

State Board of Finance

Minutes

Tuesday, September 19, 2017
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; Jason Lutz, Office of the State Auditor; Marianne Gabriel, Office the State Treasurer; Renee Knapp, Office of School and Public Lands; Leah Svendsen, Bureau of Administration; and Steven Kohler, Bureau of Finance and Management. Guests included Kayla Dowling, Office of the Secretary of State; Dennis Keith, Office of the State Auditor; and Bob Mercer, newspaper.

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

Agenda: Leah Svendsen moved and Jason Lutz seconded to approve the agenda as presented. A voice vote was taken. Motion carried.

Minutes: Jason Lutz and Ann Holzhauser moved and seconded to approve the minutes from the meeting on August 15, 2017. A voice vote was taken. Motion carried.

State Transfer: Ann Holzhauser moved and Leah Svendsen seconded to approve the following State Transfer. A roll call vote was taken and the motion carried unanimously.

- South Dakota State University
 - Kristi Villar

Professional Recruitment: Teresa Bray moved and Jason Lutz seconded to approve the following Professional Recruitments. A roll call vote was taken and the motion carried unanimously.

- Bureau of Administration
 - Stacy Langdeau
- Bureau of Human Resources
 - Andrew Schneider
- Dakota State University
 - David Moe
 - Michael Roach
- Department of Corrections
 - Brent Fluke
- Department of Education
 - Aaron Mayer
 - Katelyn Weber
- Department of Game, Fish, & Parks
 - Ross Scott
- Department of Health
 - Daphne Filbert
 - Cody Geffre
 - Elizabeth Lienemann
- South Dakota School of Mines & Technology
 - Mark Bowron
 - Ashli A. Maddox
- South Dakota State University
 - Sharity Bassett
 - Joseph Berendse
 - Sara Brainard
 - Justin Goetz
 - Douglas Humphrey
 - John Jasper
 - Calli Tosney
 - Emily Van Klompenburg

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.*

- Loran Strunk
- Ann Zurbriggen
- University of South Dakota
 - Travis Loof
 - Rachael A. Lebo
 - Hong Zheng
 - Russell Todd Cranson
 - Louisa Roberts
 - Bartlomiej Hanus
 - Nicholas Provenzale
 - Kwabena G. Kesse, PhD
 - Amber Hansen
 - Christopher Berghoff
 - Rebecca Zimmerman
 - David N. Sanderson

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

- Department of Tourism
 - Patrick Baker
 - Stephanie Palmer
 - Katlyn Richter
- Governor’s Office of Economic & Development
 - Kristen Honey
 - Scott Stern

A motion was made by Jason Lutz and seconded by Leah Svendsen to discuss the following State Hosting Reimbursement Request. A discussion was held regarding the applicability of the request in relation to SDCL 3-9-2.1. It was agreed to rescind the motion and request more information from the University, explaining how the request pertains to SDCL 3-9-2.1.

- South Dakota State University
 - Dr. William Gibbons

Home Station Per Diem Reimbursement Request – SDCL 3-9-2.2: A motion was made by Steven Kohler and seconded by Marianne Gabriel to approve the following Home Station Per Diem Reimbursement requests. A roll call vote was taken and the motion carried unanimously.

- Bureau of Finance & Management
 - Quarterly Governor’s Council of Economic Advisors Meeting held on August 24, 2017 in Pierre.
- Department of Agriculture
 - Ag Services Division meeting held on August 22, 2017 in Pierre.
- Department of Game, Fish, & Parks
 - Meeting regarding angler access issues held on June 21, 2017 in Fort Pierre.
 - Travis March attended Law Enforcement Training held on July 1, 2017 through July 31, 2017 in Pierre.
 - Shane Pederson attended Law Enforcement Training held on July 1, 2017 through July 31, 2017 in Pierre.
 - Jenna Capper attended Law Enforcement Training held on July 1, 2017 through July 31, 2017 in Pierre.
- Department of Labor & Regulation
 - Quarterly Labor Market Information Center meeting held on July 12, 2017 in Pierre.
 - Annual Department of Labor & Regulation Leadership meeting held on June 22, 2017 in Pierre.
- Department of Tourism
 - Lawrence & Schiller meeting held on August 9, 2017 in Pierre.
- South Dakota Retirement System
 - SDRS Board of Trustees meeting held on September 7, 2017 in Pierre.

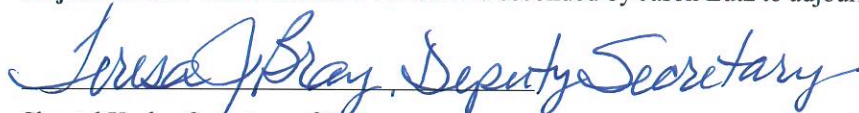
A motion was made by Jason Lutz and seconded by Teresa Bray to reject the following Home Station Per Diem Reimbursement request. Following a discussion, it was determined that a meal was not provided nor was an expense incurred; therefore, the request is not valid according to SDCL 3-9-2.2. A roll call vote was taken and the motion carried unanimously.

- Department of Education
 - Erin Herr

Debt Write Off Requests: A motion was made by Leah Svendsen and seconded by Jason Lutz to approve the following Debt Write Off Requests. A roll call vote was taken and the motion carried unanimously.

- Department of Corrections requesting six debt write offs totaling \$29,387.61.

Adjournment: Leah Svendsen moved and seconded by Jason Lutz to adjourn the meeting. The meeting was adjourned at 2:10 p.m.

A handwritten signature in blue ink that reads "Teresa J. Bray, Deputy Secretary". The signature is written in a cursive style.

Shantel Krebs, Secretary of State