

State Board of Finance

Minutes

Tuesday, June 21, 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; Jason Lutz, Office of the State Auditor; Marianne Gabriel, State Treasurer; Mike Mehlhaff, Office of School & Public Lands; Leah Svendsen, Bureau of Administration, and Jason Dilges, Commissioner of the Bureau of Finance and Management.

Call to order: Tony Venhuizen called the meeting to order at 2:02 pm.

Agenda: A motion was made by Teresa Bray to amend the agenda to add the action item request received from SD Wildland Fire for a lodging expense for three firefighters on April 6, 2016, for \$197.14. The motion was seconded by Mike Mehlhaff to approve the agenda as amended. A voice vote was taken. Motion carried.

Minutes: Jason Lutz moved and Leah Svendsen seconded to approve the minutes from the meeting on May 17, 2016. A voice vote was taken. Motion carried.

Professional Recruitment: Leah Svendsen moved and Mike Mehlhaff seconded to approve the following professional recruitments. A roll call vote was taken and the motion carried unanimously.

- Board of Regents
 - Timothy M. Downs
- Department of Game, Fish, and Parks
 - Ryan Pearson
 - Norman Blackwell
- Department of Health
 - Kara J. Mostad
- Department of Social Services
 - Laurie Mikkonen
- Black Hills State University
 - Sharman Siebenthal Adams
- South Dakota State University
 - Jessica Burke
 - Marco Ciacia
 - Rouzbeh Ghabchi
 - Beverly Krumm
 - Thomas Otzelberger
- University of South Dakota
 - Aaron J. Horn
 - Kayla Tetschlag
 - Devra M. Sigle-Hermosilla
 - Eric W. Young

State Hosting Reimbursement Request – SDCL 3-9-2.1: A motion was made by Mike Mehlhaff and seconded by Jason Dilges to approve the following State Hosting Reimbursement Requests. A roll call vote was taken and the motion carried unanimously.

- Department of Tourism
 - Jim Hagen (4 requests)
 - Katlyn Richter
 - Rock Crest Hosting for Annual Japanese Familiarization Tour
- Governor's Office of Economic Development
 - Mel Ustad

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.*

Home Station Per Diem Reimbursement Request – SDCL 3-9-2.2: Prior to action being taken on these requests a discussion was held regarding the requests from South Dakota Department of Tribal Relations and the Governor’s Office of Economic Development. It was agreed that the Board of Finance would only be addressing the requests regarding state employees.

A motion was made by Jason Dilges and seconded by Jason Lutz to approve the following Home Station Per Diem Reimbursement Requests. A roll call vote was taken and the motion carried unanimously.

- Department of Agriculture
 - Peggy Besch, SD State Fair Mission and Visioning Session
- Department of Education
 - Summer Workgroup for SD Dyslexia Handbook
- Department of Game Fish and Parks
 - Jacob Hasz
 - Lynn Spomer
 - Jake R. Miller
 - Bryce McVicker
 - Emily Kiel
- South Dakota Arts Council-Tourism
 - Patrick Baker, Council Board Meeting
- Animal Industry Board
 - Dr. Oedekouven, 2016 Ag Unity Legislative Session Lunches
- South Dakota Department of Tribal Relations
 - JJRI Native American Focus Group Meeting
- Governor’s Office of Economic Development
 - Governor’s Economic Development Conference

Action Item: A request was received from SD Wildland Fire for lodging expense for three firefighters on April 6, 2016, in the amount of \$197.14. It was noted that this request did involve extenuating circumstances. A motion was made by Jason Dilges and seconded by Mike Mehlhaff to approve the request. A roll call vote was taken and the motion carried unanimously.

A request was received from the Bureau of Human Resources to determine the status of their request to make an administrative rule change regarding the salary threshold for professional recruitment. Ann Holzhauser noted that there were additional corrective changes to the rules. It was also noted that requests had been received to approve eSignatures. The consensus of the Board was for a draft of administrative rule changes to be prepared for review at the next Board meeting in July.

A request was also received from the Secretary of State’s Office to develop guidance for state agencies regard the State Hosting Reimbursement and Home State Per Diem Reimbursement requests. It was decided that a guidance document would be developed rather than making administrative rule changes. A draft guideline is to be developed for review at the July Board meeting.

Adjournment: Mike Mehlhaff moved and Jason Lutz seconded to adjourn the meeting. The meeting was adjourned at 2:21 p.m.