

DATA INVENTORY

(July 31, 2023)

This inventory identifies the Responsible Authority for the Minnesota Department of Employment and Economic Development (“DEED”) and describes DEED’s private and confidential data categories and classifications. *See* Minn. Stat. §§ 13.025, 13.05; Minn. R. 1205.1200. All other data is presumed to be public unless the law states otherwise.

DEED’s Responsible Authority is:

Matt Varilek, Commissioner

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St. Paul, MN 55101

For questions about this inventory, please contact DEED’s Data Practices Compliance Official:

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Data Maintained by DEED

Type/Category of Data	Description	Data Classification*	MN Statute	Employee Work Access
Attorney Data	Data related to attorney work product or protected by attorney-client privilege	Private	Minn. Stat. § 13.393	Certain employees on an as-needed basis as part of specific work assignments
Business Data	Specific data collected from a business requesting financial assistance and other data otherwise provided by a business, including but not limited to credit reports, financial statements, net worth calculation, business plan income & expense projections, balance sheets, customer lists, income tax returns, design, market, & feasibility studies not paid for with private funds; award data; financial information, including credit reports, financial	Private	Minn. Stat. § 13.37; Minn. Stat. § 13.48; Minn. Stat. § 13.591; Minn. Stat. § 446A.04	Certain employees on an as-needed basis as part of specific work assignments

	statements & net worth calculations			
Civil Investigative Data	Data that are collected in order to start or defend a pending civil legal action or because a civil legal action is anticipated	Confidential	Minn. Stat. § 13.39	Certain employees on an as-needed basis as part of specific work assignments
Computer Use and Access Data	Data that a government computer electronically places on a government computer to track the creation, collection, and/or maintenance of electronic access data or a user's use of "cookies"	Private	Minn. Stat. § 13.15	Certain employees on an as-needed basis as part of specific work assignments
Continuity of Operations Data	Personal home contact information used to ensure that an employee can be reached in the event of an emergency or other disruption affecting continuity of operation of a government entity	Private	Minn. Stat. § 13.43	Certain employees on an as-needed basis as part of specific work assignments
Correspondence	Letters and electronic communications	Private; Confidential	Various	Certain employees on an as-needed basis as part of specific work assignments
Data Regarding Contracts and Grants	Contracts for professional technical services and acquisitions, local and federal grant applications, awards and contracts, interagency/joint powers agreements, and other related agreements, records, and documents	Private	Minn. Stat. § 13.37 Minn. Stat. § 13.05 Minn. Stat. § 13.35 Minn. Stat. § 13.43 Minn. Stat. § 13.599	Certain employees on an as-needed basis as part of specific work assignments
Data Regarding Data Requests	Data collected, created, received, maintained, or disseminated by DEED in response to requests for data	Private; Confidential	Various	Certain employees on an as-needed basis as part of specific work assignments
Elected and Appointed Officials Data	Data pertaining to the finances and application for elected and/or appointed officials	Private	Minn. Stat. § 13.601	Certain employees on an as-needed basis as part of specific work assignments
Personnel Data	Certain data on current & former employees, applicants, volunteers, & contractors	Private	Minn. Stat. § 13.43	Certain employees on an as-needed basis as part of specific work assignments

Employment & Training (E&T) Data	Data on individuals collected, maintained, used, or disseminated because an individual applies for, is currently enrolled in, or has been enrolled in E&T programs funded with federal, state, or local resources	Private	Minn. Stat. § 13.47; Minn. Stat. § 13.598; Minn. Stat. § 116J.401	Certain employees on an as-needed basis as part of specific work assignments
Internal Audit Data	Data created, collected, and maintained for the purpose of performing audits and/or relating to an audit or investigation; working documents gather or generated until the final report is published or audit becomes inactive	Private; Confidential	Minn. Stat. § 13.392	Certain employees on an as-needed basis as part of specific work assignments
Labor Relations Information Data	Data that has not been presented during the collective bargaining process or interest arbitration, including information collected or create to prepare the management position; data including any meet and confer data related to meetings with the local union	Private; Confidential	Minn. Stat. § 13.37	Certain employees on an as-needed basis as part of specific work assignments
Rehabilitation Data general data	Data collected/maintained on individuals applying for or receiving vocational rehabilitation services	Private	Minn. Stat. § 13.791; Minn. Stat. § 268A.05	Certain employees on an as-needed basis as part of specific work assignments
Rehabilitation Data harmful data	Medical, psychological, or rehabilitation data determined to be harmful to the individual	Confidential	Minn. Stat. § 13.791	Certain employees on an as-needed basis as part of specific work assignments
Rehabilitation Data vendor data	Certain data on blind vendors	Private	Minn. Stat. § 13.791	Certain employees on an as-needed basis as part of specific work assignments
Security Information Data	Data that would substantially jeopardize the security of information, possessions, individuals, or property against theft, tampering, improper use, attempted escape, illegal disclosure, trespass, or physical injury, if the data were released to the public	Private	Minn. Stat. § 13.37	Certain employees on an as-needed basis as part of specific work assignments

Social Security numbers	Social Security numbers (SSN) assigned to individuals	Private	Minn. Stat. § 13.355	Certain employees on an as-needed basis as part of specific work assignments
Unemployment Insurance (UI) Appeals Data	Any evidence or testimony used in an appeal	Private	Minn. Stat. § 268.105	Certain employees on an as-needed basis as part of specific work assignments
UI Employer & Applicant Data	Data provided by individual applicants and MN employers to determine an applicant's entitlement to unemployment benefits	Private	Minn. Stat. § 268.19	Certain employees on an as-needed basis as part of specific work assignments
UI Wage Detail Data	Data provided by MN employers including but is not limited to applicant name; SSN; total wages paid to the employee, and total number of paid hours worked	Private	Minn. Stat. § 268.044	Certain employees on an as-needed basis as part of specific work assignments

* This document is intended to provide the data inventory for private and/or confidential data on individuals. Please note that data contained in the column entitled "Type/Category of Data" may also be subject to other data classifications.