

State Board of Finance Minutes

Tuesday, November 20, 2018
2:00 p.m.

Governor's Large Conference Room
Capitol Building

Board members present: Tony Venhuizen; Office of the Governor, Teresa Bray, Office of the Secretary of State; Charles McGuigan, Office of the Attorney General; Dennis Keith, Office of the State Auditor; Marianne Gabriel, Office of the State Treasurer; Renee Knapp, Office of School and Public Lands and Colin Keeler, Bureau of Finance and Management. Guests included: Kayla Dowling, Office of the Secretary of State; Chris Peterson, Department of Game, Fish and Parks; Kari Williams, Department of Health; Tami Darnall, Legislative Research Council.

Call to order: Tony Venhuizen called the meeting to order at 2:00 p.m.

Agenda: A motion was made by Charles McGuigan and seconded by Dennis Keith to approve the agenda as presented. A voice vote was taken. Motion carried.

Minutes: A motion was made by Dennis Keith and seconded by Marianne Gabriel to approve the minutes from the meeting on October 16, 2018. A voice vote was taken. Motion carried.

State Transfers: A motion was made by Colin Keeler and seconded by Renee Knapp to approve the following State Transfers. A roll call vote was taken, and the motion carried unanimously.

- Department of Transportation
 - Tammy Williams

Professional Recruitment: A motion was made by Dennis Keith and seconded by Colin Keeler to approve the following Professional Recruitments. A roll call vote was taken, and the motion carried unanimously.

- Department of Game, Fish, and Parks
 - Travis Theilen
- Black Hills State University
 - Prasanthi Pallapu
- South Dakota State University
 - Justin Colff
 - Navreet Mahal
 - Charles Miller
 - Sharrel Pinto
 - Elliot Powell
 - Dr. Komal Raina
 - Cameron Simaz
 - Kathryn M. Yunker
- University of South Dakota
 - Brian Boyenga
 - Michael S. McCrone
 - Alisa Rosales
 - Cathy Tierney
 - Shawn Waltz

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

- Department of Tourism
 - Katlyn Richter (4 requests)
 - Scott Stern

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

- Department of Agriculture
 - Employees who attended the strategic planning team meeting on September 18, 2018 in Huron.
 - Department supervisor meeting held on September 27, 2018 in Pierre.

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.*

- Animal Industry Board
 - Animal Industry Board meeting and workshop held on October 4, 2018 in Pierre.
 - Animal Industry Board meeting held on November 1, 2018 in Pierre.
- Department of Education
 - South Dakota Education Conference held on August 2, 2018 in Pierre.
- Department of Game, Fish, and Parks
 - Leadership meeting and strategic planning session held on April 24, 2018 in Pierre.
 - Region 4 meeting held on September 27, 2018 in Watertown.
 - Mountain Lion Management Plan Workgroup held on October 2, 2018 in Pierre.
 - Leadership meeting and strategic planning session held on October 24, 2018 in Pierre.
 - Law enforcement training for the month of September for Spencer Carstens, Daniel Dirks, Kendyll Jones, Chris Kuntz, Dylan Perterson, Page Trana and Jacob Schwint.
 - Law enforcement training for the month of October for Kendyll Jones, Dylan Perterson, Jacob Schwint, Page Trana and Chris Kuntz.
- Department of Labor and Regulation
 - Kaizen event held on September 20, 2018 in Pierre.

Action Items: A motion was made by Colin Keeler and seconded by Teresa Bray to approve the request from the Department of Education for over state rate lodging expense for employees who attended the Northern Plains Law Conference in Students with Disabilities in Rapid City between September 24-26, 2018. A roll call vote was taken, and the motion carried unanimously.

A motion was made by Colin Keeler and seconded by Renee Knapp to approve the request from the Department of Game, Fish, and Parks for over state rate lodging expense for Brent VanderLey who attended the South Dakota Sheep Growers Association on September 29-30, 2018 in Brookings. A roll call vote was taken, and the motion carried unanimously.

A motion was made by Dennis Keith and seconded by Colin Keeler to approve the request from the Department of Tribal Relations for over state rate lodging for Antoinette Kennefisk-Achoff who attended the Governor's Interstate Indian Council general assembly held in Custer on September 26-28, 2018. A roll call vote was taken, and the motion carried unanimously.

Discussion was held regarding accepting all forms of electronic signatures (fax, email and electronic) on requests submitted to the Board of Finance. A motion was made by Charles McGuigan and seconded by Renee Knapp to approve all forms of electronic signatures, fax, scan and electronic. A roll call vote was taken, and the motion carried unanimously.

Discussion was held on request from the Legislative Research Council regarding the requirements passed in HB 1311. Tami Darnall explained that HB 1311 changed SDCL 2-4-2 to read that the salary for each legislator would be equal to one-fifth of the South Dakota median household income as reported by the United States Census Current Population Survey. The State Board of Finance is required to ascertain and approve the amount to be effective January first of each year. According to the survey provided by Darnall, the 2017 median household income was \$56,894 and one fifth of that amount is \$11,378.80 (an amount that could breakdown to an even daily rate). A motion was made by Colin Keeler and seconded by Charles McGuigan to accept the ascertained amount of \$56,894 and one fifth the total, \$11,378.80, as the legislator salary for CY 2019. A roll call vote was taken, and the motion carried unanimously. A letter is to be drafted by the Secretary from Tony VenHuizen to LRC.

Debt Write Off: A motion was made by Colin Keeler and seconded by Dennis Keith to approve the debt write offs from the Department of Health totaling \$117,806.34. A discussion was held regarding the requests and where they were from. Kari Williams Stated that 90% of the requests were from family planning. She stated these write offs date back to 1992 and the department was cleaning up this information. She also provided a breakdown for the categories. A roll call vote was taken, and the motion carried unanimously.

A motion was made by Colin Keeler and seconded by Renee Knapp to approve the ten debt write offs submitted by the Department of Transportation totaling \$3,816.59. A roll call vote was taken, and the motion carried unanimously.

Public Comment: Meeting was opened for public comment. There was none.

Adjournment: A motion was made by Charles McGuigan and seconded by Teresa Bray to adjourn the meeting. The meeting was adjourned at 2:20 p.m.