

**2021 SD COUNTY CONVENTION – SDACO IN RAPID CITY, SD HELD ON
SEPTEMBER 13-14**

REPORT FROM REGISTER OF DEEDS – MELODY ENGBRETSON

I would first like to thank each one of you for approving us to attend these workshops. These workshops are essential for us to keep up with new laws, procedures, and practices that we use in our offices. This year it was at the Ramkota in Rapid City, which is a large facility, and we had to do some major walking.

Here are some of the meeting/classes that I attended.

- SDACO Continuing Education Committee meeting – 3rd year member
- Office of Vital Records - presented new policies and procedures and advised that they will be switching to a new software program beginning next year. Our office has volunteered to participate in the testing of the new system.
- Opening Speaker Jim Olson – Retired Undercover Agent for the CIA spoke of his life as an agent for 31 years. Went on to explain the global war on terrorism and how the threat is always there.
- It's all about the scams – presented by the AG's Office. Received information regarding the current scams that they are seeing and how their office is handling them.
- Plats 101 - presented by Sandra Frazier-Shaffer Bon Homme Register of Deeds - She had some issues with the computer, so we didn't receive that full presentation. Received some ideas in helping us to review the plats, so they can be presented to you properly. It was great to see Commissioner Greenough in the class.
- Eshare Document Security and Distribution – presented by Curt Reiter from Microfilm Imaging Systems Inc. He expressed his feelings regarding secure indexing and document archiving. The quality of using microfilm to save a copy of the documents is not as good as a digital version of them.
- Project Boundary Fence from Dakota State University - presented information on the cyberattacks on governmental entities. They provide a program that assesses the vulnerability of cities and counties computer systems in South Dakota. We found out in our Register of Deeds Round Table that Brown County computer system was attacked.
- Also attended the SDACO Membership 1st & 2nd Meeting and a class that was presented by the Secretary of State's Office.

Melody Engbretson

Fall River County Register of Deeds

Recap on SD Counties, Fall Convention, Rapid City, SD – September 13 & 14, 2021

Sue Ganje, Auditor

Meetings attended, Day 1:

A Different Kind of Career as an Undercover agent in the CIA – presentation from James Olson on items he could share of that role in his life.

Parliamentary Procedures – presentation by Brookings County Commissioner Mike Bartly, Parliamentarian. Here is a brief recap:

The focus point of this presentation was the use of Robert's Rules in meetings. Different types of motions were addressed - main, privileged etc;

Issues before the board - discouragement to listening to one side of an issue without hearing the other side, equal rights for both;

If any special orders or instructions are needed, make note in the beginning of a meeting, example - when the meeting will end (some agendas do not give specified times on agenda items);

Chairman actions – Chair asks for a motion, after the 2nd to a motion the chair will restate the motion, so everyone is clear on the motion. Normally a chair does not second a motion, unless needed for discussion purposes, but is required to vote. If the chair wants to limit time, it should be announced at the beginning of that item.

Board members should always address the chair before obtaining the floor, and board members should not interrupt other board members. When making motions, always make it a positive motion, avoid personalities and stay on the subject;

A board member may 2nd a motion for discussion purposes, and still vote against motion; the board member making a motion would be the first to speak in discussion; anytime the motion is to spend money, it should be by roll call so constituents know how everyone votes;

Board members should not discuss items with others if it is or will be on the agenda to give due process to their board action. Example, if pulled over for something and you go to court, do not tell the judge your story prior to court action;

When there is a motion to table an item, it must be pulled off the table at the same meeting. Otherwise, postpone it to a different meeting. To postpone an item indefinitely is an action to kill a motion.

This was a two-part presentation; I was unable to attend the 2nd presentation due to a conflict of meetings.

Auditor's Roundtable

Discussion with Auditors on various issues

SD Dept of Revenue – Wendy Semmler, Property Tax Director

Timeline on abatements, growth and budgets. Review of taxes, opt-outs, school capital outlay limitations, railroad credits, refunds and tax levies.

SDACO 1st General Membership meeting was held

Meetings attended, Day 2:

HR issues as they pertain to the new Marijuana Rules. Excellent presentation given by Sara Frankenstein - Attorney at Gunderson, Palmer, Nelson and Ashmore, LLP of Rapid City, SD;

Presentation on needed county policies as they relate to ensuring compliance with evolving marijuana laws. Several policies will be drafted for approval by entities. We did obtain the PowerPoint on this training.

SD Secretary of State, Kea Warne, Director, Division of Elections

A review of the updates pertaining to elections including administrative Rule Changes. List maintenance, Election Equipment, a re-districting timeline update and a ballot question update.

**Project Boundary Fence from Dakota State University - Arica Kulm, PhD Lead Digital Forensic Analyst
DigForCe Lab**

Discussion on continuing cyber-attacks, with local governments housing large amounts of personal information. There is a new program that is funded by the Division of Consumer Protection – SD Attorney General Office which is offering cybersecurity assessments to cities and counties

SDACO 2nd General Membership Meeting was held