

# 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:** September 27, 2024

**SUBJECT:** September 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.

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## Week of September 30, 2024

Superior Judge Kelly Ellerbe, Presiding Judge (JCT/8B)  
Mag. Judge Nancy Mau, Back-Up Presiding Judge (JCT/1D)

**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

#### Sr. Judge John Goger (FCC/9J)

-Business Court Matter

9/30 only

9:00 a.m.

\*\*\*Provided by Counsel

#### Fulton County Special Proceedings (FCC/8J)

-Counsel

9/30 only

9:00 a.m.

\*\*\*Provided by Counsel

#### Sr. Judge Henry Newkirk (JCT/5D)

-Judge Whitaker Criminal Calendars

10/2 only

10:00 a.m.

\*\*\*Lisa Sims

#### Sr. Judge Gail Tusan (FCC/9J)

-Judicial Hosted Settlement Conf.

10/3 only

10:00 a.m.

\*\*\*Provided by Counsel

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

-Preliminary Hearing

9/30 only

9:30 a.m.

\*\* Reed Hicks, ACR

-Preliminary Hearing

10/1 only

9:30 a.m.

\*\* Reed Hicks, ACR

-Preliminary Hearing

10/1 only

1:00 p.m.

\*\* Reed Hicks, ACR

-Preliminary Hearing

10/2 only

9:30 a.m.

\*\* Laundra Martin, ACR

-Preliminary Hearing

10/3 only

9:30 a.m.

\*\* Reed Hicks, ACR

-Preliminary Hearing

10/4 only

9:30 a.m.

\*\*Edwina Minniefield, ACR

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Week of September 30, 2024

**\*\*Judge**

**Court Reporter\*\***

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

-Case Management & Final Plea      **9/30 only**      **9:30 a.m.**  
-Bond P & A      **10/1 only**      **10:00 a.m.**  
-Criminal Motions & Prob. Rev.      **10/2 only**      **10:00 a.m.**  
-Non-Complex P&A Calendar      **10/4 only**      **9:00 a.m.**  
**(Jail/Hybrid)**

**\*\*Kelin Leverett, EDS**  
**\*\*Alexandra Fogg, EDS**  
**\*\*\*Quinn Bruno, EDS**  
**\*\*Tiffany Jones, HCR**

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

-Bond P & A      **9/30 only**      **10:00a.m.**  
-Motions & Pre-Trial Conference      **10/1 only**      **10:00 a.m.**  
-Non-Complex P&A Calendars      **10/2 only**      **9:30 a.m.**  
**(Jail/Hybrid)**  
-Case Management & Final Plea      **10/3 only**      **9:00 a.m.**  
-Probation Revocation (*Hybrid*)      **10/4 only**      **11:00 a.m.**

**\*\*Joan Drammeh**  
**\*\*\*Mary Hanham**  
**\*\*Joan Drammeh**  
  
**\*\*\*Mary Hanham**  
**\*\*Joan Drammeh**

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

Judge Eric Dunaway      **9/30 only**      **\*\*\*Carley Adamson, ACR**  
Judge Eric Dunaway      **10/1 only**      **\*\*\*Laundra Martin, ACR**  
    Judge Kelly Ellerbe      **10/1 only**      **\*\*\* Ionie Taylor**  
Judge Eric Dunaway      **10/3 only**      **\*\*\*Edwina Minniefield, ACR**  
    Judge Kelly Ellerbe      **10/4 only**      **\*\*\* Lisa Sims**