NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – FEBRUARY 13, 2016

MINUTES

I. CALL MEETING TO ORDER

Ms. Padgette called the meeting to order at 10:08 a.m.

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

Members Present
Denise Padgette                      Del Norte County Representative
LaWanda Quinnell                     Del Norte County Representative
Nadine McNeal                        Siskiyou County Representative
Wilverna Reece                       Siskiyou County Representative
Diane Holliday                       Humboldt County Representative
Ruby Rollings                        Humboldt County Representative
Patrick Chapman                      Trinity County Representative
Dena Magdaleno                       Trinity County Representative

Members Absent
Jack Mattz (excused)                 Member at Large

III. INTRODUCTION OF GUESTS

Dennis and Linda Lange were recognized.

IV. APPROVE AGENDA

Ms. Reece motioned to approve the agenda; Ms. Rollings seconded; MOTION carried by unanimous vote.

V. Approve Minutes

Ms. McNeal motioned to approve the minutes from January 9, 2016; Ms. Magdaleno seconded; MOTION carried by unanimous vote.

VI. STAFF REPORTS

A. Executive Director

DOL/WIOA (Department of Labor - Workforce Innovation and Opportunity Act) – Mr. Coltra and the Council reviewed a summary of current enrollment in the Adult Comprehensive Services Program (CSP) as of February 12, 2016 (copies in Council packets). We have 50 enrolled participants, 1 has exited, 1 has been employed, with 0 negative exits. We have 7 On-the-Job Training (OJT) participants, 5 Work
Experience (WE), 17 Classroom Training (CRT) for vocational education and 21 direct placements (DP) with supportive services. There was some discussion.

They reviewed a DOL Employment & Training Administration Financial Report for grant number AB25734YY0 (CSP) through December 31, 2015 with $83,337 in cumulative expenditures (copies in Council packets). They reviewed a DOL Employment & Training Administration Financial Report for grant number AB25734YW0 (SYS) through December 31, 2015 with $44,761 in cumulative expenditures (copies in Council packets). There was some discussion.

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

CA AIRRP (California American Indian Rapid Response Program) – Mr. Coltra and the Council reviewed a Summary of Expenditures for grant number K6100373 through December 31, 2015, with cumulative expenditures of $72,577 (copies in Council packets). There was some discussion.

Lake Fires (National Dislocated Worker Grant) – Mr. Coltra and the Council reviewed an executed modification number one for WIOA Subgrant Agreement K6100373 grant code 1048; this modification adds funds in the amount of $400,000 (copies in Council packets). Del Norte staff have been working in the area and are processing application intakes; we expect to have 42 people working by February 16. They reviewed WIA/WIOA Summary of Expenditures for October 2015, November 2015, December 2015 and January 2016, with no expenditures (copies in Council packets). Even though this project began October 1, 2016, we did not receive funding until January 2016. Discussion ensued.

CSBG Discretionary (Building Bridges to Success) – Mr. Coltra and the Council reviewed and discussed a Close-out for Discretionary grant number 14F-3099 (copies in Council packets). We fully expended our allocation of $59,119 and all programmatic reports have been reviewed and accepted.

Mr. Coltra and the Council reviewed and discussed a progress report for Discretionary grant number 15F-2424 through December 31, 2015 (copies in Council packets). They reviewed and discussed an Expenditure/Activity Report for Discretionary grant number 15F-2424, with total expenditures of $4,105 (copies in Council packets).

CSBG (Community Service Block Grant) – Mr. Coltra and the Council reviewed an executed Standard Agreement for LPA grant number 16F-5103, with an allocation of $32,455 (copies in Council packets). They reviewed an Expenditure/Activity Report for LPA grant number 15F-2103, with total expenditures of $9,635 and an advanced repayment of $1,694; all funds for this grant have been expended (copies in Council packets).

Mr. Coltra and the Council reviewed an executed Standard Agreement for Set-Aside grant number 15F-2104 Amendment Number 2, with terms of January 1, 2015 through April 30, 2016 and revised reporting dates (copies in Council packets). They reviewed
an Expenditure/Activity Report for Set-Aside grant number 15F-2104 through December 31, 2015, with total expenditures of $165,251 and an advanced repayment of $76,233 (copies in Council packets). Discussion ensued.

Mr. Coltra and the Council reviewed and discussed a letter to Executive Director Lorenda Sanchez of the California Indian Manpower Consortium (CIMC) regarding the implementation of a Desk Review of their CSBG subcontract 15F-2104-02 (copies in Council packets). They reviewed a letter from Mr. Coltra to CIMC regarding the outcome of the Desk Review for subcontract 15F-2104-02 (copies in Council packets). They reviewed letters to Executive Director Paula Starr of Southern California Indian Center regarding the implementation of a Desk Review of their subcontract 15F-2104-07 and Executive Director Sally Gallegos of United Indian Nations regarding the implementation of a Desk Review of their subcontract 15F-2104-11 (copies in Council packets).

Mr. Coltra and the Council reviewed an executed Standard Agreement for Set-Aside grant number 16F-5104, with terms of January 1, 2016 through December 31, 2016 and an allocation of $486,722 (copies in Council packets). Contracts have been mailed to our subcontractors and Tribal contracts will be mailed soon. There was some discussion.

DNIEC (Del Norte Indian Education Center) – Mr. Coltra and the Council reviewed an Expenditure Report for FY 2015-16 through December 31, 2015, with expenditures of $16,916 (copies in Council packet). There was some discussion. Mr. Cramblit said they are conducting interviews for the advertised positions of program assistants II and III. We are working with a consultant to provide literacy training for our staff, as well as, a consultants to provide Tolowa and Yurok language classes to our students. Discussion ensued.

TUPE (Tobacco-Use Prevention Education) – Mr. Coltra and the Council reviewed an Expenditure Report for FY 2015-16 through December 31, 2015, with expenditures of $3,626 (copies in Council packets). There was some discussion.

LIHEAP (Low Income Housing Energy Assistant Program) – Mr. Coltra and the Council reviewed 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 $74,392 has been expended for direct services leaving $147,360 (copies in Council packets). There was some discussion.

Carson Block Building – Mr. Coltra and the Council reviewed an advertisement from the North Coast Journal concerning the restoration of the Carson Block “from start to finish” and the March 17th issue will be intended as a keepsake. Even though some work will not be complete, we plan to have an opening on March 11; we plan to move back the end of February. A design team meeting is scheduled for February 15, 16 and 17 to finalize construction plans. An ADA-approved lift will be installed to service the ground floor to the elevator and mezzanine. Finish work is being completed on the second and third floors. Restoration brick work continues on the south side, as well as, installation of plate glass windows on the street level. Tile work
has been completed in the entryways of F Street and Third Street. A new retail space will be available for lease on the Third Street side and we are actively seeking tenants. There was lengthy discussion.

**Gift Shop** – This is the first year we have finished in the red; our temporary location is not conducive to foot traffic and parking is lousy. We expect things to improve when we return to the Carson Block Building.

*There was no public comment.*

Ms. Holliday motioned to approve the Executive Director’s report for February 13, 2016; Ms. Quinnell seconded; *MOTION* carried by unanimous vote.

**B. Fiscal Report**

Mr. Coltra and the Council reviewed and discussed the December 2015 (*copies in Council packets*).

*There was no public comment.*

Ms. Quinnell motioned to approve the Financial Reports through December 31, 2015; Ms. Holliday seconded; *MOTION* carried by unanimous vote.

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

**VIII. NEW BUSINESS**

**Carson Block Grand Opening**

Save-the-Date post cards have been mailed for the grand opening scheduled for March 11, from 3 to 6 p.m. and all Council Members are invited to attend; many other dignitaries will be in attendance, as well as, local government officials, contractors, friends and family. There will be refreshments, displays and a ribbon cutting ceremony. Discussion ensued.

**IX. REQUESTS FOR ASSISTANCE**

**Request No. 1** – The Council reviewed a request Jack Norton Elementary in the amount of $250 to assist the 8th grade class with fundraising for their graduation fieldtrip (*copies in Council packets*).

*There was no public comment.*

Ms. Quinnell motioned to assist with $250 for the Jack Norton Elementary 8th grade; Ms. Holliday seconded; *MOTION* carried by unanimous vote.
Request No. 2 – The Council discussed a request from Richard Myers II in the amount of $480 to assist the DownRiver Freestyle Wrestling Club with stipends for coaches and insurance.

There was no public comment.

Ms. Quinnell motioned to assist with $480 for the DownRiver Freestyle Wrestling Club; Ms. Stauffer seconded; MOTION carried by unanimous vote.

Request No. 3 – The Council discussed a request from Gabriel Montgomery in the amount of $275 to sponsor a local sober team to participate in the Up River SAV.

There was no public comment.

Ms. Holliday motioned to assist with $275 for the Up River SAV; Ms. Stauffer 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, March 12, 2016 at 10:00 a.m., in the council room at our newly restored offices at 241 F Street, Eureka.

XII. ADJOURNMENT

Ms. Reece motioned to adjourn the meeting; Ms. Stauffer seconded; MOTION carried by unanimous vote. The meeting was adjourned at 11:30 a.m.

Respectfully Submitted,

[Signature]
Nadine McNeal
Council Secretary

Prepared By
Wendy Kull