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John Bel Edwards, Governor
Ava Dejoie, Secretary

Office of Workers' Compensation Administration

February 10, 2021

Amended Order - Office Closure Update

In accordance with Governor John Bel Edwards' Executive Order, the Office of Workers' Compensation will remain closed to in-person matters through **March 5, 2021**. The Office of Workers' Compensation offices are open for **FILINGS ONLY**. The Court will accept filings for subpoenas, 1008s, settlements, exhibits, and other pleadings. Judges will continue to accept settlement and attorney fee petitions by e-mail.

OWC matters conducted via Zoom

- All motion hearings may be set by Zoom, including those which require live testimony. If one party objects to proceeding via Zoom, the matter will be set for a contradictory hearing before the OWC Judge.
- Trials may be conducted via Zoom, including those which require live testimony. If a party objects to proceeding to trial via Zoom, the matter will be set for a contradictory hearing before the OWC Judge.
- For all Zoom Trials, the attorneys must provide documentation to the Court showing that they completed the LSBA Zoom webinar or the OWC Zoom tutorial. Confirmation of completion must be submitted to the Court prior to trial.
- All parties must confirm their telephone number and e-mail address with the Court, in order to receive Zoom Notices.
- Unrepresented/pro se settlements will continue to be set via Zoom.
- OWC mediators will schedule mediations via Zoom and telephone.

All in-person court appearances and in-person mediations are cancelled until further notice. In-person trials, hearings, and mediations will be rescheduled on an expedited basis.

No pleadings will be accepted by e-mail, except for Settlement Petitions and Attorney Fee Petitions. The original and filing fee must be mailed to the respective district office.

Pursuant to Title 40, §5824, §5831, and §5835, contradictory hearings may be:

- submitted on briefs.
- conducted by video via Zoom (a court reporter will record the matter). If a matter cannot be handled on briefs or by Zoom, it will be set for an in-person hearing when the Courts re-open to the public.

Louisiana workers' compensation judges will continue to receive, review and/or approve settlements and attorney fee petitions for their district or division office and/or for another district or division office to which they are assigned below, in the following manner, to-wit:

- District Judge Linda Smith at LSmith7@lwc.la.gov for District 1W- Shreveport;
- District Judge Brenza Irving-Jones at BIrvingJones@lwc.la.gov for D1E – Monroe;
- District Judge James Braddock at JBraddock@lwc.la.gov for District 2 – Alexandria;
- District Judge Jonathan Brown at JBrown@lwc.la.gov for District 3 – Lake Charles;
- District Judge Adam Johnson at AJohnson1@lwc.la.gov for District 4 – Lafayette;
- Division Judge Anthony Palermo at APalermo@lwc.la.gov for Cajun Division;
- Division Judge Paula Murphy at PMurphy2@lwc.la.gov for Acadiana Division;
- Division Judge Jason Ourso at JOurso@lwc.la.gov for Central Division and District 5 – Baton Rouge;
- District Judge Myles Donahue at MDonahue@lwc.la.gov for District 6 – Covington;
- Chief Judge Shannon Bruno Bishop at SBruno@lwc.la.gov for District 7 – Harahan;
- Division Judge Diane Lundeen at DLundeen@lwc.la.gov for Eastern Division;
- District Judge Catrice Reid at CREid1@lwc.la.gov for District 8 - New Orleans;
- District Judge Elizabeth Lanier at ELanier@lwc.la.gov for District 9 - Houma;

Pro-se settlements should be submitted via e-mail to the district of proper venue. The Judge or a representative will schedule the pro se settlement for a video hearing and will advise the parties of the date and time the hearing is scheduled.

***See highlighted text for changes from prior Order.**