

State Board of Finance Minutes

Tuesday, June 20, 2023
2:04 p.m. CST

Governor's Bear Butte Room
2nd floor Capitol
Call in information: +1 605 679 7263
Phone Conference ID: 666 245 913#

Board members present: Katie Hruska, Office of the Governor; Monae Johnson, Office of the Secretary of State; Rich Sattgast, Office of the State Auditor; Anissa Grambihler, Office of the State Treasurer; Darin Seeley, Bureau of Administration; Steven Kohler, Bureau of Finance and Management; Justin Nagel, School & Public Lands. No Present Board member for Attorney General. Guests included: Marianne Gabriel, Office of the State Auditor; Leah Haugen, Bureau of Administration; Kayla Dowling & Jeannell Scott, Office of the Secretary of State; Chris Petersen, Game, Fish, and Parks; and Kellie Beck, Department of Transportation. The meeting was held via teleconference and in the Governor's Bear Butte Room.

Call to order: Katie Hruska called the meeting to order at 2:04 p.m. CST

Minutes: A motion was made by Steven Kohler and seconded by Rich Sattgast to approve the minutes from the May 16, 2023, meeting. A roll call vote was taken, and the motion carried unanimously.

Agenda: A motion was made by Kayla Dowling and seconded by Rich Sattgast to amend agenda to include two GFP and one DLR Home Station Request Reimbursements and DPS Action Items. Rich Sattgast and seconded by Leah Haugman to approve the agenda to include GFP & DLR Home Station Request Reimbursements and DPS Action Items. A roll call vote was taken, and the motion carried unanimously.

State Hosting Reimbursement Request: A motion was made by Rich Sattgast and seconded Leah Haugan to defer action on following State Hosting Reimbursement Request on Lakota Youth Development ask what else was included with \$50.00 per person? No response received from Department of Tourism

- Department of Tourism
 - Deferred item from previous month, Lakota Youth Development on March 28, 2023, in Herrick.
 - Hosted Test Tours in Chamberlain on April 13-14, 2023.

A motion was made by Rich Sattgast and seconded by Steven Kohler to approve following State Hosting Reimbursement Requests. A roll call vote was taken, and the motion carried unanimously.

- Department of Tourism
 - Research for Web Pieces in Vermillion, Sioux Falls, & Downtown Sioux Falls Burger Battle January 9-13, 2023.
 - Hosted Jodi Schwan to discuss the state of tourism in South Dakota on May 5, 2023, in Sioux Falls.
 - Hosted Megyn Kelly and other media individuals in Rapid City on May 12, 2023.
 - Hosted lunch for Spring Hospitality Training speaker in Pierre on May 9, 2023.
 - Social media content creation in Keystone on June 6, 2023.

A motion was made by Leah Haugen and seconded by Steven Kohler to approve above 5 listed items for State Hosting Reimbursement requests. A roll call vote was taken, with the Secretary of State abstain and the motion carried.

- Secretary of State
 - Hosted Jennifer Morrell for South Dakota Association of County Officials in Pierre on May 17th, 2023.

A motion was made by Steven Kohler and seconded by Rich Sattgast to deny Secretary of State request after discussion to submit voucher to Office of State Auditor will process for payment above listed item. A roll call vote was taken, and the motion carried unanimously.

Home Station Per Diem Reimbursement Request: A motion was made by Rich Sattgast and seconded by Steven Kohler to approve the following Home Station Reimbursement Requests. A roll call vote was taken, and the motion carried unanimously.

- Department of Labor & Regulation
 - WIOA Partner Symposium held in Fort Pierre on May 4, 2023.
- Department of Game, Fish, and Parks
 - Chris Dekker requesting reimbursement for Wildlife training duties during March 17, 2023, through May 1, 2023.
 - Josh Thompson requesting reimbursement for Wildlife Conservation Officer training duties during April 1-27, 2023.

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

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.*

- Department of Game, Fish, and Parks
 - Joe Galbraith requesting reimbursement for Wildlife training duties during April 1-29, 2023.

A motion was made by Steven Kohler and seconded by Monae Johnson to approve the following Home Station Reimbursement Requests. A roll call vote was taken, and the motion carried unanimously.

- Department of Game, Fish, and Parks
 - Shooting Range Development working lunch held in Yankton on May 26, 2023.

A motion was made by Steven Kohler and seconded by Monae Johnson to deny the following Home Station Reimbursement Requests. After discussion an employee cannot pay for someone else's meal as referenced in ARSD 3:05:0303.

- Department of Education
 - Good to Great Teachers training held in Chamberlain on May 10, 2023.

A motion was made by Rich Sattgast and seconded by Steven Kohler to conditional approval under per diem after discussion that the six people are state employees. A roll call vote was taken, and the motion carried unanimously.

- Department of Education
 - Virtual school workgroup held in Pierre on May 12, 2023.
 - South Dakota Educators & Administrators workgroup held in Pierre on April 26-27, 2023.

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

- Department of Corrections
 - Office of Inspector General conducted an investigator training in Pierre on May 24th, 2023.

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

- Human Services Center
 - Working meetings for Doctors & Physicians Assistants during November 2022 through May 2023.

A motion was made by Rich Sattgast and seconded by Anissa Grambihler approve the following Home Station Reimbursement Requests. A roll call vote was taken, and motion carried unanimously.

- Department of Labor & Regulations Additional Home Station item.

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

- Game, Fish & Parks 2- Additional Home Station training items.

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

Action Items: A motion was made by Steven Kohler and seconded by Leah Haugen approved. A roll call vote was taken, and motion carried unanimously.

- Legislative Research Council
 - Deferred item from previous month, requesting excess out of state rate for Jacob Carlson for his stay in Denver on April 1, 2023. No action was taken on this request, as the agency had already spoken with the State Auditor's office.
- Department of Education
 - Requesting excess in-state lodging for individuals that attended the ARC Workgroup in Pierre on April 26-27, 2023.
- Department of Health
 - Robert Burandt, Kacee Redden and Sarah Zaiser are requesting additional fees for their stay in Rapid City on April 28, 2023.

A motion was made by Leah Haugen and seconded by Steven Kohler no additional fees are reimbursed excess lodging. A roll call vote was taken, and motion carried unanimously.

- Department of Public Safety
 - Requesting excess in-state rate lodging for Joannah Tornow who stayed in Fort Pierre on June 7-8, 2023.
 - Requesting excess in-state rate lodging for individuals that assisted with the Little Bend Prescribed burn on May 16, 2023.

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

- Department of Transportation
 - Requesting reimbursement for Brenda Thomas who paid for a catered meal instead of having the department direct billed and paying the vendor directly.
 - Requesting reimbursement for Monica Ortbahn and Wanda Fuhrer for supplying lunch at the winter safety and appreciation days for Pierre Regional staff on May 16, 2023.

A motion was made by Steven Kohler and seconded by Leah Haugen to approve the following Home Station Reimbursement Requests. A roll call vote was taken, and motion carried unanimously.

- Attorney General's Office
 - Requesting excess out of state rate lodging for staff that attended the ASCIA conference in Nashville, TN during May 1-3, 2023. No Action.

Debt Write Offs: A motion was made by Leah Haugen and seconded by Anissa Grambihler approved. A roll call vote was taken, and motion carried unanimously.

- Northern State University requesting three debt write offs totaling \$2,230.65.

Public Comment: No public comment.

Adjournment: A motion was made by Steven Kohler and seconded by Rich Sattgast to adjourn the meeting. A roll call vote was taken, and the motion carried unanimously. The meeting was adjourned at 2:39 p.m. CST


Thomas J. Deadrick, Deputy Secretary of State