

Electronic Real Estate Recording Task Force
Minutes: 8 May 2003
As recorded by Beth McInerny

Present: (Members) Jeanine Barker (phone), Julie Bergh, Angela Burrs, Mike Cunniff, Secretary of State Mary Kiffmeyer, Scott Loomer, Gail Miller, (phone) Dennis Unger (phone), Jeff Carlson, Cindy Koosman, Chuck Hoyum, Don Goedken, Chuck Parsons, (Guests) Bert Black, Luci Botzek, John Engerholm, Greg Hubinger, Lowell Haagenson, Beth McInerny, Bill Mori, Joel Beckman, Erin Hultgren, Pam Trombo (phone), Chris Akers (phone),

1. Call to order

Secretary Kiffmeyer called the meeting to order at 9.40.

2. Approval of minutes

The minutes of the 10 April 2003 meeting were approved as distributed.

3. Project coordinator update

Beth McInerny presented a pilot county status report template that had been previously distributed to the Task Force for their review. Erin Hultgren from The Navis Group, LLC worked on this with McInerny and stated that Navis Group would be scheduling kickoff meetings with pilot counties and they would review this report closely with them. Report included the matrix of measurements approved at the March 31, 2003 Task Force meeting. Jeff Carlson moved and Chuck Hoyum seconded use of this report template by pilot counties. The motion passed unanimously.

Pilot county contract status was discussed. Dakota County has fully executed a contract and is working on Trusted Submitter agreements. Dakota projects a demo testing electronic filings on May 19th. May 23rd is the target date for Model One filings with US Recording and a full Model Three is expected by June 2nd. Renville's contract has been signed and received by LCC who is awaiting Renville's attachments E and F for their complete contract. Gail Miller stated that these are being worked on and they are on their way. Jeanine Barker from Lyon states that the board has approved her contract and she is working on collecting the necessary signatures. Mike Cunniff stated that a Task Force resolution was needed for their contract. They would like to amend their contract to provide for allowing 45 days after execution of the contract for submission of the Project Plan under section 2.2 to the Task Force. That would help them get through the county board approval process. That would be the only change necessary in the contract to accommodate their needs. Jeff Carlson moved and Chuck Parsons seconded the approval of additional language to effect this accommodation. The motion passed unanimously, with Mike Cunniff abstaining from the vote. Roseau is in agreement with all language and signatures are pending.

McInerny reviewed the ERE Task Force budget. Of the \$650,000 appropriated for task force expenses, \$7,721.47 is remaining in this fund for the duration of the Task Force. Of the \$50,000 appropriated for LCC expenses there is \$25,000 remaining and that is committed to payment of LCC services for FY03. That payment will completely satisfy that fund obligation. Of the \$500,000 appropriated for Pilot expenses, \$81,935 remains in that fund after pilot county and other expenses have been factored in. McInerny noted that at the March 31st meeting the Task Force authorized payment of BenNevis work for additional synchronization work on standards in the amount of \$12,000. McInerny looked now for authorization to utilize the Pilot funds for payment of that amount upon completion and task force authorization of work. Chuck Parsons moved and Mike Cunniff seconded the utilization of the Pilot fund for payment of those services. The motion passed unanimously.

Revenue from surcharges to-date equals \$1,349,257. That is \$149,257 beyond the original allocation of \$1,200,000 to the ERE Task Force by the legislature. Joel Beckman noted that the Minnesota Bankers Association tracks refinance activity and shows that activity is substantially high. Dakota is currently experiencing 35% growth in filing activity over last year. Mike Cunniff stated that Hennepin is experiencing 30% growth over last year. Secretary Kiffmeyer stated that this bodes well for the Task Force as we look at the health of our funding source.

4. Schema Standards for Satisfaction and Certificate of Release

Schema documents reviewed by pilot county and other members of the Task Force at a technology review led by Pam Trombo on Monday, May 5th. Documents reviewed for authorization were the Satisfaction and Certificate of Release (COR). In attendance were the following: Cindy Koosman, Joel Beckman, Scott Loomer, Bob Malecki, Ray Hirte, Mike Cunniff, Carl Langner, Dean Pass, Mark Harrison, Chuck Parsons, Pam Trombo, Jeanine Barker, Gail Miller, Molly Terry (phone). The following items were distributed to the Task Force previously and were identified as still necessary for enhancement before Task Force authorization.

1. In Grantor and Grantee: Address field was changed from defaulting to Minnesota and changed to a string. County was also changed in this same manner.
2. In the Element Unplatted Land: Government Lot field was changed from an integer to a string.
3. In Reference Document and Recorded Information: If Page is indicated **Require** identification of Book and/or Volume
4. In Notary Element: Country field was added as **Optional**
5. In Recorded Document Information: split document types into two sections. If document type is Torrens then **Require** the Certificate of Title Number.

Chuck Parson moved and Julie Berg seconded the approval of the COR and Satisfaction schema documents, as revised, for use in Phase 1 pilot testing. Motion was unanimously passed. Chuck Parson also moved and Chuck Hoyum seconded the labeling of this version of standards as version 2.0. This motion was also unanimously passed.

5. 2003 Legislative Strategy Update

Bert Black stated that the enabling language for the Task Force to access additional funding is in both the House and Senate versions of the State Government Finance bill. Both use exactly the same language and therefore there should not be any dispute about this provision. With passage of this bill the Task Force will receive all the Torrens and Abstract money that comes in via the surcharge, above and beyond the original \$1,200,000 million. If language does not pass, per the Department of Finance, the Task Force will continue to receive all surcharge money from Abstract filings only. Mike Cunniff asked if there is no budget bill passed and there is a government shut down, will the pilot counties still have access to the funds already committed. Bert Black responded that task force money already received is available through FY04. It has already been appropriated and will be with the Task Force. Secretary Kiffmeyer stressed the importance of having signed pilot county contracts to more strongly ensure money does not become unallocated. Bert also noted that there is also language for payment to the LCC to get 25,000 for FY04.

7. Other business

Cindy Koosman noted that Steve Rohlik did resign from his position on the Task Force. She noted that MACO would appreciate the consideration of adding a member from the Auditor/Treasure county office to replace him. Koosman suggested Ramona Doebler from Sherburne County. Secretary Kiffmeyer replied that she would consider this recommendation and thanked Koosman.

8. Adjournment

Mike Cunniff moved and Don Goedken seconded the adjournment of this meeting. The meeting adjourned at 10.17. The next meeting of the task force is scheduled for 12 June at the MCIT Building at 9.30.