

Staff Attorney, Harris County Office of Court Management January 2023 - Present

- Provide legal research assistance to all 16 County Criminal Court at Law Judges for trial specific issues
- Maintain and periodically update a jury charge database for all Class A & B misdemeanor charges
- Provide legal assistance to the 4 County Civil Court at Law Judges as needed
- Research legislative trends and make the judiciary aware of any proposed or passed legislation that impacts the court system
- Provide legal support for all County Court at Law judicial committees

Judge, Harris County Criminal Court at Law #3 February 2022 - December 2022

- Managed a caseload of over 1000 cases, maintaining one of the smallest dockets with an average clearance rate above 100%
- Participated as a member of the B.A.Y.O.U. Community Court, Community Relations, Hearing Officer, and Bail Bond committees
- Presided over 4 jury trials (3 DWI, 1 Assault - Family Member)
- Developed and refined an informal scheduling order to ensure that cases were resolved in a timely manner

Assistant Public Defender, Harris County Public Defender's Office June 2019 - January 2022

• **Felony Trial Division Attorney**

- Currently manage a caseload of approximately 90 felony cases
- Handle all aspects of first degree to state jail felony appointments for indigent citizens from arraignment to final disposition or trial
- Temporarily managed the HCPDO Non-Mental Health Misdemeanor program, which provides mentorship to less experienced attorneys from the Felony Trial Division and assigns them to represent indigent citizens accused of misdemeanor offenses
- Participate in community outreach programming to discuss criminal law issues and citizen's rights

Assistant District Attorney, Harris County District Attorney's Office September 2013 – June 2019

• **Felony Prosecutor, Sex Crimes Division** (June 2017 – Present)

- Served as first chair counsel in nine (9) felony child abuse trials ranging from Indecency with a Child to Continuous Sexual Abuse of a Child
- Work collaboratively with Adult Sex Crimes officers from various agencies to conduct investigations by drafting search warrants, arrest warrants, and "pocket" warrants
- Manage sex crimes intake by making filing decisions on cases and advising law enforcement officers on various aspects of criminal law and procedure

• **Felony Prosecutor, Grand Jury Division** (September 2016 – June 2017)

- Reviewed case pleadings for accuracy and facilitated timely presentation of four District Courts' lower level felony cases to an assigned Grand Jury
- Educated Grand Jury members on the elements of felony crimes and various legal principles

• **Felony Prosecutor, Trial Bureau** (February 2015 – September 2016)

- Served as first chair counsel in five (5) felony trials ranging from state jail PCS to second degree Aggravated Assault of a Family Member and Burglary of a Habitation
- Participated in preparing a Capital Murder case for trial by interviewing witnesses, preparing direct and cross examinations, and drafting a closing argument (case plead on morning of trial)
- Prepare pleadings and present cases to the Grand Jury

- Argue pretrial and trial motions - such as motions to suppress, motions for a directed verdict; argue motions to adjudicate and motions to revoke probation
- Managed a docket of more than 500 cases at stages ranging from arraignment to trial by negotiating plea bargains, cultivating relationships with witnesses, researching legal issues, preparing requested discovery, and drafting motions and subpoenas
- Supervised and trained junior prosecutors assigned to County Criminal Court #14 as Misdemeanor Chief
- **Misdemeanor Prosecutor**, (September 2013 – February 2015)
 - Served as first chair counsel in eleven (11) misdemeanor trials ranging from DWI to Assault and Liquor Violations
 - Handled Class C dockets at Harris County JP 4-1 for approximately six months; tried 3 Class C jury trials and 1 Class C bench trial

Criminal Defense Attorney, Law Office of Ashley N. Mayes November 2011- September 2013

- Represented clients as a solo practitioner at various stages of criminal proceedings in County and District courts
- Part-Time Associate who assisted Attorney Hattie Sewell Shannon with her criminal docket
- Acted as co-counsel in three felony jury trials

EDUCATION

J.D., Louisiana State University - Paul M. Hebert Law Center, Baton Rouge, LA May 2011

- Also graduated with a Diploma in Comparative Law after taking over
- 2011 NACDL Criminal Trial Competition Team Member, Regional Semi-Finalist
- 2010 ABA National Moot Court Regional Semi-Finalist Team Member
- 2009 Robert Tullis Moot Court Competition “Top Ten Oral Advocates” Winner and “Best Female Advocate” Scholarship Recipient

B.S.M., Tulane University, New Orleans, LA May 2005 ○ Legal Studies in Business, Business Management Double Major

- Member of inaugural class of “Tulane 34” award recipients. Each year the award is given to 34 graduates who demonstrated excellence in academics, leadership, and community service

CLE COURSES TAUGHT

- “Defending Family Violence Cases,” presented April 22, 2020
- “How To Handle Voir Dire & Jury Instructions in Family Violence Cases,” presented October 12, 2023

ORGANIZATIONS

- Alpha Kappa Alpha Sorority, Incorporated (promotes community service and scholarship)
- Harris County Democratic Lawyers Association
- Houston-Black American Democrats

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