

**PROFESSIONAL ADMINISTRATORS PRACTICES & STANDARDS COMMISSION**

Tuesday, November 27, 2018 – 4:15 p.m. CT

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Location: MacKay Building, First Floor, Conference Room 3  
800 Governors Drive, Pierre South Dakota  
To Participate via telephone: Dial 1-866-410-8397: code 8381998525#

Present: James "Nick" Gottlob – Chairman  
Debra Johnson – Member  
Chantal Ligtenberg – Member  
Darla Mayer - Member  
Robert Sittig – Vice Chairman  
Eric Stroeder - Member

Absent: Julie Westra - Member

Others Holly Farris - Commission Counsel  
Present: Ferne Haddock - Executive Secretary

**Call to Order and Roll call**

Chairman Gottlob called the meeting to order at approximately 4:17 p.m. CT.

Roll Call: a quorum of the PAPSC membership was present.

**Adoption of Agenda**

Motion by Ligtenberg, second by Johnson, to adopt the November 27, 2018, agenda.

Roll call vote, all present voted in favor. Motion carried.

**Approval of Minutes**

Motion by Stroeder, second by Sittig, to approve September 11, 2018, minutes.

Roll call vote, all present voted in favor. Motion carried.

**Public Comment**

No public comment

**Previous Business**

**PAPSC 2018-01**

45 Motion by Sittig, second by Mayer, to go into executive session to discuss legal  
46 issues with Commission Counsel.

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48 Roll call vote, all present voted in favor. Motion carried.

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50 Commission went into executive session at approximately 4:20 p.m. CT.

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52 Chairman Gottlob brought the commission out of executive session at  
53 approximately 4:46 p.m. CT.

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55 Motion by Stroeder, second Ligtenberg, that PAPSC 2018-01 be dismissed.

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57 Roll call vote, all present voted in favor. Motion carried.

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59 **Adjournment**

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61 Motion by Johnson, second by Sittig, to adjourn.

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63 Roll call vote, all present voted in favor. Motion carried.

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65 Meeting adjourned at approximately 4:48 p.m. CT.

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69 Ferne Haddock-Executive Secretary Date