All Purpose Calendar	9/19 only	9:30 a.m.	Evelyn Ramirez
-Complaint Room All Purpose Calendar	9/20 only	9:30 a.m.	Mary Hanham
-Complaint Room All Purpose Calendar	9/21 only	9:30 a.m.	Carrie Newman
-SB440 Juvenile Hearings	9/21 only	2:00 p.m.	Carrie Newman

Mag. Judge Richard E. Hicks: (JCT / 1-D)

-Non-Complex Criminal Matters	9/18 only	9:00 a.m.	Jan Roberts
-Non-Complex Criminal Matters	9/19 only	9:00 a.m.	Jan Roberts
-Non-Complex Criminal Matters	9/20 only	9:00 a.m.	Jan Roberts
-Non-Complex Criminal Matters	9/21 only	9:00 a.m.	Jan Roberts

Mag. Judge Karen Smith Woodson:

-Non-Complex P&A Calendars (JCT/7-F)	9/18 only	9:30 a.m.	Kimberly Stephens
-Non-Complex P&A Calendars (Jail)	9/19 only	9:30 a.m.	Lynn Fowler
-Non-Complex P&A Calendars (JCT/5-A)	9/20 only	9:30 a.m.	Kimberly Stephens
-Probation Revocations Hearings (Jail)	9/21 only	9:30 a.m.	Mary Hanham
-Complaint Room All Purpose Calendar (JCT/8-C)	9/22 only	9:30 a.m.	Evelyn Ramirez

****Floating Court Reporters Assignments To The Superior Court Judges****

Judge Shawn Ellen LaGrua	9/19 thru 9/22	Kristina Weaver
Judge Kelly Lee Ellerbe	9/18 and 9/20	Evelyn Ramirez
Judge Tom Campbell	9/21 only	Evelyn Ramirez
Judge Kimberly Esmond Adams	9/22 only	Mary Hanham