**Van:** Bradsher, Wallace W.

**Verzonden:** Wednesday, January 14, 2015 9:41 PM

**Aan:** Mcadams, Hollie

**Onderwerp:** February Staff Schedule

Some considerations for February Staff Schedule:

David on Phones all the time; Gayle and Tyler are backup; Alisa should be put on the rotation some when not in Court.

Caswell will have to become self-sufficient on phones except Superior Court Jury first day and Wednesday of Jury term.

I do not want to be on the schedule at all; you should only be on the schedule MW of CMS Court and Person Jury Term

Let's try Alisa and Lu in Caswell on District Court day during Caswell Jury Term; we need to be in Raleigh that day.

I want to do a staff meeting on February 27 in Roxboro; same deal, lobbies open noon to 5.

I would not put Cindy on the schedule for February; that will be a work in progress and will be primarily doing indictments and felony file prep.

Oh yeah, include steak and bourbon and valentines.

Thanks. WB