



South Dakota
Unified Judicial System
State Court Administrator's Office

605.773.3474
500 E. Capitol Ave.
Pierre, SD 57501-5070

SD CASA COMMISSION MEETING MINUTES

JULY 21, 2025

2:00 PM – 3:00 PM – CDT

Virtual Via Microsoft Teams

Attending:

Commissioners: Judge Patrick Smith, Kristie Fiegen, JoLynn Bostrom, Crystal Aman

Absent: Judge Karen Jeffries

UJS Staff: Austin Gourley, Savanaha Shrake, Sara Kelly

Other Attending: Makenzie Huber-Search Light, Jackie Horton – First Circuit CASA

Call to Order

The meeting was called to order by Commissioner Kristie Fiegen, Chairwoman, at 2:00 pm.

Meeting minutes

The May 21, 2025, meeting minutes were presented to the Commissioners, no edits were noted.

Commissioner Judge Patrick Smith moved to approve the minutes as written and presented.

Commissioner JoLynn Bostrom second.

No opposed.

Motion carried.

Updates from the state administered CASA Association

Sara Kelly shared updates on National CASA funding freeze, the annual National CASA conference and state director meeting is cancelled. National CASA appealed the funding freeze, no updates to report on the appeal. The network of state directors met in June; Sara shared a written summary of the meeting. The network will continue to strategically plan for maintaining state and local program support in the event National CASA isn't fully funded. Sara stated she will keep the Commissioners and local programs updated as more information comes available.

Review 2026 CASA Commission annual grant application

The Commissioners reviewed the annual grant application and the additional grant application. Sara will make edits to the two applications and send them out with the meeting minutes.

Review and discuss the funding allocation strategy

The Commissioners reviewed the proposed funding allocation plan for the additional funds and provided feedback on edits. The edits will be made as discussed and send with the meeting minutes. The Commissioners agreed option A is the best option for funding distribution.





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Vote

Commissioner Crystal Aman moved to approve all items discussed: applications, funding proposal, and option A of the potential allocation.

Commissioner Judge Patrick Smith second.

No opposed.

Motion carried.

Next meeting

Commissioners discussed dates in December. Sara Kelly will send out a Doodle Poll to secure a date and time. Agenda items will include presentations from the Fifth and Sixth Circuit CASA Programs, updates from East Central CASA and Seventh Circuit CASA. Kristie Fiegen asked Sara Kelly to contact the AG's Office for a staff person to present on the open meetings requirements.

DRAFT



STRATEGIC PLAN ON CASA FUNDING FOR NEW AND EXPANDING PROGRAMS

Grant Program: Developing, expanding, and build sustainability of the infrastructure and capacity building of CASA programs.

Funding Structure: Base amount on size of program, additional funding depends on number of volunteers, number of children served, and additional needs of the program, as presented to the CASA Commission.

Funding Requirements: Programs are required to submit a grant application with the following supporting documents.

- Financial statements (current year and previous year).
- Annual CASA Program budget and grant proposal budget for the established programs.
- Strategic plan, and SMART¹ goals.
- Current year's annual SMART goals and previous year's annual accomplishments from SMART goals.
- Board meeting minutes and executive director's monthly reports.

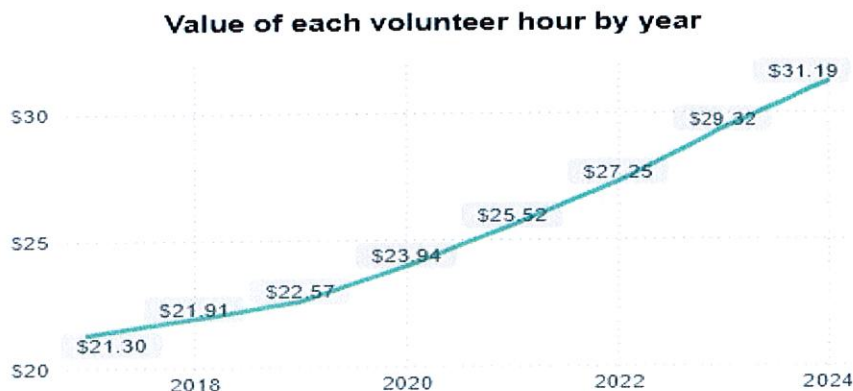
Matching Funds Expectation: Established programs (First Circuit, Southeast, Sioux Falls Area, East Central, Northern Hills, and Seventh Circuit) are expected to show funding stability with over **50 percent** of their budget is from other non-governmental continuous funding sources. The newly developed programs (Fifth and Sixth Circuit) are expected to show funding stability with over **50 percent** of their budget is from other non-governmental continuous funding sources by fiscal year 2030.

Example of a small, established program: Annual revenue - \$220,000. Revenue from donations, fundraising and special events - \$101,529 (46.14% of the annual budget).

Nonprofit facts:

As per the 2024 [Independent Sector Organization](#) information:

- The value of a volunteer hour for South Dakota as of 2024 is \$31.49.

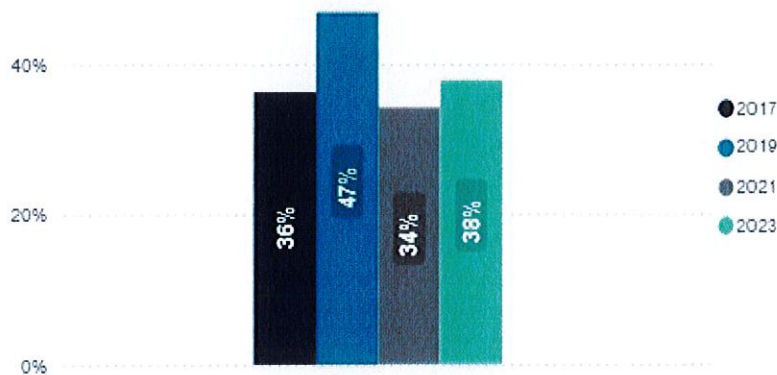


- There is a slight increase in volunteering from 2021 to 2023, after a significant decrease from 2019 to 2021.

¹ Specific, Measurable, Achievable, Relevant, and Time-bound

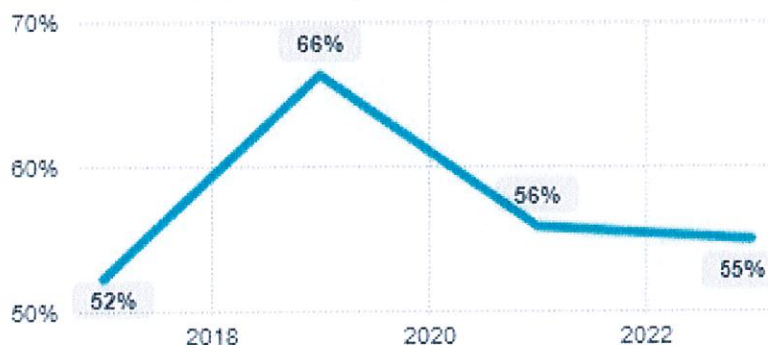
STRATEGIC PLAN ON CASA FUNDING FOR NEW AND EXPANDING PROGRAMS

Percent of residents who spent any time volunteering for any organization by year



- South Dakota has 7,120 nonprofits that generates 54,121 individuals for the state's workforce.
- There has been a 10% drop in individual donations since 2019.

Percent of residents who donated to a charitable organization by year



Program Funding 2024 Averages:

- National CASA estimates the annual cost to manage one volunteer is \$5798.
- South Dakota ED salary \$77,200, 61.4% of budget.
- South Dakota program staff \$55,705, 7.4% of budget.
 - Five of the eight programs offer a health and retirement benefits.
- The statewide total percent of government funding for programs is 43% of the annual budget.

National CASA Program Standards

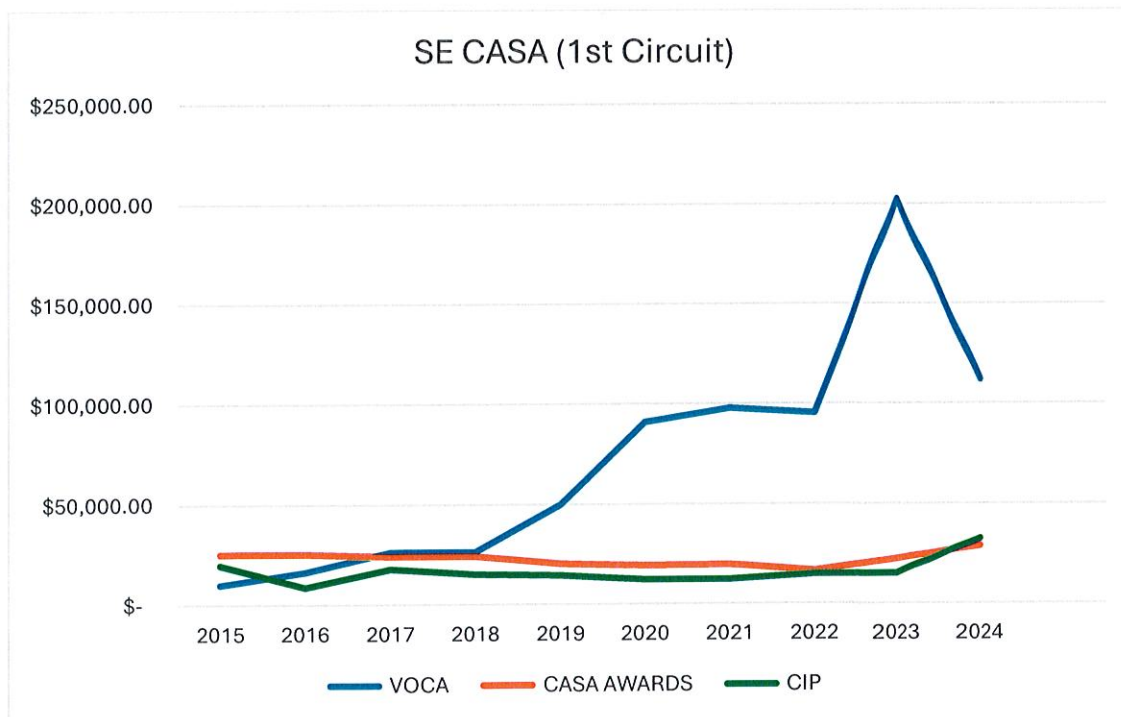
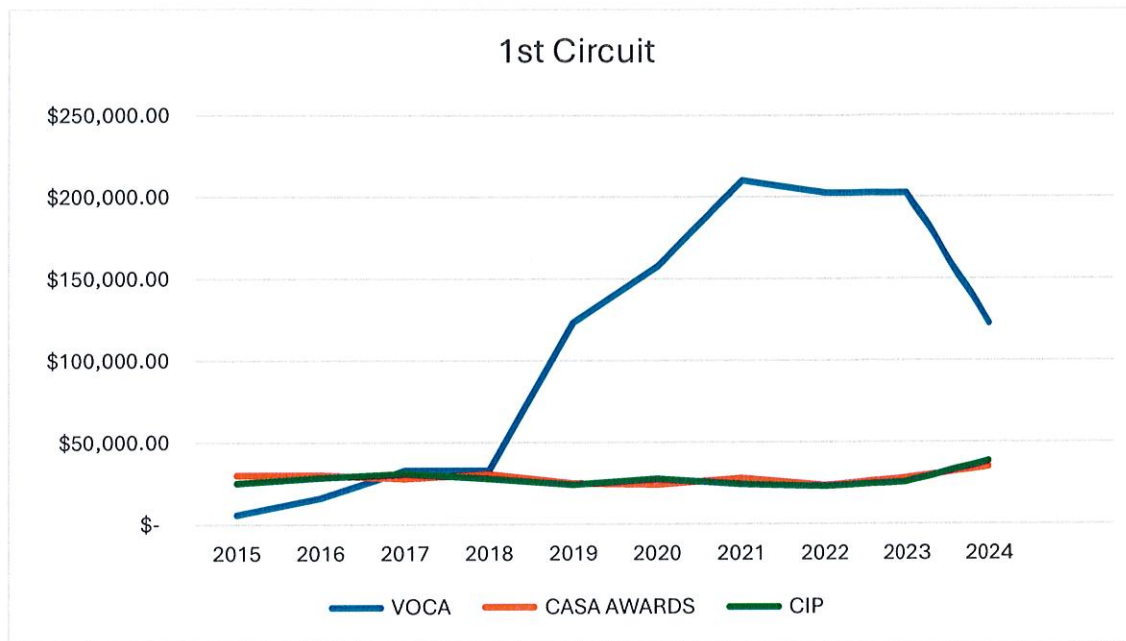
- Program staff supervision of volunteer ratio is 1 staff to 30 volunteers².

Historical Funding of CASA Programs

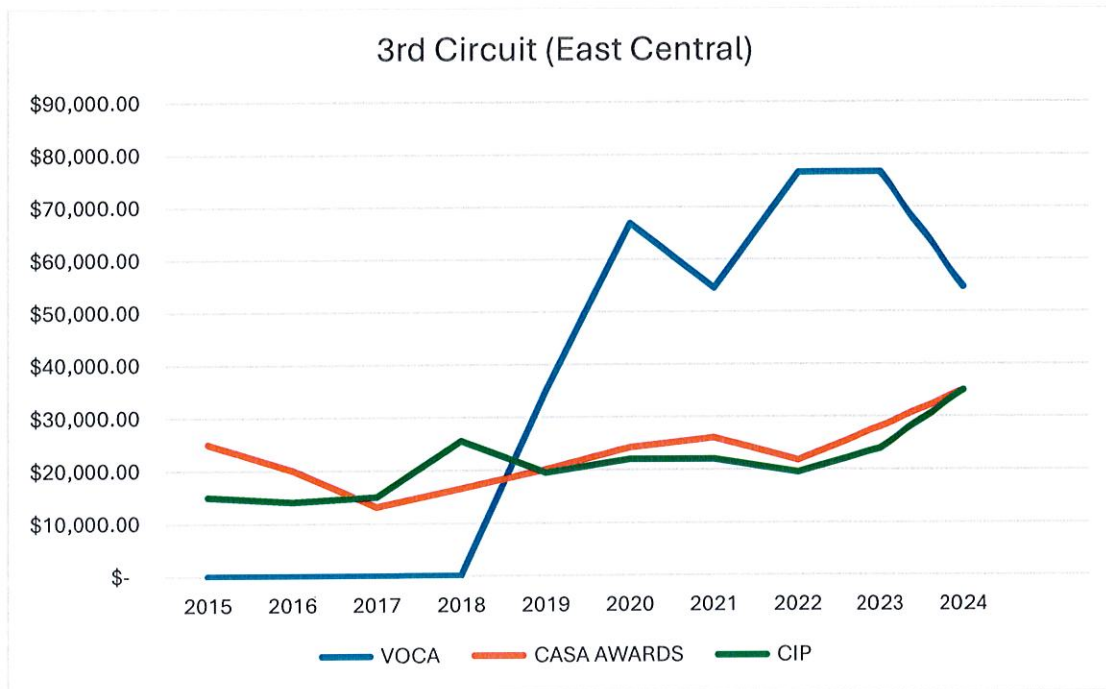
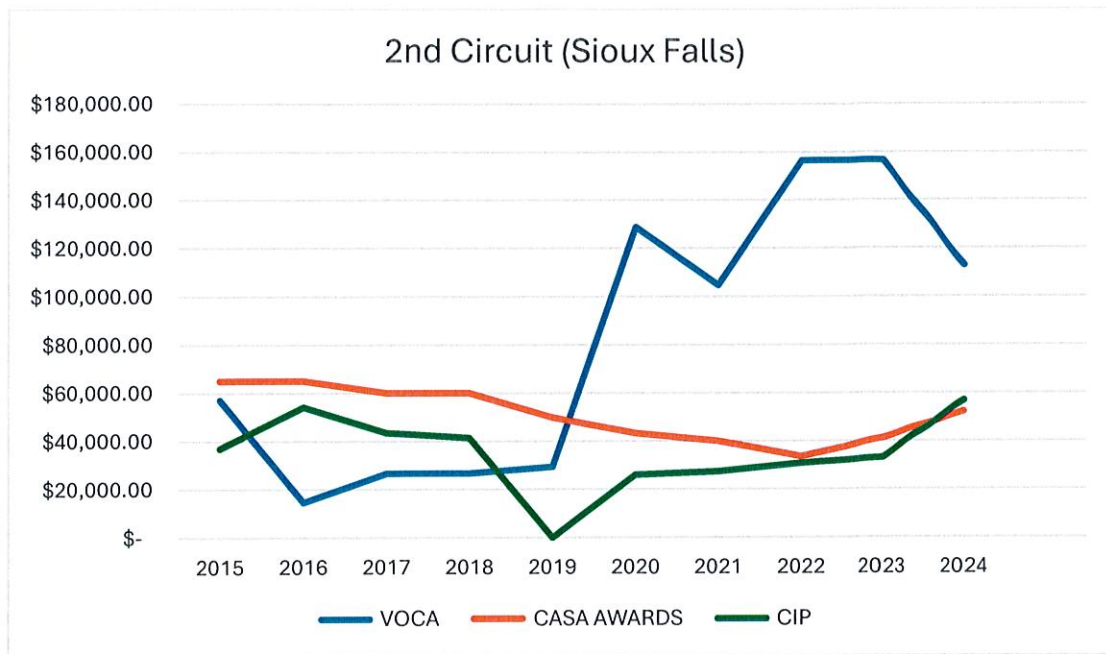
² NCASA recommends a cap of 15 volunteers for staff for a one-person office.

STRATEGIC PLAN ON CASA FUNDING FOR NEW AND EXPANDING PROGRAMS

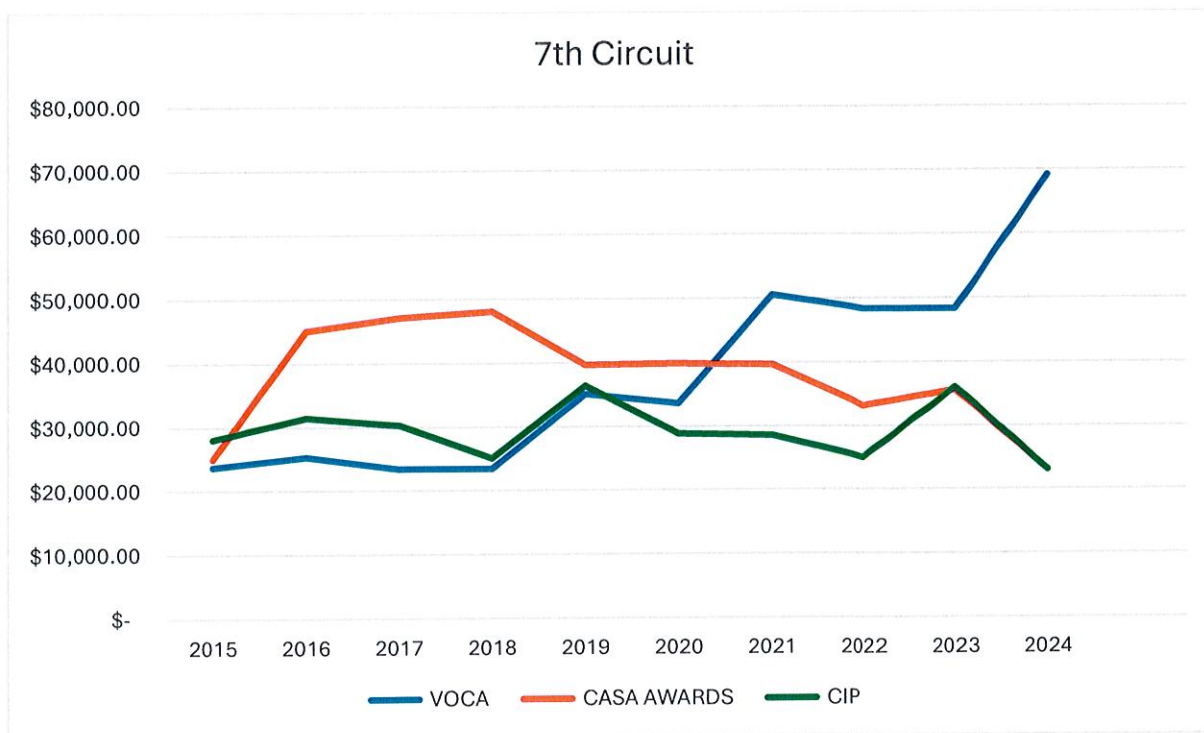
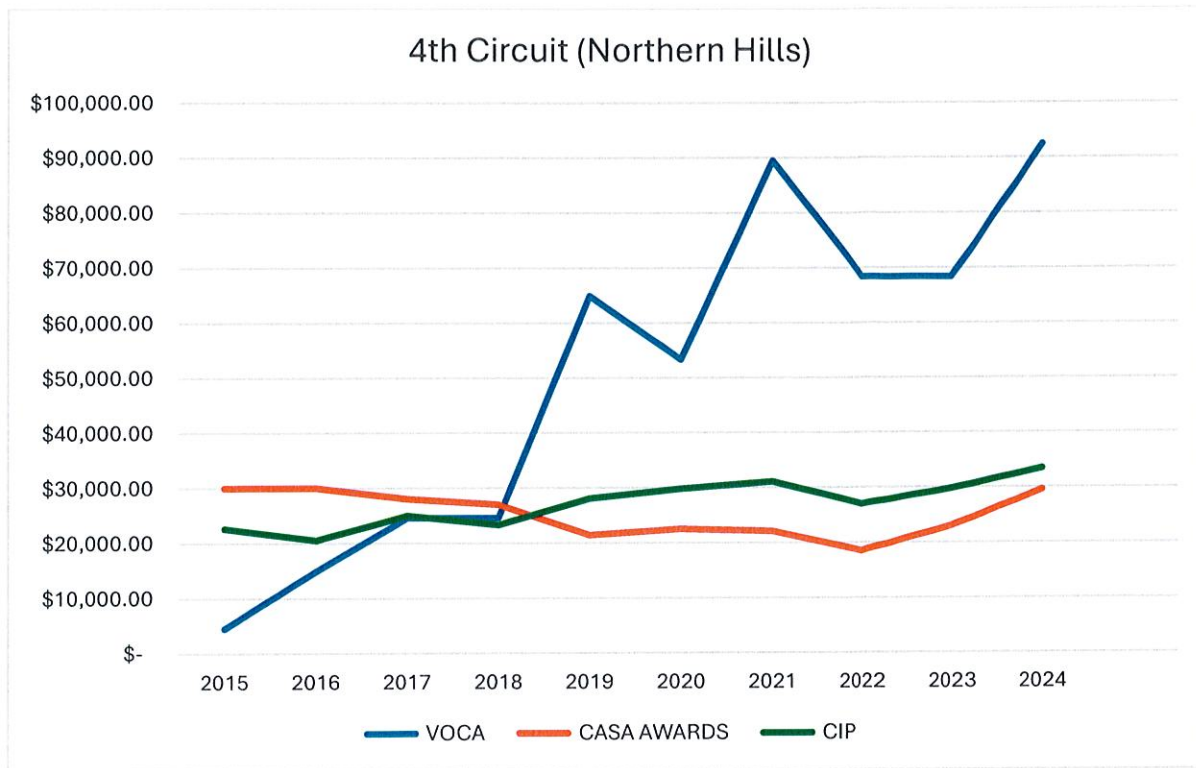
The historical funding displayed in the graphs below represents the state and federal funding that established CASA programs have received. Please note the Fifth and Sixth Circuit CASAs are not included, as they have not received VOCA funding and have received limited CIP funds for the first time in SFY'24.



STRATEGIC PLAN ON CASA FUNDING FOR NEW AND EXPANDING PROGRAMS



STRATEGIC PLAN ON CASA FUNDING FOR NEW AND EXPANDING PROGRAMS



**CASA COMMISSION FUNDING PLAN
2026-2029**

OPTION A

2026

CASA PROGRAM	AWARD	MATCH	COMMENTS
Fifth Circuit	\$60,000	\$18,000	Match is 30%
Sixth Circuit	\$60,000	\$18,000	Match is 30%
Other established Programs	\$30,000	\$9,000	Match is 30%
Additional Staff for New Programs(5th & 6th)	\$30,000	\$9,000	Match is 30%
State Organization	\$10,000		
Total	\$190,000		

2027

PROGRAM	AWARD	MATCH	COMMENTS
Fifth Circuit	\$50,000	\$15,000	Match is 30%
Sixth Circuit	\$50,000	\$15,000	Match is 30%
Other established Programs	\$25,000	\$7,500	Match is 30%
Additional Staff for New Programs(5th & 6th)	\$25,000	\$7,500	Match is 30%
State Organization	\$15,000		
Total	\$165,000		

2028

PROGRAM	AWARD	MATCH	COMMENTS
Fifth Circuit	\$40,000	\$12,000	Match is 30%
Sixth Circuit	\$40,000	\$12,000	Match is 30%
Other established Programs	\$25,000	\$6,000	Match is 30%
Additional Staff for New Programs(5th & 6th)	\$20,000	\$6,000	Match is 30%
State Organization	\$20,000		
Total	\$145,000		

2029

PROGRAM	AWARD	MATCH	COMMENTS
Fifth Circuit	\$25,000	\$7,500	Match is 30%
Sixth Circuit	\$25,000	\$7,500	Match is 30%
Other established Programs	\$20,000	\$4,500	Match is 30%
Additional Staff for New Programs(5th & 6th)	\$10,000	\$4,500	Match is 30%
State Organization	\$20,000		
Total	\$100,000		
Total for all four years	\$600,000		

*Balance as of 7/10/25 is \$674,828.50

**Any remaining funds will be disbursed at the discretion of the CASA Commissioners.