



## INTEROFFICE MEMORANDUM

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

**FROM:** Ms. Travoria Robinson Superior Court Administrator's Office

**DATE:** November 24, 2025 (updated)

**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.

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### Week of November 24-28, 2025

Judge Kelly Lee Ellerbe, Presiding Judge on 11/24-11/28 (JCT/**8B**)  
Magistrate Judge Nancy Mau, Back-Up Presiding Judge on 11/24-11/26 (JCT/**1C**)

**Note:** If the Presiding or Back-Up Presiding Judges are unavailable, please contact Travoria Robinson at 404-731-4865 to make arrangements for a back-up Presiding Judge. Please do not send cases to another Judge without contacting Ms. Travoria Robinson. She is responsible for locating an alternate judge.

#### Judge Robert McBurney: (JCT/**1D**)

-Consolidated Jury Trial

11/24

9:00am

#### Court Reporter

\*\*\* Lisa Sims, Floater

District Attorney's Office  
District Attorney's Office

#### Grand Jury (FCC/3rd Floor)

11/24

9:00am

#### Court Reporter

\*\*\* Laundra Martin

11/25

9:00am

\*\*\* Edwina Minniefield

### Senior and Visiting Judges

### Non-Complex Division Judges

#### Mag. Judge Todd Ashley in Pre-Indictments: (JCT/**2B**)

-Preliminary Hearings

11/24

9:00am

#### Court Reporter

\*\* Kayla Gibbs, ACR

-Prelim & Emergency Motions

11/25

9:00am

\*\* Danielle Parker, ACR

-Prelim & Spec Set Hearings

11/26

9:00am

\*\* Joan Drammeh, ACR

\*\*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

## Non-Complex Division Judges

### NCD Judge Nancy Mau in Non-Complex (NC1): (JCT/1C)

|                              |       |         |
|------------------------------|-------|---------|
| -Bond P & A/ Case Management | 11/24 | 9:30am  |
| -Final Plea                  | 11/25 | 10:00am |
| -PRC/ Pre Trial/ Status      | 11/26 | 10:00am |

### Court Reporter

**\*\* Ms. Reed Hicks, ACR**  
**\*\* Ms. Reed Hicks, ACR**  
**\*\* Ms. Reed Hicks, ACR**

### NCD Judge Catherine Koura in Non-Complex (NC2): (JCT/1A)

|             |       |        |
|-------------|-------|--------|
| -Jail P & A | 11/24 | 9:30am |
|-------------|-------|--------|

**\*\* Joan Drammeh, TCR**

### NCD Judge Kimberly Carey in Non-Complex (NC2): (JCT/1A)

|                        |       |         |
|------------------------|-------|---------|
| -Motions/Pretrial Conf | 11/25 | 10:00am |
|------------------------|-------|---------|

**\*\* Joan Drammeh, TCR**

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

|                       |       |        |
|-----------------------|-------|--------|
| -Jail P & A (Hybrid)- | 11/26 | 9:30am |
|-----------------------|-------|--------|

**\*\* Dan-Neika Spinks, ACR**

## Superior Court Judges

### Judge Emily Richardson: (JCT/5B)

|                                     |       |        |
|-------------------------------------|-------|--------|
| Case Management and Special Hearing | 11/24 | 9:30am |
|-------------------------------------|-------|--------|

**\*\* Angel Watson, ACR**

### Judge Kelly Ellerbe: (JCT/8B)

|                              |       |        |
|------------------------------|-------|--------|
| Presiding Jail Bond Calendar | 11/25 | 9:30am |
|------------------------------|-------|--------|

**\*\*\* Reena Cid, ACR**

**\*\*Takedown by Zoom**

**\*\*\*Takedown in Courtroom**

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