

# State Board of Finance

## Minutes

Tuesday, June 18, 2024  
2:00 p.m. CST

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

**Board members present:** Katie Hruska, Office of the Governor; Brent Kempema, Attorney General; Tom Deadrick, Office of the Secretary of State; Jenna Latham, Office of the State Auditor; Josh Haeder, 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:** Kellie Beck, Department of Transportation 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:** Katie Hruska called the meeting to order at 2:00 p.m. CST.

**Minutes:** A motion was made by Steven Kohler and seconded by Brock Greenfield to approve the draft minutes from the May 21<sup>st</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 Leah Haugan 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 Brock Greenfield and seconded by Brent Kempema to only approve State Hosting Reimbursement Request the meals/plates on the following request. The gas receipts denied need to submit mileage reimbursement through submitting travel voucher request with mileage. A roll call vote was taken, and the motion carried unanimously.

- Department of Tourism
  - Expenses from hosting media journalists on FAM Ciara Forest travel South Dakota on June 3<sup>rd</sup>-5<sup>th</sup>, 2024.

**Home Station Per Diem Reimbursement Request:** A motion was made by Brock Greenfield 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
  - Birth to Three staff and services coordinators were pulled together to train on the new Yahasoft Birth to Three new data billing system training on May 1<sup>st</sup>, 2024 8:00am to 5:00pm in Pierre, SD.
  - Birth to Three staff, service coordinators and providers were pulled together to train on the new Yahasoft Birth to Three new data billing system training on May 2<sup>nd</sup>, 2024 8:00am to 4:00pm in Pierre, SD.
  - History staff help facilitate and attend the History Conference that was put on April 5<sup>th</sup>-6<sup>th</sup>, 2024 in Pierre, SD.

A motion was made by Jenna Latham and seconded by Steven Kohler to defer action on the following Home Station Reimbursement Requests to provide itemized receipt. A roll call vote was taken, and the motion carried unanimously.

- Department of Labor & Regulations
  - Apprenticeship Intermediary training held May 13<sup>th</sup>, 2024 in Pierre, SD.

A motion was made by Josh Haeder 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 Public Safety
  - SD Wildland Fire annual live fire training exercise for new & seasonal employees required to stay at South Dakota School of Mines & Technology Rapid City, SD May 28<sup>th</sup> – 31<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 Steven Kohler and seconded by Brook Greenfield to approve the following Action Items Reimbursement Request. A roll call vote was taken, and motion carried unanimously.

- Department of Health
  - Requesting approval for excess lodging two nights for Elizabeth Volzke at Country Inn & Suites Pierre, SD on March 5<sup>th</sup> & 6<sup>th</sup>, 2024.
  - Requesting approval for excess lodging four nights for Megan Hlavacek & Alyson Becker at Element Denver Downtown East Denver, CO May 6<sup>th</sup> – 10<sup>th</sup>, 2024.
  - Requesting approval for excess lodging one night for Amy Mattke at Comfort Inn & Suites Rapid City, SD on May 20<sup>th</sup>, 2024.
- Department of Transportation
  - Requesting approval for excess lodging one night for Monte Herren at AmericInn Fort Pierre, SD on May 22<sup>nd</sup>, 2024.
- Department of Public Safety
  - Requesting approval for excess lodging two nights for Cora Olson at AmericInn Fort Pierre, SD on February 13<sup>th</sup> & 14<sup>th</sup>, 2024 to exceed the state rate and settle the bill with the local motel

**Debt Write-Off:** A motion was made by Brook Greenfield and seconded by Steven Kohler to approve the following Debt Write-Off Request. A roll call vote was taken, and motion carried unanimously.

- Department of Transportation
  - Requesting ten debt write offs totaling \$13,913.24.

**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 2:12 p.m. CST.