

State Board of Finance Minutes

**Tuesday, October 21, 2025
2:00 PM (CST)**

**Governor's Mount Rushmore Room
2nd 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, Office of the Attorney General; Monae Johnson, Office of the Secretary of State; Jenna Latham, Office of the State Auditor; Mitch Krebs, Office of the State Treasurer; Leah Haugan, Bureau of Human Resources and Administration; and Steven Kohler, Bureau of Finance and Management.

In-Person Guests Included: Jeannell Scott, Office of the Secretary of State; and Evan Sippel, Office of the Secretary of State. The meeting was held via teleconference and in the Governor's Mount Rushmore Room.

Online Guests Included: Chris Petersen, Department of Game, Fish, and Parks. 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 PM (CST).

Minutes: A motion was made by Steven Kohler and seconded by Leah Haugan to approve the draft minutes from the September 16, 2025 meeting. A voice vote was taken, and the motion carried unanimously.

Agenda: A motion was made by Monae Johnson and seconded Brent Kempema to approve the monthly meeting agenda. A voice vote was taken, and the motion carried unanimously.

State Hosting Reimbursement Request: The State Board of Finance chose to divide consideration of the following State Hosting Reimbursement Requests.

A motion was made by Monae Johnson and seconded by Jenna Latham to approve the following State Hosting Reimbursement Requests. A voice vote was taken, and the motion carried unanimously.

- Department of Tourism
 - March 13: Industry meeting with tourism partners.
 - September 27: Hosted international journalists for a tour of the Black Hills during the buffalo roundup.

A motion was made by Jenna Latham and seconded by Leah Haugan to approve the following State Hosting Reimbursement Requests. A voice vote was taken, and the motion carried unanimously.

- Governor's Office of Economic Development
 - August 21: Hosted new business and economics professor and South Dakota CEO in Spearfish.
 - September 9-10: Purchased coffee for a hosting of site selectors during a site selector trip in Greenville, SC.

Home Station Per Diem Reimbursement Request: The State Board of Finance chose to divide consideration of the following Home Station Per Diem Reimbursement Requests.

A motion was made by Monae Johnson and seconded by Jenna Latham to approve the following Home Station Per Diem Reimbursement Request. A voice vote was taken, and the motion carried unanimously. Brent Kempema, Office of the Attorney General, abstained from voting.

- Office of the Attorney General
 - September 18: Evening meeting at Rules of Evidence Conference for State's Attorneys.

A motion was made by Brent Kempema and seconded by Steven Kohler to approve the following Home Station Per Diem Reimbursement Request. A voice vote was taken, and the motion carried unanimously.

- Department of Game, Fish, and Parks
 - August 5-17: Wildlife Conservation Office training patrol, boat patrol, drowning/boat accidents, and other law enforcement activities.

A motion was made by Monae Johnson and seconded by Leah Haugan to approve the following Home Station Per Diem Reimbursement Request. A voice vote was taken, and the motion carried unanimously. Jon Kotilnek, Office of the Governor, abstained from voting.

- Office of the Governor
 - September 24: Working lunch during meeting of the Governor's Resilience and Infrastructure Task Force.

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 Steven Kohler and seconded by Brent Kempema to approve the following Home Station Per Diem Reimbursement Requests. A voice vote was taken, and the motion carried unanimously.

- Department of Transportation
 - November 6: Annual Employee Meetings and Celebrate Success Training Sessions to share success stories, highlight innovations, interoffice exchange of information, and promote teambuilding.
- Department of Labor and Regulation
 - September 3: South Dakota Workforce Development Council meeting.
- Department of Education
 - September 11: Held working lunch so South Dakota Advisory Panel on Children with Disabilities could get done at a decent time to allow travel.

Action Items: The State Board of Finance chose to divide consideration of the following Action Items.

A motion was made by Jenna Latham and seconded by Steven Kohler to defer consideration of the following Action Items. A voice vote was taken, and the motion carried unanimously.

- Department of Education
 - September 6: Reimbursement of local food for the Farm to School booth at the Youth and Family Services (YFS) Harvest Festival in Rapid City.
 - October 1: Reimbursement of Archaeological Research Center employee for expenses incurred hosting a Lego League group from Rapid City.

A motion was made by Mitch Krebs and seconded by Leah Haugan to approve the following Action Item. A voice vote was taken, and the motion carried unanimously.

- Department of Public Safety
 - July 21-22: Reimbursement of DPS employee due to the inability of the Holiday Inn Express & Suites in Sioux Falls to refund an excess charge and honor the state rate.

A motion was made by Monae Johnson and seconded by Brent Kempema to approve the following Action Item. A voice vote was taken, and the motion carried unanimously.

- Legislative Research Council
 - September 11: Ascertain and adjust the 2026 session salary for members of the Legislature to \$15,970.

Jon Kotilnek led an annual review of South Dakota's open meeting laws, as required under SDCL 1-25-13. The State Board of Finance completed its review of South Dakota's open meeting laws for CY2025.

Debt Write-Off Request: A motion was made by Leah Haugan and seconded by Jenna Latham to approve the following Debt Write-Off Request. A voice vote was taken, and the motion carried unanimously.

- University of South Dakota
 - 233 accounts for write off, with a total value of \$533,995.68.

Public Comment: None.

Adjournment: A motion was made by Brent Kempema and seconded by Steven Kohler to adjourn the meeting. The motion carried without opposition. The meeting was adjourned at 2:19 PM (CST).


Monae L. Johnson, Secretary of State