

INTEROFFICE MEMORANDUM



ATLANTA JUDICIAL CIRCUIT

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

FROM: Ms. Talya Smith, Superior Court Administrator's Office

DATE: March 31, 2025

SUBJECT: March 2025 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 March 31, 2025

Superior Judge Rachel Krause, Presiding Judge (JCT/4B) 3/31 – 4/3

Judge Emily Richardson (JCT/5B) 4/4 ONLY

Mag. Judge Brandy Brooks, Back-Up Presiding Judge (JCT/1A)

Note: If the Presiding or Back-Up Presiding Judges are unavailable, please contact Ms. Talya Smith at 404-613-6707 to make arrangements for a back-up Presiding Judge. Please do not send cases to another Judge without contacting Ms. Smith first. She is responsible for locating an alternate judge.

****Judge**

Court Reporter**

Senior and Visiting Judges

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

-Consolidated Criminal Jury Trial	3/31	9:00 a.m.
-Consolidated Criminal Jury Trial	4/1	9:00 a.m.
-Consolidated Criminal Jury Trial	4/2	9:00 a.m.
-Consolidated Criminal Jury Trial	4/3	9:00 a.m.
-Consolidated Criminal Jury Trial	4/4	9:00 a.m.

*** Samantha Engram
** Laundra Martin, ACR
*** Samantha Engram
** Laundra Martin, ACR
*** Samantha Engram

-Sr. Judge Alford Dempsey Jr. (JCT/1B)

-Consolidated Criminal Motions	4/1 only	9:30 a.m.
-Consolidated Criminal Motions	4/3 only	9:30 a.m.

*** Edwina Minniefield, ACR
*** Melvina Hawkins, ACR

Mag. Judge Holly Hughes in Pre-Indictments: (JCT/2B)

-Preliminary Hearings	3/31 only	9:00 a.m.
-Preliminary Hearings	4/1 only	9:00 a.m.
-Preliminary Hearings	4/2 only	9:00 a.m.
-Preliminary Hearings	4/3 only	9:00 a.m.
-Preliminary Hearings	4/4 only	9:00 a.m.

** Reed Hicks, ACR
** Reed Hicks, ACR
** Reed Hicks, ACR
** Kayla Gibbs, ACR
** Carley Adamson, ACR

Week of March 31, 2025

**Judge

Court Reporter**

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

-Case Management & Final Plea 3/31 only 9:30 a.m.
-Bond P & A 4/1 only 10:00 a.m.
-Motions, Pretrial Conf. Hearings 4/2 only 10:00 a.m.
-Final Plea 4/3 only 9:30 a.m.
-Non-Complex P&A Calendars 4/4 only 9:00 a.m.
(Jail/Hybrid)

*** Lisa Sims
** Lynn Fowler
** LeToi Conner
*** Denise Blackman
** LeToi Conner

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

-Bond P & A 3/31 only 10:00 a.m.
-Motions, Pretrial Conf. Hearings 4/1 only 10:00 a.m.
-Non-Complex P&A Calendars 4/2 only 9:30 a.m.
(Jail/Hybrid)
-Case Management & Final Plea 4/3 only 9:00 a.m.
-Probation Revocation 4/4 only 11:00 a.m.
(Jail/Hybrid)

** Joan Drammeh
*** Jessica Warner, ACR
** Joan Drammeh

*** Edwina Minniefield
** Joan Drammeh

**Floating Court Reporters Assignments for the Superior Court Judge

Judge Eric Dunaway 4/1 only *** Margaret Kellicut
Judge Jane Barwick 4/2 only ** Lynn Fowler
Judge Jane Barwick 4/3 only ** Joan Drammeh