

NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – JANUARY 10, 2015

MINUTES

I. CALL MEETING TO ORDER

Ms. Padgette called the meeting to order at 10:06 a.m.

II. ROLL CALL – Ms. Padgette called the roll:

Members Present

Denise Padgette	Del Norte County Representative
Jack Mattz	Del Norte County Representative
Diane Holliday	Humboldt County Representative
Trina Mathewson	Humboldt County Representative
Renee Stauffer	Siskiyou County Representative
Dena Magdaleno	Trinity County Representative
Patrick Chapman	Trinity County Representative
Ruby Rollings	Member at Large

Members Absent

Nadine McNeal	Siskiyou County Representative
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III. INTRODUCTION OF GUESTS

Diana Morgan and Linda Lange were recognized.

IV. APPROVE AGENDA

Ms. Holliday motioned to approve the agenda; Ms. Stauffer seconded; ***MOTION*** carried by unanimous vote.

V. APPROVE MINUTES

Ms. Holliday motioned to approve the minutes from December 13, 2014; Ms. Stauffer seconded; ***MOTION*** carried by unanimous vote.

VI. STAFF REPORTS

A. Executive Director

DOL/WIA (Department of Labor - Workforce Investment Act) – Mr. Coltra and the Council reviewed a summary of current enrollment in the Adult Comprehensive Services Program (CSP) and Supplemental Youth Services Program (SYSP) as of January 9, 2015 (*copies in Council packets*). We currently have 58 enrolled participants, 33 are active and 25 have exited, 21 have been employed, 21 are positive

exits and 4 are negative exits. We have 9 On-the-Job Training (OJT) participants, 4 Work Experience (WE), 18 Classroom Training (CRT) for vocational education and 27 direct placements (DP) with supportive services. Mr. Coltra said we are on target with our projections and the end of the current program year ends June 30, 2015. The new program year begins July 1, 2015, he said, and with it, we will begin the new program based on the Workforce Innovation and Opportunity Act of 2014. The new program provides for extended training opportunities but still offers employment services to on-reservation youth, ages 14-21 and adults (over 18), both on and off reservation; funding for this program is based on numbers from the last census. There was some discussion.

Mr. Coltra and the Council reviewed and discussed Department of Labor (DOL) Employment & Training Administration Grant Modification number 4 for grant number AB25734TI0 and AB25734TG0, which increases the administrative cost to 20% (*copies in Council packets*).

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

CSBG (Community Service Block Grant) – Mr. Coltra and the Council reviewed an Expenditure/Activity Report for LPA contract number 14F-3056 for November 2014, with expenditures of \$13,671 and an advance repayment of \$6,100 (*copies in Council packets*). They reviewed an Expenditure/Activity Report for Set-Aside contract number 14F-3057 for November 2014, with expenditures of \$124,331 and an advance repayment of \$90,612 (*copies in Council packets*). They reviewed a submitted Standard Agreement, Amendment 3 for contract number 14F-3057, which extends the term end date from December 31, 2014 to April 30, 2015 (*copies in Council packets*). This extension allows more time for our subcontractors to spend out their allocations and for tribes to report and request reimbursement. There was some discussion.

Mr. Coltra and the Council reviewed and discussed a CSBG Contract Budget for LPA contract number 15F-2103 in the amount of \$122,000 for the term of January 1, 2015 through December 31, 2015 (*copies in Council packets*). Mr. Coltra said the LPA contract provides core funding for our agency and this funding level has not increased since the 1980's. They reviewed a CSBG Contract Budget for Set Aside contract number 15F-2104 in the amount of \$1,812,252 for the term of January 1, 2015 through December 31, 2015 (*copies in Council packets*). Due to Congress not approving their yearly budgets and running on continuing resolutions, Mr. Coltra said we receive only one-quarter of our funding at a time. So even though these budgets for LPA and Set Aside are for the full allocated amount we will receive only portion of the funds at a time over several quarters during the program year. LIHEAP funds are received in much the same way, which makes running these programs more difficult. Typically, Mr. Coltra said, we wait until all allocated funds have been secured to send agreements to our subcontractors and tribes. However, our funding sources are pressing for shorter extensions, down from six months to three or four, which shortens the time frame our subcontractors and tribes have to expend their allocations. Discussion ensued.

Mr. Gehr and the Council reviewed a National Performance Indicator (NPI) Workplan for LPA contract number 15F-2103 and Set-Aside contract number 15F-2104 (*copies in Council packets*). Mr. Gehr said the NPI Workplan projects what services will be provided throughout the state. These projections include data from all program services provided by our subcontractors, tribes and NCIDC. The NPI Workplan includes six major goals, including employment, community improvement, enhancement and empowerment, partnerships, agency development and direct services. For instance, Mr. Gehr said we plan to fund six tribal language programs and this projection is listed under Goal 2.2E, a program code for an increase or preservation of neighborhood quality-of-life resources. There was lengthy discussion.

CSBG Discretionary (Bridging the Gaps) – Mr. Coltra and the Council reviewed a CSD 626 Final Report for the project period of June 1, 2013 through May 31, 2014 for contract number 13F-3115, extended through November 30, 2014 (*copies in Council packets*). The report indicates all goals were met or exceeded and included a success story. One issue that youth brought up repeatedly through program surveys, Mr. Coltra said, was their desire for more parental interaction. Discussion ensued.

CSD (Department of Community Services and Development) – Mr. Coltra and the Council reviewed and discussed Desk Review Monitoring Report Number C-14-032, which includes contract numbers 14F-3056 LPA, 14F-3057 Set Aside and 14F-3099 Discretionary (*copies in Council packets*). According to the report, board minutes were received as required. Expenditure reports were submitted in a timely manner. As for expenditure progress, we are on target to expend funds by the end of the contract term. Program reports, including the 2014 Midyear Report and Client Characteristics Report were submitted timely and accurately. There was some discussion.

DNIEC (Del Norte Indian Education Center) – Mr. Coltra and the Council reviewed letters from Division Director Gordon Jackson of the California Department of Education (*copies in Council packets*). The letters provide for revised expenditure reporting periods and due dates, as well as, accounting and fiscal management requirements. Mr. Coltra said we continue to work with the department to ensure AIEC grant requirements are met. Discussion ensued.

Mr. Cramblit said we currently have 39 students enrolled and we are working with the Yurok Tribe to provide services to students at the high school level. On average, Mr. Cramblit said, we have approximately 24 students per day working on core skills of reading, writing and mathematics. Mr. Cramblit and Ms. Myers attended training provided by the department on the subjects of drafting goals, setting objectives and use of the department's new Excel spreadsheet and database. Mr. Cramblit said Ms. Moerner continues to train our staff in the Second Wind program. Mr. Cramblit and the Council reviewed a summary end-of-year report of services provided to center students (*handout*). Mr. Cramblit said since the center opened, the high school drop-out rate in Del Norte has gone from 80% to 20% for Native youth. There was lengthy discussion.

Mr. Coltra and the Council reviewed American Indian Education Center program expenditure reports for August and November 2014 (*copies in Council packets*). Mr. Coltra and the Council reviewed Tobacco Use Prevention Education Program expenditure reports for February, May, August and November 2014 (*copies in Council packets*). Discussion ensued.

LIHEAP (Low Income Housing Energy Assistant Program) – Mr. Coltra and the Council reviewed and discussed a list of 49 Tribes we administer LIHEAP funds for, showing how much of each Tribal allocation has been expended and the amount currently remaining; a total of \$42,031 has been expended for direct services (*copies in Council packets*).

Carson Block Building – Mr. Coltra said our tax credit transaction recently closed and demolition will begin very soon; our main offices will be moving upstairs next week. Our gift shop will move one door down in the Carson Block Building, to the space Old Town Art Gallery occupied at 233 F Street. Mr. Coltra updated the Council as to the status of our former tenants, including the Discovery Museum. He said he will update the Council as to our next meeting site. Discussion ensued.

Gift Shop – Mr. Coltra said sales are in the black and we plan to do inventory next week, before the move. There was some discussion.

Ms. Holliday motioned to approve the Executive Director's report for January 10, 2015; Ms. Rollings seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

Mr. Coltra and the Council reviewed and discussed the October 2014 financial reports (*copies in Council packets*.)

Ms. Rollings motioned to approve the Financial Reports through October 30, 2014; Ms. Holliday seconded; Mr. Mattz opposed; **MOTION** carried.

VII. OLD BUSINESS – *There was no old business.*

VIII. NEW BUSINESS – *There was no new business.*

IX. REQUESTS FOR ASSISTANCE

Request No. 1 – The Council reviewed a request from Humboldt State University (HSU) Indigenous Peoples Student Allegiance in the amount of \$400 to assist with the Native American Activism Conference (*copies in Council packets*).

Ms. Holliday motioned to assist with \$200 for the HSU Indigenous Peoples Student Allegiance; Mr. Mattz seconded; **MOTION** carried by unanimous vote.

X. PUBLIC COMMENT – *There was no public comment.*

XI. SCHEDULE NEXT MEETING

The next Regular Council Meeting is scheduled for Saturday, February 14, 2014 at 10:00 a.m., next door to the Council Room.

XII. ADJOURNMENT

Ms. Rollings motioned to adjourn the meeting; Ms. Holliday seconded; *MOTION* carried by unanimous vote. The meeting was adjourned at 12:15 p.m.

Respectfully Submitted,



Nadine McNeal
Council Secretary

Prepared By



Wendy Kull