

Regular Session, 2014

HOUSE BILL NO. 888

BY REPRESENTATIVE ARNOLD

CLERKS OF COURT: Creates a statewide portal for secure remote access to certain records maintained by district clerks of court

1 AN ACT

2 To enact R.S. 13:754, relative to district clerks of court; to create the Louisiana Clerks'  
3 Remote Access Authority; to provide for the members of the authority; to provide  
4 for the board of commissioner and its powers, duties, and domicile; to provide for  
5 the creation of a statewide portal for certain records maintained by the district clerks  
6 of court; to provide for the collection and use of fees; to provide for document  
7 preservation; to provide for the limitation of liability; to provide for restrictions  
8 relative to the use of records within the statewide portal; and to provide for related  
9 matters.

10 Be it enacted by the Legislature of Louisiana:

11 Section 1. R.S. 13:754 is hereby enacted to read as follows:

12 §754. Louisiana Clerks' Remote Access Authority; membership; board of  
13 commission; statewide portal of records

14 A. There is hereby created the Louisiana Clerks' Remote Access Authority  
15 which shall be referred to as the "LCRAA".

16 B. The LCRAA shall provide for infrastructure, governance, standard  
17 operating procedures, technology, and training to support a statewide portal for  
18 secure remote access by Internet users to certain records maintained by LCRAA  
19 members and to provide for document preservation.

1           C. The LCRAA shall be composed of members who are district clerks of  
2           court who enroll on or before September 1, 2014, to provide the LCRAA with secure  
3           remote access to indices and electronic images of certain records maintained by each  
4           district clerk of court. LCRAA shall adopt rules permitting additional district clerks  
5           of court to enroll as members of LCRAA on a schedule which shall include at least  
6           one enrollment period per fiscal year.

7           D.(1) The LCRAA shall be governed by a five member board of  
8           commissioners, referred to in this Section as the "board", who are participating  
9           members of LCRAA. The board members shall be elected by participating members  
10          of LCRAA. The number of board members may be increased by majority vote of  
11          the membership.

12          (2)(a) Board members shall serve two-year terms. The initial term shall  
13          begin on July 1, 2014, and shall end on June 30, 2016.

14          (b) Board members shall be eligible for election to succeeding terms without  
15          limit.

16          (c) Any vacancy on the board of LCRAA shall be filled by election.

17          (3) The LCRAA shall elect from its members a chair, a vice chair, a  
18          secretary, a treasurer and such other officers as it may deem necessary. The duties  
19          of the officers shall be fixed by the by-laws adopted by LCRAA.

20          (4) The members of the board shall serve without compensation but shall be  
21          reimbursed for their reasonable expenses directly related to the governance of  
22          LCRAA.

23          (5) The domicile of LCRAA shall be in East Baton Rouge Parish.

24          E. The LCRAA acting through its board, shall have the following powers  
25          and duties:

26          (1) To design, construct, administer and maintain a statewide portal for  
27          remote access of certain electronic images of certain records maintained by  
28          members.

1           (2) To adopt such rules and regulations as it deems necessary or advisable  
2           for conducting its business affairs.

3           (3) To receive and expend funds collected pursuant to this Section and in  
4           accordance with a budget adopted by LCRAA.

5           (4) To enter into contracts with individuals or entities, private or public.

6           (5) To provide such services and make such expenditures as LCRAA deems  
7           proper for the establishment and maintenance of a statewide portal.

8           (6) To acquire or lease equipment, supplies, office space, and storage space  
9           which LCRAA deems necessary for the achievement of the purposes of this Section.

10          (7) To perform any function or activity necessary or appropriate to carry out  
11          the purposes of this Section.

12          (8) To establish user fees for remote access through the statewide portal.  
13          The fees shall be sufficient to recover administrative and operational expenses.  
14          Administrative and operational expenses shall include but not be limited to hardware,  
15          computer support, maintenance, enhancements, upgrades, and replacement of  
16          information technology equipment, including software and conversion services,  
17          preserving, maintaining, and enhancing records including the costs of repairs,  
18          maintenance, consulting services, service contracts, redaction of confidential  
19          information from records, system replacements or upgrades, and improving public  
20          access to records.

21          (9) To accept any type of payment approved by LCRAA including but not  
22          limited to credit cards, electronic fund transfers, or escrowed funds.

23          (10) To establish and administer a grant program for assisting members with  
24          acquiring hardware, software, and the conversion of records to increase the records  
25          made available through the statewide portal.

26          (11) To solicit and accept additional contributions and grants to further the  
27          purposes of LCRAA.

28          F.(1) Beginning September 1, 2014, members of LCRAA shall collect a fee  
29          of five dollars per recording of which three dollars shall be remitted to the LCRAA

1       and two dollars shall be retained by the member to fund costs related to participation  
2       in the statewide portal, including but not limited to acquiring software and hardware  
3       and document preservation. The fees shall be remitted to LCRAA by the tenth day  
4       of the month following collection. LCRAA shall use the fees received solely for the  
5       purposes set forth in this Subsection.

6               (2) Any user fee received by LCRAA shall be used for administering and  
7       maintaining the statewide portal and a prorated share, as determined by LCRAA,  
8       may be paid to members based upon the public access to the records provided by the  
9       member.

10              G. LCRAA shall be immune from suits arising from any acts or omissions  
11       relating to providing remote access pursuant to the provisions of this Section unless  
12       the LCRAA was grossly negligent or engaged in willful misconduct. The provisions  
13       of this Subsection shall not be construed to limit, withdraw, or overturn any other  
14       applicable defense or immunity.

15              H. Records accessed through the statewide portal shall not be sold or posted  
16       on any other public or private website or in any way redistributed to any third party  
17       by a user. LCRAA may deny remote access when necessary to ensure compliance  
18       with this Subsection. Data from records accessed by secure remote access may be  
19       included in products or services provided to a third-party user provided that all of the  
20       following occur:

21              (1) Such record used to compile the data is not made available to the general  
22       public.

23              (2) The user maintains administrative, technical, and security safeguards to  
24       protect integrity and limited access of the records.

25              (3) The user discloses that the user is not the official custodian of the records  
26       used to compile the data.

27       Section 2. This Act shall become effective upon signature by the governor or, if not  
28       signed by the governor, upon expiration of the time for bills to become law without signature  
29       by the governor, as provided by Article III, Section 18 of the Constitution of Louisiana. If

- 1 vetoed by the governor and subsequently approved by the legislature, this Act shall become  
2 effective on the day following such approval.

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DIGEST

The digest printed below was prepared by House Legislative Services. It constitutes no part of the legislative instrument. The keyword, one-liner, abstract, and digest do not constitute part of the law or proof or indicia of legislative intent. [R.S. 1:13(B) and 24:177(E)]

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Arnold

HB No. 888

**Abstract:** Provides for the creation of the Louisiana Clerks' Remote Access Authority.

Proposed law creates the Louisiana Clerks' Remote Access Authority (LCRAA) for the purpose of providing infrastructure, governance, standard operating procedures, technology, and training to support a statewide portal for secure remote access of certain records maintained by LCRAA members to internet users and for document preservation.

Proposed law provides for the membership of the authority to be composed of district clerks of court who enroll on or before Sept. 1, 2014, and provides the LCRAA with secure remote access to their indices and electronic images of certain records. Proposed law further provides for the adoption of rules permitting additional clerks of court to enroll as members on a schedule which should include at least one enrollment period per fiscal year.

Proposed law provides for a five member board of commissioners whose members are to be elected by a majority vote of the membership and further provides for the terms, vacancy, and officers of the board.

Proposed law provides for the domicile of the authority to be East Baton Rouge Parish.

Proposed law provides for certain powers and duties of the LCRAA.

Proposed law requires the collection of a \$5 fee per recording, of which \$3 shall be remitted to the LCRAA and \$2 to be retained by the member to fund certain costs related to the statewide portal and requires such fees to be remitted to the LCRAA by the 10th day of each month following collection. A pro rata share of the fees may be paid to the members by the LCRAA based upon public access.

Proposed law provides for immunity for the LCRAA from suits arising from any acts or omissions related to providing remote access unless the LCRAA was grossly negligent or engaged in willful misconduct.

Proposed law prohibits the sale or posting of any records accessed through the statewide portal on any public or private website or in any way redistributed to any third party by a user and authorizes the LCRAA to deny remote access when necessary to ensure compliance.

Proposed law authorizes data from records accessed by secure remote access may be included in products or services provided to a third party of a user provided compliance with the following:

- (1) Records used to compile the data is not made available to the general public.
- (2) The user maintains administrative, technical, and security safeguards to protect integrity and limited access of the records.

- (3) The user discloses that user is not the official custodian of the records used to compile the data.

Effective upon signature of governor or lapse of gubernatorial action.

(Adds R.S. 13:754)