



# Minnesota Electronic Real Estate Recording Commission (ERERC)

<b>Date and Time Meeting Scheduled:</b>	February, 2011 1:30 PM	
<b>Meeting Location:</b>	MCIT – 100 Empire Drive	
<b>Attendees:</b>	X – In attendance E – Excused NA – Not in Attendance	
	Teresa Bulver, US Bank	
	Jeff Carlson, Indecomm Global Services	X
	Denny Kron, Stearns MACO	X
	Larry Dalien, Anoka County	X
	Shawn Rounds, Minnesota Historical Society	
	Eileen Roberts, William Mitchell College of Law	X
	Pam Trombo, eRecording Partners Network	
	Kay Wrucke, Martin County	X
	Tasha Truskolaski, AMC Staff	
	Joe Matthews, AMC Staff	
<b>Observers/Guests in Attendance:</b>	Nicole Lueth Lynette Schrupp Michelle Ashe Dallen Minor Tom Kay Rob Rights  <i>Note: Others may have been in attendance but did not sign the attendance sheet.</i>	

## 1. Call To Order

The February 16, 2012 meeting was called to order by Chair Jeff Carlson at 1:30 p.m.

## 2. Approval of Agenda and Minutes

Larry Dalien moved to approve the agenda and minutes, Kay Wrucke seconded the motion, motion approved.

## 3. Subcommittee Reports

- **Report from MCRA/MLTA:** There are a few more counties online, others are hoping to be up by the end of the month. The ERERC then moved the discussion to the MACO conference. The surveys from the presentation indicated that the presentation was very well received. The committee discussed the importance of having the right audience for these presentations; in particular the auditor, treasurers, and assessors. The group agreed that it would be appropriate to present at the auditor-treasurer annual meeting in August if possible.

The ERERC then discussed the relationship between eCRV and eWell. The belief was that information about both will be available at MLTA in April 5 in St. Cloud. The ERERC asked the Department of Health if they could produce a handout or presentation for this conference. The goal is to allow individuals to learn the benefits of e-recording.

The MCRA/MLTA group focused on continuing to encourage counties to join as well as producing more information about e-recording. Kay Wrucke also brought up possible ideas to track the growth in e-recording.

Jeff is working on a spreadsheet to track e-recording across the state. The list currently includes all of the contact information for the county records. This allows e-mails to be sent out to

obtain more information from individual counties. The next step in the list will be to add the assessors, auditors, and treasurers and asked if they have been discussing e-recording within their county. The Department of Revenue is currently collecting information about the tax and computerized mass appraisal numbers, the commission will ask for these numbers to add to the spreadsheet.

- **Trusted Submitter:** see above for details.
- **Updated trusted submitter guide:** This could be updated and posted to the commission, MACO, and the MLTA websites. Rob will follow up with Janelle about this.
- **County recording:** The group discussed the xml required fields for county recording. At a previous meeting, it was discussed whether the required fields were too restrictive/not restrictive enough. Rob provided screen shots of the required fields for Hennepin County. He suggested making the required fields consistent across Minnesota. Hennepin County has removed some of the requirements originally on their system. The group noted that many counties are not following the standard because the standards were distributed after they already started e-recording. The push nationwide is to reduce the amount of key entry recorded. Larry Dalien suggested tabling this topic and discussing it in more detail at the June meeting.

#### 4. Other Business Items:

- **Additional standards to be considered:** The question was considered at the MACO conference of whether there should be standards set beyond data. At this meeting Jeff Carlson is proposing the group consider these proposals for more discussion at the June meeting. The goal is to try to achieve consistency in the system. The ERERC is charged to determine these standards, while the statute says that these standards may be followed by counties.
  - **DPI level:** The state archive standard is 200 DPI. Jeff suggested a standard of 300 DPI. It was suggested that members consider this standard and also ask individuals at MLTA to prepare for a vote on this standard at the June meeting.
  - **End of day cutoff:** Jeff Carlson proposed 3:00 p.m. The group discussed the various systems currently in place. By setting a standard, it creates an expectation for when documents must be submitted. This standard was tabled until the next meeting.
  - **Accept all documents by end of 2012:**
  - **Electronic payment – no escrow required:**
- **eCRV update:** Rob discussed various issues and feedback on eCRV that he has received from various submitters and forwarding on to DOR. The Commission will extend an invitation for DOR to attend the April meeting.
- **2012 meeting schedule:** Jeff Carlson proposed having the meetings every other month on the third Thursday of the month unless it is critical to meet before hand. On the off month, conference call is a possibility if there is an important issue.
- **Communication with attorneys:** Jeff Carlson asked about increasing the communication with the attorney group to discuss e-recording. Eileen Roberts suggested presenting at the Real Estate Institute in November. Jeff followed up by suggesting a success story from an attorney about e-recording. The group discussed possible attorney presenters. Jeff also asked about a newsletter to publish one of these stories in. Eileen and Dallen will work together to determine if a story can be published.

**5. Adjournment**

Larry Dalien moved to adjourn the meeting, Kay Wrucke seconded the motion, meeting adjourned at 3:30 p.m.