

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: February 9, 2024

SUBJECT: February 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 February 12, 2024

Superior Judge Craig L. Schwall Sr., Presiding Judge (JCT/5E)

Mag. Judge Linda Borsky, Back-Up Presiding Judge (FCC/8J) 2/12-2/14 only

To locate the Back-up Presiding Judge 2/15-2/16 only contact the presiding line 404-612-4371

Note: If the Presiding or Back-Up Presiding Judges are unavailable, please contact Ms. Jared Earley at 404-612-4371 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**

Mag. Judge Ashley Drake in Pre-Indictments: (JCT/2B)

-Preliminary Hearing	2/12 only	9:30 a.m.	**Edwina Minniefield, ACR
-Preliminary Hearing	2/12 only	1:00 p.m.	**Edwina Minniefield, ACR
-Preliminary Hearing	2/13 only	9:30 a.m.	**Cathy Cox, ACR
-Preliminary Hearing	2/13 only	1:00 p.m.	**Cathy Cox, ACR
-SB440	2/13 only	2:00 p.m.	**Cathy Cox, ACR
-Preliminary Hearing	2/14 only	9:30 p.m.	**Cathy Cox, ACR
-Preliminary Hearing	2/14 only	1:00 p.m.	**Cathy Cox, ACR
-Preliminary Hearing	2/15 only	9:30 a.m.	**Melvina Hawkins, ACR
-Preliminary Hearing	2/15 only	1:00 p.m.	**Melvina Hawkins, ACR
-Preliminary Hearing	2/16 only	9:30 a.m.	**Carley Adamson, ACR
-Preliminary Hearing	2/16 only	1:00 p.m.	**Carley Adamson, ACR

NCD Back-up Presiding Judge Linda Borsky in Non-Complex (NC1): (FCC/8J)

-Case Management	2/12 only	10:00 a.m.	** Ionie Taylor
-Final Plea	2/12 only	1:30 p.m.	** Lisa Sims
-Bond P& A	2/13 only	10:00 a.m.	** Lynn Fowler
-Motions & Pretrial Conference	2/14 only	10:00 a.m.	*** Lisa Sims
-Non-Complex P&A Calendars (Jail/Virtual)	2/16 only	9:00 a.m.	** Lynn Fowler
-Probation Revocation (Virtual)	2/16 only	11:00 a.m.	** Denise Blackman

**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

Week of February 12, 2024

****Judge**

Court Reporter**

Mag. Judge NCD Judge John Defoor II in Non-Complex (NC2): (JCT/1A)

-Bond P& A	2/12 only	10:00 a.m.	** Margaret Kellicut
-Motions & Pretrial Conference	2/13 only	10:00 a.m.	*** Mary Hanham
-Non-Complex P&A Calendars (Jail/Virtual)	2/14 only	9:30 a.m.	** Lisa Sims
-Case Management	2/15 only	10:00 a.m.	** Lynn Fowler
-Final Plea	2/15 only	1:30 p.m.	***Mary Hanham

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

Judge Rachel Krause	2/12-2/16 only	*** Dana Pulliam
Judge Kimberly M. Esmond Adams	2/12-2/16 only	*** Tamika Burnette, GPCR
Judge Jane C. Barwick	2/13 only	*** Ionie Taylor
Judge Scott McAFEE	2/14 only	***Margaret Kellicut
Judge Scott McAFEE	2/15 only	***Hadassah David
Judge Scott McAFEE	2/16 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