

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: February 16, 2018

SUBJECT: February 2018 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 February 19, 2018

Judge Eric K. Dunaway, Presiding
Judge Melynee Leftridge, Back-Up Presiding Judge
Judge Jeffrey W. Frazier, 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 Wendy L. Shoob: (FCC/ 9-J)

-Judicially Hosted Settlement Conference 2/21 only 9:30 a.m. Provide By Counsel

Senior Judge Philip F. Etheridge: (In the Chambers of 8-H)

-Judicially Hosted Settlement Conference 2/21 only 9:30 a.m. Provide By Counsel

Senior Judge Jerry W. Baxter:

-Criminal Trial Backlog Division 2/20 thru 2/22 9:30 a.m. Carrie Newman
 (JCT/2-A)

-Criminal Trial Backlog Division 2/23 only 9:30 a.m. Carrie Newman
 (JCT/1-C)

Judicial Officer Alison K. Arce : (FCC / 8-G)

-Domestic Violence Hearings 2/21 only 9:30 a.m. TBD

Judicial Officer Tamika-Hrobowski-Houston: (FCC / 8-G)

-Domestic Violence Hearings 2/23 only 9:30 a.m. TBD

Mag. Judge Alex Manning: (FCC / 6-J)

-Child Support Enforcement Calendar 2/20 only 9:00 a.m.

-Child Support Enforcement Calendar 2/21 only 9:00 a.m.

-Child Support Enforcement Calendar 2/22 only 9:00 a.m.

**Senior, Visiting, Magistrate Judge's & Court Reporter's Scheduled for the
Week of February 19, 2018**

****Judge**

Court Reporter**

Mag. Judge Jeffrey W. Frazier (JCT / 8-C)

-Complaint Room All Purpose Calendar	2/20 only	9:00 a.m.	Mary Hanham
-Complaint Room All Purpose Calendar	2/21 only	9:00 a.m.	Evelyn Ramirez
-Complaint Room All Purpose Calendar	2/22 only	9:30 a.m.	Jackie Washington
-SB440 Juvenile Hearings	2/22 only	2:00 p.m.	Jackie Washington

Mag. Judge Melynee Leftridge: (JCT / 1-D)

-Non-Complex Criminal Matters	2/20 only	9:00 a.m.	Jannette Price
-Non-Complex Criminal Matters	2/21 only	9:00 a.m.	Jannette Price
-Non-Complex Criminal Matters	2/22 only	9:00 a.m.	Jannette Price
-Complaint Room All Purpose Calendar (JCT/8-C)	2/23 only	9:30 a.m.	Mary Hanham

Mag. Judge Karen Smith Woodson:

-Non-Complex P&A Calendars (Jail)	2/20 only	9:30 a.m.	Lynn Fowler
-Non-Complex P&A Calendars (JCT/1-C)	2/21 only	9:30 a.m.	Jackie Washington
-Probation Revocation Hearings (Jail)	2/22 only	9:30 a.m.	Lynn Fowler

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

Judge Shawn Ellen LaGrua	2/21 only	Mary Hanham
Judge Alford J. Dempsey	2/21 thru 2/23	Evelyn Ramirez