



KEITH ELLISON
ATTORNEY GENERAL

STATE OF MINNESOTA

OFFICE OF THE ATTORNEY GENERAL

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April 2, 2019

Matthew D. Hardin
Executive Director
Energy Policy Advocates
324 Logtrac Rd.
Stanardsville, VA 22973

Dear. Mr. Hardin:

I thank you for your correspondence received on April 2, 2019 requesting a copy of the Office Record Retention policy and any invoices received by this Office from any entity including in its name "Wickr" or "Wickr Inc."

I enclose a copy of the record retention policy. The Office has no records responsive to your request for invoices from any entity including Wickr or Wickr Inc. in its name.

Please note this response only covers data in the possession of this Office and not that of any other state agency or office. For your information the Minnesota Management and Budget Department operates TransparencyMN, which is a single site that is supposed to provide access to information about how tax dollars are being spent to support state government programs including State agencies' budgets and payments. The following is a link to that site <https://mn.gov/mmb/transparency-mn/>.

Sincerely,

A handwritten signature in blue ink that reads "Christie B. Eller".

CHRISTIE B. ELLER
Deputy Attorney General

(651) 757-1440 (Voice)
(651) 297-1235 (Fax)
christie.eller@ag.state.mn.us

Enclosure

1. Schedule Number 014-056	Date 1/31/14	2. New X Revision of 013-118, Items 10, 12, 32, 33	MINNESOTA RECORDS RETENTION SCHEDULE
3. Agency Attorney General	4. Division/Section See Below	6. Page 1 of 7	
5. Address 102 State Capitol, 75 Dr. Martin Luther King, Jr. Blvd., St. Paul, MN 55155-1002		See attached page(s) for records description	
7. For Use By Records Panel Only			
AUTHORIZATION: Under the authority of M.S. 138.17, it is hereby ordered that the records listed on this application be disposed per approved schedule.		Notice: This retention schedule has been reviewed by the State Records Disposition Panel in accordance with Minnesota Statutes 138.17. The records listed on this schedule have been reviewed for their historical, fiscal, and legal value.	
8. Agency Records Management Officer (signature)	Date 3/6/2014	11. Minnesota Historical Society, Director Charles L. Rodgers	Date 1/31/2014
9. Type Name / Phone June Walsh 651-757-1199	12. Legislative or State Auditor Scott Tjomsland	13. Attorney General Patricia Nolte	Date 2/5/2014
10. Agency Head or Designee (signature) Elizabeth McAtee, Director of Legal Operations	Date 3/6/2014	651-296-2351	Date 3/6/2014

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4. Division/Section: (List noted from above)	14. Item No.	15. Record Series Title and Description	16. Retention Instructions	17. Statute	18. Vital? (Yes/no)	19. Archival "A" or Destroy "D"
ALL	1	Administrative Law Proceedings	2 years AGO; E-filed records no need to retain; e-filed thru PUC e-filing no need to retain.	Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3, 13.41, subd. 3, 13.65, 13.43	No	A
ALL	2	Complaints: Alleged violations of laws, rules	2 years AGO	Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3, 13.41, subd. 3, 13.65, 13.43	No	D
ALL	3	Committees: Interagency/Task Force	1 year AGO	Minn. Stat. 13.393, 13.39, subd. 3	No	D
ALL	4	Correspondence: Client Memoranda	2 years AGO	Minn. Stat. 13.393	No	D
ALL	5	Correspondence: Citizen Assistance	1 year AGO	Minn. Stat. 13.601, subd. 2	No	D
ALL	6	Correspondence: Other Memoranda	1 year AGO	Minn. Stat. 13.03, subd. 1	No	D
ALL	7	Email documents determined to be records of official transactions will be printed out and preserved in accordance with the Office's retention schedule	Per relevant retention item number			
ALL	8	Employment: Hiring for Unclassified Positions (Unsuccessful Applicants)	1 year AGO	Minn. Stat. 13.43	No	D
ALL	9	Employment: Personnel File on Former Employees or according to MMB retention schedule	6 years AGO or according to MMB retention schedule	Minn. Stat. 13.43	No	D
ALL	10	Financial Records (Including Timekeeping/Billing)	Until state/federal audit or according to MMB retention schedule whichever occurs first	Minn. Stat. 13.43	No	D
ALL	11	Investigative Activity	2 years AGO; 4 years off-site	Minn. Stat. 13.393; 13.03; subds. 4(a) and 4(c); 13.39, subd. 3; 13.41, subd. 3, 13.65; 13.43	No	D

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ALL	12	Legislation: Proposed Changes to Minnesota Laws	1 year AGO	Minn. Stat. 13.393; 13.39, 13.43; 13.65	No	D
ALL	13	Litigation	2 years AGO, 4 years off-site **To extent documents are filed there is no need to retain this long**	Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c), 13.39, subd. 3, 13.43; 13.65	No	A
ALL	14	Operation of Office	1 year AGO	Minn. Stat. 13.393; 13.39, 13.43; 13.65	No	D
ALL	15	Rulemaking Proceedings	1 year AGO	Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c), 13.39, subd. 3, 13.41, subd.3, 13.65	No	A
ALL	16	CLE Requirements Records	3 years AGO	Minn. Stat. 13.03, subd. 1, 13.39; 13.43, 13.65	No	D
Charities/ Consumer Services/Civil Enforcement	17	Charitable Organizations Annual Report and Financial Statements Annual Reports; IRS Tax Form 990	3 years AGO, 3 years off-site	Minn. Stat. 309.54	No	A
Charities/ Consumer/ Civil Enforcement	18	Withdrawn Charitable Organizations, Dissolved or Out-of-business Organizations	3 years AGO	Minn. Stat. 309.54	No	D
Charities/ Consumer/ Civil Enforcement	19	Professional Fundraiser Registration files; Registration Statements, Contracts with Charitable Organizations, Solicitation Notices, Campaign Financial Reports and Correspondence	4 years AGO	Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c), 13.39, subd. 3, 13.41, subd. 3, 13.65; 309.54	No	D
Charities/ Consumer/ Civil Enforcement	20	Charitable Trust Proceedings and Monitor Files	5 years AGO	Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c), 13.39, subd. 3, 13.41, subd. 3, 13.65; 309.54	No	D
Charities/ Consumer/ Civil Enforcement	21	Probate Proceedings, Notice and Monitor Files	3 years AGO	Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c), 13.39, subd. 3, 13.41, subd. 3, 13.65; 309.54	No	No

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Civil Enforcement and Consumer Services (Residential Utilities)	22	ALP Rate Hearings & Comments	6 years		Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3, 13.41, subd. 3, 13.65	No	No
Public Finance/ Opinions and Small Boards	23	AG Opinions (Hard Copies) Chronological	Permanent		Minn. Stat. 13.03, subd. 1	No	Permanent
Public Finance/ Opinions and Small Boards	24	AG Opinions (Microfilm) By Subject	Permanent		Minn. Stat. 13.03, subd. 1	No	Permanent
Public Finance/ Opinions and Small Boards	25	Data Privacy: Temporary Classification of Govt Data by Dept of Administration	2 years		Minn. Stat. 13.03, subd. 1, 13.39; 13.43, 13.65	No	D
Public Finance/ Opinions and Small Boards	26	Bond Transcripts: Bond and Note Transcripts	2 years - Retain for life of bond or note, or return to client agency		Minn. Stat. 13.03, subd. 1; 13.39, 13.43, 13.65	No	A
Public Safety	27	Litigation: Public Safety Laws	2 years AGO, 5 years off-site		Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3, 13.41, subd. 3; 13.65; 13.43	No	A
Public Safety	28	Litigation: Expungement (Private)	2 years AGO, 4 years off-site		Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3, 13.41, subd. 3; 13.65; 13.43	No	D
Transportation	29	Condemnations for State	1 year AGO		Minn. Stat. 13.30; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3; 13.41, subd. 3, 13.65; 13.43	No	D
Transportation	30	County Ditch and Watershed District Files: Alteration of for Highway Construction	1 year AGO		Minn. Stat. 13.30; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3; 13.41, subd. 3, 13.65; 13.43	No	D

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Health Law	31	Records containing personal health and medical data	2 years AGO, 4 years off site	Minn. Stat. 13.30; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3; 13.41, subd. 3, 13.65; 13.43	No	D
Antitrust/Consumer	32	Investigative: Possible Violation of Antitrust/Consumer Laws	2 years AGO; 2 years off site	Minn. Stat. 13.393; 13.03; subds. 4(a) and 4(c); 13.39, subd. 3; 13.41, subd. 3, 13.65; 13.43	No	A
Antitrust/Consumer	33	Litigation: Enforcement/Defense of State/Fed Antitrust Laws	2 years AGO, 2 years off site	Minn. Stat. 13.393; 13.03; subds. 4(a) and 4(c); 13.39, subd. 3; 13.41, subd. 3, 13.65; 13.43	No	A
Antitrust/Commerce	34	Monitor Potential Violations of Antitrust/Commerce Laws	2 years AGO	Minn. Stat. 13.30; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3; 13.41, subd. 3, 13.65; 13.43	No	D
Civil Enforcement and Consumer Services (Consumer)	35	Assurance of Discontinuance Primary Files (Agreements, Research, Correspondence and Investigative Reports, Complaints, Reports, Sales Materials)	2 years AGO, 4 years off site	Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3; 13.41, subd. 3, 13.65; 13.43	No	D
Civil Enforcement and Consumer Services (Consumer)	36	Assurance of Discontinuance Secondary Files (Agreements, Research, Correspondence and Investigative Reports, Complaints, Reports, Sales Materials)	2 years AGO; 4 years off site	Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3; 13.41, subd. 3, 13.65; 13.43	No	D
Civil Enforcement and Consumer Services (Consumer)	37	Investigative Primary Files (Including Investigative Reports, Correspondence, Discovery, Witness Interview, etc.) of Possible Violations of Consumer Protection Laws	2 years AGO, 4 years off-site	Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3; 13.41, subd. 3, 13.65; 13.43	No	D
Civil Enforcement and Consumer Services (Consumer)	38	Investigative Supporting Files (Including voluminous complaints, documentary evidence, published reports, sales materials) of possible violations of Consumer Protection Laws.	2 years AGO, 4 years off site	Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3; 13.41, subd. 3, 13.65; 13.43	No	D

Civil Enforcement and Consumer Services (Consumer)	39	Complaints: Consumers Against Businesses	1 year AGO	Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3, 13.41, subd. 3, 13.65; 13.43	No	D
Criminal	40	Narcotics Litigation	2 years AGO; 16 years off site or earlier if subject dies	Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3, 13.41, subd. 3, 13.65; 13.43; 609.115	No	D
Criminal	41	Criminal Litigation: Expungement Private	2 years AGO; 4 years off site (Private)	Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3, 13.41, subd. 3, 13.65; 13.43; 609.115	No	D
Criminal	42	Criminal Homicide Convictions	2 years AGO; 90 years off site (Private) or earlier if subject dies	Minn. Stat. 13.393; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3, 13.41, subd. 3, 13.65; 13.43; 609.115	No	D
EXECUTIVE	43	Legislation: Bill Review	1 year AGO	Minn. Stat. 13.03, subd. 1; 13.39; 13.43; 13.65	No	D
EXECUTIVE	44	Special Attorney Appointments	3 years AGO or while open	Minn. Stat. 13.03, subd. 1; 13.39; 13.43; 13.65	No	D
Environmental Protection and Public Utilities	45	Litigation: Notice and Files Index; Environmental Rights Actions	6 years AGO	Minn. Stat. 13.30; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3; 13.41, subd. 3, 13.65; 13.43	No	A
Human Services	46	Civil Commitment Records (SDP/SPP) and Discharge Records (Supreme Court Appeal Panel)	2 years AGO, 90 years or earlier if subject of data dies	Minn. Stat. 13.30; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3; 13.41, subd. 3, 13.42; 13.43; 13.65	No	D
Human Services	47	ALP: Community Notification Act Hearings	2 years AGO, 8 years off site	Minn. Stat. 13.30; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3; 13.41, subd. 3, 13.65; 13.43	No	D
Public Finance/ Department of Natural Resources	48	Title Opinions Issued by AGO	6 years AGO; 40 years off site	Minn. Stat. 13.30; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3; 13.41, subd. 3, 13.65; 13.43	No	A

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Tort Claims	49	Tort Claims on behalf of minor children	2 years AGO, 18 years off site	Minn. Stat. 13.30; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3; 13.41, subd. 3, 13.65; 13.43	No	D
Tort Claims	50	Contracts: Annuity	Permanent	Minn. Stat. 13.30; 13.03, subds. 4(a) and 4(c); 13.39, subd. 3; 13.41, subd. 3, 13.65; 13.43	No	Permanent