State Board of Finance
Minutes

Tuesday, April 19, 2022
2:00 p.m.
Teleconference Meeting
Capitol Building – Governor’s Small Conference Room

Board members present: Katie Hruska, Office of the Governor; Jason Lutz, Office of the Secretary of State; Charles McGuigan, Office of the Attorney General; Rich Sattgast, Office of the State Auditor; Anissa Grambihler, Office of the State Treasurer; Leah Svendsen, Bureau of Administration and Colin Keeler, Bureau of Finance and Management; guests included Chris Peterson from Game, Fish and Parks, Kayla Dowling and Lexi Woitte from the Office of the Secretary of State, and Jenna Latham from the Office of the State Auditor. The meeting was held via teleconference and in the Governor’s Small conference room.

Call to order: Katie Hruska called the meeting to order at 2:01 p.m.

Minutes: A motion was made by Anissa Grambihler and seconded by Leah Svendsen to approve the minutes from the March 15, 2022 meeting. A roll call vote was taken, and the motion carried unanimously.

Agenda: A motion was made by Jason Lutz and seconded by Charles McGuigan to approve the agenda with the addition of an Action Item to discuss BID Taxes. A roll call vote was taken, and the motion carried unanimously.

State Transfers: None.

Professional Recruitments: 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.

- Department of Corrections
  o Kelli Wasko
- South Dakota State University
  o Sandra Callies
  o Michael Puthawala
  o Jessica Drum
  o Matthew Spencer
  o Aine O’Connor
  o Young Chang
  o Ming Yuan
  o Brandy Netty
  o Allison Barry
  o Roman Waldera
  o Susie Leahy
  o Graham Bastian
  o Marni Shoemaker
  o Matthew Jacobs
  o Anthony Sax
  o Jason Everson
  o Sahand Sarabestani
  o Aaron Crowell
- University of South Dakota
  o Elijah Hodge
  o Brandon Ubel
  o Patrick Eberhart

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.
**State Hosting Requests Reimbursement:** A motion was made by Colin Keeler and seconded by Anissa Grambihler to approve the following State Hosting Request Reimbursement. A roll call vote was taken, and the motion carried unanimously.

- Department of Tourism
  - Secretary Hagen hosted travel officials to discuss domestic and international travel to South Dakota on April 6, 2022, in Washington, D.C.

**Home Station Request Reimbursements:** A motion was made by Jason Lutz and seconded by Charles McGuigan to approve the following Home Station Request Reimbursement. A roll call vote was taken, and the motion carried unanimously.

- Bureau of Human Resources
  - Staff meeting held in Rapid City on February 23, 2022.

A motion was made by Rich Sattgast and seconded by Jason Lutz to reject the following Home Station Request Reimbursements and request the agency to resubmit as State Hosting Request Reimbursements. A roll call vote was taken, and the motion carried unanimously.

- South Dakota School of Mines and Technology
  - Business meeting for CAT program with Ross Conner on March 15, 2022, in Rapid City.
  - Business meeting for CAT program with Justin Sanchez on January 25, 2022, in Rapid City.
  - Business meeting with Kathryn Fitzgerald to discuss serving on OPE Advisory Board on Dec. 21, 2021, in Rapid City.

A motion was made by Colin Keller and seconded by Jason Lutz to defer action on the following Home Station Request Reimbursement and request a list of attendees be submitted by the agency. A roll call vote was taken, and the motion carried unanimously.

- Department of Agriculture and Natural Resources
  - SDWWA wastewater seminar held in Pierre on April 20 and 21, 2022.

A motion was made by Rich Sattgast and seconded by Colin Keeler to approve the following Home Station Request Reimbursement. A roll call vote was taken, and the motion carried unanimously.

- Department of Game, Fish and Parks
  - Annual Wildlife Division meeting held in Rapid City on March 10 and 11, 2022.

A motion was made by Jason Lutz and seconded by Rich Sattgast to approve the following Home Station Request Reimbursement. A roll call vote was taken, and the motion carried unanimously.

- South Dakota Retirement Systems
  - SDRS Board meeting held in Pierre on April 5, 2022.

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

- Department of Tribal Relations requests approval for excess lodging on March 8, 2022.
- Game, Fish and Parks requests approval for excess lodging for employees in Sioux Falls from February 22, 2022, to February 24, 2022.
Department of Public Safety requests approval for excess lodging for Joannah Tornow in Pierre on March 9 and 10, 2022.

- Department of Public Safety requests approval for excess lodging for Chad Wrightson in Brookings on January 31 to February 3, 2022.

A discussion was held pertaining to BID taxes at the request of Colin Keeler. Discussion centered on options available to pay BID taxes on lodging receipts when not specifically labeled as a tax on the receipt. Rich Sattgast commented that an agency must prove that the charge being assessed is a tax that the hotel is required to collect. If that information can be provided, the charge may be reimbursed.

**Debt Write-Offs:** A motion was made by Anissa Grambihler and seconded by Leah Svendsen to approve the following debt write-off requests. A roll call vote was taken, and the motion carried unanimously.

- Department of Transportation requests approval for debt write-offs totaling $8,458.94 dollars.

**Public Comment:** No public comment.

**Adjournment:** A motion was made by Charles McGuigan and seconded by Jason Lutz to adjourn the meeting. A roll call vote was taken, and the motion carried unanimously. The meeting was adjourned at 2:31 p.m.

Steve Barnett, Secretary of State