

MINNESOTA GOVERNMENT DATA PRACTICES ACT
2022 INVENTORY OF NOT PUBLIC DATA ON INDIVIDUALS

| Brown County | Responsible Authority - Charles Hanson Brown County | | Department/Division Information | |
|--|---|------------------------|--|--|
| Name of Form, Record, File, System, | Description (Purpose, what it collects, in terms understandable by general | Classification | Citation for Classification (Statute, Law, or | Designee (Name, |
| Contract bid process | Copy of bid specs and proposals returned by vendors | Private (until opened) | M.S. 13.37 | Richard Meyer, IT Director |
| Employee personnel data | Staff performance evaluations, training, disciplinary action, and all records not classified public under M.S. 13.43, subd. 2 | Private | M.S. 13.43, subd. 4 | Richard Meyer, IT Director |
| Employee procedures | Procedures for handling emergency situations, including infrastructure documentation and staff contact information | Private/Confidential | M.S. 13.37 M.S.43, subd. 4 | Richard Meyer- IT Director, Brandon Wortz and Steven Kissner, Network Administrators |