

State Board of Finance Minutes

Tuesday, March 20, 2018
2:00 p.m.

Governor's Small Conference Room
Capitol Building

Board members present: Teresa Bray, Office of the Secretary of State; Ann Holzhauser, Office of the Attorney General; Dennis Keith, Office of the State Auditor; Marianne Gabriel; Office of the State Treasurer; Ryan Brunner, Commissioner of School & Public Lands; Leah Svendsen, Bureau of Administration; and Colin Keeler, Bureau of Finance and Management. Guests included Kayla Dowling, Secretary of State, and Chris Petersen; Department of Game, Fish, & Parks/Department of Agriculture.

Call to order: Teresa Bray called the meeting to order at 2:01 p.m.

Agenda: Ryan Brunner moved and Dennis Keith seconded to approve the agenda as presented. A voice vote was taken. Motion carried.

Minutes: Ryan Brunner moved and Dennis Keith seconded to approve the minutes from the meeting on January 16, 2018. A voice vote was taken. Motion carried.

State Transfer: Ryan Brunner moved and Dennis Keith seconded to approve the following State Transfers. A roll call vote was taken and the motion carried unanimously.

- Dakota State University
 - Scott Allbee
- Department of Game, Fish, and Parks
 - Connor Olson
 - Kevin Robling

Professional Recruitment: Ryan Brunner moved and Leah Svendsen seconded to approve the following Professional Recruitments. A roll call vote was taken and the motion carried unanimously.

- Bureau of Finance & Management
 - Kevin Ford
- Department of Corrections
 - Brooke Chavie
 - Rita Mwele
- Dakota State University
 - Bramwell Brizendine
- University of South Dakota
 - William Lemke
 - Clete McLeod
 - Courtney Segota
 - Aron S. Spencer
 - Colby Keegan
 - Robert W. Aurich
 - Tyler Paopao
 - Kyle Joplin

A second motion was made by Ryan Brunner and seconded by Leah Svendsen to approve the following Professional Recruitments pending the completion of the authorization on the request forms prior to be submitted to Auditor's Office. A roll call vote was taken and the motion carried unanimously.

- South Dakota State University
 - Karolynn Marsan
 - Rebecca Peterson
 - Dmitry Suspitsyn

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 Per Diem Reimbursement Request – SDCL 3-9-2.1: A motion was made by Ryan Brunner and seconded by Colin Keeler to approve the following State Hosting Per Diem Reimbursement requests. A roll call vote was taken and the motion carried unanimously.

- Governor’s Office of Economic Development
 - Kristen Honey
 - Steven Watson

Action Items:

A motion was made by Colin Keeler and seconded by Ryan Brunner to approve the over state rate lodging for the 2018 Governor’s Snowmobile Ride and 2018 South Dakota Snowmobile Advisory Council’s board meeting held in Spearfish on February 16, 2018. A roll call vote was taken and the motion carried unanimously.

A motion was made by Colin Keeler and seconded by Leah Svendsen to approve the over state rate lodging for the Department of Game, Fish, and Parks for interns and seasonal staff for their lodging in Rapid City during the summer of 2015. A discussion was held. A roll call vote was taken and the motion carried unanimously.

A discussion was held regarding a possible demonstration of the DocuSign product. Colin Keeler updated the board members on the product and the oversight of the program being moved from the Bureau of Information and Telecommunications to the Bureau of Administration or the Bureau of Finance and Management. After further discussion the board members determined that no further action would be taken on a demonstration, as the DocuSign product did not apply to the needs of the board.

Adjournment: Leah Svendsen moved and seconded by Ryan Brunner to adjourn the meeting. The meeting was adjourned at 2:31 p.m.

Shantel Krebs, Secretary of State