

State Board of Finance Minutes

Tuesday, August 18, 2015
2:00 p.m.

Secretary of State's Conference Room
Capitol Building

Board members present: Tony Venhuizen, Office of the Governor; Teresa Bray, Office of the Secretary of State; Charlie McGuigan, Office of the Attorney General; Jason Lutz, Office of the State Auditor, Rich Sattgast, State Treasurer; Ryan Brunner, Commissioner of School & Public Lands; and Ron Wire, Bureau of Finance and Management. Also in attendance were Dennis Keith, Office of the State Auditor; Angela Lemieux, Department of Public Safety; and Bob Mercer, Newspapers.

Call to order: Tony Venhuizen called the meeting to order at 2:00 pm.

Agenda: Ron Wire moved and Ryan Brunner seconded to accept the agenda as presented. A voice vote was taken. Motion carried.

Minutes: Rich Sattgast moved and Ryan Brunner seconded to approve the minutes from the meeting on July 21, 2015. A voice vote was taken. Motion carried.

State Transfers: There were no state transfers submitted for this meeting.

Professional Recruitment: Ryan Brunner moved and Jason Lutz seconded to approve the following professional recruitments. A roll call vote was taken and the motion carried unanimously.

- Dakota State University
 - Jose-Marie Griffiths
 - Steve Kissel
 - Walter Iriarte
- Northern State University
 - Sarah Botkin
- South Dakota School of Mines & Technology
 - Justin B. Udy
 - Keith Whitaker
- South Dakota State University
 - Kristen Beer
 - Keven J. Benham
 - Michele R. Dudash
 - David Ellis
 - Taylor Geppert
 - Eric Hanenberger
 - Jana Hanson
 - Sarah Hernandez
 - Billie Kingfisher
 - Jani Kovach
 - Alan Joshua Leffler
 - Tristin Lehmann
 - Margaret Miller
 - Juan Diego Ramirez-Valdez
 - Kirsten Schroeder
 - Kasren Senaga
 - Tong Wang
 - Peter Troy White
 - Weiwei Zhang

NOTE: *This meeting is being held in a physically accessible place. Individuals needing assistance, pursuant to the Americans with Disabilities Act, should contact the Secretary of State's Office at (605) 773.3537 in advance of the meeting to make any necessary arrangements.*

- University of South Dakota
 - Brett Barnett
 - Chase Christiansen
 - Emanuele Marconi
 - Lisa Ann Robertsen
 - Connor Singhisen
 - Christopher Tingley
- Department of Agriculture
 - Jody Heemstra
- Department of Game, Fish and Parks
 - Jason Baumann
 - Becky Graff
- Department of Health
 - Timothy Southern

*Reimbursement amount is calculated based on annual salary amount submitted with the above requests.

State Hosting Reimbursement Request – SDCL 3-9-2.1: Ryan Brunner moved and Rich Sattgast seconded to approve the following state hosting reimbursement requests. A roll call vote was taken and the motion carried unanimously.

- Governor’s Office of Economic Development
 - Mel Ustad
 - Alissa Vanmeeteren

Home Station Per Diem Reimbursement Request – SDCL 3-9-2.2: Ryan Brunner moved and Rich Sattgast seconded to approve the following home station reimbursement request. A roll call vote was taken and the motion carried unanimously.

- Department of Public Safety
 - Combined request for the Sturgis Rally operations

Regarding the home station reimbursement request submitted by the Governor’s Office of Economic Development for Eric Fosheim, it was determined that this should have been submitted as a state hosting reimbursement request. The filing is to be returned to the submitter and resubmitted on the correct form for consideration at the next month’s meeting.

Discussion Items: The following items were listed as individual discussion items on the agenda. Tony Venhuizen requested that in the future these items should be listed under “Action Items.”

A letter dated August 14, 2015, was received from the South Dakota Retirement System requesting permission to submit one home station reimbursement request for the SDRS staff, SDRS board members, Retirement Laws Committee members, Legislative Research Council staff, and consultants at their meeting on September 2, 2015. The consensus was that this would be a submission after the fact and could be submitted the same way that the Department of Public Safety had submitted their request this month. It was requested that a letter be sent to SDRS along with a copy of the DPS request as an example for how the request should be submitted.

A letter dated August 14, 2015, was received from the Department of Corrections requesting approval of lodging expenses for Tammie Brodkorb which were over the state rate. A review of the information determined that prior authorization was not received. Since the expense had occurred (receipts were attached), it was decided that action on the request could be taken. Ron Wire moved and Rich Sattgast seconded to approve the reimbursement request. A roll call vote was taken and the motion carried unanimously. It was requested that the Secretary of

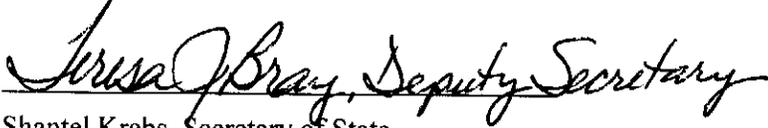
State and State Auditor formulate a letter to the Department of Corrections that the requirement for prior approval of requests over the state rate must be obtained in order for future reimbursements to be made.

A letter dated July 29, 2015, was received from the Department of Health requesting approval of lodging expenses for Marty Link which were over the state rate. Review of the information determined that extenuating circumstance did exist, which precluded prior approval from being obtained. Jason Lutz moved and Ron Wire seconded to approve the request. A roll call vote was taken and the motion carried unanimously.

A letter dated August 3, 2015, was received from the Department of Health requesting prior approval for lodging expenses over the state rate for the staff and board members of the SD Pharmacists Association for their meeting in Deadwood from September 17-19, 2015. Ryan Brunner moved and Charlie McGuigan seconded to approve this request. A roll call vote was taken and the motion carried unanimously.

The last agenda item was a discussion regarding the new format for the agenda and minutes. It was felt that the new format was fine, as long as the detailed backup was provided.

Adjournment: Ron Wire moved and Jason Lutz seconded to adjourn the meeting. The meeting was adjourned at 2:16 p.m.

A handwritten signature in cursive script, reading "Shantel Krebs, Secretary of State". The signature is written in black ink and is positioned above the printed name.

Shantel Krebs, Secretary of State