



# Minnesota Electronic Real Estate Recording Commission (ERERC)

<b>Date and Time Meeting Scheduled:</b>	Oct 15, 2009 1:30 PM	
<b>Meeting Location:</b>	MSRS Building, 60 Empire Drive, St. Paul MN	
<b>Attendees:</b>	X – In attendance E – Excused NA – Not in Attendance	
	Jeanine Barker, Lyon County	E
	Teresa Bulver, US Bank	E
	Jeff Carlson, US Recordings	X
	Michael Cunniff, Hennepin County	X
	Bob Horton, Minnesota Historical Society	E
	Eileen Roberts, William Mitchell College of Law	X
	Ryan Tangen, Becker County	X
	Pam Trombo, US Recordings	X
	Sally Olson, Staff - LCC	X
	Diane Henry-Wangenstein, Staff – LCC	X
<b>Observers/Guests in Attendance:</b>	Kris Basilici, Carlton County Bill Mori, TriMin Teresa Mitchell, Dakota County Kay Wrucke, Martin County Jennifer Wagenius, Washington County Dave Stevenson, Simplifile <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.

## 2. Approval of Agenda

The proposed agenda was reviewed.

## 3. Approval of Minutes

Mr. Carlson moved approval of the Aug 20, 2009 meeting minutes. Ms. Roberts seconded the motion. **The motion prevailed.**

## 4. Subcommittee Reports

### a. Trusted Submitter

Mr. Carlson requested to hold the trusted submitter report until the eCRV discussion later in the agenda.

### b. County Recording

Ms. Basilici has distributed to all counties the 2008 data to confirm. She is still receiving corrections from the counties regarding the information but hopes 2008 complete data soon. Counties are entering 2009 data.

### i. Schema Discussion

Mr. Cunniff reviewed the work being done on development of schema relating to the PRIA 2.4.1 standards with input from Ms. Trombo. Ms. Trombo is to meet with Ms. Basilici and Mr. Dalien to review the document elements and attributes per document type. That information will then be sent to Mr. Pass who will then draft the schema. The understanding of the group is that Mr. Pass will draft a schema per document type as opposed to one general schema. The draft of the schema then will be sent onto review by technical members and stakeholders of the ERERC and then presented to the full commission at possibly the November 19 meeting.

#### **5. Model II Recording Standards – Release to the Public**

Ms. Henry-Wangenstein advised that the press release in August was distributed to approximately 400 media contacts. Members also then distributed it to the respective groups. Discussion ensued about various reaction received. Mr. Cunniff asked the recorder group to consider how to get a better understanding out amongst the counties.

#### **6. Process for Vendor Validation/Model III**

Mr. Cunniff expressed that the only methodology option for vendor validation for recording systems that maybe used by counties for Model III is to ask vendor and/or the county/submitter to pay for the validation process since the ERERC does not have funds. Discussion ensued regarding possible cost and who might be able to do the validation. Mr. Cunniff advised that this validation process is not necessary for Model II. To help clarify this, Mr. Cunniff thought that a communication might need to be distributed. Ms. Trombo will check with her technical connections to see if they might be interested in validation and what possibly what type of approximate cost regarding three document types under Model III.

#### **7. eCRV Update**

A group composed of Mr. Carlson, Ms. Wrucke, Mr. Mori, Ms. Mitchell, Mr. Dalien, and Ms. Weis met with the Department of Revenue to discuss how they could assist in initial training of eCRV submitters and lend support to help facilitate a work-around so that eRecording could continue. The group discovered that the Department of Revenue had some issues with releasing to the whole state since the paper and the printed version is not an exact match. With this the concern is that the printed version of the eCRV may not be able to be taken into the individual county assessor systems. The group then decided to concentrate efforts instead with the current eRecording counties. Ms. Mitchell advised the group that Dakota county will be going live for eCRV on November 2 with US Recordings, Dakota County Abstract, and Burnet Title and then, baring no problems, will open it up to all Dakota County submitters in December. Discussion ensued about social security number considerations and assessor and treasurer systems of dual keying. Mr. Cunniff advised that Department of Revenue asked to be advised about a list of counties that would be ready to eRecord eCRV and an approximation of the total number of deeds that would be eRecorded. Discussion ensued.

#### **8. Other Business Items**

No other business items were addressed.

#### **9. Adjournment**

There being no further business the meeting adjourned at 3:10 pm.

Respectfully submitted,

Michael Cunniff, Chair