

LOUISIANA CLERKS REMOTE ACCESS AUTHORITY (LCRAA)
10:00 AM TUESDAY, DECEMBER 12, 2023
BATON ROUGE, LOUISIANA

PROPOSED MINUTES

- I. **Call to Order:** Meeting called to order by Chairman Rick Arceneaux.
- II. **Invocation and Pledge:** Mark Graffeo gave an opening prayer and led the Pledge of Allegiance.
- III. **Roll Call:** Board members present were Chairman Rick Arceneaux, Jill Sessions, Mark Graffeo, Melissa Henry and David Boneno. ABSENT: Lynn Jones and Anne Raymond. Also, present were Dagmar Hebert, Chris Kershaw, and Davis Silk.
- IV. **Acceptance of Agenda:** A motion was made by David Boneno to accept the agenda. Motion was seconded by Melissa Henry. **MOTION CARRIED.**
- V. **Public Comment:** None
- VI. **Approval of Minutes:** A motion was made by Anne Raymond to approve the minutes of the meeting held on August 22, 2023. Motion seconded by Lynn Jones. **MOTION CARRIED.**
- VII. **Report of Administrative Staff:**

1. **Criminal Search:** Debbie Hudnall reported at the last Board meeting, there was discussion regarding the criminal search feature being added to eClerksLA. The LCRAA Board had asked for feedback from the Clerks. The Clerks had their winter meeting in New Orleans, and it was brought up for discussion. The goal presented was to have the criminal records back ten (10) years. Caddo Parish had agreed to provide the data elements. The Clerks voted and the decision was unanimous to provide the criminal data elements on eClerksLA.

Another question was about the prior year's legislation that was introduced and promoted by the now Governor-Elect. David Boneno had asked that LCRAA reach out to the Governor-Elect's team to determine if the scope of LCRAA's proposal would fit his expectations. Debbie commented that the Attorney General's office had reached out to the Caddo Parish Clerk after seeing the November LCRAA Meeting agenda and after discussion commented that legislation wouldn't be needed if this is the direction the clerks are headed. Debbie also noted that several Clerks are working on the parish level transition teams for the Governor-Elect. She also reported that there was a meeting with Tony Clayton, who is part of the Governor-Elect's criminal transition team and there was positive feedback from him.

Antares is able to get started on this project as soon as possible with a go live of March 1, 2024, and the alert to follow in May 2024. Debbie presented the Antares proposal to the Board with a cost of \$95,000 plus annual support fee of \$110 per parish and \$350 per month for the Criminal alert support fee.

There was discussion on the criminal images that clerks don't currently have online and the data elements that would be uploaded and viewed from eClerksLA. There was also discussion on the value of what the criminal search through eClerksLA would provide such as employers able to do criminal searches on potential employees, victims could be alerted through the alert when information is uploaded from a case as well as transparency. Debbie commented that this would be a great service to provide to the State of Louisiana. She also

noted that the change order is the price for Antares only. Davis Silk has reached out to the other vendors for price quotes for the vendor side. She will have those numbers for the next Board Meeting. Mark Graffeo commented that this is the natural progression of the original statewide portal and LCRAA has provided the revenue source to make this happen statewide.

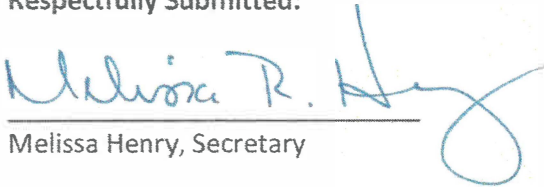
A motion was made by Jill Sessions to approve the change order proposal for the Criminal Search as presented. The motion was seconded by Mark Graffeo. **MOTION CARRIED.**

VIII. **Other Business:** None.

IX. **Announcements:** The next meeting is scheduled for Tuesday, February 20, 2024.

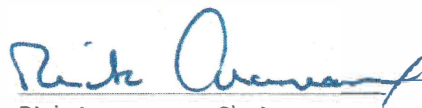
X. **Adjournment:** A motion was made by David Boneno to adjourn. The motion was seconded by Jill Sessions. **MOTION CARRIED.**

Respectfully Submitted:



Melissa Henry, Secretary

Approved:



Rick Arceneaux, Chairman