



Minnesota Electronic Real Estate Recording Commission (ERERC)

Date and Time Meeting Scheduled:	November 20, 2008 1:30 PM	
Meeting Location:	MSRS Building, 60 Empire Drive, St. Paul MN	
Attendees:	X – In attendance E – Excused NA – Not in Attendance	
	Jeanine Barker, Lyon County	X
	Teresa Bulver, US Bank	E
	Jeff Carlson, US Recordings	E
	Michael Cunniff, Hennepin County	X
	Robert Horton, Minnesota Historical Society	X
	Ben Marczak, Hennepin County	X
	Eileen Roberts, William Mitchell College of Law	X
	Ryan Tangen, Becker County	X
	Pam Trombo, US Recordings	E
	Sally Kidd, Staff - Legislative Coordinating Commission	E
	Diane Henry-Wangenstein, Staff - Legislative Coordinating Commission	X
Observers/Guests in Attendance:	Kris Basilici, Carlton County Larry Dalien, Anoka County Lynnette Schrupp, McLeod County Karen Renslaw, Gold Legal Documents Michelle Ashe, Sherburne County Sherrie Simpson, Hennepin Coounty Jennifer Wagenius, Washington County Kay Wrucke, Martin County <i>Note: Others may have been in attendance but did not sign the attendance sheet.</i>	

1. Call To Order

The ERERC meeting was called to order by Mike Cunniff, Chair, at 1:40 pm. A quorum was present. For the group's reference, Mr. Cunniff advised that a quorum is present if there are 4 voting members participating in any specific meeting.

2. Approval of Agenda

Jeanine Barker approval of the agenda. Eileen Roberts seconded the motion. THE MOTION PREVAILED.

3. Approval of Minutes

Eileen Roberts moved approval of the October 23, 2008 meeting minutes. Jeanine Barker seconded the motion. THE MOTION PREVAILED.

4. Introductions

Mr. Cunniff welcomed and introduced the public members in attendance at the meeting.

5. Subcommittee Reports

a. Trusted Submitter

Mr. Cunniff advised that Jeff Carlson could not attend the meeting. Mr. Cunniff reported for Mr. Carlson that a questionnaire had been developed by the trusted submitter subcommittee which is comprised of Mr. Carlson and Jinnelle Weis. The questionnaire was distributed on October 29th to approximately 400 members of the Minnesota Land Title Association. To date, the subcommittee has received 4 responses, however information received was valuable. A second request regarding the survey will be sent out this week with the anticipation of obtaining a greater number of responses. Copies of the questionnaire and responses were distributed to committee members.

b. County Recording

Kris Basilici and Larry Dalien reported to the group. They had reviewed and considered what documents they would suggest be included in the UCB. They submitted to the group a report detailing their review and recommendations. Discussion ensued.

Ms. Basilici updated the group regarding the progress of the county reporting program. She reminded the group that the survey will be hosted by the Minnesota Association of County Official (MACO) is up on the website and ready. The reporting fields of the program have been increased in order to ask all Minnesota county recorders to report residential real estate abstracts and torrens recorded to be reported in addition to the recording methodology used (paper, model/level 2, model/level 3). A reporting demo example that was compiled by MACO was distributed to the group. A letter detailing instructions and reporting time lines will be distributed to all Minnesota county recorders. A letter from the commission informing Minnesota county recorders about the project and thanking MACO for their valuable assistance and partnership on the project will be soon distributed.

6. Planning Report Updates

a. Technical Cost Estimates

Pam Trombo reported that she anticipated that there will be no cost for mapping the remaining model/level 2 documents. The previous mapping exercise done for the Release, Assignment and COR was not done as a part of a prior contract that the ERER Task Force had entered upon. Instead, Ms. Trombo had volunteered to do mapping work gratis as a member of the committee. Ms. Trombo is still needs any indexing requirements

from the counties for any future model/level 2 documents that will be received. Once the additional indexing requirements are received, Ms. Trombo will be able to finalize and present the data. Ms. Trombo has not yet discussed the topic with Ben Marczak however she does not anticipate any technical issues around the new model/level 2 requirements as PRIA handles everything that she's aware of.

b. Legislative Strategies

Mr. Cunniff reported that he had meet with Greg Hubinger, director of the LCC, along with Sally Kidd and Diane Henry-Wangenstein earlier this week to discuss legislative strategies. Mr. Hubinger advised that it is anticipated that the LCC will be able to continue to provide administrative support as has been provided to the commission during the past 5 months however the LCC does not have the resources to provide any technical assistance to group. Mr. Hubinger suggested a meeting be scheduled with himself, Mr. Cunniff and Bert Black of the Office of the Secretary of State to get Mr. Black's initial insight regarding possible strategies. Discussion ensued.

i. State Budget Discussion

As a part of the legislative strategies discussion the group discussed the 2009-2010 economic forecast is anticipated to be released by the Minnesota Management and Budget (formally Minnesota Department of Finance and Employee Relations) before the end of November. MMB issues economic forecasts twice a year – in November and February – with updates periodically released. It is anticipated for a large deficit to be forecasted in the upcoming report. Executive branch state agencies have been advised to reduce their budgets by 5 percent. The LCC will be instructed by the Legislature when the session is conveyed in January regarding its own budget planning.

c. Report of Vendors' Response of Priority Documents

This agenda item was tabled until the next meeting of the ERERC.

d. Approval of Long-Term and Short-Term Goals

Mr. Cunniff had to depart the meeting for a personal matter. In the absence of Teresa Bulver the vice chair of the ERERC, Bob Horton agreed to chair the rest of the meeting. The group reviewed the plan of action for the commission that was first distributed and discussed at the October 23 meeting. Since there was confusion at the last meeting regarding if a quorum was present, the members were asked to formally approve the long-term and short-term goals as identified in the plan of action. Jeanine Barker approval of the goals as identified on the distributed plan of work. Ryan Tangen seconded the motion. THE MOTION PREVAILED.

7. Discussion of What Documents Can Be Accepted at the Current Time

Jeanine Barker led the discussion on what documents have been currently mapped and the consideration of having a statewide standard. Discussion ensued.

8. Status of Validation Acceptance of Counties

The group discussed the need to verify with Mike Cunniff if any additional developments have occurred for the validation acceptance of counties.

9. Year-End Report

Diane Henry-Wangenstein advised that the group should start considering the composition of its year-end report. Although the commission is not required by statute to provide a report to the state legislature, the commission members had approved issuing a report as part of its by-laws for keeping its stakeholders and interested parties advised of the group's work. Since not required by statute, a deadline date does not exist. The group discussed utilizing the basis of the work plan in corporation of development of the annual report. Discussion ensued. Group members were asked to send in suggestions regarding other content ideas or format to Ms. Henry Wangenstein.

10. Other Business Items

11. Adjournment

Being no other agenda items for discussion, Ryan Tangen motioned for adjournment. Eileen Roberts seconded the motion. THE MOTION PREVAILED.