



STATE OF WASHINGTON

## **Electronic Recording Standards Commission (ERSC)**

**Monday, September 29, 2014 – 1:30-3:30pm**  
**Washington State Digital Archives**  
960 Washington Street, Cheney, WA 98826

### **MEETING MINUTES**

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**Members Present:** Vicky Dalton – Spokane County Auditor; Paul Merz – Imaged Library Company; Steve Excell – State Archivist.

**Members Present By Phone:** Milene Henley – San Juan County Auditor; Julie Anderson – Pierce County Auditor; Walter Washington – Kitsap County Auditor.

**Members Absent:** Dee McComb – Escrow Association of Washington; Kris Swanson – Cowlitz County Auditor.

**Staff Present:** Julie Blecha – Office of the Secretary of State/Staff to the Commission.

#### **I. ROUTINE ITEMS**

##### **A. Call to Order**

1. The meeting was called to order at 1:39 pm.

**B. Adoption of September 29, 2014 Agenda.** Blecha pointed out that item IIA should reference the 2014 *“Implementation Guideline”* rather than *“Report”*, since the publication is no longer in the form of a *report* to the Secretary of State; rather, it is an implementation guide.

1. **Motion** to adopt the agenda as corrected: Excell, second by Merz.

**C. Approval of Minutes for March 20, 2014 Meeting**

1. **Motion** to adopt the minutes as presented: Merz, second by Excell.

#### **II. NEW BUSINESS/ACTION ITEMS**

##### **A. Chapter 434-661 WAC and Implementation Guidelines – Vicky Dalton**

The updated electronic recording standards were filed with the Code Reviser on April 4<sup>th</sup>, a public hearing was held May 27<sup>th</sup>, and the updated WAC took effect June 28, 2014; Dalton will inform the counties. The ERSC webpage (<http://www.sos.wa.gov/archives/ersc/default.aspx>) reflects all current information, including the new Implementation Guidelines.

##### **B. Commission Membership – Dalton**

Pierce County Auditor Julie Anderson was appointed by Secretary of State Kim Wyman to serve a 3-year term ending 5/16/17. Wyman also reappointed Paul Merz, Milene Henley and Dee McComb for 2-year terms ending 5/16/16.

