



June 12, 2003

ERER Task Force - Phase I County Status Reports

Deliverables Summary

Baseline Measurements:

County	Percent Complete	Notes
Dakota	40%	Used measurement methods identified in the Baseline Measurements document. Still calculating number of COR's and Sats rejected in a 30 day period
Hennepin	50%	Hennepin has decided they will measure the process for the entire six-pack of documents and divide by 6 in order to determine baseline measurements for each individual document.
Lyon	50%	Used measurement methods identified in the Baseline Measurements document. IT costs will be tracked during the project, replacement costs.
Renville	50%	Used measurement methods identified in the Baseline Measurements document. Still need numbers for COR's.
Roseau	40%	Used measurement methods identified in the Baseline Measurements document. Do not process COR's, so no data is available for these.



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www.commissions.leg.state.mn.us/lcc/erertf.htm

Pilot Measurements Matrix

County	Percent Complete	Notes
Dakota	0%	No report of trusted submitter status.
Hennepin	0%	Contract not completed.
Lyon	0%	Plans to contact trusted submitters to gather information required.
Renville	0%	Has a verbal commitment from both trusted submitters that they will complete the information required
Roseau	0%	Trusted Submitters TBD

Cost Benefit Table

County	Percent Complete	Notes
Dakota	0%	
Hennepin	0%	Contract not completed.
Lyon	0%	
Renville	0%	
Roseau	0%	

Project Plan Status

County	Status
Dakota	<i>Erin Hultgren reports: On schedule with project plan dates. 3 months of pilot testing have begun.</i>
Hennepin	Contract not completed.
Lyon	Project plan shows the implementation is scheduled from June 1 – July 1. This may be delayed to July 15. Still shooting for August 1 launch date.
Renville	Signing contract with vendor.
Roseau	No contract with vendor. After trusted submitters sign agreement with Ingeo, Roseau will sign agreement with WCI.



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Standards

County	Issue
Dakota	None to report
Hennepin	Contract not completed.
Lyon	None to report
Renville	None to report
Roseau	None to report

Pilot Risks

County	Risk
Dakota	None to report
Hennepin	Contract not completed. <i>Erin Hultgren reports: Hennepin used a different process than other counties when reporting baseline measurements.</i>
Lyon	Data conversion is a potential risk.
Renville	None to report
Roseau	None to report

Implementation Findings

County	Status
Dakota	None to report
Hennepin	Contract not completed.
Lyon	None to report
Renville	None to report
Roseau	None to report

Best Practices

County	Best Practice
Dakota	Work closely with your vendor on your current business practices and rules, and implement as many as possible into the electronic system. This certainly has helped minimize the impact on staffing and training.
Hennepin	Contract not completed.
Lyon	A good understanding of the contracts involved in E-recording is critical.
Renville	None to report



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Roseau	None to report
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Trusted Submitter Status

County	Status
Dakota	US Recording is Trusted Submitter
Hennepin	Contract not completed.
Lyon	Trusted Submitter contracts signed with Peelee and US recording.
Renville	Has Task Force contract and verbal agreement with Home Town Bank of Renville and verbal with US Recording. Working on Vendor contract
Roseau	No trusted submitter contracts are signed. Trusted submitters are reviewing agreement with Ingeo.