

# State Board of Finance Minutes

Tuesday, October 15, 2019  
2:00 p.m.

Governor's Small Conference Room  
Capitol Building

**Board members present:** Katie Hruska, Office of the Governor; Jason Lutz, Office of the Secretary of State; Charlie McGuigan, Office of the Attorney General; Rich Sattgast, State Auditor; Josh Haeder, State Treasurer; Ryan Brunner, Office of School and Public Lands; Andy Gerlach, Bureau of Administration; and Colin Keeler, Bureau of Finance and Management. Guests included: Kayla Dowling, Office of the Secretary of State; Chris Petersen, South Dakota Game, Fish, and Parks; and Ashley Waibel, Department of Agriculture.

**Call to order:** Katie Hruska called the meeting to order at 2:00 p.m.

**Agenda:** A voice vote was taken to approve the monthly meeting agenda. Motion carried.

**Minutes:** A motion was made by Jason Lutz and seconded by Andy Gerlach to approve the minutes from the September meeting. A voice vote was taken. Motion carried.

**Professional Recruitment:** A motion was made by Rich Sattgast and seconded by Jason Lutz to approve the following Professional Recruitments. A roll call vote was taken, and the motion carried unanimously.

- Bureau of Information & Telecommunications
  - John Nguyen
- Board of Regents
  - Heather Forney
- Department of Game, Fish, and Parks
  - Daniel Dirks
  - Brian Serpan
- South Dakota State University
  - Heidi Holloway
  - Yen-Ming Huang
  - Aaron Hunt
  - Kimberley Ann Johnson
  - Christopher McDaniel
  - Kristopher Osterloh
- University of South Dakota
  - Dan Kahn
  - Currie McFayden
  - Kyle Miller
  - Carly Schanock

**State Hosting Reimbursement Requests – SDCL 3-9-2.1:** A motion was made by Colin Keeler and seconded by Josh Haeder to approve the following State Hosting Reimbursement Request. A roll call vote was taken, and the motion carried unanimously.

- Department of Tourism
  - Patrick Baker
  - Nate Johnson
  - Katlyn Richter (8 requests)

**Home Station Reimbursement Requests – SDCL 3-9-2.2:** A motion was made by Rich Sattgast and seconded by Jason Lutz to approve the following Home Station Reimbursement request. A roll call vote was taken, and the motion carried unanimously.

- Animal Industry Board
  - African Swine Fever Exercise held in Pierre on September 24, 2019.

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.*

- South Dakota Brand Board
  - Inspector meetings held in Winner on August 28, 2019 and Faith on September 13, 2019.
- Department of Game, Fish and Parks
  - Working lunch meeting held on September 19, 2019 in Pierre.
- Department of Labor and Regulation
  - Workforce development council meeting held on August 27, 2019 in Pierre.
- South Dakota Highway Patrol
  - Recruit orientation for Nathan Moore for his stay in Pierre during August 14- 16, 2019.
- Department of Environment and Natural Resources
  - Two requests for attendance at the South Dakota Water/Wastewater Association Conference in Pierre during September 11-13, 2019.

**Action Items:** A motion was made by Josh Haeder and seconded by Colin Keeler to approve the following action items. A roll call vote was taken, and the motion carried unanimously.

- Request from Department of Game, Fish and Parks for excess in-state lodging for Jacob Dyer's stay in Spearfish on July 22, 2019 to attend meetings regarding management of northern hills production areas.

A motion was made by Jason Lutz and seconded by Rich Sattgast to approve the following action items. A roll call vote was taken, and the motion carried unanimously.

- Request from Department of Corrections for excess in-state lodging for employees who attended the Law Enforcement Memorial Ceremony during May 13-15, 2019 in Pierre.

A motion was made by Josh Haeder and seconded by Charlie McGuigan to approve the following action items. A roll call vote was taken, and the motion carried unanimously.

- Request from Department of Human Services for excess out-of-state lodging for Beth Dokken's stay in San Francisco to attend the CMS National Training Conference.

A discussion was held regarding the new hire forms issued by the departments and the applicable payroll taxes associated with moving allowances. In accordance with current IRS regulations, the employee is responsible for all applicable payroll taxes. To ensure the employee is instructed properly regarding the payroll taxes associated with moving allowances, it was requested to the Board to make an amendment to the current Household Moving Allowance form to include the following statement: "I understand that household moving allowance is considered taxable income according to IRS regulations, and I am responsible for all applicable payroll taxes. I know I may contact my agency's finance officer for options."

**Public Comment:** There was no public comment.

**Adjournment:** A motion was made by Josh Haeder and seconded by Colin Keeler to adjourn the meeting. The meeting was adjourned at 2:30 p.m.



Steve Barnett, Secretary of State