

# State Board of Finance Minutes

Tuesday, January 17, 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; Dennis Keith, Office of the State Auditor; Rich Sattgast, State Treasurer; Leah Svendsen, Bureau of Administration, and Colin Keeler, Bureau of Finance and Management. Guests included Kayla Dowling, Office of the Secretary of State; Bill Folkerts and Michele Brich, South Dakota Hotel and Lodging Association; Rick Murray, Ramkota Hotel, Pierre; and Deb Stanley, Ramkota Hotel, Watertown.

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

**Agenda:** Rich Sattgast moved and Colin Keeler seconded to accept the amended agenda as presented. A voice vote was taken. Motion carried.

**Minutes:** Dennis Keith moved and Leah Svendsen seconded to approve the minutes from the meeting on December 20, 2016. A voice vote was taken. Motion carried.

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

- Department of Game, Fish, and Parks
  - Jonathon R. Dunlap
  - Calvin Meyer

**Professional Recruitment:** Rich Sattgast moved and Dennis Keith seconded to approve the following Professional Recruitments. A roll call vote was taken and the motion carried unanimously.

- Department of Education
  - Sophie Johnson
- Department of Game, Fish, and Parks
  - Nathan Kramer
- Department of Health
  - Kimberly Amrhein
- Department of Social Services
  - Dr. John Henderson
- Dakota State University
  - Vaughan Hennen
- Northern State University
  - Justin Reed Fraase
- South Dakota State Univeristy
  - Andrea Leschewski
  - Annaleena Parhankangas
  - Ryan Samuel
  - Lance Stott
- University of South Dakota
  - Michael Seminara
  - Mark C. Maxon

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 Colin Keeler and seconded by Leah Svendsen to approve the following State Hosting Reimbursement request. A roll call vote was taken and the motion carried unanimously.

- Governor’s Office of Economic Development
  - Kristen Honey

The following State Hosting Reimbursement Request submitted for prior approval was noted and will be addressed when it is resubmitted after the conference has occurred.

- Department of Tourism
  - Nathan Bothun (Governor’s Conference on Tourism)

**Home Station Per Diem Reimbursement Request – SDCL 3-9-2.2:** A motion was made by Rich Sattgast and seconded by Colin Keeler to approve the following Home Station Per Diem Reimbursement requests. A roll call vote was taken and the motion carried unanimously.

- Department of Agriculture
  - South Dakota Department of Agriculture Ag Development Retreat on November 9, 2016
- Department of Game, Fish, and Parks
  - Watertown Office kickoff meeting on October 24, 2016

**Action Item:** Regarding the request from Department of Transportation that held over from last month’s meeting, the Department of Transportation did not provide any update information regarding discussions with Microtel in Rapid City. The board agreed to defer action until such follow up is done. They also discussed possibly taking Microtel in Rapid off the approved list for state rates.

A motion was made by Rich Sattgast and seconded by Leah Svendsen to approve the request from Department of Agriculture for Allyssa M. Kennel for her stay in Deadwood on November 29, 2016 due to snow storm conditions. A roll call vote was taken and the motion carried unanimously.

A motion was made by Rich Sattgast and seconded by Dennis Keith to approve the request from the Bureau of Human Resources for over state rate lodging for Meredith Weber for her stay in Murdo on December 5, 2016 due to snow storm conditions. A roll call vote was taken and the motion carried unanimously.

A motion was made by Leah Svendsen and seconded by Rich Sattgast to approve the request from Northern State University for over state rate lodging for Greg Fred for his stay in Rapid City on December 13-16, 2016. A roll call vote was taken and the motion carried unanimously.

Discussion was then held regarding state lodging rates at the request of the South Dakota Hotel & Lodging Association. Michele Brich stated that it has been two years since the board last discussed changing the state lodging rate. As of October 2016, the current federal rate in South Dakota ranges from \$91 to \$142 depending on location and the time of year. The surrounding states have rates that are closer to the federal rate. The association is asking for an increase. Bill Folkerts, Director for the Association, also requested consideration for the increase, as did Rick Murray. They all pointed out the board should consider personnel costs, the quality of the property and the services provided when they determine the rate levels. The board requested Colin Keeler to have the Bureau of Finance and Management do a financial impact assessment for various rate increases to present at the next meeting. It was also suggested to analyze tying the state rate to the federal rate in some way, thereby making any changes automatic.

**Debt Write Off Request:** A motion was made by Leah Svendsen and seconded by Colin Keeler to approve the debt write off from the Department of Corrections. A roll call was taken and the motion carried was unanimously.

**Adjournment:** Rich Sattgast moved and Dennis Keith seconded to adjourn the meeting. The meeting was adjourned at 2:28 p.m.

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Shantel Krebs, Secretary of State