

I will be traveling to Watertown SD for a site review for the SDMEA conference in September.

I am Site Selection Chair for the Association.

I will then go to Minnesota to watch my granddaughter play softball.

I am requesting mileage to and from Watertown, one meal \$20 and my Watertown campground fee of \$35.00 for a total of \$428.50. for the business part of the trip only.

Thank you
René Larson

TRAVEL REQUEST

T0: LAWRENCE COUNTY COMMISSIONERS

FROM: DEPARTMENT Emergency Mngaj. NAME P. Rene Larson

Hereby requests permission to travel inside outside the boundaries of the state of South Dakota, for the purpose herein stated: (give specific nature if business and interest of the department to justify the cost involved)

To watertown for a site selection pre conference visit & then to Minnesota & Back

LIST ALL PERSONNEL FROM YOUR OFFICE MAKING THE TRIP:

Rene Larson

PLACE OF MEETING OR PROPOSED DESTINATION:

Ramkota watertown

DATE OF SCHEDULED MEETING PER PREPARED PROGRAM: July 14, 2021
(Attach copy, if available, to this request)

DATE OF TRIP TO BEGIN July 13, 2021 DATE TO BE COMPLETED July 18, 2021

PROPOSED METHOD OF TRANSPORTATION: POV

Estimated cost of Transportation -----	<u>373.50</u>
Meals and Lodging <u>35</u> days <u>1</u> -----	<u>55.00</u>
Registration -----	<u>0</u>
Estimated misc. -----	<u>0</u>
TOTAL ESTIMATED COST OF TRIP -----	<u>428.50</u>

Will this expense, in whole or part, be paid by any state agency or sponsoring group? If answer is yes, show estimated \$ NO

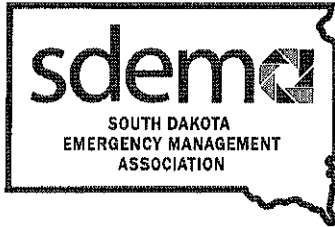
Fund or Budget from which expense is to be paid: EM travel

DATE: 7-6-21 SIGNED: P. Rene Larson

PERMISSION HEREBY **GRANTED - REJECTED** BY LAWRENCE COUNTY BOARD OF COMMISSIONERS>

DATE: _____ SIGNED: _____
CHAIRMAN OF THE BOARD

APPENDIX 6



South Dakota
Emergency Management Association

AGENDA

Wednesday, July 14th, 2021 (9am MT, 10am CT) On-Site Visit at Ramkota Hotel & Watertown
Event Center, 1901 9th Ave SW, Watertown, SD 57201

Meeting Called to Order – *Larry Tebben*

Approve Agenda – *Larry Tebben*

Approve Minutes of Previous Meeting – *Larry Tebben*

Old Business:

1. Treasurer's Report – *Jim Pearson*
2. Secretary's Report – *Erin Hacecky*
3. Site Selection-Updates – *René Larson*
4. 2021 Conference
 - a. Schedule Updates – *Alexa White*
 - b. Menus– *All*
 - c. Conference rooms & Equipment needs – *All*
 - d. Awards – *René Larson*
 - e. By-Law Changes – *Kody Keefer*
 - f. Watertown/ Conference Sponsors – *Erin Hacecky/ Jamie Torstenson*
5. SDEMA Clothing Sales – *Erin Hacecky*

New Business:

1. Next SDEMA Board Meeting Date: - *Larry Tebben*
In-Person On-Site @ Watertown Ramkota Hotel September 14, 2021, 6pm CT
2. Other Items from Committee or Members - *All*

Adjourn