Agenda

8:30 a.m.   Registration
9:00 a.m.   Welcome
9:30 a.m.   Avoid Bad Headlines: Tips to Comply with the Minnesota Government Data Practices Act

Presented by MCIT Staff Counsel for Risk Management

Most of the letters, reports and e-mails public officials collect, create, receive, maintain or disseminate related to the government entity’s operations are data subject to the Minnesota Government Data Practices Act (MGDPA). This session provides an overview of what board members need to understand about the law to facilitate compliance:

• Procedural requirements that the organization must have in place to comply with the law.
• Role of the responsible authority and the data compliance officer.
• Reasons some information is not accessible to board members and employees.
• Penalties for violating the MGDPA.
• How the MGDPA relates to personnel data.

11:00 a.m.   Successfully Navigating Open Meetings

Presented by MCIT Staff Counsel for Risk Management

Conducting county business in the open is the foundation of the Minnesota Open Meeting Law. However, for new commissioners, the reality of doing this may be worrisome, especially for those not used to having their decision making scrutinized and open to all. During this session, presenters:

• Provide an in-depth exploration of the Minnesota Open Meeting Law, highlighting areas of frequent concern and ways to navigate them.
• Discuss techniques for managing risks during public comment periods.
• Explain how the Minnesota Government Data Practices Act intersects with open meetings, particularly relative to personnel data.

The discussion is broken into segments that give participants time to practice applying their knowledge to various scenarios that county commissioners face frequently and to ask questions.

Noon   Lunch

12:45 p.m.   Managing Conflict at Public Meetings: From Disagreement to Done

Presented by Dave Bartholomay, Program Coordinator, Office of Collaboration & Dispute Resolution

Angry constituents? Hot topics like buffer strips and police-community relations? Fellow board members who feel passionately about issues? Learn what to do when emotions run high and positions are deeply held. Compromise isn’t the only option. In this session, you will learn how to de-escalate difficult situations and move from conflict to effective solutions to challenging public issues. Participants will practice identifying what other people need to move forward – and the strategies to make it happen.

2:45 p.m.   Closing Remarks
3:00 p.m.   Adjourn