

LOUISIANA CLERKS REMOTE ACCESS AUTHORITY (LCRAA)
12:30 PM TUESDAY, MAY 26, 2026
BATON ROUGE, LOUISIANA

PROPOSED MINUTES

- I. **Call to Order:** Meeting called to order by Chairman Rick Arceneaux.
- II. **Invocation and Pledge:** David Dart gave an opening prayer followed by the Pledge of Allegiance by Rick Arceneaux.
- III. **Roll Call:** Board Members present: Chairman Rick Arceneaux, Lynn Jones, Louis Perret, David Dart, and David Silverstein. Also present: Debbie Hudnall, Sheri Morris, Richard Yancey, Daniel Simpson, Laura Thomas, Barrett Conrad, Scott Carrington, Melissa Henry, Chris Kershaw, Davis Silk and Olivia Hymel.

Others present: Amanda Gross Thies, Erin Hebert, and Chris Forstall.
- IV. **Acceptance of Agenda:** A motion was made by David Dart to accept the agenda. Motion seconded by David Silverstein. **MOTION CARRIED.**
- V. **Public Comment:** No comments.
- VI. **Approval of Minutes:** A motion was made by Louis Perret to approve the minutes of the meeting on February 10, 2026. Motion seconded by Lynn Jones. **MOTION CARRIED.**
- VII. **Financial Report:** Chris Kershaw reported as of April 30, 2026, the total FYTD revenue was **\$1,775,019**; total portal direct costs **\$852,067**; grant program cost of **\$432,591**; administration expenses of **\$393,593**; leaving net income for the fiscal year of **\$96,768**. The total net position is **\$8,111,172**; with total Liabilities and Net Position of **\$8,136,373**. A motion was made by Louis Perret to receive the financial report. The motion was seconded by David Dart. **MOTION CARRIED.**
- VIII. **2026-2027 Budget Proposal: (on file in office)** Chris Kershaw presented the 2026-2027 Budget Proposal. A motion to approve the 2026-2027 Budget as presented was made by David Silverstein. The motion was seconded by Lynn Jones. **MOTION CARRIED.**
- IX. **Audit Contract:** Chris Kershaw presented the proposed Financial Audit Contract for Duplantier, Hrapmann, Hogan & Maher. This is a three-year contract for \$7,300 per year. A motion was made by Lynn Jones and seconded by David Dart to accept the Financial Audit Contract for the LCRAA Board. **MOTION CARRIED.**

- X. AUP Contract:** Chris Kershaw presented the proposed AUP Contract for Duplantier, Hrapmann, Hogan & Maher. This is a one-year contract for \$3,300. A motion was made by David Dart to accept the AUP Contract for the LCRAA Board. Seconded by David Silverstein. **MOTION CARRIED.**
- XI. SouthStone Update:** Richard Yancey and Daniel Simpson gave an update on AI Indexing and Instrument Cap. There are currently 25 parishes using AI Indexing, They reported that one i3 customer is now using the AI indexing with others to follow and that COTT customers would soon be added.
- XII. Technology Committee Report:** David Dart gave the report on the technology committee. They discussed credit card processing by utilizing one vendor. Barrett Conrad and Laura Thomas from Antares discussed that the total project would be \$79,200 for integrated LCRAA Recording Software payment processing to replace Heartland with Ion. The committee proposed to ask the vendors to pay a share of the technology costs. A motion to approve a Work Order up to \$79,200 was made by David Dart. Motion seconded by Louis Perrett. **MOTION CARRIED.**
- David Dart reported another enhancement to the LCRAA Recording Software that includes QuickBook integration, real-time eRecording notifications, Marriage Remittance refresh and Mortgage Certificate Search for \$9,900. A motion to accept these enhancements was made by David Dart. Motion seconded by David Silverstein. **MOTION CARRIED.**
- XIII. Antares Update:** Laura Thomas gave a statewide portal update. She also reported that over 15,000 users have signed up for eClerks Alerts. Debbie Hudnall emphasized how we need to market eClerks so it can be utilized more. The LCRAA Tech Committee will have their next meeting on 6/4/2026.
- XIV. i3 Verticals Update:** Scott Carrington gave status summary updates for several parishes. He reported that the number of efilings continue to grow showing March was the largest month with over 33,250 civil efilings accepted and 12,747 criminal efilings accepted. Scott discussed support issues, total tickets submitted and total tickets resolved. He updated the Board on Clerk Connect and the Eaton Group, they are working well and now able to process 99.5%. Debbie Hudnall asked for an update on cloud base software. Scott said it's going well and they are ready to provide a demo. Criminal should be ready by fall for testing and civil should be ready for testing 6 months later.

XV. Grant Committee Report

Davis Silk gave an update on previously approved grants. He reported there are currently about \$386,955 outstanding grants. The oldest 5 grants are:

2023- 3rd Quarter - West Carroll Parish for \$38,142

2023- 4th Quarter - Franklin Parish for \$19,250

2024- 2nd Quarter – Beauregard Parish for \$50,638

2024 – 3rd Quarter – Madison Parish for \$51,929

2025- 3rd Quarter – East Carroll Parish for \$8,604

2026 – 1st Quarter Grant Applications: Lynn Jones reported that five new applications had been received for consideration this quarter for a total of \$149,376. East Carroll’s grant for \$18,454 was denied due to them currently having an open grant. The Committee recommended awarding four grants at \$130,922.

Caldwell	\$1,497	Hardware – 1 computer
Livingston	\$43,922	Hardware – 27 Computers & Monitors, Other
Catahoula	\$56,003	Conv & Mtgs
Red River	\$29,500	Index Conveyances
Total	\$130,922	

David Dart moved that the four applications be approved. Motion seconded by Louis Perrett. **MOTION CARRIED.**

XVI. Administrative Staff Report: Debbie Hudnall reported the recap of the monthly parish remittances. She also reported that there was \$31,400 left in the e-filing grant budget and that it probably would not be needed now that all parishes are e-filing. She asked the board to allocate another \$100,000 for emergency grants. She suggested moving the remaining e-filing funds to the emergency grant fund to make up the additional \$100,000 emergency grant fund. David Dart moved to approve an additional \$100,000 emergency grant fund which would include the \$31,400 e-filing balance. Motion was seconded by David Silverstein. **MOTION CARRIED.**

Debbie Hudnall suggested that the Board authorize Chairman Arceneaux and herself to approve small grants up to \$5,000 that are not emergencies so there would not be a 3-month delay in waiting for approvals. A motion was made by David Dart to approve allowing the Chairman and Debbie to approve small grants up to \$5,000 which would later be ratified by the Board. Motion seconded by Louis Perret. **MOTION CARRIED.**

Debbie Hudnall reported that i3 proposed an Event Viewer Software for 37 parish which would have a onetime cost of \$2,500 per parish for \$92,500 plus an Annual Licensing Fee of another \$49,800 based on population. Debbie suggested this project be placed on pause for a short time to be replaced with possibly a larger project. She reported that legislators continue to ask for on-line access to suits in which they are the attorney of record at no cost. There have been several discussions with i3, Cott, and Clerk Net inquiring about these capabilities with counsel of record having on-line access but still paying for copy costs. Clerk Net and Cott can have these capabilities without much problem and i3 still needs to investigate it. Debbie would like to discuss this matter with all clerks on proceeding with this project. Louis Perret moved that we proceed with allowing online access at no cost to attorneys of record, but they would have to pay for all copies and pay for on-line access to records in which they are not the attorney of record. Motion seconded by David Dart. **MOTION CARRIED.**

Debbie Hudnall suggested that she look more into the vendor, Legal Atoms, which would allow for prose litigants to file Expungements and Protective Orders electronically. The costs of the software were included in the proposed budget. David Dart makes a motion for Debbie to obtain more information about Legal Atoms. Motion seconded by David Silverstein. **MOTION CARRIED.**

Debbie Hudnall reported that with permission of Chairman Arceneaux, she had asked for help from consultant Michael Dunn with the efilings issues with the Eaton Group and that it appears the issue may have been resolved.

Debbie Hudnall also gave an ICJIS update. At the last Association Board Meeting, the Board of Directors advised Debbie to pause the ICJIS project due to certain legislation that had been filed. Since then, there have been amendments to several bills that are now more favorable to the clerks. Debbie recommended that she be allowed to sign the contracts, after Sheri's review, and that the clerks

move forward with the ICJIS project. These contracts are at no cost to LCRAA or to the clerks. A motion was made by Louis Perret to move forward and sign the ICJIS contracts. Motion seconded by David Dart. **MOTION CARRIED.**

Debbie informed the Board that because of the busy legislative session, the eFiling Committee had not met yet but hoped to do so soon.

Debbie Hudnall discussed legislation that had been filed that would require LCRAA and Retirement Board meetings to be live streamed and stored for on-line access for 2 years. This bill is currently being monitored.

XVII. Attorney:

Sheri Morris informed the Board that she transferred to a new law firm Degan, Blanchard & Nash. She gave an update on the Antares, i3 and SouthStone contracts. Sheri presented a proposed contract with her new firm, a contract from her old firm to authorize the transfer of files along with a resolution. A motion made by David Dart to approve the contract and authorizes Debbie Hudnall to sign the three documents. Motion was seconded by Louis Perret. **MOTION CARRIED.**

Resolution signed by Chairman Rick Arceneaux and Debbie Hudnall with 5 yeas and 1 absent. (on file in office)

XVIII. Other Business:

There was no other business.

XIX. Announcements: The next meeting is scheduled for Tuesday, August 11, 2026.

XX. Adjournment: A motion was made by David Dart to adjourn. The motion was seconded by Lynn Jones. **MOTION CARRIED.**

Respectfully Submitted:



Louis Perret, Secretary

Approved:



Rick Arceneaux, Chairman