

State Board of Finance

Minutes

Tuesday, October 17, 2023
2:00 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: Alan Vester, Office of the Governor; Tom Deadrick, Office of the Secretary of State; Marianne Gabriel, Office of the State Auditor; Josh Haeder, State Treasurer; Leah Haugan, Bureau of Administration; Steven Kohler, Bureau of Finance and Management; Justin Nagel, School & Public Lands.

Guests included: Chris Petersen, Department of Game, Fish, and Parks; Jason Lutz, Bureau of Finance and Management; Kayla Dowling and Jeannell Scott, Office of the Secretary of State. The meeting was held via teleconference and in the Governor's Bear Butte Room.

Call to order: Alan Vester called the meeting to order at 2:00 p.m. CST. Alan Vester requested Tom Deadrick to Chair this meeting due to illness had taken his voice.

Minutes: A motion was made by Steven Kohler and seconded by Leah Haugan to approve the draft minutes from the September 19th, 2023, meeting. A roll call vote was taken, and the motion carried unanimously.

Agenda: A motion was made by Steven Kohler and seconded by Leah Haugan to amend the agenda to include a request from the Legislative Research Council. A roll call vote was taken, and the motion carried unanimously.

A motion was made by Leah Haugan and seconded by Steven Kohler to amend the agenda to include an Action Item request from the Department of Labor. A roll call vote was taken, and the motion carried unanimously.

A motion was made by Leah Haugan and seconded by Alan Vester to approve the amended agenda with the two additional requests. A roll call vote was taken, and the motion carried unanimously.

Action Items: A motion was made by Steven Kohler and seconded by Leah Haugan to approve the follow action item. A roll call vote was taken, and motion carried unanimously.

- South Dakota Legislative Research Council
 - Salary of Legislators for the 2024 Session

A motion was made by Leah Haugan and seconded by Steven Kohler to approve the follow action item. A roll call vote was taken, and motion carried unanimously.

- Department of Labor and Regulations
 - Requesting approval for excessing lodging expense higher than state rate for Ashley Severyn on September 14-16th, 2023, held in Deadwood stayed at The Lodge Deadwood in Deadwood.

State Hosting Reimbursement Request: A motion was made by Josh Haeder 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
 - Hosting an International Journalist held in Pierre on September 5th, 2023.
 - Lunch provided to staff, traveling writers & tour operators for the Buffalo Roundup held in Custer on September 29, 2023

Home Station Per Diem Reimbursement Request: A motion was made by Leah Haugan and seconded by Josh Haeder to approve the following Home Station Reimbursement Requests. A roll call vote was taken, and the motion carried unanimously with Steven Kohler from Bureau of Finance & Management abstaining.

- Bureau of Finance & Management
 - Pre-Approval Per Diem Reimbursement related to an RFP Selection Committee meeting will be held in Pierre on October 23, 2023.

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.*

A motion was made by Leah Haugan and seconded by Marianne Gabriel to defer the following Home Station Requests until more information was provided for the number of attendees who participated in the meal that was provided. A roll call vote was taken, and the motion carried unanimously.

- Department of Education
 - Teacher Compensation Review Board meeting held in Pierre on August 21st, 2023.
 - Teacher Compensation Review Board meeting held in Pierre on September 15th, 2023.

A motion was made by Leah Haugan 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 Game, Fish, and Parks
 - Diana Landegent requesting reimbursement for Wildlife Conservation Officer training held during August 1, 2023 through August 11, 2023.
 - Chris Dekker requesting reimbursement for Wildlife Conservation Officer training held during August 21-22, 2023.

A motion was made by Josh Haeder and seconded by Steven Kohler to approve the following Home Station Reimbursement Requests. A roll call vote was taken, and the motion carried unanimously with the Office of the Secretary of State abstaining.

- Secretary of State
 - Board of Elections meeting held in Pierre on September 27th, 2023.
 - Post-Election Audit Summer Study held in Pierre on July 20th, 2023.
 - Post-Election Audit Summer Study held in Pierre on June 21st, 2023.

Action Items: A motion was made by Leah Haugan and seconded by Steven Kohler to approve the following Action Items. A roll call vote was taken, and motion carried unanimously.

- Department of Education
 - Requesting approval for excessing lodging expense higher than state rate and travel agency fee from STG Travel for Kara Schweitzer on June 26th -29th. 2023, held in Atlanta, Georgia.
- Department of Public
 - Requesting approval for excessing lodging expense higher than state rate to reimburse Heather Meyers attended Victim Service's Symposium in Mitchell, SD on September 21, 2023.
 - Requesting approval for excessing lodging expense higher than state rate to reimburse Mark Rathbun traveling examiners team between July 24, 2023 and August 21, 2023 four different occasions was charged the Government rate plus tax.

Debt Write-Off: A motion was made by Steven Kohler and seconded by Leah Haugan to approve the follow Debt Write-Off Item(s). A roll call vote was taken, and motion carried unanimously.

- Department of Transportation
 - Requesting 10 debt write offs totaling \$19,584.06.
- University of South Dakota
 - Requesting 501 debt write offs totaling \$423,340.96.

Public Comment: No public comment.

Adjournment: A motion was made by Steven Kohler and seconded by Leah Haugan to adjourn the meeting. A roll call vote was taken, and the motion carried unanimously. The meeting was adjourned at 2:15 p.m. CST.