LOUISIANA CLERKS REMOTE ACCESS AUTHORITY (LCRAA)
12:30 PM TUESDAY, AUGUST 11, 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, David Ditch and Chad Reynolds.

Also present: Debbie Hudnall, Sheri Morris, Richard Yancey, Laura Thomas, Natalie Vasquez, Scott Carrington, Melissa Henry, Shawn Rourke, Amanda Gross-Thies, Erin Hebert, Charles Jagneaux, Larry Caillier, Chris Forestall, Justin Overton, Chris Kershaw, Davis Silk and Olivia Hymel.

IV. **Oath of Office:** Rick Arceneaux administered the oath of office to Chad Reynolds as Commissioner for the Louisiana Clerks Remote Access Authority.

V. **Acceptance of Agenda:** Rick Arceneaux asked the board to amend the Proposed Agenda to add item number seven, under Report of the Administrative Staff, to discuss the i3 Licensing Fee. A motion was made by Lynn Jones to amend the agenda. Motion seconded by David Ditch. **MOTION CARRIED.**

A motion was made by David Dart to approve the amended agenda. Motion seconded by David Ditch. **MOTION CARRIED.**

VI. **Public Comment**: No comments.

VII. **Approval of Minutes:** A motion was made by David Dart to approve the minutes of the meeting on May 26, 2026. Motion seconded by Lynn Jones. **MOTION CARRIED.**

VIII. **Financial Report:** Chris Kershaw reported as of June 30, 2026, the total FYTD revenue was **$2,135,212**; total portal direct costs **$995,512**; grant program cost of **$468,442**; administration expenses of **$470,249;** leaving net income for the fiscal year of **$201,009.** The total net position is **$8,215,414;** with total Liabilities and Net Position of **$8,288,347.** A motion was made by Lynn Jones to receive the financial report. The motion was seconded by David Dart. **MOTION CARRIED.**

IX. Technology Committee Report:

Laura Thomas from Antares gave the report from the Technology Committee meeting. She presented proposed enhancements to improve image quality, support full-color maps, and increase display speed. The updates would also streamline redaction and watermarking by processing documents upon public release. The enhancements are included in the proposed project, with implementation estimated at approximately two months plus testing and deployment for a total of $64,680.

David Dart made a motion to table the contract from Antares to ask more questions. Chad Reynold second the motion. **MOTION CARRIED.**

X. Antares Update:

Laura Thomas gave an update on the statewide portal which currently includes 64 parishes for land records, 62 for marriage records, 63 for civil records, 59 for adult criminal records, and 38 for juvenile records. Work continues with East Baton Rouge Parish on juvenile criminal uploads. Integrated credit card processing is planned for August, with a 2.5% fee and ION providing terminals at no cost. CSC eRecording integration is also scheduled for a late-August rollout. Training and support resources continue to be provided through Lunch & Learns and the built-in LRS help guides. Grant projects include completed lease record imports for East Carroll Parish and continued historical reindexing work for St. Helena Parish. The Board also discussed ongoing indexing and records cleanup efforts, as well as continued vendor support and training resources. The next committee meeting is scheduled for September 3rd.

XI. i3 Verticals Update:

Scott Carrington provided status updates on current implementation projects, with several parishes progressing toward upcoming go-live dates. Additional civil and criminal conversions and upgrades are progressing, with some delays related to missing data files. The vendor also discussed continued development of the new Court One platform, including data normalization, AI functionality, and a support dashboard. Testing is expected to begin in October, with Louisiana-specific functionality still being developed.

XII. SouthStone Update: Richard Yancey gave an update that AI Indexing is currently in use in 30 parishes, with 114,078 documents processed through June 30 and 100% uptime to date. The St. Helena Parish grant project is nearing completion and includes the review and verification of 15 years of historical records and document identification. The expanded scope required process adjustments but is expected to benefit future projects. SimClerk has also onboarded Beauregard Parish through Cott and continues to work with Cott and i3 Verticals on additional parish implementations.

XIII. Grant Committee Report

Chris Kershaw 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 – Acadia Parish for $51,840

2026 – 2nd Quarter Grant Applications: Lynn Jones reported that four new applications had been received for consideration this quarter for a total of $176,288. The committee recommended funding the East Carroll, Natchitoches and Tangipahoa projects, with additional discussion regarding whether the St. Landry project falls within the statutory grant requirements. Charles Jagneaux and Larry Caillier from St. Landry parish explained to the board the purpose of the grant. The Board requested further clarification before finalizing funding for that project.

East Carroll	$26,998	Imaging & Indexing Conveyances
Natchitoches	$62,105	Index and scan Conveyances & Notarial
Tangipahoa	$46,313	48 Ricoh scanners
Total	$135,416	

David Dart moved that the three grants from East Caroll, Natchitoches and Tangipahoa be approved for a total of $135,416 and the grant from St. Landry be deferred. Motion seconded by Chad Reynolds. **MOTION CARRIED.**

XIV. Administrative Staff Report: Debbie Hudnall reported the recap of the monthly parish remittances. Debbie gave an update on the General Grants and informed the board there had been no grant applications for the new allocation they approved at the last meeting. She reported that the Law Institute is working on potential legislation to expand electronic service and case notifications for attorneys, including automated proof that notices were sent to the attorney's registered service email. i3 indicated the functionality should be feasible without a significant development effort. Work is underway with DCFS and i3 to move child support case indexes into the statewide portal, including resolving questions about indexing and record confidentiality. Updates on ICJIS projects were discussed including exception reporting, UCO's protective orders, and expungements. New online tools would allow individuals to complete protective order and expungement forms electronically, with kiosks also being installed by the LA Bar Foundation. Board members were asked to sign the annual ethics, sexual harassment, and conflicts-of-interest policy. Debbie is working with the Louisiana Bar Association to identify the top five attorney complaints/issues with e-filing and plans to work with vendors and selected districts to address them. Because of a strong financial year, the Board discussed paying the annual i3 license fees for 21 parishes, five of those parishes being capped at $24,000, for a total of approximately $259,000. A motion was made by David Ditch to approve the proposal to pay for the 21 parishes i3 license fee. Motion was seconded by Lynn Jones. **MOTION CARRIED.** A motion was made by David Ditch to amend the motion to require proof of payment. Motion was seconded by Lynn Jones. **MOTION CARRIED.**

XV. Attorney:

Sheri Morris recommended having another conference call with i3 to discuss the contract, as there are many issues that need resolutions. It was decided the Chair of the committee, Rick Arceneaux or his assigned designee, would be at the meeting.

XVI. Other Business:

There was no other business.

XVII. Announcements: The next meeting is scheduled for Tuesday, November 10, 2026.

XVIII. Adjournment: A motion was made by David Dart to adjourn. The motion was seconded by David Ditch. **MOTION CARRIED.**

Respectfully Submitted:

Louis J Perret

Louis Perret, Secretary

Approved:

Rick Arceneaux

Rick Arceneaux, Chairman