Micki Otto
Property Tax & Election Manager
509 W 5th St
Red Wing, MN 55066
651-385-3038

TO:	County Board of Commissioners
FROM:	Micki Otto, Property Tax & Election Manager
SUBJECT:	Renew Identified Official with Authority (IOwA)
DATE:	May 26, 2026

Discussion:

In 2024 the Minnesota Department of Education (MDE) created a new submission process through a new reporting portal called the County Auditor Reporting Data Submissions (CARDS). The CARDS project is a web-based automated data reporting tool that county auditors use to deliver data to MDE for use by School Finance in a variety of reporting and calculation functions.

In order to ensure authorized users are submitting data on behalf of the Counties, each County Auditor or designated staff creates an account within MDE's security system. The Minnesota Department of Education (MDE) can assign an Identified Official with Authority (IOwA), only the IOwA can assign user access, and only authorized users can access secure applications/reports. A resolution must be completed and submitted to MDE annually, as well as any time there is a change in the assignment of the Identified Official with Authority. Micki O'Keefe has been designated as Goodhue County's IOwA for the past year.

Recommendation:

Staff recommends that the County Board redesignate Micki Otto as an Identified Official with Authority as she is the one who submits these reports to the Minnesota Department of Education.

BOARD OF COUNTY COMMISSIONERS
GOODHUE COUNTY, MINNESOTA

Date: 2 June 2026

RESOLUTION ESTABLISHING GOODHUE COUNTY IOWA

Education Identity and Access Management Board Resolution

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local educational agency that uses the Education Identity and Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local educational agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOwA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties.

Your school board or equivalent governing board must designate an IOwA to authorize user access to State of Minnesota Education secure websites for your organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

It is strongly recommended that only one person at the local educational agency or organization (the superintendent or exec. director) is designated as the IOwA. The IOwA will grant the IOwA Proxy role(s).

Designation of the Identified Official with Authority for Education Identity and Access Management

Organization Name: Goodhue County
6-Digit or 9-Digit Organization Number (e.g. 1234-01 or 1234-01-000): 0025-91
Superintendent or Exec. Director Name: Scott Arneson
Will act as the IOwA? _____ Yes X No
If no, identify below the individual who will act as the IOwA for your organization.

The Superintendent or Exec. Director recommends the Board authorize the below named individual(s) to act as the Identified Official with Authority (IOwA) for this organization:

Print Name: Micki Otto
Title: Property Tax & Election Manager
Board Member Signature:
Name: _____
Date: _____

State of Minnesota
County of Goodhue

Anderson	Yes____	No____
Betcher	Yes____	No____
Flanders	Yes____	No____
Greseth	Yes____	No____
Majerus	Yes____	No____

I, Scott Arneson, duly appointed, qualified and County Administrator of the County of Goodhue, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution with the original minutes of the proceedings of the Board of County commissioners, Goodhue County, Minnesota at their session held on the 2nd day of June, 2026, no on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at Red Wing, Minnesota, this 2nd day of June, 2026.

_____
Scott Arneson
County Administrator