

State Board of Internal Control Minutes

Date: March 18th, 2021

Location: Zoom Meeting:
<https://state-sd.zoom.us/j/92963562029?pwd=Z3JYVEVQcIR1OEJUS0cxVDdSTUZkdz09> or
call in using the following credentials: 1-346-248-7799, Meeting ID:
929 6356 2029, Passcode: 570952

Room 414
State Capitol Building (4th floor)
500 E. Capitol Ave.
Pierre, SD

Time: 11:00 AM

1. Roll Call of Board Members

- A. Liza Clark called the meeting to order at 11:01 AM
- B. Mark Quasney called the roll

Members present:

- i. Kellie Beck – DOT
 - ii. Liza Clark – BFM
 - iii. Heather Forney – BOR
 - iv. Greg Sattizahn – UJS
 - v. Brenda Tidball-Zeltinger – DSS
 - vi. Chris Petersen – GFP/SDDA
 - vii. Rich Sattgast – State Auditor
- 1. Quorum is present

2. Approval of Agenda

- A. Motion to approve agenda
 - i. IT WAS MOVED by BECK, seconded by SATTGAST
 - ii. The motion carried with a roll call vote.

3. Approval of Minutes

- A. Motion to approve minutes from December 17th, 2020
 - i. IT WAS MOVED by PETERSEN, seconded by FORNEY
 - ii. The motion carried with a roll call vote.

4. Recurring Discussion Items

A. Sub-recipient Audit Notifications from DLA (SDCL 1-56-9)

- i. None to discuss this meeting

B. GOAC Update

- i. Liza Clark indicated that GOAC met once since the last SBIC meeting. She reviewed the committee meeting.
- ii. Liza noted there will be new GOAC committee members due to new legislative leadership. The new GOAC committee has not met.

5. Internal Control Quarterly Report

A. Statewide –

- i. Mark Quasney relayed that today's Statewide report is only on the Department of Game, Fish & Parks as other agencies reported last quarter. This is GFP's first reporting cycle. GFP is reporting a 94% response rate to control owner attestations, with the percentage of high and critical decreasing slightly.
- ii. No repeat issues or past due remediation issues.
- iii. Waiting on results of the Single Audit.

B. Agency

i. Department of Game, Fish & Parks

1. Chris Petersen, Finance Director at GFP, provided an overview of the implementation process for GFP. Brenda Tidball-Zeltinger asked Chris to share some challenges they overcame through the implementation process.

6. Framework Project Update

A. Department of Tribal Relations

- i. Mark Quasney indicated DTR is wrapping up the implementation process.

B. Department of Tourism

- i. Mark Quasney indicated TOUR is wrapping up the implementation process.

C. Department of Corrections

- i. Mark Quasney indicated DOC has been selected to go through the implementation process next. The implementation work will continue to be done remotely with consultants assisting.

7. Other Discussion Items

A. GFOA Award for Excellence

- i. Mark Quasney talked briefly on the choosing of South Dakota's Internal Control Framework for a national GFOA award.

8. Agenda Items for Next Meeting

A. None

9. Public Comment

A. None

10. Adjourn

A. Motion to Adjourn

- i. IT WAS MOVED by TIDBALL-ZELTINGER, seconded by SATTGAST
- ii. The motion carried with unanimous voice vote.

Note: This meeting is being held in a physically accessible location. Individuals with disabilities who require a reasonable accommodation in order to participate in the meeting should contact the Bureau of Finance and Management at 605-773-3411. Please request the accommodation at least 2 business days prior to the meeting.