



INTEROFFICE MEMORANDUM

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

FROM: Ms. Arveale Hickson, Superior Court Administrator's Office

DATE: December 1, 2025

SUBJECT: November 2025 of Senior, Visiting, and Magistrate Judges' and Court Reporters' Usage

ATLANTA JUDICIAL CIRCUIT

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 December 1 - 5, 2025

Judge Emily Richardson, Presiding Judge on 12/01-12/05 (JCT/**5B**)
Magistrate Judge Todd Ashley, Back-Up Presiding Judge on 12/01-15/05 (JCT/**1B**)

Note: If the Presiding or Back-Up Presiding Judges are unavailable, please contact Arveale Hickson at 470-832-2838 to make arrangements for a back-up Presiding Judge. Please do not send cases to another Judge without contacting Ms. Arveale Hickson. She is responsible for locating an alternate judge.

Grand Jury (FCC/3rd Floor)

District Attorney's Office

-Consolidated Criminal Jury Trials	12/01	9:00am	***Edwina Minniefield, ACR
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Senior and Visiting Judges

Sr. Judge David Emerson (JCT/**1D**)

-Consolidated Criminal Jury Trials	12/01-12/05	9:00am	***Tamika Burnette, GPCR
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Judge Alexandra Manning (JCT/**5D**)

-Ankle Monitor Calendar	12/01	9:30am	**Kayla Gibbs, ACR
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Sr. Judge Alford Dempsey (JCT/**1A**)

-Consolidated Criminal Motions	12/03	9:30am	***Melvina Hawkins, ACR
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Sr. Judge John Goger (FCC/**9J**)

-Judicial Hosted Settlement Conference	12/03	10:00am	Counsel to Provide
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**Takedown by Zoom

***Takedown in Courtroom

ACR=American Court Reporting Agency GPCR=Global Precision Court Reporting Agency EDS=Esquire Depo Solutions
HCR=Huesby Court Reporting Agency ULSCR=US Legal Support Court Reporting Agency TCR= Taggart Court Reporting

Sr. Judge Gail Tusan (FCC/8H)

-Swearing in Ceremony	12/03	3:00pm
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Magistrate Court (FCC/8J)

-Proceedings	12/3	9am & 1pm
-Proceedings	12/5	9am

Non-Complex Division Judges**Mag. Judge Todd Ashley in Pre-Indictments: (JCT/1B)**

-Preliminary Hearings	12/01	9:00am
-Prelim & SB440 Hearings	12/02	9am & 1pm
-Prelim & Spec Set Hearings	12/03	9:00am
-Preliminary Hearings	12/04	9:00am
-Preliminary Hearings	12/05	9:00am

Court Reporter

**Reed Hicks, ACR
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NCD Judge Nancy Mau in Non-Complex (NC1): (FCC /8E)

-Bond P & A/ Case Management	12/01	9:30am & 10am
-Final Plea	12/02	10:00am
-Motions	12/03	10:00am
-Jail P & A (<i>hybrid</i>)	12/05	9:30am

Court Reporter

**Nicholas Carroll, ACR
 **Joyce Gibbons, Per Diem
 **Lynn Fowler, Per Diem
 **Lynn Fowler, Per Diem

NCD Judge Brandy Brooks in Non-Complex (NC2): (JCT/1A)

-Bond P & A	12/01	10:00am
-Motions/Pretial Conf/PRC	12/02	10:00am
-Jail P & A (<i>Hybrid</i>)-(FCC /8F)	12/03	9:30am
-Final P & A/ Case Management	12/04	9:00am
-Probation revocation (<i>Hybrid</i>)	12/05	11:00am

**Melanie Scott, EDS
 **Wendy Blackwell, EDS
 **Joyce Gibbons, Per Diem
 **Kayla Gibbs, ACR
 **Kayla Gibbs, ACR

Superior Court Judges**Judge Belinda Edwards: (JCT/1C)**

<i>Criminal Jury Trial</i>	12/01 only	9:00am
<i>Criminal Jury Trial</i>	12/02 – 12/04	9:00am
<i>Criminal Jury Trial</i>	12/05 only	9:00am

Court Reporter

***Denise Blackman, Floater
 ***Laundra Martin, ACR
 ***Kareh Fuhs, ACR

Judge Kelly Ellerbe: (JCT/8B)

<i>Jail Bond Calendar</i>	12/01	9:30am	**Lamarr George, GPCR
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Judge Paige Whitaker: (JCT/5D)

Criminal Calendars

Criminal Jury Trial

12/03

12/05

9:00am

9:00am

***** Lisa Sims, Floater**

***** Denise Blackman, Floater**

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