State Board of Finance
Minutes

Tuesday, August 16, 2022
2:00 p.m.  
Teleconference Meeting
Capitol Building – Governor’s Small Conference Room

Board members present: Laura Ringling, Office of the Governor; Jason Lutz, Office of the Secretary of State; Ann Holzhauser, Office of the Attorney General; Marianne Gabriel and Jenna Latham, Office of the State Auditor; Anissa Grambihler, Office of the State Treasurer; Justin Nagel, Office of School and Public Lands; Leah Haugen, Bureau of Administration; and Steven Kohler, Bureau of Finance and Management. Guests included Kayla Dowling and Lexi Woitte, Office of the Secretary of State. The meeting was held via teleconference and in the Governor’s Small conference room.

Call to order: Laura Ringling called the meeting to order at 2:00 p.m.

Minutes: A motion was made by Justin Nagel and seconded by Steven Kohler to approve the minutes from the July 19, 2022 meeting. A roll call vote was taken, and the motion carried unanimously.

Agenda: A motion was made by Jason Lutz and seconded by Marianne Gabriel to amend the agenda to add a State Hosting Request Reimbursement from Department of Tourism for SD Tourism Global Travel & Trade Team meal held on April 24, 2022 There was also an amendment made to the dates of the Action Item for Department of Agriculture and Natural Resources, the dates were updated to only be for the July 14, 2022 stay in Vancouver, WA.

A motion was made by Steven Kohler and seconded by Jason Lutz to approve the agenda as amended. A roll call vote was taken, and the motion carried unanimously.

State Hosting Requests Reimbursement: A motion was made by Jason Lutz and seconded by Marianne Gabriel to defer the following State Hosting Request Reimbursement. The Board will seek additional information regarding the meal that was paid for. A roll call vote was taken, and the motion carried unanimously.

- Department of Tourism

A motion was made by Jason Lutz and seconded by Marianne Gabriel to approve the following State Hosting Request Reimbursement. A roll call vote was taken, and the motion carried unanimously.

- Department of Tourism
  - SD Tourism Global Travel & Trade Team meeting held on April 24, 2022 in Rapid City.

Home Station Request Reimbursements: A motion was made by Steven Kohler and seconded by Marianne Gabriel to approve the following Home Station Reimbursement Requests. A roll call vote was taken, and the motion carried unanimously.

- Department of Tourism
  - Tourism Board Meeting held on June 27, 2022, in Pierre.

- Department of Health
  - Health Lab training held on June 15, 2022, in Pierre.

- Department of Labor and Regulation
  - Youth Summer Passport Series business tour held on June 28, 2022, in Watertown.
  - Youth Summer Passport Series tour of Police Department and presentation on career in law enforcement held on June 21, 2022, in Watertown.

- South Dakota School of Mines and Technology
  - Requesting meal reimbursement for student employee Chris Pellowski who was camp leader for GEOL from June 19, 2022 through July 26, 2022 in Rapid City.
  - Requesting meal reimbursement for student employee Chris Pellowski who was camp leader for GEOL from May 16, 2022 through June 17, 2022 in Rapid City.
  - Requesting meal reimbursement for Dr. Kumar Dubey, Willem Peters, David Robbins, and Danielle Brady during the NSTI camp on July 25-29, 2022 in Rapid City.

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.
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**Action Items:** A motion was made by Jason Lutz and seconded by Anissa Grambihler to approve the following request. A roll call vote was taken, and the motion carried unanimously.  
- Department of Agriculture and Natural Resources  

**Debt Write-Offs:** A motion was made by Steven Kohler and seconded by Jason Lutz to approve the following debt write off requests. A roll call vote was taken, and the motion carried unanimously.  
- Department of Social Services  
  - Requesting seven debt write-offs in the amount $2,057.83.  

**Public Comment:** No public comment.  

**Adjournment:** A motion was made by Steven Kohler 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 2:30 p.m.

Steven Barnett, Secretary of State