



Minnesota Electronic Real Estate Recording Commission (ERERC)

Date and Time Meeting Scheduled:	January 22, 2009 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	X
	Michael Cunniff, Hennepin County	X
	Shawn Rounds, Minnesota Historical Society (<i>designee for Robert Horton</i>)	X
	Ben Marczak, Hennepin County	E
	Eileen Roberts, William Mitchell College of Law	X
	Ryan Tangen, Becker County	E
	Pam Trombo, US Recordings	X
	Sally Kidd, Staff - Legislative Coordinating Commission	X
	Diane Henry-Wangenstein, Staff - Legislative Coordinating Commission	X
Observers/Guests in Attendance:	Kris Basilici, Carlton County Larry Dalien, Anoka County Genevieve Dovila, Messerli & Kramer Christopher Galler, Minnesota Association of Realtors Bill Mori, TriMin Systems Jason Parker, Department of Revenue Karen Renshaw, Gold Legal Docs <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 1:47 pm. A quorum was present. Mr. Cunniff welcomed the public members in attendance.

2. Approval of Agenda

Mr. Cunniff reviewed the agenda. It was decided to move guest speaker, Jason Parker, up on the agenda.

3. Approval of Minutes

Mr. Cunniff pointed out that in the December 19, 2008 minutes under Item 6, Funding Strategies, the minutes incorrectly state “Mr. Cunniff advised that he had proposed a funding amount of \$500 million” the minutes should state “Mr. Cunniff advised that he had proposed a funding amount of \$500,000”. Eileen Roberts moved approval of the November 20, 2008 minutes and the corrected December 19, 2008 meeting minutes. Jeff Carlson seconded the motion. **The Motion Prevailed.**

4. e-CRV Application and Project Plan

Jason Parker, Minnesota Department of Revenue (DOR) Property Tax Division, addressed the Commission on the status of the electronic Certificate of Real-Estate Value (e-CRV) project. Mr. Parker gave a brief overview of the CRV paper process and reviewed the advantages of e-CRV. Mr. Parker updated the Commission on the current status of e-CRV and pointed out the functional application is working well and will meet needs. He also noted the original submit form was presented to industry testers on January 14, 2009, and currently they are diagnosing and working on performance problems within the DOR network. Mr. Parker stated they continue to make usability improvements to the form and recently added a help structure and public access. He explained their department is down one programmer, which has been slowing the process. Mr. Parker then demonstrated the e-CRV process. He walked through the buyers, sellers, sales agreement, supplementary and submitter tabs. Mr. Parker stood for questions.

Discussion ensued regarding the impediments of rolling out e-CRV. Mr. Parker explained that this type of interactive application is new to DOR and they are unsure whether DOR can handle the training needs and queries with their limited resources. Mr. Cunniff asked what the Commission and other associations can do to help bring the process to fruition as soon as possible. In response, Mr. Parker suggested the Commission meet with Gordon Folkman, Director of the Property Tax Division at DOR. Ms. Barker questioned whether the e-CRV program could be outsourced to a company that is familiar with interactive applications. Mr. Dalien suggested DOR train one or two employees of the counties to help answer queries. Mr. Parker stated that would be helpful and that contact information for the counties could be added to the support form.

Discussion then ensued relating to resources and funding. Mr. Parker suggested the Commission initiate a discussion with Gordon Folkman to present ideas on how to apply more resources to the project. Mr. Parker then reviewed how e-CRV will work with paper, reviewed the CRV status codes, reviewed the county rollout plan, and the county allocation of funds.

5. Subcommittee Reports

a. Trusted Submitter

Mr. Carlson stated there was nothing new to report from the Trusted Submitter Subcommittee.

b. County Recording

Larry Dalien, Kris Basilici and Pam Trombo updated the Commission on their efforts. Mr. Dalien and Ms. Basilici have reviewed all the uniforming conveyancing blanks and how they may work in Model II and have passed that information on to Ms. Trombo. The Subcommittee will be meeting again within the next month.

6. Other Business Items

Mr. Cunniff introduced Karen Renshaw and explained she has offered to assist the Commission in establishing standards.

Mr. Cunniff then updated the Commission on the MACO meeting. He explained there was a session pertaining to electronic work flow and an overview was given on what the Commission is doing to move Model II forward this year.

7. Adjournment

Being no other agenda items for discussion, the meeting adjourned at 3:50 pm.

Respectfully submitted,

Michael Cunniff, Chair