Electronic Real Estate Recording Task Force
Minutes: 30 June 2004

Present: (Members) Jeanine Barker (via telephone), Joel Beckman, Mike Cunniff, Larry Dalien, Marty Henschel (via telephone), Bob Horton, Chuck Hoyum, Rep. Al Juhnke, Secretary Mary Kiffmeyer, Cindy Koosman, Denny Kron, Rick Kvien (via telephone), Gail Miller, Chuck Parsons, Dennis Unger, Kay Wrucke. (Guests) Bert Black, Luci Botzek, Nancy Dean, John Engerholm, Ray Hirte, Greg Hubinger, Jason Lambert (phone), Erin Hultgren, John Lally, Scott Loomer, Beth McInerny, Bill Mori, Kathy Revord (via telephone), Pam Trombo.

1. Call to Order

Secretary Kiffmeyer called the meeting to order at 9.00.

2. Approval of 10 June 2004 minutes

The minutes were approved as submitted.

3. Project coordinator update

Beth McInerny reported that the available budget data was distributed at the last meeting. The LCC would not compile and send out a new report until July.

4. Updates from pilot counties

Joel Beckman reported that Dakota had recorded approximately 4300 documents electronically. It would stop accepting documents this afternoon.

Mike Cunniff said that Hennepin had recorded about 800 documents - certificates, assignments and releases. It would shut down the system today. Hennepin would continue to prepare for electronic filing, as it is convinced that the process is key to managing its workload in the future. Cunniff thanked the members of the task force for their contributions and looked forward to continuing the work in the future.

Gail Miller said that Renville had passed the validation testing and had a filing in the hopper. Bill Mori added the validated schema was loaded in Renville; TriMin is waiting for a document signed by Rich Weir attesting to that. Once it is received, Renville will be ready for electronic filing.

Jeanine Barker said that Lyon had received 84 electronic filings. Fidlar would be ready to start the system up again, probably with an improved product.

Rick Kvien said that Roseau was equipped to receive electronic files, but its trusted submitter would not get its system into place with the sunset of the task force about to occur. While it never did any electronic filing, Roseau has greatly improved its operations, developing indices and a scanning system.

5. Pilot activities

Erin Hultgren submitted the implementation guide, object oriented work report and pilot test findings that SkyTek had produced. These had been distributed to the task force via email before the meeting. Hultgren said that the updated baseline measurements were not in the printout; she was still waiting for the final data from the pilot counties

Chuck Parsons moved and Chuck Hoyum seconded the formal acceptance of the documents and findings. The motion was approved.

Mike Cunniff said he was reluctant to adopt the revised schema since it could not be tested. The task force should accept it, but leave it to the next group to adopt formally. Ray Hirte added that Hennepin needed some additional time to review the changes. It has been focused on getting the electronic recording pilot to work.

John Engerholm said the revised schema was first distributed in January. That draft had been reviewed and discussed with the task force and pilot counties. McInerny said it could not be tested until it was approved. Chuck Parsons asked if adopting a new schema would impede a rapid startup of electronic filing in the future; Black said that it would not according to the contracts that are now expiring.

The document "object oriented work" will be re-labeled as schema report 3.5 and posted to the task force web site. The web site will continue to be available at the LCC.

Chuck Parsons moved that the official version of the schema is still 3.0 and that the task force recommends that a reconstituted task force should take the schema report 3.5 as a starting point for its work. The schema report should be sent to the pilot counties for their input and review before consideration for adoption. Gail Miller seconded. The motion was approved.

John Lally said that Revenue will continue to work on its portal. This can go forward without legislative authorization. He will send the report on its progress to Bert Black and Greg Hubinger for distribution to task force members.

6. Project closeout

When all the data from the pilots is compiled, Beth McInerny will post the final report to the task force web site and notify the task force members that it is ready. She will also send a notice to the listserv that the task force's authorization expires today.

McInerny distributed a copy of the overlay language which would be posted to the task force web site. Secretary Kiffmeyer recommended adding language to the effect that the counties and members were continuing to work on what they could, to prepare for electronic filing in the future. Chuck Parsons suggested adding a statement of achievement, that the task force has successfully developed an XML based filing system and has electronically recorded over 5000 documents. McInerny will draft a revision of the text and email it to members for review.

Secretary Kifffmeyer thanked Beth McInerny for all her work and contributions to the task force, She moved the task force's formal expression of gratitude to Beth. Chuck Parsons seconded. The motion was approved.

Chuck Parsons moved a resolution asking the legislature to approve re-authorization for the task force and for the continued electronic recording of documents when the legislature next meets, whether in a special session or the 2005 regular session. Secretary Kiffmeyer seconded. The motion passed.

7. Adjournment

The meeting adjourned at 10 AM.