



STATE OF MICHIGAN

GRETCHEN WHITMER  
GOVERNOR

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET  
LANSING

MICHELLE LANGE  
DIRECTOR

## MINUTES

### Electronic Recording Commission June 4, 2025

This meeting was conducted in the Second Floor Conference Room, VTS Building, 6951 Crouner Drive, Dimondale, MI, 48821.

Commission Members Present: Lisa Brown, Domonique Clemons, Meredith Place, Derrick Quinney, Dominic Rios

Commission Members Absent: Brian Henry, Sara Dolan

Also in attendance: Tim Bolles, Director, DTMB Office of Support Services, Brandon Sadler, intern to Domonique Clemons; and Deborah Stevens, Recording Secretary.

#### I. CALL TO ORDER.

The meeting was called to order by the Chair Derrick Quinney at 3:00 p.m. A quorum was present.

Introductions were made. T. Bolles replaced S. Irwin as the DTMB Director of Support Services and is expected to be named as the designee for the DTMB Director on this commission.

#### II. APPROVAL OF MINUTES

**Motion:** to approve the minutes of the Jan. 29, 2025, meeting.

Moved: D. Rios

Second: M. Place

Passed: Unanimously

#### III. APPROVAL OF GRANTS SUBMITTED

D. Stevens relayed that S. Dolan, who was unable to attend, had reviewed the applications and had no concerns.

**Motion:** to approve reimbursement of funds related to electronic recording to Montcalm County in the amount of \$11,755.00.

Moved: L. Brown

Second: D. Rios

Passed: Unanimously

**Motion:** to table consideration of approval of reimbursement of funds related to electronic recording to Ionia County in the amount of \$12,000.00.

Moved: L. Brown

Second: D. Rios

Passed: Unanimously

**Motion:** to conditionally approve reimbursement of funds related to electronic recording to Ionia County in the amount of \$12,000.00 pending receipt of more detailed information of the services provided.

Moved: L. Brown  
Passed: Unanimously

Second: D. Rios

D. Stevens will contact Ionia County for additional information. It will be provided to the Commission and if sufficient to explain how e-recording is being done or upgraded, the grant will be processed for payment.

**Motion:** to approve reimbursement of funds related to electronic recording to Ogemaw County in the amount of \$12,000.00.

Moved: M. Place  
Passed: Unanimously

Second: L. Brown

**Motion:** to approve reimbursement of funds related to electronic recording to Dickinson County in the amount of \$6,000.00.

Moved: L. Brown  
Passed: Unanimously

Second: D. Clemons

#### IV. OTHER BUSINESS

L. Brown explained her county's new service MiPropDocs which allows individuals to e-record documents as long as they do not involve conveyances of property. She noted that Ottawa and Kalamazoo counties were now signed up. She explained the program through Simplifile actually adds an increased level of security over documents received in the mail since a copy of a photo ID and email and IP addresses are required. She gave the example of a homeowner's association who needed to occasionally record liens and discharges as a customer of this service.

Discussion occurred about making appropriate contacts to determine if the remaining grant funding could be extended or renewed. To date, \$270,000 of the \$600,00 has been granted.

#### V. ADJOURNMENT

The next meeting will be scheduled when any grant applications are received.

**Motion:** to adjourn the meeting

Moved: D. Clemons  
Passed: Unanimously

Second: L. Brown

The meeting was adjourned at 3:34 p.m.

Respectfully submitted:

Deborah A. Stevens  
Recording Secretary