

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

Cottonwood County	Responsible Authority-Nicholas A. Anderson Cottonwood County Attorney		Department/Division Attorney	
Name of form, Record, File, System, or Process	Description (Purpose, what it collects, in terms Understandable by general public)	Classification	Citation for Classification (Statute, Law, or Rule)	Designee (Name, Title)

Minn. Statute 13.393 provides: Notwithstanding the provisions of this chapter and section 15.17m the use, collection, storage, and dissemination of data by an attorney acting in a professional capacity for a government entity shall be governed by statutes, rules, and professional standards concerning discovery, production of documents, introduction of evidence, and professional responsibility; provided that this section shall not be construed to affect the applicability of any statute, other than this chapter and section 15.17, which specifically requires or prohibits disclosure of specific information by the attorney, nor shall this section be construed to relieve any responsible authority, other than the attorney, from duties and responsibilities pursuant to this chapter in Section 15.17.

Consistent with that statute, **McDeld v. Minnesota Department of Human Services**, 2007 WL 4303102 (Minn. App. 2007) and Department of Administration Opinions 95-045, 95-048, and 95-049 while some data in the Office of the Cottonwood County Attorney is subject to the data practices, other elements are not. This table reflects the fact that in addition to the listed statutory authority some data may be made not public due to standards of professional conduct including, but not limited to, attorney-client privilege and attorney work product.

Data is often classified as confidential data on individuals if criminal, civil, or administrative investigation or litigation is pending. Upon completion, the data classification will then change to public or private, unless it retains its confidential classification under provisions of law.

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Child protection-legal actions	Child protection referrals and petitions;  For children in need of protection or services, termination of parental rights, permanency and review of voluntary placements.	Confidential (while pending) Private Access granted only to individuals within the office whose work assignments require access.	M.S. 260C.171 M.S. 626.556 (10, 11) M.S. 13.393,13.39, 13.46, Subd. 2, 13.84, 13.82, 13.821, 13.393, 13.46, Subd. 2,	Nicholas A. Anderson County Attorney
Civil file-miscellaneous	Legal opinions given to county officials, including letters, memos, reports, research, and other correspondence.	Confidential (while pending) Private Access granted only to individuals within the office whose work assignments require access.	M.S. 13.393	Nicholas A. Anderson County Attorney
Civil Commitment	Mentally ill and dangerous Sexual psychopathic personality Sexually dangerous person (Medical records) Pre-petition screening	Confidential (while pending) Private Access granted only to individuals within the office whose work assignments require access.	M.S. 13.46, Subd. 2 M.S. 13.393 M.S. 13.39 Civil Commitment Rule 21 M.S. 253B.0921 M.S. 253B.07 (1) (b)	Nicholas A. Anderson County Attorney

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Human Services appeals reimbursement action	County seeks reimbursement for worker's comp, payment of medical assistance, developmental disability patients, probate; liens, including all pleadings, memos, correspondence, transcripts, and attorney work product	Confidential (while pending) Private Access granted only to individuals within the office whose work assignments require access.	M.S. 136.46, Subd 2 M.S. 13.393	Nicholas A. Anderson County Attorney
Personnel data-general	Administer employment, including employee performance evaluations, personnel information, and correspondence; data on dependents	Private Access granted only to individuals within the office whose work assignments require access.	M.S. 13.43, Subd. 4	Nicholas A. Anderson County Attorney
Personnel data Discipline/misconduct investigations		Confidential (while pending) Private Access granted only to individuals within the office whose work assignments require access.	M.S. 13.43, Subd. 4 M.S. 13.393	Nicholas A. Anderson County Attorney
Human Services appeals-services and financial	Financial and social services appeals, including denial of MFIP, food stamp appeals, medical assistance appeals, child maltreatment determinations, vulnerable adult determinations, including all pleadings, memos, correspondence, transcripts and attorney work product.	Private Confidential Access granted only to individuals within the office whose work assignments require access.	M.S. 13.393 M.S. 13.46, Subd. 2 M.S. 13.821 M.S. 626.556 M.S. 626.557	Nicholas A. Anderson County Attorney

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Civil Commitment	Chemically dependent person Mentally ill person Mentally disabled person (Medical records) Pre-petition screening	Confidential (while pending) Private Access granted only to individuals within the office whose work assignments require access.	M.S. 13.46, Subd 2 M.S. 13.393 M.S. 13.39 Civil Commitment Rule 12 M.S. 253B.0921 M.S. 253.07 (1) (b)	Nicholas A. Anderson County Attorney
Criminal case files	Pleadings, law enforcement reports, complaints, memos, correspondence and transcripts, court service reports, victim statements, court services reports and reports issued by sexual predator programs	Private Confidential Access granted only to individuals within the office whose work assignments require access.	M.S. 13.393,13.82 M.S. 13.87 M.S. 13.821 M.S.13.84 M.S. 609.3471 M.S. 626.556 M.S. 626.557	Nicholas A. Anderson County Attorney
Criminal research, attorney work product	Criminal Division opinion letters, memos and briefs	Confidential Access granted only to individuals within the office whose work assignments require access.	M.S. 13.03 M.S. 13.393	Nicholas A. Anderson County Attorney
Personnel data-general	Administer employment, including employee performance evaluations, personnel information, and correspondence; data on dependents	Private Access granted only to individuals within the office whose work assignments require access.	M.S. 13.43, Subd. 4	Nicholas A. Anderson County Attorney

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Juvenile files	Includes pleadings, police reports, citations, petitions, memos, correspondence, briefs, transcripts, family service reports and information, evaluations, test results, treatment records, therapist's reports, medical records, child protection intake or screening notes, Guardian ad Litem reports, victim statements, addresses and phone numbers, court services reports, and reports issued by sexual predator programs.	Confidential (while pending) Private Access granted only to individuals within the office whose work assignments require access.	M.S. 260B.163 M.S. 260B.171 M.S. 260C.171 M.S. 13082 M.S. 13.821 M.S. 13.84 M.S. 626.556	Nicholas A. Anderson County Attorney
Civil Litigation files	Civil investigation litigation involving county, including pleadings, briefs, research, correspondence, attorney work product.	Private Confidential Access granted only to individuals within the office whose work assignments require access.	M.S. 13.393 M.S. 13.39	Nicholas A. Anderson County Attorney
Firearms permit litigation	Civil investigation litigation regarding firearm permits issued, refused or revoked by the Sheriff, including pleadings, briefs, research, and correspondence.	Private Confidential Access granted only to individuals within the office whose work assignments require access.	M.S. 624.714, Subd. 12 M.S. 13.393 M.S. 13.39	Nicholas A. Anderson County Attorney
Opinion files	Legal opinions prepared by County Attorney's Office, including correspondence and research Attorney/client legal opinions.	Confidential (while pending), Private Access granted only to individuals within the office whose work assignments require access.	M.S. 13.393 M.S. 13.39	Nicholas A. Anderson County Attorney

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Paternity and child support action	Representing public authority for services of child support enforcement, medical support, parentage determination, including all pleadings, memos, correspondence and transcripts.	Private Confidential Access granted only to individuals within the office whose work assignments require access.	M.S. 13.393 M.S. 13.46, Subd. 2 M.S. 518.255	Nicholas A. Anderson County Attorney
Probate Matters and files	Developmental disabled, adult protection, need of conservatorship or guardianship, and restoration to capacity.	Private Confidential Access granted only to individuals within the office whose work assignments require access.	M.S. 13.393 M.S. 13.46, Subd. 2 M.S. 626.557, Subd. 12b	Nicholas A. Anderson County Attorney
Research files	Research on miscellaneous topics affecting the county for which no formal answer/opinion is needed, attorney work product.	Private Confidential Access granted only to individuals within the office whose work assignments require access.	M.S. 13.393 M.S. 13.39	Nicholas A. Anderson County Attorney
Human Services appeals	Licensing, including day care license, etc., including all pleadings, memos, correspondence, transcripts and attorney work product.	Confidential (while pending), Private Access granted only to individuals within the office whose work assignments require access.	M.S. 13.393 M.S. 13.41 M.S. 13.46, Subd. 2	Nicholas A. Anderson County Attorney