



## Minnesota Counties Computer Cooperative

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### Steering Committee Minutes

Monday, January 4, 2010

MCCC, St. Paul

Present: Mike Sheehy, Steve Holthaus\*, Stacia Whipps\*, Mark Murphy\*, Jeff Watkins\*, Dan Whitman\*, Steve McDonald\*, Pat Melvin & Bev Wangren\* (McLeod County), Dennis Freed, Mike Disher, Cindy Geis, Farley Grunig, Charlene Olson, Cheryl Grover, Jason Nord-DOR, Chris Samuel, Lisa Meredith; \*denotes attendance by phone.

Charlene Olson, Vice-Chair called the meeting to order (Chair Joanne was ill).

Agenda Established:

- Dec 21 Minutes
- Manatron Update
- McLeod Concerns and Letters from Ramsey, Brown, Morrison Co's
- Jason Nord-DOR
- Cyclical Training/GRM Issues
- GIS Extract
- Testing/Releases-CAMA Update
- IT Roundtable
- List of Issues-Manatron
- Open Discussion

Farley moved and Dennis seconded to approve the above agenda. Motion Carried.

Dennis moved, Charlene seconded to approve the minutes of the December 12, 2009 Steering Committee minutes. Motion carried.

Mark Murphy from Manatron discussed the fault submission process and the concerns of the group on the "gray" areas. Are we losing communications in the fault submission process? When Manatron rejects a fault does this get back to Dennis Freed?

Process as Manatron expects the process to work: identify the # of Rejected Fault – communicate why the fault is rejected- Manatron expects a response back from the party submitting the fault –then the case gets closed.

When a County is submitting a fault they need to forward a copy to Steve Holthaus, Chair of the Enhancement /CCB Committee.

A report of the Faults that have been submitted and rejected is being put together by Manatron. (Mark Murphy will check with Matt Greener on the progress of this report).

Jeff Watkins questioned what the status of the payment of the DAS, Implementation Payment -89% of Rollout was. This item was tabled for later in this meeting after more reports were given.

GIS Change Order Discussion. Manatron needs to rebill to MCCC for payment of 50% of the GIS Contract. Discussion followed on 2.2 Document – 1 fault – one field not being populated.

Jeff Watkins and Stacia Whipps have spent time with Lori Johnson, Clay County – Bob Hansen, Hubbard Co. and also with Isanti County. Stacia met with each of the above counties – hours of time by Webinar -progress was made. Polk County-Rob Wagner- discussion – Marilyn Hallstrom is in Polk County this week.

Jeff discussed Marty Ulanski's and Manatron's opinion of where Manatron stands on the Brown County/Kurt Pederson issue of report writing. A linked group report specific to Brown County is ready for testing. Kurt Pederson has ceased on the report writing agreement (this was a Brown County/Manatron agreement NOT MCCC). Kurt is now working with Dave Bader on abstracts. Discussion followed on the RFP and where we stand with reports. Are the reports required by the RFP or are they outside of the RFP??

Jeff will forward the list of reports that Brown County would have liked to see developed to Charlene.

Doreen Pehrson is working with Manatron on the Vanguard CAMA Interface- Kurt is also working with her- got the support they needed – testing currently.

Rice County has expressed some concerns – would like some help – Stacia has e-mailed, Jeff has called and no response has been received back.

Pat Melvin, McLeod County Administrator and Bev Wangren, McLeod County Commissioner presented the question on what is happening with the Counties that extended their ACS Contracts and are no longer using GRM on a daily basis. What are the 11 counties' options that have extended the ACS Contract. Several counties are wondering – where do we go from here – how important are these counties??? Can these counties together work out a better deal – expense, timing, what will make their conversion the most successful? Could the expense be per conversion not per county? Who will rewrite a conversion for this group of counties?

Mike Disher's comments were that we MCCC and Manatron need to send a message of support. Charlene will take on this task to contact as many key people from these 11 counties at the upcoming Conference for Auditor/Treasurer/Recorders.

"Connexion Shared Report" site – does this site have the ability to store our custom reports? Can counties download from this site? Jeff is checking on these questions. Lisa M. will check with Andrew Berg, Manatron.

The Morrison County Letter was reviewed. Ramsey County Letter was also reviewed. Charlene and Lisa will put together a letter of response before Jan. 8, 2010.

Jason Nord with DOR reported that Duplicate Homestead Reports will be distributed to the Minnesota Counties this week. 16 counties (from all computer consortiums) had "garbage" for data – these counties will have "garbage" to go thru when they get their dup homestead reports.

Fall Mini/AA/Corrections – NTC or RMV Credits – needs to be itemized on tax lists.

Auditor/Treasurer manual is being updated. Chris Samuel asked if there will be a "Training" for the Auditor/Treasurer in 2010. Jason sees the need for this – not sure with the budget constraints and personnel restrictions if this will be able to occur.

Legislative proposals have gone out – the issue of late abstracts and a penalty tied to these had been discussed – this item is hard to enforce as the DOR themselves are late with directives especially with the current staffing issues.

Cyclical Training will be held on January 20, 2010 for Assessors at the Stearns County Service Center in St. Cloud.

Cyclical Training for Auditor/Treasurers will be held on January 2, 2010 at MCCC in St. Paul.

Jill Nolan, Training Chairperson will be included in Steering Committee meetings going forward with at least a written report, minutes of meetings need to be posted on the MCCC website.

PRIORITY: Deliverables. 6 critical items – where are we?

- Change Control List

- Levy Book

- Auditor Certificate

- 4 Faults

Change Order #1 and #2 – Lisa will send list to Jeff for Review.

GIS Extract-Scott Co. – working - except for missing special assessment – may be Scott County issues.

TESTING: 1062(Chisago), 1062 (Scott), 1062 (Stearns – will install in production on Wednesday)

A policy needs to be adopted that we all be at same level. Publish a level that we need to be at!!!

1062 – 8.06.10 – by the end of January.

Release 8.06.07 – 1061 is approved. Do Not Have To Load – 8.06.09 (this release is for another state).

Chris would like to know who is testing – Scott is – Carver is testing Fiscal Disparity.

Farley reported on the CAMA interface. Farley has diligently contacted Manatron since last spring, he has a record of e-mails to support this, Manatron has been very slow to respond; we are in a real time constraint because of this “slow response”. ACS has responded in an extremely timely fashion and should be commended for their willingness to make this process functional. The File Constraint issue has been corrected. 2A/2B flooding from CAMA to GRM does not work. Farley has grave concerns that these functions are not being addressed and that counties are going to be unable to do “business as usual”.

Farley recommended that we withhold the DAS payment until the Manatron Full User Group Meeting which is scheduled for Friday, January 22, 2010 at the Kelly Inn in St. Cloud.

IT Roundtable to discuss loading releases, patches, what happens when you do short cuts!!! This roundtable was deemed to be important and will be set up SOON!!

The next Steering Committee meeting is a Conference Call on Tuesday, January 19, 2010 (note change of date) from 12:30-2:30 p.m.

Dennis Freed moved to adjourn, seconded by Farley Grunig, motion carried.