



Board of County Commissioners Agenda Request

6A
Agenda Item #

Requested Meeting Date: May 28, 2024

Title of Item: EDIAM IOwA Authorization

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <div style="text-align: right; font-size: small;"><i>*provide copy of hearing notice that was published</i></div> <div style="display: flex; justify-content: flex-end;"><input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*</div>	
Submitted by: Kathleen Ryan		Department: Auditor
Presenter (Name and Title): Kathleen Ryan, CFO		Estimated Time Needed: 5 Minutes
Summary of Issue: The Minnesota Department of Education (MDE) will be modernizing several of the County Auditor submissions through a new reporting portal called the County Auditor Reporting Data Submissions (CARDS). The CARDS project will produce a web-based automated data reporting tool that county auditors will 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 will have to create an account within MDE's security system: Education Identity and Access Management (EDIAM). 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.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt the attached resolution and authorize Board Chair to sign the Education and Access Management Board Resolution form.		
Financial Impact: <div style="display: flex; justify-content: space-between;"><div><i>Is there a cost associated with this request?</i> <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i></div><div style="display: flex; align-items: center;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div><div style="display: flex; align-items: center;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div><div><i>Please Explain:</i></div></div>		

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED May 28, 2024

By Commissioner: xxx

20240528-XXX

Education Identity and Access Management Board Resolution
Designating Identified Official with Authority (IOwA)

WHEREAS, 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 agency that uses the Education Identity and Access Management (EDIAM) system, and

WHEREAS, The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local 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, and

WHEREAS, 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.

NOW THEREFORE, BE IT RESOLVED, that the Aitkin County Board of Commissioners authorizes Kathleen Ryan, Chief Deputy Auditor (CFO) to serve as the IOwA for Aitkin County.

Commissioner xxx moved for adoption of the resolution and it was declared adopted upon the following vote

xxx MEMBERS PRESENT

All Members Voting xxx

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 28th day of May, 2024 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 28th day of May, 2024

Jessica Seibert
County Administrator

Instructions for Districts and Schools: Copy the form below onto your district or school letterhead, complete the information requested in the six spaces shown, then scan and email the completed form to:
useraccess.mde@state.mn.us.

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: _____ Aitkin County _____

6-Digit or 9-Digit Organization Number (e.g. 1234-01 or 1234-01-000): _____ 0001-91 _____

Superintendent or Exec. Director Name: _____ Jessica Seibert, County Administrator _____

Will act as the IOwA? _____ Yes ☒ 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: _____ Kathleen Ryan _____

Title: _____ Chief Deputy Auditor _____

Board Member Signature:

Name: _____

Date: _____

Once the EDIAM Board Resolution is completed, scan and email it to: useraccess.mde@state.mn.us