

# State Board of Finance Minutes

Tuesday, February 16, 2016  
2:00 p.m.

Governor's Small Conference Room  
Capitol Building

**Board members present:** Tony Venhuizen, Office of the Governor; Teresa Bray, Office of the Secretary of State; Ann Holzhauser, Office of the Attorney General; Steve Barnett, State Auditor; Marianne Gabriel, Office of the State Treasurer; Ryan Brunner, Commissioner of School & Public Lands; Leah Svendsen, Bureau of Administration, and Jason Dilges, Commissioner of Bureau of Finance and Management. Also present were Jan Talley and Kellie Beck from the Department of Transportation, and Jason Lutz from the Office of the State Auditor.

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

**Agenda:** Teresa Bray moved that the agenda be amended to add the State Hosting Reimbursement request for Austin Kaus from the Department of Tourism. Steve Barnett seconded to accept the agenda as amended. A voice vote was taken. Motion carried.

**Minutes:** Ryan Brunner moved and Marianne Gabriel seconded to approve the minutes from the meeting on January 19, 2016. A voice vote was taken. Motion carried.

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

- South Dakota State University
  - Ryan Hoffman
  - Wookjae Heo
  - Xi Lu
  - Hillary Rossow
- University of South Dakota
  - Arun Kumer Soma
  - Ryan Nowack
  - Lisa McFadden
  - Kristoffer Jorgensen

A discussion was held regarding electronic signatures. It was determined that as the administrative rules are currently written original signatures are required. A separate motion was made by Ryan Brunner and seconded by Leah Svendsen to approve the following two professional recruitment requests contingent upon original signatures being submitted to the State Auditor. A roll call vote was taken and the motion carried unanimously.

- Department of Game Fish and Parks
  - Ryan Theodore Andvik
- South Dakota State University
  - Amanda Fickes

Tony Venhuizen also requested that electronic signatures be part of the next administrative rules hearing. In that electronic signatures are accepted for filings in other areas of state government, he felt it is something that should be addressed.

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.*

**State Hosting Reimbursement Request – SDCL 3-9-2.1:** A motion was made by Leah Svendsen and seconded by Steve Barnett to approve the following State Hosting Reimbursement Request. A roll call vote was taken and the motion carried unanimously.

- Department of Tourism
  - Austin Kaus

**Home Station Per Diem Reimbursement Request – SDCL 3-9-2.2:** A motion was made by Ryan Brunner and seconded by Leah Svendsen to approve the following Home Station Per Diem Reimbursement Requests. A roll call vote was taken and the motion carried unanimously.

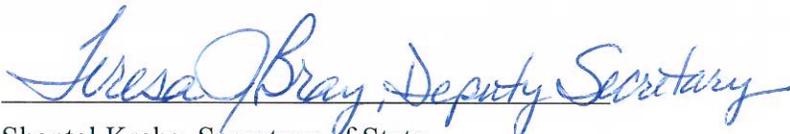
- Bureau of Finance and Management
  - Jason Dilges
  - Jim Terwilliger
- Legislative Research Council
  - Ann Mehlhaff
  - Aaron Olson

**Action Item:** A motion was made by Ryan Brunner and seconded by Marianne Gabriel to approve the request from the Department of Transportation for lodging reimbursement above state rate for Ashley McDonald when she was in Pierre to testify before the Senate Judiciary Committee on January 20 and 21, 2016. A roll call vote was taken and the motion carried unanimously.

A motion was made by Ryan Brunner and seconded by Leah Svendsen to approve lodging expenses for Don Offerdahl and Robert Andrews, who were stranded in Beresford by a significant winter blizzard on February 2, 2016. A roll call vote was taken and the motion carried unanimously.

A motion was made Ryan Brunner and seconded by Steve Barnett to approve the request from the Department of Transportation to reimburse Mike Carlson for additional moving expenses in the amount of \$872.28. A discussion was held regarding the additional fee and the fact that the company did not weigh the belongings to determine whether it was above the 11,000 pound limit. A roll call vote was taken. All board members voted aye except for Ann Holzhauser, who voted nay. Motion carried.

**Adjournment:** Jason Dilges moved and Ryan Brunner seconded to adjourn the meeting. The meeting was adjourned at 2:19 p.m.

  
Shantel Krebs, Secretary of State