



LOUISIANA CLERKS OF COURT ASSOCIATION

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PROPOSED MINUTES

CLERKS ONLY MEETING

JUNE 25, 2020

2:00 PM

BATON ROUGE, LA

The Louisiana Clerks of Court Clerk's Only Meeting was held on June 25, 2020 at 2:00 p.m. Bridget Hanna, 1st Vice President called the meeting to order. An opening prayer was given by Steve Andrews and the Pledge was led by Robin Hooter.

Annette Fontana called the roll with the following Clerks present:

Bridget Hanna, Darlene Landry, Connie Desselle, Jill Sessions, Mike Spence, Lynn Jones, Susan Racca, Douglas Welborn, David Dart, Randy Deshotel, Randy Briggs, David Ditch, Richard "Rick" Arceneaux, Annette Fontana, Jason Harris, Chelsey Napoleon, Kim Turlich-Vaughan, Robin Hooter, Shane LeBlanc, Eliana DeFrancesch, Becky Patin, Melissa Henry, Christy Lee, Jeff Skidmore, Johnny Crain, Jr., Holli Vining, Mark Graffeo and Felicia Ann Hendl.

Also, present Debbie Hudnall

Approval of the Minutes from December 3, 2019 Meeting and May 13, 2020 Conference Call

A motion to approve the prior minutes was made by Robin Hooter and seconded by David Dart. No discussion was had. The motion passed without opposition.

Financial Report - Association

Rick Arceneaux, Treasurer reported the balance sheet, April 30, 2020 with total assets of \$786,739. Total current liabilities of \$143,849 were reported, total capital of \$642,889. Total liabilities and capital equaling the assets of \$786,739.

He reported the income statement for the ten months ending April 30, 2020. The total current month revenue was in the negative (\$48,468). The total expenses for the month were \$73,819. The net income (loss) for the current month was (\$122,288.15) and for the current year (\$51,695). Debbie Hudnall pointed out the conference receipts that were returned affected the bottom line.

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Retirement

Rick Arceneaux gave the financial report for the Retirement Fund Balance Sheet ending April 30, 2020. He reported the total current assets were \$72,024,086 and \$2,395,914 in total other assets. Total investments were \$519,780,405 with total assets being \$594,200,405. Total current liabilities were \$85,453.83, total reserve balances were \$594,114,952 with total liabilities and reserves of \$594,200,405.

Rick reported on the Income Statement for twelve months ending April 30, 2020. Total contributions were \$2,118,597, total investment income was \$40,036,969, investment expenses of \$378,644, other additions of \$165,543 and total deductions were \$3,910,987 for a net increase of \$38,031,477.

Year to date total contributions were \$32,358,149, investment income was (\$39,581,248), total investment expenses were \$2,242,820, total other additions were \$1,073,706 and total deductions, \$38,700,588 for a net loss of \$47,089,806.

Insurance

Debbie Hudnall reported on the balance sheet for month ending April 30, 2020. Total current assets of \$6,867,162, total other assets of \$2,009,563 for total assets of \$8,876,725. Total current liabilities of \$242,136, total incurred but not reported \$776,000, total liabilities of \$1,018,136, total reserves of \$7,858,589 with total liabilities and reserves of \$8,876,725. Debbie reported that due to reduced claims and the amount of surplus, the Board was able to provide a one-half month premium holiday.

A motion by Kim Turlich-Vaughn was made to receive the Financial Reports and seconded by Jeff Skidmore. All voted in favor to receive the Financial Reports.

Board Reports

LACCRMA

Mark Graffeo reported that the LACCRMA Board last met at the Clerk's Institute in February in Lafayette. He discussed the actuarial statement and that the Fund remained stable. There were \$2.2 million dollars in assets and \$425,000 in claim reserves.

He also reported that all Board members wanted to continue to serve for another term. Felicia Ann Hendl will be retiring so Johnny Crain, Jr. will take her place.

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LCRAA

Rick Arceneaux reported that the LCRAA board met in May 2020 by Zoom. He presented the financial report as of April 30, 2020:

Balance Sheet

Total Assets	\$ 4,786,638
Current Liabilities	\$ 38,610
Total Liabilities & Net Position	\$ 4,786,637

Income Statement

	Current Month April 30, 2020	YTD
Total Revenues	\$ 128,405	\$ 1,322,324
Portal Direct Costs	\$ 41,342	\$ 582,554
Revenues over Expenses	\$ 87,063	\$ 739,770
Grants	\$ 29,120	\$ 224,670
Administrative Costs	\$ 8,630	\$ 90,071
Net (Loss) Income	\$ 49,313	\$ 425,029

Rick reported that all 64 parishes have agreed to sign on to LCRAA. There was one grant application submitted but was withdrawn.

Retirement

Debbie Hudnall advised that included in the packet is a list of retirees which continues to grow. Beginning July 1, 2020, the employer contribution will be at 21%. She advised that the markets are not good right now and investment returns probably would be down for the fiscal year. There is also a good possibility that in July of 2021 the employer contribution rate could increase.

Supplemental Compensation Board

Debbie gave a report on the financials ending May 31, 2020 with total assets of \$177,615, total capital \$44,365, and total liabilities and capital of \$177,615. Total Revenues of \$131,766, Total Expenses of \$133,250 for a net loss of (\$1,484).

Debbie also discussed that beginning July 1, 2020, the supplemental amount will increase to \$18.50 per suit. If a parish has over 500 suits the cap will be \$5,500, between 300 and 499 the cap will be \$5,200.

Committee Reports

Education Committee

Bridget Hanna reported that Institute will be August 31-September 2, 2020. The Education Committee has been working on the Agenda. Debbie mentioned that there may be a limit on the amount of people in the meeting room due to COVID.

2021 Conference Report

Bridget advised that the 2021 conference will be in Lake Charles since the 2020 conference was cancelled.

2022 Conference Report

Robin Hooter announced that the location of the 2022 conference will be a surprise.

Executive Director Report

Louisiana Cares Act

Debbie discussed the Cares Act, in which the Federal Government had provided \$800 million to the State and getting money for the offices for reimbursement. Legislators allotted \$300,000,000 to businesses leaving \$500,000,000 for governmental entities for claims during March and April. A claim must be made online and the money must be spent by December 21, 2020.

Legislation

Debbie discussed the support enforcement contract with DCFS that she had previously discussed at the Institute. Debbie advised that she had approached the Sheriff's Association who advised that they needed to take the matter up with their entire membership. We are currently waiting on them.

Debbie then discussed the Legislative session. Debbie advised that the Legislators were focused on tort reform and the two sides were having trouble getting together. The Governor had already vetoed some bills. There are 3 House and 3 Senate current resolutions that circumvent the Governor's veto and take the threshold to zero.

She addressed the following:

- Act 25 - does away with the requirement for the Clerks to retain drainage and assumed name books.

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- Act 87 - required the uniform audit reporting for court cost, fines, and fees and how those monies are reimbursed.
- Act 107 – The Clerk to issue letters of independent administration
- Act 117 – Third party vendors will need to register with the Secretary of State
- Act 128 – Notice of election suits can be sent by electronic mail.
- Act 136 – Addresses and phone numbers of election commissioners cannot be disclosed
- Act 155 – The Department of Civil Service is supposed to develop a cyber training
- Act 208 – Clerk and the Secretary of State are merely doing a ministerial duty when receiving a Notice of Candidacy
- Act 217 - Any security breach must be reported to the Secretary of State
- Act 220 - Authorizes law enforcement at polling locations
- Act 254 – Remote Electronic Notary Bill; Clerks cannot refuse to record
- Act 264 – Publication of emergency closure not required in parish journal but on electronic Bulletin Board of LCRAA. Clarifies law regarding e-Filing.
- Act 312 – Identification required when filing a notice of candidacy

Debbie also discussed cancellations by prescription for mortgages in relation to the Governor's orders.

Robin Hooter brought up Act 23 which lifts the age requirement for Justice of Peace and Constables. There is currently a lawsuit in East Baton Rouge challenging the age requirement for the Judges.

Report of the Nominating Committee

Chairman Bridget Hanna gave the report of the Nominating Committee. The committee met on June 25, 2020 and submitted the following list of Clerks to serve on the respective Boards for the year 2020-2021:

Association Board

President – Bridget Hanna
1st Vice President – Robin Hooter
2nd Vice President – Randy Deshotel
3rd Vice President – Mike Spence
Secretary – Kim Turlich-Vaughn
Treasurer – Rick Arceneaux
Historian – Mark Graffeo
Parliamentarian – Annette Fontana
1st District Member – Melissa Henry
3rd District Member – Susan Racca
4th District Member – Jill Sessions
5th District Member – Laura Culpepper
7th District Member – Randy Briggs
9th District Member – Rodd Naquin

Retirement Board of Trustees

President – Bridget Hanna
1st Vice President – Robin Hooter
2nd Vice President – Randy Deshotel
Treasurer – Rick Arceneaux
Clerk Trustee – Mark Graffeo
Clerk Trustee – Lynn Jones
Clerk Trustee – David Dart
Past President – Brian Lestage

Insurance Trust Board of Trustees

1st District Member – Shane LeBlanc
3rd District Member – Susan Racca
5th District Member – Marion Hopkins
7th District Member – Jeff Skidmore

Robin Hooter moved to accept as close the nominations. Randy Briggs seconded. The motion passed without opposition.

LCRAA

Debbie reported that all current board members agreed to continue to serve on the LCRAA Board. A motion to nominate the current Board members was made by Johnny Crain, Jr., and seconded Randy Briggs. **MOTION CARRIED.**

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New Business

None

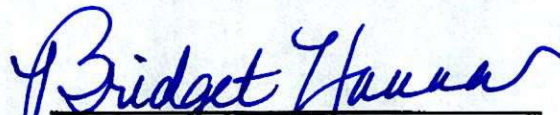
Adjournment

With there being no other business, David Dart moved to adjourn which was seconded by Rick Arceneaux.

Respectfully Submitted:


Annette Fontana, Secretary

Approved:


Bridget Hanna, 1st Vice President