

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – JANUARY 8, 2021**

MINUTES

I. CALL MEETING TO ORDER

Ms. Rollings called the meeting to order at 1:01 p.m.

II. ROLL CALL

Members Present

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|---------------------|---------------------------------|
| Fred Case | Siskiyou County Representative |
| Leann McCallum | Del Norte County Representative |
| Lonyx Landry | Trinity County Representative |
| Ruby Rollings | Humboldt County Representative |
| Ryan Ray | Del Norte County Representative |
| Tracy Foster-Olstad | Trinity County Representative |
| Trina Mathewson | Humboldt County Representative |
| Wilverna Reece | Siskiyou County Representative |

Members Absent

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|----------------|-----------------|
| Dena Magdaleno | Member at Large |
|----------------|-----------------|

III. INTRODUCTION OF GUESTS

Mr. Jace Baldosser, a Blue Lake Rancheria representative was the only guest.

IV. APPROVE AGENDA

Mr. Landry motioned to approve the agenda; Ms. Reece seconded; **MOTION** carried by unanimous vote.

V. APPROVE MINUTES

Mr. Landry motioned to approve the regular meeting minutes from November 13, 2020 and December 12, 2020; Ms. McCallum seconded; Mr. Ray and Ms. Reece both abstained, **MOTION** carried.

VI. STAFF REPORTS

A. Executive Director

NCIDC staff has continued implementation of social distancing around the office and while seeing clients for services. We have implemented phone intake procedures for clients, minimized the density of workers in the office at any one time, and begun curbside delivery of vouchers and other documents to clients. Masks, gloves, sanitizing supplies, and non-contact temperature monitoring are all being utilized by staff. We are taking this very seriously and following both the federal and state mandates and guidelines.

We are also continuing to hold our Council meetings electronically. The meeting is however, still open to the public. Any person wishing to be a part of the council meeting is welcome to come to the NCIDC Eureka office, where they would be seated in the Council Chambers. They would be able to watch the electronic meeting on the large screen TV in this meeting room, and allowed to participate during the public comment period. All guests would be expected to follow social distancing protocols. The Council Chambers are large enough to accommodate three to four individuals with proper separation. If more guests than that were to attend, the staff would relocate the public viewing to the third floor theatre area of the Carson Block building which is a larger space that can accommodate more people while still maintaining over six feet of separation between each guest.

Mr. Gehr and the Council discussed the online intake process for emergency assistance thru our website ncidc.org. The online link found under the regional services tab takes you to the online intake form for each county. Once you have filled out the online intake form it then gets routed to the case manager you have selected. The online intake also lists the offices and phone numbers for each case manager in order to follow up your submission. This process has proven to be a very useful tool to utilize to be able to safely assist our clients. There was further discussion.

CRIHB Testing – Mr. Gehr and the Council discussed the continued effort we are making to ensure the Native community has testing available. We are still working with CRIHB to provide a site for their Covid-19 Testing to be done. The testing is provided to all Native households in the community. We will continue to also provide free face masks and hand sanitizer to households that come in for the testing. We have let them know we would be willing to provide a vaccine site if that were to become an option in the future. There was further discussion.

CSBG (Community Service Block Grant) – Mr. Gehr and the Council reviewed and discussed the Department of Community Services and Development (CSD) Audit transmittal report which covered contracts 18F-5103, 18F-5104, 19F-4103, 19F-4104, and 19F-4457. They did have one comment requesting future action, specifically in regards to interest earned and audit reporting procedures. CSD would like us to report out interest income and expenditures in the SSRE schedule included in future audit, even if the earned interest is below the \$500.00 threshold to be retained (*copies in Council packets*).

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG LPA grant number 20F-3103 through November 30, 2020, with total expenditures of \$10,837.68 (*copies in Council packets*). Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG SA grant number 20F-3104 through November 30, 2020, with total expenditures of \$33,330.22 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed an executed CSBG SA grant number 20F-3104 amendment #2 reflecting an increase of \$21,448.00 in funding. This was additional state funding that remained in the budget allocated to the network (*copies in Council packets*). Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG Discretionary grant number 20F-3104 through November 30, 2020, with total expenditures of \$308.17 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG CARES LPA grant number 20F-3742 for a total of \$4,358.23. This covers the core expenses related to the CARES contracts (*copies in Council packets*). There was further discussion. Mr. Gehr and the Council also reviewed the Expenditure/Activity Report for CSBG CARES SA grant number 20F-3743 for a total of \$15,132.57. These funds are for specifically Covid-19 related expenses (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed and discussed the 2020 Desk review report. The department of Community Services and Development (CSD) conducted a monitoring desk review of CSBG contracts 20F-3103, 20F-3104 and the CARES contracts 20F-3742 and 20F-3743. The desk review included a review of administrative, board governance, prior monitoring reports fiscal and programmatic documentation. The desk review determined we were in compliance with the contractual requirements and applicable federal and state laws (*copies in Council packets*). There was further discussion.

DOL/WIOA (Department of Labor - Workforce Innovation and Opportunity Act) – Mr. Gehr and the Council reviewed a summary of current enrollment in the Adult Comprehensive Services Program (CSP) as of December 2020 (*copies in Council packets*). There are 50 enrolled participants, 38 have exited, 45 have been employed, with 0 negative exits. There are no On-the-Job Training (OJT) participants at this time, there is one Work Experience (WE), and three Classroom Training (CRT) for vocational education and no direct placements (DP) with supportive services. We currently have one youth enrolled in our Supplemental Youth Services Program (SYSP).

CARR FIRE (National Dislocated Worker Grant code 1135) – Mr. Gehr and the Council reviewed the Carr fire Monthly Report for the month of November 2020 (*copies in Council packets*). The primary worksites for this project are in the Whiskeytown area. Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1186 Sub grant Agreement AA011047, through November 2020, with total expenditures of \$147,943.36 (*copies in Council packets*). The crew cleans up fire debris from public trails, roads, recreation areas, and drainage systems. Due to the COVID-19 protocols in place the crew members do not share

tools and we are currently only allowing two crew members per truck as well. There was further discussion.

2018 MEGAFIRES Workforce Development (Butte County National Dislocated Worker Grant) – Mr. Gehr and the Council reviewed the monthly Report for the month of November 2020 for the 2018 Megafires workforce development component grant code 1140 (*copies in Council packets*). Mr. Gehr explained to the council that the Megafires has two components. The first is the workforce development component, which covers the training and job readiness component and then once the crews have finished that component they move into the second which is the temporary jobs component where we put them to work on out crew where they can gain experience to then go out and find permanent employment. Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1140 Sub grant Agreement K9111522, through November 2020, with total expenditures of \$230,692.97 (*copies in Council packets*). Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1202 Sub grant Agreement AA011047, through November 2020, with total expenditures of \$0.00 (*copies in Council packets*). Staff is currently recruiting for new participants and processing applications. The fact that one of the trainers tested positive for COVID-19, has put the training process temporarily hold. There was further discussion.

2018 MEGAFIRES Temporary Jobs (Butte County National Dislocated Worker Grant) – Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1203 Sub grant Agreement AA011047, through November 2020, with total expenditures of \$207,792.10 (*copies in Council packets*). Due to the amount of training certificates needed for each participant the program has come to a halt due the fact that many of the trainers have been quarantined due to COVID-19 positive cases and exposures. There was further discussion.

2019 STORMS (Severe Winter Storms National Dislocated Worker Grant) – Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1160 Sub grant Agreement AA011047, through November 2020, with total expenditures of \$89,461.34 (*copies in Council packets*), and further noted that we are approaching the end of our first increment of funding and are awaiting the second increment of funding for this project. Mr. Gehr informed the Council that two crew members have started with the Del Norte County Caltrans and we are actively working with Del Norte County to plan the startup of their worksite and enroll potential participants, however cash flow for the project will require that we receive the second increment of funding before starting more new crews or worksites. To the South the Soboba crew has steadily continued the clean-up and repair of storm damaged sites on their site list. There was further discussion.

2020 COVID (2020 Disaster Recovery COVID NDWG) – Mr. Gehr and the Council reviewed the WIA/WIOA Summary of Expenditures for Grant Code 1195 Sub grant Agreement AA011047, through November 2020, with total expenditures of \$0.00 (*copies in Council packets*). Mr. Gehr and the Council reviewed the WIA/WIOA Summary of Expenditures for Grant Code 1196 Sub grant Agreement AA011047, through November 2020, with total expenditures of \$0.00 (*copies in Council packets*). We are working with the potential worksites to determine their status as well as

whether there are any steps that we can complete to move forward in the process, however most potential worksites remain closed during the pandemic. We are also continuing to recruit participants. There was further discussion.

CA AIRRP (California American Indian Rapid Response Program) – Ms. Flynn and the Council reviewed the WIA/WIOA Summary of Expenditures for Grant Code 540 Sub grant Agreement K9111522, through November 2020, with total expenditures of \$150,000.00 (copies in Council packets). Mr. Flynn and the Council reviewed the WIA/WIOA Summary of Expenditures for Grant Code 541 Sub grant Agreement K9111522, through November 2020, with total expenditures of \$0.00 (copies in Council packets). Ms. Thomas our Rapid Response Coordinator has continued working with the Southern area Tribes during the COVID pandemic providing referrals and services as needed. We have also been reaching out to Tribally owned businesses to see if we can help. Ms. Flynn also let the Council know she is a NCIDC Representative on the Local Workforce Development Board. There was further discussion.

NCIDC and ECS MOU (Eureka City Schools) – Ms. Flynn and the Council reviewed and discussed the draft memorandum of understanding between the NCIDC and the Eureka City Schools that Ms. Marshall, our ACLU Indigenous Education Advocate has been working diligently on. The purpose of this memorandum of understanding (MOU) is to establish and maintain an effective and cooperative working relationship between the parties and to provide the means by which the parties will maintain effective and coordinated services to the children and families served by the parties and to provide educational advocacy and equity. We are currently working on similar MOUs with all of the locally involved School districts (*copies in Council packets*). There was further discussion.

Da'Luk Youth Program – Ms. Flynn informed the Council that the Da'Luk Youth Program is currently accepting program applications for 10th to 12th grade students in the Humboldt County area. If you would like to refer any students the intake is available on our webpage (*copies in Council packets*). There was further discussion.

HAF (Humboldt Area Foundation) – Mr. Gehr and the Council reviewed and discussed an award letter from the Emergency Disaster Response Fund of Humboldt Area Foundation and Wild Rivers Community Foundation in the amount of \$50,000.00 for direct support services to 100 Native families in Humboldt, Del Norte, and Trinity Counties affected by the fires (*copies in Council packets*). There was further discussion.

COVID-19 Guidelines – Mr. Gehr and the Council reviewed and discussed the letter Mr. Gehr wrote to the attention of Dr. Ian Hoffman, The Humboldt County Public Health Officer. The letter discussed the recommended vaccine guidelines and schedule. We asked simply where we stood as a non-profit agency that has provided emergency services during the pandemic. We were very specific that we do not feel we should be above any group but rather we would like to know where we fit within the vaccine guidelines and schedule. We would like to vaccinate our staff in order to prevent a potential shut down and potential stall in services provided (*copies in Council packets*). There was some discussion.

LIHEAP CARES (Low Income Housing Energy Assistant Program) – Mr. Gehr and the Council reviewed the list of the 48 Tribes in our LIHEAP CARES program, showing how much of each Tribal allocation has been expended for the FY 2020. Mr. Gehr and the Council also reviewed and discussed the LIHEAP Federal Financial Report (FFR) which outlined the financial aspect of the LIHEAP program. Mr. Gehr and the Council also reviewed and discussed the LIHEAP Carryover and reallocation report, which shows us the remaining funding available to open up the funding from Tribes that are unable to expend their funding allocations to Tribes that can expend the funding (*copies in Council packets*). There was further discussion

Written program activity reports for Humboldt, Del Norte, Siskiyou Counties were included in the Council packets for their review.

There was no public comment.

Mr. Landry motioned to approve the Executive Director’s report for January 8, 2021; Ms. Reece seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

Mr. Byfield and the Council reviewed and discussed the November 2020 Financial Report. During this discussion the statement of financial position was reviewed as well as monthly statements of revenue and expenditures for NCIDC’s grant contracts (*copies in Council packets*).

There was no public comment.

Ms. Foster-Olstad motioned to approve the November 2020 Financial Report; Ms. Reece seconded; **MOTION** carried by unanimous vote.

VII. OLD BUSINESS

There was no old business.

VIII. NEW BUSINESS

FY 2021 Pay Schedule Calendar – Mr. Gehr and the Council reviewed and discussed reclaiming Columbus Day on October 11th as Indigenous Peoples day. We used to take California Indian Day in September rather than Columbus Day. We would like to follow suit with our local Tribes and reclaim October 11th as Indigenous Peoples Day. Discussion ensued.

Mr. Case motioned to approve the change to the FY 2021 Pay schedule calendar to recognize Indigenous Peoples Day as October 11th; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote

IX. REQUESTS FOR ASSISTANCE

There were no requests for assistance.

X. PUBLIC COMMENT / INFORMATION / THANK YOU

INFORMATION – Mr. Gehr and the Council reviewed and discussed the upcoming online trainings hosted by Ms. Marshall, our ACLU Indigenous Education Advocate.

“Incorporating Native American Culture into the Curriculum” held online via Zoom on January 12, 19, and 26th 5:00pm – 6:30pm

“Empowering Educators to improve the status of Native American education in Humboldt and Del Norte Counties” held online via Zoom on January 21st from 5:00pm – 6:30pm

Thank You – Mr. Gehr and the Council reviewed a thank you card we received from Ms. Janice Tripp thanking NCIDC for their “good work in times of need for our Indian people” (copies in Council packets).

Thank You – Mr. Gehr and the Council reviewed a thank you card we received from Richard and Debra Myers thanking NCIDC for the Holiday gift card (copies in Council packets).

Thank You – Mr. Gehr and the Council reviewed a thank you email we received from Ms. Magdaleno thanking all of the NCIDC staff for all of our assistance (copies in Council packets).

XI. EXECUTIVE SESSION

There was no Executive Session.

XII. SCHEDULE NEXT MEETING

The next Regular Council Meeting is scheduled for Friday, February 12, 2021 at 1:00 p.m., by teleconference.

XIII. ADJOURNMENT

Mr. Case motioned to adjourn the meeting; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 4:07 p.m.

Respectfully Submitted,



Trina Mathewson
Council Secretary

Prepared By



Cheyenne Souza
Executive Assistant