To Whom it May Concern-

You are being contacted because you are a current or requested subscriber to a bulk data extract from the Minnesota Judicial Branch. This communication is intended to inform you about an ongoing discussion regarding data extract policy, and about changes being implemented in the data extract process. The Judicial Council passed the following motion in October 2015:

*A motion was made and seconded to request that the Supreme Court consider an amendment to the Rules of Public Access, Rule 8, subd. 3, to remove the requirement to distribute bulk public data. It was noted that the intent is not to prohibit bulk data disclosure. A discussion ensued on how staff should process commercial data requests until the Supreme Court acts on the Rule amendment request. A suggestion was made and accepted to expand the motion to provide that in the interim the State Court Administrator will continue to provide to commercial customers data extracts that include all of the public identifiers requested. The data extract must include a disclaimer indicating that the records are valid as of a date certain. The requestor is required to verify the data beyond that date and must indemnify the court for failure to verify the data.*

*A second suggestion was made and incorporated into the motion to provide that commercial data requestors must indemnify the court for any misuse of the data.*

In order to implement the directive of the Judicial Council in the interim, the State Court Administrator’s Office (SCAO) has drafted the attached “Bulk Data Verification and Indemnification Agreement.” This agreement must be signed by all data extract customers to receive data, and to maintain subscriptions.

A new data extract delivery process is being developed in accordance with the directive of the Judicial Council. Data extracts will be updated weekly, and made available in a secure location to our customers. The new process provides uniform data extracts to all customers, and current customers will continue to receive all of the data they currently receive.

The new data extracts system will reside on a secure FTP site. Customers will receive login/password information for individual extracts. Data extracts will be updated on Monday mornings, and will contain all data from the close of business on the preceding Thursday, to 1/1/2009. It is the responsibility of customers to download data extract updates. When customers download the updated data extracts they are expected to delete and purge the previously downloaded data extract from their systems. This process is outlined in detail in the attached agreement. Once you sign the agreement and submit it to the contact indicated below along with any required payment of fees, we will move forward to implement your subscription. Customers can choose to receive any of 4 available data extracts. Each data extract has its own subscription cost, based on file size. Please see the attached document *“Extract Fees and Specifications”* for details. Customers can elect to be billed weekly or monthly, and customers will have access to the data extracts as long as their subscription is current.

The timeline for a decision from the Rules Committee and Judicial Council on data extract policy is sometime in late spring 2016. The new data extract process will launch in January 2016. You will be contacted as soon as the new process is available.

If you have any questions, please contact:

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