



**Professional Administrators Practices and Standards Commission**

January 30, 2024, @9:00 a.m. CT

**VIRTUAL**

Location: MacKay Building, First Floor, Conference Room 1  
800 Governors Drive, Pierre South Dakota

Present : Jennifer Knecht  
via ZOOM Daniel Martin  
Darla Mayer  
Linda Kirchhevel, Vice Chair 2024  
Peter Books, Chairman 2024

Absent: Erin Brenden  
Chantal Ligtenberg

Via Zoom Paul Bachand and Kendra Mulder Commission Counsel  
@MacKay Ferne Haddock, Executive Secretary

**Call to Order and Roll Call**

Chairman Books called the meeting to order at approximately 9:01 a.m. CT.

**Roll Call**

A quorum of the commission was present.

**Adoption of Agenda**

Motion Martin second by Mayer to adopt the January 30, 2024, agenda. Voice vote. All present voted in favor. Voting aye: Knecht, Martin, Mayer, Kirchhevel, and Books. Motion carried.

**Approval of Minutes**

Motion by Kirchhevel second by Books to approve the January 12, 2024, minutes. Voice vote. All present voted in favor. Voting aye: Knecht, Martin, Mayer, Kirchhevel, and Books. Motion carried.

**Public Comment (SDCL 1-25-1)**

No public comment.

**New Business**

**PAPSC 2023-12**

**Executive Session (SDCL 1-25-2)**

Motion by Martin second by Knecht to go into executive session to discuss legal issues with Commission Counsel. Voice vote. All present voted in favor. Voting aye: Knecht, Martin, Mayer, Kirchhevel, and Books. Motion carried.

Commission went into executive session at approximately 9:03 a.m. CT.

Commission came out of executive session at approximately 9:30 a.m. CT.

**PAPSC 2023-12**

Motion by Knecht second by Kirchhevel that the complaint filed in PAPSC 2023-12 be moved to a hearing. Roll call vote: All present voted in favor. Voting aye: Knecht, Martin, Mayer, Kirchhevel, and Books. Motion carried.

**Adjournment**

Motion Martin second by Knecht to adjourn. Voice vote. All present voted in favor. Voting aye: Knecht, Martin, Mayer, Kirchhevel, and Books. Motion carried.

Meeting adjourned at approximately 9:31 a.m. CT.

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Ferne Haddock-Executive Secretary

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03/20/2024