

Judicial Information Guide 2011



19th Judicial District Courthouse
300 N. Blvd
Baton Rouge, LA. 70801
Information Desk 389-4700

**Compliments Of:
EBR Parish Clerk of Court's Office
Doug Welborn, Clerk of Court**

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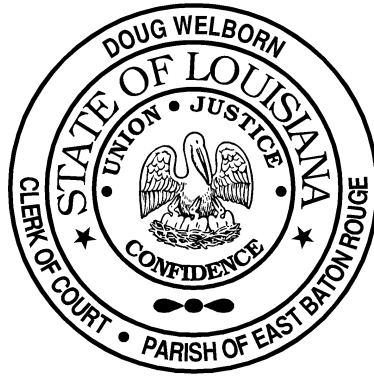
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Clerk of Court Administrators

Doug Welborn, Clerk of Court.....389-7642

Greg Brown, Chief Deputy.....389-7642

Dawn Tricou, Chief of Operations.....389-7851

Alfred Buckley, Assistant Chief Deputy.....389-7642

19th JDC Civil Judges

Judge Kay Bates

Division "M" Section "26"
9th Floor
Courtroom 9D
Suite 9301
(225) 389-4787
Fax# 389-4668

Judge Robert J. Burns

ADHOC (Asbestos Cases)
6th Floor
Courtroom 6D
Suite 6301
(225) 389-4240
Fax# 389-4774

Judge Michael Caldwell

Division "I" Section "24"
8th Floor
Courtroom 8B
Suite 8401
(225) 389-4734
Fax# 389-8616

Judge Janice Clark

Division "D" Section "21"
10th Floor
Courtroom 10A
Fax# 389-5327
(225) 389-5012
Suite 10101

Judge Wilson Fields

Division "O" Section "25"
7th Floor
Courtroom 7A
Suite 7101
(225) 389-8741
Fax# 389-4743

Judge Todd Hernandez

Division "A" Section "27"
8th Floor
Courtroom 8D
Suite 8301
(225) 389-4717
Fax# 389-8941

Judge Timothy E. Kelley

Division "F" Section "22"
10th Floor
Courtroom 10D
Suite 10301
(225) 389-4728
Fax# 389-4961

Judge William A. Morvant

Division "E" Section "23"
8th Floor
Courtroom 8A
Suite 8101
(225) 389-4714
Fax# 389-5692

Judge Trudy M. White

Division "J" Section "28"
6th Floor
Courtroom 6C
Suite 6201
(225) 389-4737
Fax# 389-8322

19th JDC Criminal Court Judges

Judge Richard D. Anderson

Division "G" Section "2"
7th Floor
Courtroom 7B
Suite 7401
(225) 389-4731
Fax# 389-8777

Judge Louis R. Daniel

Division "C" Section "5"
9th Floor
Courtroom 9A
Suite 9101
(225) 389-4711
Fax# 389-7617

Judge Mike Erwin

Division "L" Section "3"
10th Floor
Courtroom 10B
Suite 10401
(225) 389-4765
Fax# 389-8631

Judge Bonnie Jackson

Division "K" Section "4"
9th Floor
Courtroom 9B
Suite 9401
(225) 389-4755
Fax# 389-5341

Judge Wilson Fields

Division "O" Section "25"
7th Floor
Courtroom 7A
Suite 7101
(225) 389-8741
Fax# 389-4743

Judge Donald Johnson

Division "B" Section "7"
6th Floor
Courtroom 6B
Suite 6401
(225) 389-4706
Fax# 389-7666

Judge Richard "Chip" Moore, III

Division "N" Section "6"
10th Floor
Courtroom 10C
Suite 10201
(225) 389-8820
Fax# 389-8546

Judge Anthony J. Marabella, Jr.

Division "H" Section "1"
8th Floor
Courtroom 8C
Suite 8201
(225) 389-4722
Fax# 389-8952

Judge Trudy M. White

Criminal Section "8"
6th Floor
Courtroom 6C
Suite 6201
(225) 389-4737
Fax# 389-8322

19th JDC Judicial Administrators

Judicial Administrator, 3rd Floor, Suite 3602, (225) 389-4744

Derek Ransome, Finance Director 3rd Floor, Suite 3606, (225) 389-4744

Sharon Ducote, Administrative Secretary, 3rd Floor, Suite 3607, (225) 389-4744

Cindy Gant, Human Resource Director, 3rd Floor, Suite 3608, (225) 389-4744

19th JDC Family Court Judges

Judge Pamela Baker

Division "A"
4th Floor
Courtroom 4D
Suite 4111
(225) 389-4676
Fax# 389-4952

Judge Annette Lassalle

Division "D"
4th Floor
Courtroom 4A
Suite 4101
(225) 389-4678
Fax# 389-4952

Judge Jack Dampf (ADHOC)

Division "C"
4th Floor
Courtroom 4C
Suite 4301
(225) 389-4673
Fax# 389-3868

Judge Lisa Woodruff-White

Division "B"
4th Floor
Courtroom 4B
Suite 4131
(225) 389-7657
Fax# 389-4952

Family Court Judicial Administrator

Ronnie Bullion, 4th Floor, Suite 4122, (225) 389-4681

Juvenile Court Judges

Judge Kathleen Stewart Richey

Division "A"
(225) 354-1214
8333 Veterans Memorial Blvd
Baton Rouge, LA. 70807

Judge Pamela Johnson

Division "B"
(225) 354-1208
8333 Veterans Memorial Blvd
Baton Rouge, LA. 70807

Juvenile Court Judicial Administrator

Donna Carter, (225) 354-1250

Commissioners

Commissioner Rachel Pitcher Morgan

Division "A"
2nd Floor
Courtroom 2B
Suite 2101
(225) 389-4720
Fax# 389-8780

Commissioner John Smart

Section "B"
2nd Floor
Courtroom 2A
Suite 2201
(225) 389-2562
Fax# 389-5690

Clerk of Court Department Directory 19th Judicial District Courthouse 300 North Blvd Baton Rouge, LA. 70801

Civil Appeals

3rd Floor, Room 3101, (225)389-4751, Fax# 389-3962
Supervisor: Morgy Borskey
Services: Filing of all Civil, Family, Probate Appeals, Case Transfers, Minutes

Civil Processing

3rd Floor, Room 3201, (225)389-3967, Fax# 389-3925
Supervisor: Dianna Mahan
Services: Processing of all Civil, Probate, Citations, Subpoenas, Writs, Notices, Rules, Judgments of Dismissal, Letters of Administration, Testamentary, Executorships and Extract of Inventories

Collections

2nd Floor, Room 2901, (225) 389-5357, Fax# 389-5389
Supervisor: Grace Hastings
Services: Questions of Collections, Past Due Accounts

**Clerk of Court Department Directory
19th Judicial District Courthouse
300 North Blvd
Baton Rouge, LA. 70801**

Criminal Records

2nd Floor, Room 2501, (225) 389-3964, Fax# 389-3373

Supervisor: Donny Caldera

Assistant Supervisor: Billy Colvin

Services: Copies of Criminal Records, Minutes, Acts of Congress, Evidence,
Criminal Appeals, Criminal Name Search Certificate and Expungements

Domestic Violence

2nd Floor, Room 2801, (225) 389-4705, Fax# 389-5406

Supervisor: Kelly Carpenter

Services: Petitions Filed for Temporary Protective Restraining Order

Online Services

3rd Floor, Room 3201, (225) 389-7851, Fax# 389-3935

Account Manager: Robin White

Services: Process New Online Applications, Maintain all Online Accounts

Suit Accounting

3rd Floor, Room 3301, (225) 389-3982 Fax# 389-3392

Administrator: Debra Bell

Assistant Administrator: Kenneth Gloston

Supervisor: Sara Callender, Johnny Swearingen

Services: Filing of all Civil, Family, Probate, Judicial Commitment Suits,
Cost Collected, Fax Filings

Suit Records

3rd Floor, Room# 3310, (225) 389-3972, Fax# 389-4612

Supervisor: Jeffery Goad

Assistant Supervisor: Nichelle Hollins

Services: Copies of Civil, Family & Probate Suits, Acts of Congress,
Suit Scanning Operations, Sheriff Service Returns

Traffic

2nd Floor, Room# 2512, (225) 389-8697, Fax# 389-8694

Supervisor: Patsy Harding

Services: Posting of all Traffic Tickets for Traffic Court

Quick Reference Guide

COC=Clerk of Court

The following locations are referenced in these listings:

City Hall – 222 St. Louis St., Baton Rouge, LA

19th JDC (19th Judicial District Courthouse) – 300 North Blvd., Baton Rouge, LA

City Court – 233 St. Louis Street, Baton Rouge, LA

ABC Board, 10500 Coursey Blvd, 2nd Floor, (225) 389-3364

Administration (COC) Doug Welborn, City Hall, (225) 389-7642

Administrative Accounting, (COC), City Hall, (225) 389-5121

Adoptions (COC), City Hall, Floor B-1, Room B-115, (225) 389-4915

Archives, L. L. West Parking Garage, 444 St. Louis Street, (225) 389-3988

Assessor's Office, City Hall, (225) 389-3920

Bail Bond Office, 19th JDC, 3rd Floor, Room 3401, (225) 389-4763

Baker City Court (COC), 1320 Alabama Street, Baker LA., (225) 778-1866

Baton Rouge City Police, 702 Mayflower St., Baton Rouge, LA, (225) 389-2000

City Constable, City Court, (225) 389-3004

City Court Traffic, City Court, BR. LA. 70802 (225) 389-3020

City Court, City Court, BR. LA. 70802, (225) 389-3017

City Parish Information, City Hall, (225) 389-3000

City Prosecutor, City Court, (225) 389-3119

Civil Appeals (COC), 19th JDC, 3rd Floor, Room 3101, (225) 389-4751

Civil Duty Court Office, 19th JDC, 2nd Floor, Room 2401, (225) 389-4955

Civil Processing (COC), 19th JDC, 3rd Floor, Room 3201, (225) 389-3967

Collections (COC), 19th JDC, 2nd Floor, Room 2901, (225) 389-5357

Copy Department (COC) City Hall, Floor B-1, (225) 389-3970

Copy Department (COC), 10500 Coursey Blvd, (225) 295-7460

Coroner's Office, (225) 389-3047

Council Administrator, City Hall, (225) 389-3123

Court Information Systems, 19th JDC, 3rd Floor, Room 3701, (225) 389-5268

Courthouse Security, 19th JDC, (Sheriff' Office) (225) 389-5202

Criminal Docket Room, 19th JDC, 3rd Floor, Room 3610

Criminal Records (COC) 19th JDC, 2nd Floor, Room 2501, (225) 389-3964

Clerk of Court, City Hall, (225) 389-7642

Data Indexing (COC), 1st Floor, City Hall, Room 153, (225) 389-3958

District Attorney Office, City Hall, 5th Floor, (225) 389-3400

Domestic Violence (COC) 2nd Floor, 19th JDC, Room 2801, (225) 389-4705

Drug Lab, 19th JDC, 3rd Floor, Room 3501, (225) 389-4700

Duty Court Room, 19th JDC, 2nd Floor, Courtroom 2B

Elections Department (COC), City Hall, Floor B-1, (225) 295-4765

Expungement, 19th JDC, 2nd Floor, Room 2501, (225) 389-3964

F.B.I., (225) 291-5159

Family Processing (COC), 19th JDC 3rd Floor, (225) 389-3936

Federal Court, (225) 389-3500

Finance Department City Hall, (225) 389-3061

First Circuit Court of Appeals, (225) 382-3000

Flood Maps, Municipal Bldg., (225) 389-3196

Foreclosures, (Sheriff Civil Division) City Hall, (225) 389-4818

Human Resources (COC) L.L.W. Parking Garage 444 St. Louis St., (225) 389-5195

Jani Care (Building Maintenance for 19th JDC) (225) 751-2273

Juvenile Court, 8333 Veterans Memorial Blvd., (225) 354-1250

Jury Management, 19th JDC, 1st Floor, Room J103, (225) 389-4778

Legal Description Search (COC), City Hall, Public Service, (225) 389-3979

Marriage License (COC), City Hall, (225) 389-3950

Mayor-President's Office, City Hall, (225) 389-5100

MIS (COC), City Hall, (225) 389-5295

MIS Courthouse, 19th JDC, 3rd Floor, Room 3702, (225) 389-5268

Mortgage Department (COC) 10500 Coursey Blvd, 2nd Floor, (225) 295-4778

Mortgage Department (COC) City Hall, (225) 389-3975

Non-Support, (225) 389-3940

Notary Exam, (Secretary of State), (225) 922-0507

Oath of Office (COC), City Hall, Training Department, (225) 389-3367

Occupational License, City Hall, (225) 389-3278

Online Services (COC), 19th JDC, 3rd Floor, Suite 3201, (225) 389-7851

Parish Attorney's Office, City Hall, (225) 389-3114

Parish Prison, 2867 General Isaac Smith Ave., BR. LA.70807, (225) 355-3311

Parole Board, (225) 342-6622

Passport Applications (COC), City Hall, (225) 389-3950

Permit Office (Building Permit), 300 N. 10th St., (225) 389-3226

Planning & Zoning, 1755 Florida Blvd., 3rd Floor, (225) 389-3197

Planning Commission, 1755 Florida Blvd., 3rd Floor, (225) 389-3144

Pre Trial Intervention, 233 St. Ferdinand, BR. LA. 70802, (225) 389-3428

Probation & Parole, 2751 Wooddale Blvd., BR. LA. 70805 (225) 922-0227

Probation & Parole City Court, City Court, (225) 389-3009

Property Tax (Sheriff Tax Collection), City Hall, (225) 389-4810

Public Defender's Office, 300 Louisiana Ave., BR, LA, (225) 389-3150

Public Information Officer (COC), (225) 389-8312

Public Service Commission, (225) 342-4404

Public Service Coursey (COC), 10500 Coursey Blvd, 2nd Floor, (225) 293-2933

Public Service Research (COC), City Hall, (225) 389-3979

Purchasing (COC) L.L.W. Parking Garage, 444 St. Louis St., (225) 389-7600

Recording Department (COC), City Hall, (225) 389-3985

Recording Department (COC) 10500 Coursey Blvd, 2nd Floor, (225) 295-4780

Registry of the Court, (COC), City Hall, (225) 389-5120

Registrar of Voters Office, City Hall, 2nd Floor, (225) 389-3940

Secretary of State Office, 3851 Essen Lane, BR, LA. 70809, (225) 925-4704

Suit Accounting (COC), 19th JDC, 3rd Floor, Room 3301, (225) 389-3982

Suit Accounting (COC), 10500 Coursey Blvd, 2nd Floor, (225) 295-4740

Suit Records (COC) Civil, Family & Probate Records, 19th JDC, 3rd Floor,
Room 3310, (225) 389-3972

Traffic Court (19th JDC), 19th JDC, 2nd Floor, Courtroom 2A, (225) 389-4761

Traffic Fines (Sheriff), 19th JDC, Room 2701, (225) 389-4836

Traffic Records (COC), 19th JDC, 2nd Floor, Room 2512, (225) 389-8697

Training Department (COC), City Hall, Room B-115, (225) 389-3367

Vital Records, (Birth & Death Certificates) (225) 242-4860 or (504) 219-4500

**Suit Number Location Chart
For
Civil, Family & Probate
Records**

19th JDC Courthouse
3rd Floor Room #3310
(225) 389-3972

City Hall Suit Records
Department B-1
Room# B-108
(225) 389-7837

Archives &
Off Site Storage
444 St. Louis St.
(225) 389-3988

Civil 539,345 - Present	Civil 515,771 -539,344	Civil 1-515,770
Family 156,851 - Present	Family 131,533 – 156,850	Family 1- 153,532
Probate 83,686 - Present	Probate 77,276 – 83,685	Probate 1 – 77,275