

Special Note: The following is a summary of the Minutes taken from the Recorder's Advisory Council meeting held on Thursday, December 13, 2012 and does not necessarily provide a detailed verbatim transcription of the Minutes.

MINUTES

**RECORDER'S ADVISORY COUNCIL
THURSDAY, DECEMBER 13, 2012
9:30 A.M.**

**CLARK COUNTY GOVERNMENT CENTER
500 SOUTH GRAND CENTRAL PARKWAY
1st FLOOR, PUEBLO ROOM
LAS VEGAS, NEVADA 89155**

Members Present

Debbie Conway, Clark County Recorder
Eugene Mendiola, Clark County Assistant Recorder
Tami Miramontes, Community Title Services of Nevada
Sheelagh Jones, Equity Land Title
Sara Sorbello, Equity Land Title
Betsy Hughes, First American Title Company of Nevada
Julie Skinner, First American Title Company of Nevada
Michael Gilliam, FNTG Las Vegas Title Group
Robert Rosales, FNTG Las Vegas Title Group
Joe Fitzgibbons, FNTG Las Vegas Title Group
Paul Bell, GLVAR- Prudential Americana Group
Lisa Forbes, Nevada Title Company
Brenda Durant, NexTitle
Troy Sears, NexTitle
Kimberly White, Noble Title
Kevin DiStefano, Noble Title
Mandi Zollotuchen, Old Republic Title Company
Jack Woodcock, Prudential Americana Group, REALTORS
Renato Ritter, QUICKclaimUSA.com
Brad Berrett, Republic Services
Carolyn Paige, Republic Services
Bill Sung, SPL Inc.
Ryan Clegg, SPL Inc.
Jerry R. Smith, Tico Realty Group

Staff

Denise Gulia, Clark County Recorder's Office
Maurice Reid, Clark County Recorder's Office
Susan Wohlbrandt, Clark County Recorder's Office
Maggie Tellez, Clark County Recorder's Office
Brandie Rangel, Clark County Recorder's Office
Courtney Hill, Clark County Recorder's Office
David Pierce, Clark County Assessor's Office
Chris Chong-Wong, Clark County Recorder's Office

I. **Call to Order**

Debbie Conway, Clark County Recorder, called the meeting to order at approximately 09:33 AM.

II. **Introductions**

The committee members each introduced themselves and the companies that they represented.

III. **New Business**

a. **Approval of December 13, 2012 Minutes**

The RAC members unanimously approved the minutes for the December 13, 2012 meeting.

b. **Recorder's Association Meeting**

Debbie Conway, Clark County Recorder, informed the committee that the Recorders of the State of Nevada had met in Reno with Attorney General Catherine Masto regarding AB284 and changes that would affect the Recorders. **Mendiola** added that the changes would affect the Affidavit for Power of Sale format that would standardize the format requirements for AB284, and the bill draft will be presented at the future legislative session. **Mendiola** added that the Attorney General will be increasing their presence in both Northern and Southern Nevada to expedite responses to investigations conducted in both Washoe and Clark County. **Conway** added that the AG's office will encourage the banks to come to discuss other options for the consumers who would like to save their homes.

c. **Marriages 2012**

Denise Gulia, Clark County Recorder's Office, mentioned that the Clerk's office had issued over 1000 marriage applications over the weekend and officiants have 10 days to submit the marriage certificate for recording. **Mendiola** added that there were over 75 marriage certificates recorded for the 12-12-12 marriage date and mentioned that there was a meeting with the wedding officiants. **Conway** stated that the meeting was held in conjunction with the Clerk's office to help provide clarification regarding recording requirements and to provide updates to laws and procedures that affected the officiants.

d. **Technology Updates**

Courtney Hill, Clark County Recorder's Office, mentioned that the Recorder's office is closer to having developed the marriage certificates kiosk and anticipates that the kiosk will be ready by the end of December or early January. **Hill** also mentioned that there will be an application developed that will enable customers to be able to record documents using a Smartphone. We will be looking to bring this application to the Apple and Android mobile telephone systems and in the future to the tablet formats.

Debbie Conway, Clark County Recorder, mentioned that the Recorder's office already has the capability for customers to order documents using the mobile cell phone website. **Hill** added that the customers are able to research and order documents on their cellular phones and the copies are processed and mailed to the customers.

Michael Gilliam, FNTG Las Vegas Title Group, asked if the Recorder's office can provide a direct venue to record directly with the Recorder's office instead of having a third party to record. **Mendiola** replied that the Recorder's office will be researching the option with the vendors and the timeframe for the development of the function will be announced at a later date. **Hill** mentioned that there will be a function (Gov-to-Gov recording) for other governmental entities that will be rolled out in February; and then followed by the function for other entities to directly record with the office.

Conway, also mentioned that the office will be notifying the members when the technological goals for the office will be available, and that the goals will be highlighting the rollout of the marriage certificate kiosk. **Conway** also mentioned that the recording kiosk should be ready by next year. The members will be emailed a copy of the technological goals by the next meeting in March.

e. GLVAR CEU Credits

Jack Woodcock, Prudential Americana Group, REALTORS, mentioned that the CEU credits may be offered for those that wish to take the Records Research workshops, and count for credits towards use for those who are within the real estate community. **Paul Bell** added that there will be more information on the credits that may be offered by the Greater Las Vegas Association of Realtors. **Conway** stated that there will be workshops offered to members as well as to other entities this spring. She will meet with the GLVAR officials to discuss offering those workshops.

f. Update on Changes to E-Recording Cutoff Time

Eugene Mendiola, Clark County Assistant Recorder, informed the council members that the E-Recording window is being monitored and that the E-Recording vendors are provided correspondence regarding the amount of time that the window for E-Recording is allowed. **Mendiola** thanked the members for abiding by the time limitations and that the window will remain open until further notice.

IV. Miscellaneous Discussions

Joe Fitzgibbons, FNTG Las Vegas Title Group, asked if there was anything being done to prevent errors on documents that are recorded. **Mendiola** replied stating that the documents are reviewed throughout the day and the documents that contain errors are voided. **Mendiola** also added that staff is given distribution lists of any changes that occurred during the recording process. **Fitzgibbons** also asked if escrow accounts could be used for prepaying certified copies. **Mendiola** replied saying yes, but according to the statute monies are required to be collected before services are rendered. **Gulia** added that the documents should be prepaid before copies are issued to the customer which allows the customer the opportunity to verify the order, and the office the time to process the payment. **Conway** said that the office must follow the statutes to prevent any waste that would occur on both ends.

Brad Berrett, Republic Services, asked for an update regarding the E-Notary project. **Mendiola** replied that the office is collaborating with Simplifile who is researching the counties in North Carolina and Pennsylvania and collaborating with the Secretary of State's office to bring the function to Nevada. **Conway** added that the project will be a goal for the Recorder's office. **Berrett** also asked if this will allow for both types of notary stamps to be used. **Mendiola** replied saying that the statute requires the use of the hand notary before being qualified to use the E-Notary function. The Secretary of State will have to indicate changes to the statute regarding the issue. **Ritter** asked if there would be a function that would allow the use of a video notary. **Mendiola** replied that the issue can be referred to the District Attorney's office.

Michael Gilliam, FNTG Las Vegas Title Group, asked if there was anything that could be done to reduce the wait time for the documents from the **third party service provider**. **Mendiola** replied that the **third party service provider** needs time to distribute the documents to the customers because of their large volumes. **Mendiola** mentioned that he will follow-up with Simplifile and the other third party providers. **Mendiola** also mentioned that the lag in the wait times may also be affected by a new company that is E-Recording large volumes of documents.

V. Public Comments

VI. Next Meeting Date: Thursday, March 14, 2013, 1st Floor, Pueblo Room,
Clark County Government Center, 500 S. Grand Central Pkwy., Las Vegas, NV 89155

VII. Adjournment

The meeting was adjourned at 10:24 AM.