



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, January 15, 2025

Agenda Item

Item 5. I. - Designation of Data Practices Compliance Official

Prepared By

Linda Loomis, Administrator

Summary

The Minnesota's Government Data Practices Act requires that all government entities in Minnesota adopt policies regarding access to government data. The policies explain how members of the public can access government data and provide contact information for the City staff members responsible for receiving and processing data practices requests. The District must update these policies by August 1 each year. Also, Minnesota Statutes require the District to appoint an individual as the Data Practices Compliance Officer and Responsible Authority.

The LMRWD Data Practices was adopted in 2014 and revised August 21, 2024, can be found on the LMRWD website using this [link](#).

In accordance with MN Statutes and the LMRWD's Data Practices Policy, the Managers should annually designate a Data Practice Compliance Official, who is responsible to respond to public requests for LMRWD Data.

In the past the LMRWD Administrator has served as the Data Practices Compliance Official. It is recommended that the Board adopt the attached Resolution 2025-03 Appointing 2025 Data Practices Compliance Official and Responsible Authority.

Attachments

Resolution 25-03 Appointing 2025 Data Practices Compliance Official and Responsible Authority

Recommended Action

Motion to adopt Resolution 25-03 Appointing 2025 Data Practices Compliance Official and Responsible Authority

RESOLUTION 25-03

**RESOLUTION OF THE LOWER MINNESOTA RIVER WATERSHED DISTRICT BOARD OF MANAGERS
APPOINTING 2025 DATA PRACTICES RESPONSIBLE AUTHORITY**

Manager _____ offered the following Resolution and moved its adoption:

WHEREAS, the Lower Minnesota River Watershed District (the "LMRWD") Board of Managers is the official governing body of the LMRWD; and

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 LMRWD Board of Managers adopted the LMRWD Data Practices Procedures, September 17, 2014 and revised said procedures August 21, 2024; and

WHEREAS, the Act and the LMRWD Data Practices Procedures, require that the LMRWD Board of Managers appoint a Data Practices Compliance Official and 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 the concern regarding the responsible use of all LMRWD data and wishes to satisfy this concern by appointing an administratively qualified Data Practices Compliance Official and 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 Data Practices Compliance Official and Responsible Authority for the purposes of meeting all requirements of Minnesota Statutes, chapter 13.

The question on the adoption of the Resolution was seconded by Manager _____ and upon a vote being taken there were ___ yeas and ___ nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
BARISONZI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
KUPLIC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LAMMERS	<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"/>
VISWANATHAN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(signatures on following page)

Upon vote, the President declared the Resolution adopted.

Joseph Barisonzi, 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 15th day of January 2025.

Lauren Salvato, Secretary