



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, January 20, 2021

### **Agenda Item**

#### **Item 4. F. - Designation of Data Practices Compliance Official**

#### **Prepared By**

Linda Loomis, Administrator

#### **Summary**

The Minnesota Government Data Practices Act (Minnesota Statutes Chapter 13)(the "Act") requires the LMRWD to prepare a written data access policy. The LMRWD prepared and adopted its Data Practices Procedures September 17, 2014. The Act and the LMRWD Data Practices Procedures call for the Board of Managers to name a Responsible Authority annually at its organizational meeting. A link to the LMRWD Data Practices Procedures is provided below.

The Board should name District Administrator, Linda Loomis as the person who is the Responsible Authority and data practices compliance official for compliance with the Government Data Practices Act.

#### **Attachments**

Resolution 21-03 Appointing 2021 Data Practices Responsible Authority

[Lower Minnesota River Watershed District Data Practices Procedures dated September 17, 2014](#)

#### **Recommended Action**

Motion to adopt Resolution 21-03 Appointing 2021 Data Practices Responsible Authority

RESOLUTION 21-03

**RESOLUTION OF THE LOWER MINNESOTA RIVER WATERSHED DISTRICT BOARD OF MANAGERS**

**APPOINTING 2021 DATA PRACTICES RESPONSIBLE AUTHORITY**

Manager \_\_\_\_\_ offered the following Resolution and moved its adoption, seconded by Manager \_\_\_\_\_:

WHEREAS, the Minnesota Government Data Practices Act (the "Act"), requires that the Lower Minnesota River Watershed District (the "LMRWD") prepare a written data access policy; and

WHEREAS, the Act and the LMRWD Data Practices Procedures adopted September 17, 2014 require that the LMRWD Board of Managers appoint a Responsible Authority, that is the individual responsible for the collection, use, and dissemination of any set of data on individuals, government data, or summary data, unless otherwise provided by state law; and

WHEREAS, the LMRWD Board of Managers shares this concern regarding the responsible use of all LMRWD data and wishes to satisfy this concern by immediately appointing an administratively qualified Responsible Authority as required under statute.

NOW, THEREFORE, BE IT RESOLVED that the Lower Minnesota River Watershed District Board of Managers, appoints District Administrator, Linda Loomis, as the Responsible Authority for the purposes of meeting all requirements of Minnesota Statutes, chapter 13 as amended, and with rules as lawfully promulgated by the commissioner of Administration.

BE IT FURTHER RESOLVED, the Responsible Authority shall require the requesting party to pay the actual cost of making, certifying, and compiling copies and of preparing summary data, as allowed by Minnesota Statutes, chapter 13 and by Minnesota Rules, chapter 1205, as amended.

The question was on the adoption of the Resolution and there were \_\_ yeas and \_\_ nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
FREY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HARTMANN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RABY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SALVATO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Upon vote, the President declared the Resolution adopted.

\_\_\_\_\_  
Jesse Hartmann, President

ATTEST:

\_\_\_\_\_  
Lauren Salvato, Secretary

I, Lauren Salvato, Secretary of the Lower Minnesota River Watershed District, do hereby certify that I have compared the above Resolution with the original thereof as the same appears of record and on file with the District and find the same to be a true and correct transcript thereof.

IN TESTIMONY WHEREOF, I hereunto set my hand this \_\_\_\_ day of \_\_\_\_\_ 2021.

\_\_\_\_\_  
Lauren Salvato, Secretary