

INTEROFFICE MEMORANDUM



ATLANTA JUDICIAL CIRCUIT

TO: All Senior Judges, Magistrates, Court Reporters, Litigation Managers, Lt. Col. S. Edwards, Major C. Clark, Captain Kendle

FROM: Ms. Jared Earley, Superior Court Administrator's Office

DATE: August 9, 2024

SUBJECT: August 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.

Week of August 12, 2024

Superior Judge Shukura Ingram, Presiding Judge (JCT/7E)
Mag. Judge Brandy Brooks, Back-Up Presiding Judge (JCT/2B)

Note: If the Presiding or Back-Up Presiding Judges are unavailable, please contact Ms. Jared Earley at 404-612-4518 to make arrangements for a back-up Presiding Judge. Please do not send cases to another Judge without contacting Ms. Earley first. She is responsible for locating an alternate judge.

****Judge**

Court Reporter**

Superior Chief Judge Ural Glanville: (JCT/8F)

-Criminal Calendars (Judge Whitaker Div.)	8/12 only	9:00 a.m.	***Lisa Sims
-Criminal Calendars (Judge Whitaker Div.)	8/13-8/16 only	9:00 a.m.	***John Drammeh

Superior Judge Rachelle Carnesale: (JCT/1B)

-Criminal Motions	8/13 only	9:00 a.m.	***Carrie Newman
-------------------	-----------	-----------	------------------

Superior Judge Belinda E. Edwards: (JCT/5F)

-Criminal Calendars	8/13, 8/15 & 8/16 only	9:00 a.m.	***Stephanie Richardson
---------------------	------------------------	-----------	-------------------------

Mag. Judge Alexandra Manning: (JCT/5F)

-Criminal-Show Cause Ankle Monitor Calendar	8/13 only	9:00 a.m.	*** EDSCR
---	-----------	-----------	-----------

State Court: (FCC/9J)

-Civil Jury Trial	8/12-8/14 only	9:00 a.m.	Provided by Counsel
-------------------	----------------	-----------	---------------------

Magistrate Court: (FCC/8H)

-Civil Proceedings	8/12-8/16 only	9:00 a.m.	Provided by Counsel
--------------------	----------------	-----------	---------------------

****Takedown by Zoom**

*****Takedown in Courtroom**

ACR=American Court Reporting Agency GPCR=Global Precision Court Reporting Agency
HCR=Huesby Court Reporting Agency ULSCR=US Legal Support Court Reporting Agency
EDSCR=Esquire Deposition Solutions Court Reporting Agency

Week of August 12, 2024

****Judge**

Court Reporter**

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

-Preliminary Hearing	8/12 only	9:00 a.m.	** Meaghan Elder, ACR
-Preliminary Hearing	8/13 only	9:00 a.m.	** Reed Hicks, ACR
-SB440 Hearings	8/13 only	1:00 p.m.	** Reed Hicks, ACR
-Preliminary Hearing & Special Hearings	8/14 only	9:00 a.m.	**Laundra Martin, ACR
-Preliminary Hearing & Special Hearings	8/15 only	9:00 a.m.	** Reed Hicks, ACR
-Preliminary Hearing	8/16 only	9:00 a.m.	**Melvina Hawkins, ACR

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

-Case Management	8/12 only	9:30 a.m.	** Reed Hicks, ACR
-Final Plea	8/12 only	10:00 a.m.	** Reed Hicks, ACR
-Bond P & A	8/13 only	10:00 a.m.	** Tarsha Watts, ACR
-Motions & Pretrial Hearings	8/14 only	10:00 a.m.	*** Edwina Minniefield, ACR
-Non-Complex P&A Calendars (Jail/Virtual)	8/16 only	9:00 a.m.	** EDSCR
-Probation Revocation (Virtual)	8/16 only	11:00 a.m.	**Carley Adamson, ACR

Mag. NCD Judge Cheryl Treadwell in Non-Complex (NC2): (JCT/1A-Hybrid)

-Bond P & A	8/12 only	10:00 a.m.	** Takira Allen
-------------	-----------	------------	-----------------

Mag. NCD Judge Elizabeth George in Non-Complex (NC2): (JCT/1A-Hybrid)

-Motions & Pretrial Conference	8/13 only	10:00 a.m.	*** Ionie Taylor
--------------------------------	-----------	------------	------------------

Mag. NCD Judge Ryan Locke in Non-Complex (NC2): (JCT/1A-Hybrid)

-Non-Complex P&A Calendars (Jail/Virtual)	8/14 only	9:30 a.m.	** Lynn Fowler
--	-----------	-----------	----------------

Mag. NCD Judge Elizabeth Higgins-Brooks in Non-Complex (NC2): (JCT/1A-Hybrid)

-Final Plea & Case Management	8/15 only	9:00 a.m.	***Mary Hanham
-------------------------------	-----------	-----------	----------------

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

Judge Alice Benton	8/12 only	***Ionie Taylor
--------------------	-----------	-----------------

**Takedown by Zoom

***Takedown in Courtroom

ACR=American Court Reporting Agency GPCR=Global Precision Court Reporting Agency
HCR=Huesby Court Reporting Agency ULSCR=US Legal Support Court Reporting Agency
EDSCR=Esquire Deposition Solutions Court Reporting Agency