

## **Part Rules – Auto - Alternative Dispute Resolution (Auto-ADR) Part**

### **Hon. Joan Lefkowitz**

111 Dr. Martin Luther King Jr. Blvd., White Plains, NY 10601

Part Clerk: Amanda Hall

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### **Settlement Conference Calendar – Wednesdays at 9:30 AM in Courtroom 1600**

The Auto-ADR Part will conduct settlement conferences in pending cases involving motor vehicles on Wednesdays.

If a case has been scheduled for a settlement conference by the Court, **all parties** must:

(a) fill out the pre-conference form found here:

[https://www.nycourts.gov/LegacyPDFS/courts/9jd/civilCaseMgmt/Auto\\_Part\\_SC\\_Form.pdf](https://www.nycourts.gov/LegacyPDFS/courts/9jd/civilCaseMgmt/Auto_Part_SC_Form.pdf)

and

(b) email it to [Auto-ADRPartWestchester@nycourts.gov](mailto:Auto-ADRPartWestchester@nycourts.gov) one week prior to the scheduled settlement conference.

Parties may request a settlement conference in the Auto-ADR Part by filling out the pre-conference form and uploading it to NYSCEF using the “Letter/Correspondence to Judge” designation. A date and time for the settlement conference will be assigned after pre-conference forms from **all parties** are received.

Appearances at scheduled settlement conferences are mandatory. All settlement conferences are in person **only** and an adjuster should be present or available by phone. Clients are encouraged to attend but only if the attorney is present. Attorneys must have full settlement authority or be able to reach the client by phone.

Justice Lefkowitz will preside over settlement conferences in a case before the Auto-ADR Part, but Justice Lefkowitz will **not** be assigned to preside over the case at trial. All information discussed will be kept confidential so that the parties will have the opportunity to engage in meaningful settlement negotiations.

Cases can be scheduled for multiple settlement conferences/dates, but these appearances **do not adjourn or delay** any discovery deadlines, motions, or conference dates in the assigned part.