



Minnesota Electronic Real Estate Recording Commission (ERERC)

Date and Time Meeting Scheduled:	May 21, 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 (Bob Horton designate), Minnesota Historical Society	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 - LCC	X
	Diane Henry-Wangenstein, Staff – LCC	X
Observers/Guests in Attendance:	Kris Basilici, Carlton County Dallen Miner, Simplifile Bill Mori, TriMin Systems Larry Dalien, Anoka County 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 2:42. A quorum was present.

2. Approval of Agenda

Members reviewed the agenda. There were no additions to the agenda. Eileen Roberts moved approval of the agenda. Jeff Carlson seconded the motion. **Motion prevailed.**

3. Approval of Minutes

Jeanine Barker moved approval of the April 16, 2009 meeting minutes. Mike Cunniff seconded the motion. **Motion Prevailed.** Since there was not a quorum for the April 16 meeting, the chair entertained a motion for approval of the March 19, 2009 meeting minutes. Jeanine Barker moved approval of the minutes. Jeff Carlson seconded the motion. **Motion prevailed.**

4. Subcommittee Reports

a. Trusted Submitter

Mr. Carlson had volunteered to visit some of the test sites of the eCRV. At today's meeting, he shared with the group his observations from his visit with Dakota County Abstract (DCA). Mr. Carlson stated that no actual test has yet to be performed fully and that he believes that the primary problem is really a lack of communication between the Department of Revenue and the test locations. The test sites have only gotten so far and are currently stuck.

DCA has been unable to print out the coversheet that they would send with the eCRV. The coversheet that they have been able to print does not include the data that was just entered for that particular eCRV. Dakota County is experiencing the same problem when trying to retrieve the file. Mr. Carlson stated that both sites (DCA and Burnet Title) have issues related to having production systems that are specific to internet explorer 6.0. The work-around for both sites has been to have one computer that has internet explorer 7.0 that is completely off of their server for inputting the eCRVs. Mr. Carlson shared that DCA has currently stopped testing and has not been able to communicate fully about their observations with Department of Revenue. DCA would like to have the ability to add notes on the eCRV and suggests that the residential and commercial eCRV be separated – although he said that they were aware that the Department of Revenue was working on the latter suggestion. Mr. Carlson stated on the positive side that DCA has found the eCRV easy to follow and they can quickly train personnel to use the program. He summed up his observations that the test sites have found that the eCRV is a good system but it has some bugs that need to be worked out. Mr. Carlson advised again that the test sites have stopped any further testing for the time being.

Discussion ensued about the delay in working through the testing of the eCRV and the expansion of test locations. Mr. Cunniff advised that Department of Revenue has stated that the eCRV testing locations will not be expanded for more than one or two counties by the end of 2010. Work-around processes as well as the pros or cons of having or not having a process and communication avenues to the Department of Revenue were discussed by the Commission.

After hearing the discussion, Mr. Cunniff said that he would like to contact Gordon Folkman with the Department of Revenue to arrange for a meeting with a small group of individuals to discuss the issues regarding the eCRV. Mr. Cunniff asked for Bill Mori and Dallen Miner to participate in the meeting. He also asked Ms. Roberts to talk to Susan Diory to brainstorm about the issue and asked ERERC staff members to discuss the issue with Greg Hubinger, director of the LCC. Ms. Barker advised that she would also be contacting Representative Marty Seifert about the situation.

b. County Recording

Copies of the county recording survey results were reviewed by the Commission. Kris. Basilici advised that results were for 2008 by not yet included full 2009 results.

i. Update Model 2 Recording Standards Discussion

The group reviewed the full recommendations that were developed by the subcommittee. The subcommittee worked to broken down the UBCs into a classification system of eleven categories document types and to create a list of what data elements along with associated XML mapping would need to be

defined and required for successful submission under Model 2. Discussion ensued regarding requiring an identification number. Both documents will be posted to the ERERC website as the Commission recommended standards under Model 2 for public comment until June 30, 2009. Public comments will be discussed during the July 16th ERERC meeting. The Commission will not finalize the Model 2 standards until after the public comments have been reviewed.

The Commission thanked the Subcommittee members of Larry Dalien, Ms. Basilici and Pam Trombo for their work. Special appreciation was expressed for the dedicated work of Ms. Trombo.

ii. eCRV Update

The eCRV was discussed under 4.a. of the agenda.

5. Discussion of County Process New to Electronic Recording

Mr. Cunniff asked the Trusted Submitter and County Recording Subcommittees to review the handouts distributed at today's meeting regarding the processes that were employed under the ERERC Task Force and think if the Commission should carryover past procedures or modify.

6. ERERC Website Structure

The LCC has recently received all ERERC Task Force documents in electronic version and now is seeking input from the Commission members regarding the structure of the ERERC website. Handouts were distributed to the members that showed the structure of the ERERC Task Force website and an outline of the electronic materials received. Mr. Cunniff asked group members to review the handouts for input at a future meeting.

7. Other Business Items

There were no other business items.

8. Adjournment

There being no further business, Mr. Carlson proposed a motion to adjourn the meeting. Ms. Roberts seconded the motion. **Motion prevailed** and the meeting was adjourned at 3:55 pm.

Respectfully submitted,

Michael Cunniff, Chair