

PROPOSED MINUTES

LOUISIANA CLERKS OF COURT ASSOCIATION BOARD OF DIRECTORS

Wednesday, March 13, 2024

1:00 PM

Baton Rouge, LA

The Louisiana Clerks of Court Association Board of Directors meeting was held on Wednesday, March 13, 2024, at 1:00 p.m. Kim Turlich-Vaughan, President called the meeting to order.

Invocation and Pledge:

Laura Culpepper gave an opening prayer and Kim Turlich-Vaughan led the Pledge of Allegiance.

Roll Call:

Jill Sessions called the roll with the following Clerks present:

Kim Turlich-Vaughan, Louis Perret, Jeff Skidmore, Randy Briggs, Jill Sessions, Annette Fontana, Robin Hooter, Erin Hebert, Susan Racca, Holli Vining, Laura Culpepper, Connie Desselle, Shelly Salter, Jason Harris, Veronica Koclanes and Cherie Lott. Also, present Debbie Hudnall, Sara Halphen, and Chris Kershaw.

Approval of the Minutes from November 29, 2023, Meeting

A motion to approve the prior minutes was made by Susan Racca and seconded by Cherie Lott. No discussion was had. The motion was passed with no opposition.

Financial Reports

Annette Fontana, Treasurer, presented the Balance Sheet ending February 29, 2024:

Assets		Liabilities and Capital	
Total Current Assets	\$684,561.11	Total Current Liabilities	\$78,015.22
Total Property and Equipment	\$6,219.20	Total Capital	\$612,765.09
Total Assets	\$690,780.31	Total Liabilities and Capital	\$690,780.31

Annette Fontana, Treasurer, presented the Income Statement ending on February 29, 2024:

Current Month Actual		Current YTD Actual	
Total Revenue	\$80,762.73	Total Revenue	\$663,487.34
Total Expenses	\$86,985.69	Total Expenses	\$681,303.75
Net Income	\$(6,222.96)	Net Income	(\$17,816.41)

A motion was made by Robin Hooter and seconded by Cherie Lott to receive the financial reports for the Association and with no opposition, the motion was passed.

Resignation of District Member

Debbie Hudnall reported that Melissa Henry for District 1 has resigned and District 1 asked that Erin Hebert be the new District Member.

Oath of Office

Kim Turlich-Vaughan administered the Oath of Office to Erin Hebert to serve as the District 1 member.

Board Reports

LCRAA

Debbie Hudnall presented the report on behalf of Chairman Rick Arceneaux. The board approved all submitted grants except for one because that parish had submitted two grants. Only one grant request can be submitted per parish per quarter. The board approved the addition of the criminal index on eClerksLA, subject to the legislature passing the law with certain amendments, which will include adult and juvenile records. Some of Jefferson parish records have already been placed online. The alert for criminal will be added in either April or May.

Debbie is having a Zoom meeting with i3 Verticals regarding the proposal of criminal records as well as waiting on vendor proposals from Cott and Clerk Net.

Retirement and Relief Fund

Debbie Hudnall reported the retirement fund is almost \$800,000,000. The board voted to maintain the employee contribution rate at 23%. The board adopted annuities for DROP funds with three options that are similar to the retirement options.

The board discussed a COLA for the retirees and that decision has been delayed until May.

They discussed certain legislation regarding a clarification of the spouse being the “person you’re married to” rather than the “married to and living with” as well as removing the requirement of naming the beneficiary in Option 1 of retirement. The board also voted to oppose another retirement bill.

Debbie stated that Chris Kershaw gave the GASB 68 audit report and stated the report is posted on the Association website.

Supplemental

Chris Kershaw presented the financial report as of February 29, 2024:

Balance Sheet	
Total Current Assets	\$386,000
Total Other Assets	\$159,545
Total Assets	\$545,545
Total Current Liabilities	\$169,000
Total Capital	\$376,545
Total Liabilities & Capital	\$545,545

Income Statement (Current Month)		Income Statement (YTD)	
Total Revenue	\$160,325	Total Revenue	\$1,314,899
Total Expenses	\$169,000	Total Expenses	\$1,274,000
Net Income	(\$8,675)	Net Income	\$34,099

A motion was made by Jeff Skidmore and seconded by Connie Deselle to receive the Supplemental report and with no opposition, the motion was passed with no opposition.

Committee Reports

Education Committee

Kim Turlich-Vaughan reported on the February 2024 Institute. Kim detailed some of the comments in the surveys. One of the complaints was a lot of talking during presentations. There were 250 attendees. The next institute will be August 20-23, 2024, at the Crowne Plaza in Baton Rouge.

2024 Conference

Kim Turlich-Vaughan discussed the upcoming conference for Monday, April 1 to Thursday, April 4. There are currently 23 clerks, 66 deputies, and 24 vendors currently registered. A preliminary agenda was passed out regarding the events planned and stated the Phunky Monkeys are coming back.

Executive Director Report

Legislation

Debbie stated there are several election bills she has met with the Secretary of State on. She has read through the bills and provided a tracking report that includes the Clerks' position.

Legislative Day

This will be held on April 16, 2024, from 5pm – 8 pm at the Pentagon Barracks. There was discussion on whether the clerk's contribution should be increased or continue having the Association cover the costs. Louis Perret made a motion to increase the cost to \$150, seconded by Connie Desselle. With no opposition, the motion passed.

Litigation

No new report on the Slaughter litigation.

New Clerks Orientation

Debbie reported 9 of the 10 new clerks were able to attend the orientation and that it was received by the incoming Clerks.

Scholarship Fund

In the past, the association kept 30% of the Associate member dues and 70% was allocated to scholarships. Debbie is now recommending that 100% of the funds go to scholarships. A motion was made that 100% of Associate Member dues be allocated to Scholarships, seconded by Jeff Skidmore. With no opposition, the motion passed with no opposition.

District Reports

District One

Erin Hebert stated the district met and discussed sovereign citizens, elections and PPE specific training for election commissioners.

District Two

Kim Turlich-Vaughn stated they did not meet.

District Three

Susan Racca stated they met at the Institute. They discussed the clerk election races and the new incoming clerks. They discussed the raises, and everyone was in favor except one clerk, but they will support the effort.

District Four

Holli Vining stated they did not have a formal meeting but have one scheduled for next week. A few of her district clerks discussed LCRAA requirements, the minutes being published and losing subscriptions. She asked what the prospect was of LCRAA giving the money back to the clerks to compensate for that. Debbie reported that the LCRAA board discussed giving a month holiday from payment by the Clerks but received opposition from non-clerk members.

District Five

Laura Culpepper reported they met at the Institute with everyone from their district, except Tifani Thomas from Morehouse Parish. She stated that a lot of the discussion was regarding the influx of sovereign citizen customers as well as the difficulty to get poll workers.

District Six

Connie Deselle reported they met at the Institute as well with everyone from their district. They discussed the bill in the legislature with the raises and how it would affect their offices.

District Seven

Shelly Salter stated all the district members were present for a meeting at the Institute. They discussed the increase in the cost for auditors and the upcoming bills in the legislature. She had questions for her district to discuss about office policy changes.

District Eight

Jason Harris reported they also met at the Institute and celebrated Mark Graffeo's retirement. They also discussed the upcoming criminal statutes, early voting and pay raises. They also discussed knowing your legislators.

District Nine

Veronica Koclanes stated that her district emails frequently and have been discussing upcoming legislation including HB159 with new requirements for appellant court clerks regarding sending electronic records and redacting final records. She also discussed with the other appellant clerks about getting more involved in the clerks' institute, and she suggested that it would be beneficial to be able to meet with their district clerks at those institutes. She also suggested that the clerk pay raise be discussed as a COLA versus a raise.

Other Business

The next Board of Directors meeting will be held Tuesday, May 21, 2024.

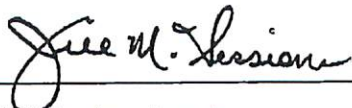
Dagmar Hebert presented the new equipment as the requirement for the ability to have zoom meetings for disabled persons who apply to attend.

Davis Silk did a presentation regarding criminal search on eclerksLA.com. The search is live and currently has Jefferson Parish information so far. The dates for criminal records are 1/1/2020 and juvenile records are 1/1/24. In either April or May, there will be a sign up for an alert for up to 5 cases if anything is filed.

Adjournment

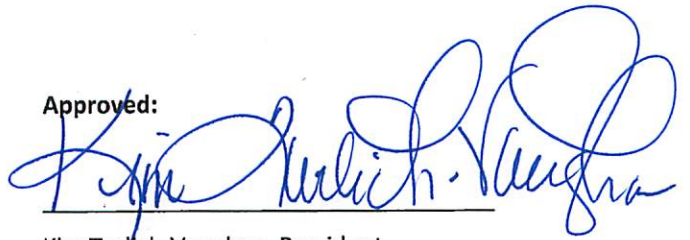
There being no further business, Louis Perret moved that the meeting be adjourned. Meeting adjourned.

Respectfully Submitted,



Jill M. Sessions, Secretary

Approved:



Kim Turlich-Vaughan, President