

# 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:** May 18, 2018

**SUBJECT:** May 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.

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## Week of May 21, 2018

Judge Paige Reese Whitaker, Presiding

Visiting Senior Judge G. Grant Brantley Presiding for Judge Paige Reese Whitaker on May 23<sup>rd</sup>

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\*\*

#### **Chief Judge Robert C.I. McBurney**

-Criminal Matter (JCT/8-D)	5/21 only	9:30 a.m.	Mary Hanham
-Criminal Matter (JCT/1-C)	5/23 only	9:00 a.m.	Evelyn Ramirez

#### **Visiting Senior Judge G. Grant Brantley:**

-Presiding Matters for Judge Whitaker's Div. (JCT/5-C)	5/23 only	9:00 a.m.	Evelyn Parker
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#### **Senior Judge Jerry W. Baxter**

-Criminal Matters for Backlog Div. (JCT/1-C)	5/22 only	10:00 a.m.	Evelyn Ramirez
-Civil Jury Trial for Judge LaGrua's Div. (FCC/8-H)	5/23 thru 5/25	9:30 a.m.	Provided By Counsel

#### **Senior Judge Jerry W. Baxter: (In The Chambers of 8-H)**

-Judicially Hosted Settlement Conference	5/21 only	10:00 a.m.	Provided By Counsel
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#### **Senior Judge Wendy L. Shoob: (In The Chambers of 9J)**

-Judicially Hosted Settlement Conference	5/25 only	10:00 a.m.	Provided By Counsel
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**Senior, Visiting, Magistrate Judge's & Court Reporter's Scheduled for the  
Week of May 21, 2018**

**\*\*Judge**

**Court Reporter\*\***

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

-Domestic Violence Hearings	5/21 only	9:30 a.m.	TBD
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**Magistrate Judge Alex Manning: (FCC / 6-J)**

-Domestic Violence Hearings	5/25 only	9:30 a.m.	TBD
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**Mag. Judge Alex Manning: (FCC / 6-J)**

-Child Support Enforcement Calendar	5/21 only	9:00 a.m.	
-Child Support Enforcement Calendar	5/22 only	9:00 a.m.	
-Child Support Enforcement Calendar	5/23 only	9:00 a.m.	
-Child Support Enforcement Calendar	5/24 only	9:00 a.m.	

**Mag. Judge Alex Manning:**

-Child Support Inmate Calendar (JCT/2-E)	5/22 only	9:00 a.m.	
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**Mag. Judge Jeffrey W. Frazier (JCT / 8-C)**

-Complaint Room All Purpose Calendar	5/21 only	9:00 a.m.	Amelia Lopez
-Complaint Room All Purpose Calendar	5/22 only	9:00 a.m.	Mary Hanham
-Complaint Room All Purpose Calendar	5/23 only	9:00 a.m.	Donald Sasser
-Complaint Room All Purpose Calendar	5/24 only	9:30 a.m.	Mary Hanham
-SB440 Juvenile Hearings	5/24 only	2:00 p.m.	Mary Hanham
-Complaint Room All Purpose Calendar (JCT/8-C)	5/25 only	9:30 a.m.	Donald Sasser

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

-Non-Complex Criminal Matters	5/21 only	9:00 a.m.	Jannette Price
-Non-Complex Criminal Matters	5/22 only	9:00 a.m.	Jannette Price
-Non-Complex Criminal Matters	5/23 only	9:00 a.m.	Jannette Price
-Non-Complex Criminal Matters	5/24 only	9:00 a.m.	Jannette Price

**Mag. Judge Karen Smith Woodson**

-Non-Complex P&A Calendars (JCT/1-C)	5/21 only	9:30 a.m.	Evelyn Ramirez
-Non-Complex P&A Calendars (Jail)	5/22 only	9:30 a.m.	Lynn Fowler
-Non-Complex P&A Calendars (JCT/4-B)	5/23 only	9:30 a.m.	Samantha Engram
-Probation Revocation Hearings (Jail)	5/24 only	9:30 a.m.	Lynn Fowler

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

Judge John J. Goger	5/23 only	Amelia Lopez
Judge Thomas A. Cox	5/23 only	Mary Hanham
Judge Shawn Ellen LaGrua	5/23 only	Amelia Lopez
Judge Kelly Lee Ellerbe	5/21 thru 5/25	Shelley Duhon
Judge Constance C. Russell	5/21 thru 5/25	Jackie Washington
Judge Doris L. Downs	5/24 thru 5/25	Amelia Lopez