GOVERNOR
Ventura, Jesse

An Inventory of His Policy Management Department Records

OVERVIEW OF THE RECORDS

Series Title: Policy Management Department records.
Quantity: 12.8 cu. ft. (13 boxes).
Location: See Detailed Description section for box locations.

SCOPE AND CONTENTS OF THE RECORDS

The Policy Management Department was responsible for developing policy initiatives that resulted in the Governor’s October 1999 Big Plan. The Big Plan had four major categories: Healthy, Vital Communities; Self-Sufficient People; Service, Not Systems; and Minnesota-World Competitor. Healthy, Vital Communities included proposals in K-12 and higher education, light rail, housing, telecommunications, energy, smart growth, and improving the competitive position of rural Minnesota. Self-Sufficient People included initiatives in transitioning people from welfare to self-sufficiency, improving the health of all Minnesotans via wise use of the tobacco settlement money, lifelong learning for work and life, and insisting that parents taking parenting seriously. Service, Not Systems included reining in excessive regulation and rulemaking, a single house legislature, a sensible tax system, reforming “Politics as Usual,” and getting the best bang for the taxpayers buck from state agencies. Minnesota-World Competitor included initiatives on trade and economic development, agriculture, developing tomorrow’s workforce, commercialization of new technologies, and Ventura as “The Tourism Governor” promoting Minnesota’s industries and products.

The records are mainly background and working files used by department staff to draft and implement the various initiatives of The Big Plan. Since responsibility for particular initiatives passed from one person to another due to turnover or staff reorganization/reassignment, and since there was some transfer of initiatives between the four major categories, the files have been arranged alphabetically by initiative topic or state agency, rather than by individual or by one of the four major categories. There are not many files for Governor Ventura’s last year of office (2002), but the legislative files contain initiatives for the 2002 legislative session. The most
extensive files deal with K-12 and higher education, health issues, light rail, the tobacco endowment funds, smart growth, tourism, trade and economic development, and the unicameral legislature. Some of the files pre-date the Ventura administration.

INDEX TERMS

This collection is indexed under the following headings in the catalog of the Minnesota Historical Society. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Topics:
  Administrative agencies—Minnesota—Management.
  Administrative agencies—Minnesota—Rules and practice.
  Agriculture—Minnesota.
  Civil service reform—Minnesota.
  Continuing education—Minnesota.
  Economic development—Minnesota.
  Education—Minnesota.
  Education, Higher—Minnesota.
  Employment re-entry—Minnesota.
  Energy—Minnesota.
  Executive departments—Minnesota—Reorganization.
  Government productivity—Minnesota.
  Health—Minnesota.
  Housing—Minnesota.
  Insurance, Unemployment—Minnesota.
  Legislation—Minnesota.
  Legislative bodies—Minnesota.
  Policy sciences—Minnesota.
  Products liability—Tobacco—Minnesota.
  Public welfare—Minnesota.
  Rural development—Minnesota.
  Stadiums—Minnesota.
  Street-railroads—Minnesota.
  Taxation—Minnesota.
  Technology and state—Minnesota.
  Telecommunications—Minnesota.
  Tobacco industry—Minnesota.
  Tourism—Government policy—Minnesota.
  Trade missions.
  Trials (Products liability)—Minnesota.

Places:
  Minnesota—Politics and government—1981-.
Persons:
Ventura, Jesse.

Organizations:
Anoka-Hennepin Technical College (Minn.).
LTV Steel Company.
Minnesota. Dept. of Agriculture.
Minnesota. Dept. of Children, Families and Learning.
Minnesota. Dept. of Health.
Minnesota. Dept. of Natural Resources.
Minnesota. Dept. of Public Safety.
Minnesota. Dept. of Revenue.
Minnesota. Dept. of Tourism.
Minnesota. Dept. of Trade and Economic Development.
Minnesota. Iron Range Resources and Rehabilitation Board.
Minnesota. Secretary of State.
University of Minnesota.

ADMINISTRATIVE INFORMATION

Preferred Citation:
See the Chicago Manual of Style for additional examples.

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Processed by: Rich Arpi, January 2004; Cheri Thies, May 2004
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DETAILED DESCRIPTION OF THE COLLECTION

Note to Researchers: To request materials, please note both the location and box numbers shown below.

Location  Box
Governor Ventura’s vision for the State of Minnesota. Included in the files are briefing books, introductory remarks for each segment, correspondence, and related materials.
Minnesota-World Competitor, October 1999.
Healthy, Vital Communities, 1999.
Self-Sufficient People, 1999.
Proposed outcome indicators and agreements with various state agencies and departments.

Miscellaneous, 1999.

Administration Department:
Reports, 2000.
Concerns Y2K computer date conversion issues.

Agencies underfunded, 1999.
Aging Initiative, 1999. 2 folders.

Agriculture Department:
Farm Fest, August 1999.
Farm proposals, 1999.
Farm relief, 1999.
Legislative session, 1999.
Milk Producers Association, 1999.
Research [soybeans, biodiesel], 1999.
Roseau trip, August 10, 1999.
Strategic plans, 2000.
About American agriculture.
White House phone call on dairy reform talking points,
November 1999.
Boards and commissions.
Attorney General: Election laws concerning replacement of Senator
Wellstone, 2002.
Bar time, 1999.
Board vacancies, January 2002.
Budget: The Big Fix summaries, 2002.
Budget Solution Stakeholder meetings, January 2002.
Cabinet comments, undated.
Cabinet plans/ideas, 1999.
Center for Ombudsman Services, 2001.
Children, Families and Learning Department:
   After-school programs, 2000.
   Capitol loan program, 1997-2000.
Correspondence, 1999-2001.  2 folders.
Education advisors, December 1998.

Location       Box
110.F.8.12F    1
110.F.8.13B    2
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Policy Management Department records.
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Education Study Group – Student achievement K-12, 1999.
Educators of the Year Council, 1999.
Equal Employment Opportunity Commission – School contracts
Graduation rates, April 1999.
Graduation standards, local votes and implementation, 2000.
K-12 education:
  Cabinet plans/ideas, K-12, 1999.
  Correspondence, K-12, 1999.
  Funding reform, 1999.
  Governor’s 2001 K-12 budget.
  Governor’s K-12 budget, Reaction to, 2000.
  Governor’s initiatives, K-12, 1999.
  2000 spending.
  Mandates, 1999.

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Profile of Learning:
  Correspondence, May 1999-2000. 2 folders.
  Politics, 1999.
  Student achievement, 1999.
   A Tax System that Makes Sense for Minnesota: June 22, 2001 Tax Reform & Relief Plan.

   Regarding education at the correctional facility.

Religion and education, undated.
Special education, 40% federal funding, 1999-2001.
State Board of Education appointments, 1999.
Teacher recruitment/training, 1999.

Commerce Department, 1999-2001.
Commerce Department, Commissioner’s correspondence, 2000.

Commercialization of New Discoveries:
   Biomedical Innovation and Commercialization Initiative [BICI], 2001.
   Correspondence, 1999-2000.
   Hybrid poplars, 2000.
   Minnesota high-tech vis-à-vis other states, April 7, 2000.
   Minnesota Investment Network Corporation [Min-Corp], 2000.
   Tech Com [Technology Commercialization], 2000.
   Telecommunications, 1999.
Copeland, Mary Jo, 2002.
Corrections Department, Commissioner’s correspondence, 1999-2000.
Employee Relations Department, Commissioner’s correspondence, 1999.
Entrepreneurship Project:
The Entrepreneurship Project, 2000. 3 folders.
Faith community, 1999.
Film Board, 1999.
Finance Department:
2000 Capital Budget correspondence.
Commissioner’s correspondence, 2000.
Fingerhut Corporation, 2002.
The First Hundred Days, 1999.
Food safety, 2000.
Health Department:
Blue Cross and Blue Shield of Minnesota settlement, 2001.
Clean Indoor Air Act revisions, 2001.
Cover All Kids Coalition, 2001.
Fairness in Health Care Act, 1999.
Fetal alcohol syndrome, 1999.
Health and Housing Alliance, 1999.
Nurses Association request for Governor’s letter, 1997-2000.
Research, general information, 1999.
Senior health, 1999.
Stakeholders, 1999.

Higher Education:

Air quality at welding classes at state technical colleges, 2000.
Budget plans, Fall 1999.
Higher Education Services Office:
   Correspondence and news releases, 1999-2001.
Legislation, Minnesota House and Senate, 1999-2000. 3 folders.
Minnesota private colleges:
  Correspondence and brochures, 1999-2002. 2 folders.
  Prepared by Jenny Wahl.
Reaction to Governor’s higher education budget, 2000-2001.
School information:
  Anoka Hennepin Technical College;
    Budget request, 2000.
    Facility information, 1999.
  Carleton College, 1999.
  Fond du Lac Tribal and Community College, 1999.
  Mesabi Range Community and Technical College Campus
    Utilities Condition Assessment, 1999.
  Metropolitan State University, 1999-2000.
  Minnesota State University-Mankato, 1999.
  St. Cloud State University, 1999-2000.
  St. Olaf College, 1999.
  St. Paul Technical College, undated.
University of Minnesota:
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  General College, 1999.
  MNIDEALS, 1999.
  Minnesota Office of Educational Accountability, 1999.
  University College, 1999.
  Virtual University, 1999.
University of Minnesota Foundation, 1996.
Winona State University, 1997-1999.
Ten Public Policy Issues for Higher Education in 1999 and
2000.
University Center Rochester, 1998.
Miscellaneous, higher education, 1997-2001. 4 folders.

Housing:
- Supportive Housing and Managed Care Pilot Program, 1999,

Human Rights Department, 2000.
Iron Range Resources and Rehabilitation Board [IRRRB]:
- General information, 1999-2001. 4 folders.

Governor’s Web site.

Koch Refinery: Clean fuel, undated.

Labor and Industry Department:
- Budget, 2002.
- Trade Adjustment Assistance Reform Act of 2002.

Legislation:
- Correspondence, 2001-2002. 2 folders.
- Governor’s veto power, 1999.
- Initiative and referendum, 1999.
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Election and ethics issues, 1999.
Presidential Primary, SF No. 1020, 1999.
Secretary of State housekeeping bills, SF 2673/HF 2826, 2000.
Special Elections by Mail, 1999.
State Primary in June, SF No. 60, 1999.
Voting by Internet, 1999.
Line item vetoes, Final, 1999.
Certificates of Veto Returns, 1999-2000.
Special messages between Governor and Legislature, 2001.

Light rail:


LTV Steel Company:
- Leads generated from *Tonight Show* appearance [Jay Leno], 2000.

Mental Health and Mental Retardation Ombudsman, 1999.
Reorganization Order, No. 184, 2002.
- Transfer of powers and duties relating to the Crime Oversight Act from the Commissioner of Public Safety to the Ombudsman for Mental Health and Mental Retardation.
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Metropolitan Airports Commission, 2002.
Metropolitan Council, 1999.
Minnesota River travel information, 2000.
Minority Business Development: Governor’s Working Group:
  Correspondence, 2000-2001.  3 folders.
Miscellaneous, 1999-2002. 4 folders.
National Governors’ Association, St. Louis [Missouri], 1999.
Natural Resources Department:
  Game and Fish Fund, 1999.
Lazarus Creek Floodwater Control Project, January 2000.
License fees, 1999.
Mississippi Whitewater Park Development Corporation, 1999.
Wetland simplification, 1999.
Nuclear waste storage, 1999.
Ombudsman for Corrections, 1999.

Policy Management Division:
- Big Plan review, etc., 2002.

Public Safety Department:
- Auto theft, 2002.
- Disaster assistance, 1999-2002. 2 folders.
- The Presidential Disaster Declaration Process, undated.


Reform Effort Executive Summary, undated.

Revenue Department:
- Commissioner’s correspondence, 1999.
- Legislative session, 1999.
- Revenue forecast, February 26, 1999.
- Sales tax rebate proposal, January 14, 1999.
- Sales tax rebate, 1999-2000. 2 folders.
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                Annual reports on obsolete, unnecessary or duplicate rules,
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                Report of Agency Rules, Department of Corrections and
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                August 1, 2001.
                Rural entrepreneurship, 1999.
                Rural Summit, 2000. 3 folders.
                Secretary of State:
                Adopted Permanent Rules relating to Elections, August 2000.
                Alan Weinblatt’s comments on proposed Secretary of State’s
                Attorney; filed on behalf of the Minnesota Democratic
                Farmer-Labor Party and its caucuses in the House and
                Senate.
                Voter Registration Rules: Report of the Administrative Law
                Judge, August 11, 2000.
                Smart Growth:
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                Metro greenways, 1999.
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                Transportation’s role, 1999.
                Wastewater infrastructure, 1999.
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Stadium, City of Minneapolis position, 1997-1999.
Stillwater bridge, 1999.
Talking points, undated, 1999-2002. 5 folders.
Talking points on various issues prepared by the Policy Development Department for Governor Ventura.
Copies of testimony by Governor Ventura on such topics as milk pricing, international trade, the steel industry, a unicameral legislature, and trade with China.
Tobacco endowments:
Correspondence, 1999-2000.
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Synar [Amendment] and Health/Human Services, 1999-2000.
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Tourism:
Cabinet plans/ideas, 1999.
Chicago tourism event, May 2000.
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Duluth trip, August 12, 1999.
Duluth [Jeno Paulucci], 2000.
Minnesota Tourism Conference, undated.
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United States Trade Representative and Mexico, 2000.

University of Minnesota Economic Summit, 2000. 2 folders.


Veterans Affairs Department, Commissioner’s correspondence, 1999-2000.


Water and Soil Resources Board:
- Correspondence, 1998-1999.

Water management organizations [WMOs], 1999.


Workforce Development:
What is Inventory management? Inventory management accounting. What is Inventory management? Objective of inventory management. What is ABC analysis? Advantages ABC Analysis and Disadvantages ABC Analysis. To maintain systematic record of inventory, management needs different information regarding inventory for planning and decision-making. A systematic recodes of inventory helps provides such information to the management. It also assists to evaluate the current inventory management policy. The stock should not exceed its quantity. The purpose of fixing this quantity is to avoid overstocking. Overstocking unnecessarily blocks working capital, which can be utilized in some profitable activities. Inventory management is the process of ordering, storing, and using a company’s inventory: raw materials, components, and finished products. Besides his extensive derivative trading expertise, Adam is an expert in economics and behavioral finance. Adam received his master’s in economics from The New School for Social Research and his Ph.D. from the University of Wisconsin-Madison in sociology. He is a CFA charterholder as well as holding FINRA Series 7 & 63 licenses. He currently researches and teaches at the Hebrew University in Jerusalem. A record inventory is the foundation of sound records management, and is often the first step in establishing a records management program. No matter how you organize your records, an inventory can provide an overview that will help you manage these records in the future. During an inventory, you will locate, identify, and describe all records series held by your local government or state agency, whether the records are in electronic, paper, micrographic, or any other format. At the end of an inventory, you will have a good idea of the type and quantity of records created and maintained by you. Definition: Inventory management is an approach for keeping track of the flow of inventory. It starts right from the procurement of goods and its warehousing and continues to the outflow of the raw material or stock to reach the manufacturing units or to the market, respectively. The process can be carried out manually or by using an automated system. This improvement should be incorporated as an inventory management policy to deal with the changes in demand and add value to customer experience. Importance of Inventory Management. The evolving technology and changing consumer preference have significantly brought forward the need for a robust inventory management system. Start studying Records Management. Learn vocabulary, terms, and more with flashcards, games, and other study tools. A record inventory is a complete listing of records by record series together with necessary descriptions and supporting information. Record series common to most offices fall under what retention schedule? general schedule. Department heads will work with their respective Records Management Coordinator, legal advisors, the municipal clerk, the person responsible for information technology, and other senior management to identify essential records. What is a good source of identifying essential records? records retention schedules.
Records management policy and practice will seek to include the requirements of relevant national and international records management standards and codes of practice including the Lord Chancellor’s Code of Practice on the management of records under section 46 of the Freedom of Information Act 2000. In order to benefit from best practice within the Higher Education Institution community, the University will cooperate with the Joint Information Systems Committee (JISC) and other HEI sector bodies.

Relevant Legislation. The University will seek to ensure that its records management policies... A Records Manager is someone who is responsible for records management in an organization. Section 4 of the ISO 15489-1:2001 states that records management includes:

- setting policies and standards
- executing a retention policy on the disposal of records which are no longer required for operational reasons; according to organizational policies, statutory requirements, and other regulations this may involve either their destruction or permanent preservation in an archive.

Records management principles and automated records management systems aid in the capture, classification, and ongoing management of records throughout their lifecycle. An inventory of the records disposed of should be maintained, including certification that they have been destroyed. Inventory Control: what it is, what manager should know to develop the appropriate inventory control strategy in order to fulfill customer orders at low logistics costs. Inventory (stock) materials in a supply chain or in a segment of a supply chain, expressed in quantities, locations and/or values, not used at present, but kept for the future use, consumption or sale (Krzyś/aniak, 2009). Widely adopted stock classification is as follows: Materials stock (raw materials, components).