

# State Board of Finance Minutes

Tuesday, May 21, 2024  
2:00 p.m. CST

Governor's Mount Rushmore Room  
2<sup>nd</sup> floor Capitol  
Call in information: +1 605 679 7263  
Phone Conference ID: 966 364 263#

**Board members present:** Jon Kotilnek, Office of the Governor; Brent Kempema, Attorney General; Monae Johnson, Office of the Secretary of State; Jenna Latham, Office of the State Auditor; Anissa Grambihler, Office of the State Treasurer; Leah Haugan, Bureau of Human Resources & Administration; Steven Kohler, Bureau of Finance & Management; Brock Greenfield, School & Public Lands.

**Guests included:** Chris Petersen, Game, Fish & Parks and Jeannell Scott, Office of the Secretary of State. The meeting was held via teleconference and in the Governor's Mount Rushmore Room.

**Call to order:** Jon Kotilnek called the meeting to order at 2:01 p.m. CST.

**Minutes:** A motion was made by Anissa Grambihler and seconded by Steven Kohler to approve the draft minutes from the April 16<sup>th</sup>, 2024, meeting. A roll call vote was taken, and the motion carried unanimously.

**Agenda:** A motion was made by Jenna Latham and seconded by Anissa Grambihler to approve monthly meeting agenda. A roll call vote was taken, and the motion carried unanimously.

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

- Department of Tourism
  - Hosting an international journalist in Yankton, SD on April 21<sup>st</sup>, 2024.

**Home Station Per Diem Reimbursement Request:** A motion was made by Leah Haugan and seconded by Jenna Latham to approve the following Home Station Reimbursement Requests. A roll call vote was taken, and the motion carried unanimously.

- Department of Education
  - Plans to Practice Professional Development held at the Ramkota Hotel & Conference Center Pierre, SD on April 10<sup>th</sup>, 2024 9:00am to 4:00pm.

A motion was made by Jenna Latham 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 & Parks
  - Nicholas Cochran requesting reimbursement for In-Service training held during March 19<sup>th</sup> – 21<sup>st</sup>, 2024 in Aberdeen, SD.
  - Josh Carr requesting reimbursement for Hunt Safe Field Day March 23<sup>rd</sup>, 2024 8:00am to 3:30pm. Post Academy Training for Scenario based training March 26<sup>th</sup>, 2024 8:00am to 2:40pm.
  - Josh Carr requesting reimbursement for Spring Firearms Training April 30, 2024 10:00am to 4:30pm
  - Diana Landegent requesting reimbursement for Hunt Safe on April 5<sup>th</sup>, 6<sup>th</sup> & 7<sup>th</sup> and checkpoint April 21<sup>st</sup> and Defensive Tactics Training April 29<sup>th</sup>, 2024 in Chamberlain, SD.

A motion was made by Anissa Grambihler and seconded by Monae Johnson to approve the following Home Station Reimbursement Requests. A roll call vote was taken, Bureau of Human Resources and Administration abstained, and the motion carried unanimously.

- Bureau of Human Resources and Administration
  - Human Resources managers staff meeting held in Pierre, SD on April 18, 2024, 9:30am to 3:00pm.

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

- Department of Human Services Center
  - Working meeting for doctors and physician assistants at the Human Services Center held in Yankton, SD on April 17<sup>th</sup>, 2024, April 24<sup>th</sup>, 2024 & May 1<sup>st</sup>, 2024.

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.*

**Action Items:** A motion was made by Jenna Latham and seconded by Leah Haugan to approve the following Action Items Reimbursement Request. A roll call vote was taken, and motion carried unanimously.

- Department of Corrections
  - Requesting approval for excess lodging two nights for Mary Kasch at Ramkota Hotel Pierre, SD on February 20<sup>th</sup> & February 21<sup>st</sup>, 2024.
  - Requesting approval for excess lodging two nights for Grace Campbell & Quesha Addison at Cambria Hotel Rapid City, SD on February 17<sup>th</sup> & 18<sup>th</sup>, 2024.

**Debt Write-Off:** A motion was made by Leah Haugan and seconded by Monae Johnson to approve the following Debt Write-Off Request. A roll call vote was taken, and motion carried unanimously.

- South Dakota State University
  - 2 – Emergency Loans not approved from April 16<sup>th</sup>, 2024 needed more information; an explanation cover letter pertaining to SDSU Emergency Loans.
- Department of Public Safety
  - Agreed on settlement amount of \$51,054.93 requested write off amount \$11,334.19.
- South Dakota School of Mines
  - Requesting seventeen debt write offs totaling \$26,953.41.
- Black Hills State University
  - Requesting two hundred thirty debt write offs totaling \$389,881.54.

**Public Comment:** No public comment.

**Adjournment:** A motion was made by Brock Greenfield and seconded by Steven Kohler to adjourn the meeting. A roll call vote was taken, and the motion carried unanimously. The meeting was adjourned at 2:10 p.m. CST.