MINUTES

I. CALL MEETING TO ORDER

Ms. Padgette called the meeting to order at 10:07 a.m.

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

Members Present
Denise Padgette                     Del Norte County Representative
LaWanda Quinnell                   Del Norte County Representative
Nadine McNeal (late)               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

There were no guests.

IV. APPROVE AGENDA

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

V. APPROVE MINUTES

Ms. Reece motioned to approve the minutes from February 13, 2016; Ms. Rollings 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 March 1, 2016 and April 1, 2016 (copies in Council packets). We have 52 enrolled participants, 0 have been exited, 2 have been employed, with 0 negative exits. We have 7 On-the-Job Training (OJT) participants, 5 Work Experience (WE), 18 Classroom Training (CRT) for vocational
education and 22 direct placements (DP) with supportive services. 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 February 2016, with cumulative expenditures of $85,420 (copies in Council packets). They reviewed an executed WIOA Subgrant Agreement for grant number K6100373, with an allocation of $520,212 and a term of July 1, 2015 through December 31, 2016 (copies in Council packets). This agreement includes funding for our AIRRP and Lake Fires Dislocated Worker grant. There was some discussion.

**Lake Fires** (National Dislocated Worker Grant) – Mr. Coltra and the Council reviewed an addendum to the narrative for the Lake Fires project, which includes specifics concerning the crews working at each worksite and their primary objectives (copies in Council packets). They discussed program parameters and limitations, such as hiring requirements and funding caps per participant. We have 50 participants employed; in light of funding shortfalls and to ensure that work remains uninterrupted, Mr. Coltra will work with La Cooperativa and California Human Development to cover expected payroll deficits. They reviewed WIA/WIOA Summary of Expenditures for Subgrant Agreement K6100373 grant code 1048 through February 2016, with expenditures of $64,710 (copies in Council packets). There was lengthy discussion.

**CSBG** (Community Service Block Grant) – Mr. Coltra and the Council reviewed an Expenditure/Activity Report for LPA grant number 16F-5103 through January 31, 2016, with total expenditures of $9,582 and through February 29, 2016, with total expenditures of $9,485 (copies in Council packets).

Mr. Coltra and the Council reviewed an Expenditure/Activity Report for Set-Aside grant number 15F-2104 through January 31, 2016, with total expenditures of $55,515 and through February 29, 2016, with total expenditures of $101,590 (copies in Council packets). They reviewed an Expenditure/Activity Report for Set-Aside grant number 16F-5104 through January 31, 2016, with total expenditures of $35,441 and through February 29, 2016, with total expenditures of $40,869 (copies in Council packets). There was some discussion.

Mr. Coltra and the Council reviewed and discussed a letter to Executive Director Sally Gallegos of the United Indian Nations, Inc. (UIN) regarding the outcome of the Desk Review for subcontract 15F-2104-11 (copies in Council packets).

**CSBG Discretionary** (Building Bridges to Success) – Mr. Coltra and the Council reviewed and discussed progress reports for Discretionary grant number 15F-2424 through January 31, 2016, through February 29, 2016 and March 31, 2016 (copies in Council packets). They reviewed and discussed an Expenditure/Activity Report for Discretionary grant number 15F-2424 through January 31, 2016, with total
expenditures of $2,922 and through February 29, 2016, with total expenditures of $6,313 (copies in Council packets). Mr. Cramblit provided an overview of program activities, including ongoing parenting classes and financial literacy classes in Del Norte and Siskiyou counties.

Mr. Gehr and the Council reviewed the annual CSD 295 – CSBG Programmatic Data Client Characteristic Report for January 1 through December 31, 2015 and the annual CSD 801 – CSBG/NPI Programs Report for January 1 through December 31, 2016 (copies in Council packets). These reports include programmatic information from our programs, as well as, our subcontractors and tribes for grant numbers 15F-2103, 15F-2104 and 15F-2424. Discussion ensued.

Mr. Coltra and the Council reviewed the annual CSD 425 OF – CSBG Fiscal Data – Other Funds and CSD 425 OR – CSBG Other Resources reports for Program Year 2015 from our programs, as well as, our subcontractors and tribes for grant numbers 15F-2103, 15F-2104 and 15F-2424 (copies in Council packets). Utilizing our allocation of $2,026,591, we leveraged approximately $23M that provided services statewide last year. There was lengthy discussion.

Mr. Gehr and the Council reviewed and discussed our annual CSD 090 – CSBG Program Accomplishments and Coordination of Funds report for Program Year 2015 (copies in Council packets). This narrative report includes examples of services provided individuals and families throughout the state. While their stories are true, the clients’ names have been changed in the interest of anonymity.

**DNIEC** (Del Norte Indian Education Center) – Mr. Coltra and the Council reviewed an Expenditure Report for PY 2015-16 through January 31, 2016, with expenditures of $15,631 and through February 29, 2016, with expenditures of $17,025 (copies in Council packet). Mr. Cramblit updated the Council concerning the statewide Indian Education Conference recently held in Redding. He is working on a budget modification to reprogram funds remaining after the loss of two employees. Two new employees have been hired as education program assistants, Theresa McQuillen and Randy Mitchell. There was some discussion.

**TUPE** (Tobacco-Use Prevention Education) – Mr. Coltra and the Council reviewed an Expenditure Report for PY 2015-16 through January 31, 2016, with expenditures of $3,309 and through February 29, 2016, with expenditures of $3,364 (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 $134,193 has been expended for direct services leaving $87,560 (copies in Council packets). We received another $29,000 that will be allocated to the participating Tribes. There was some discussion.

**Carson Block Building** – Mr. Coltra and the Council reviewed an executed US Department of the Interior National Park Service Historic Preservation Certification
Application Part 2, Amendment 4 (copies in Council packets). The amendment approves leaving the cement intact in the north arches of the building due to concentrated loads from above; for this reason, the planned north arch will not be created. They discussed an article from the North Coast Journal in regard to the restoration of the Carson Block Building. We have gotten a number of requests for space rental and so far, have executed five leases. There was lengthy discussion.

**Gift Shop** – We are back and open for business! We expect foot-traffic to pickup and sales to increase. There was some discussion.

*There was no public comment.*

Ms. Rollings motioned to approve the Executive Director’s report for April 9, 2016; Ms. Quinnell seconded; **MOTION** carried by unanimous vote.

**B. Fiscal Report**

Mr. Coltra and the Council reviewed and discussed the January 2016 and February 2016 (copies in Council packets). Due to Bank of America closing their local branches, we will be moving our accounts to US Bank.

*There was no public comment.*

Ms. Rollings motioned to approve the Financial Reports through January 31, 2016 and February 29, 2016; Ms. Holliday seconded; **MOTION** carried by unanimous vote.

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

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

**IX. REQUESTS FOR ASSISTANCE**

**Request No. 1** – The Council reviewed and discussed a request from the Wintu Educational and Cultural Council in the amount of $300 for their upcoming Acorn Dance on April 10 (copies in Council packets).

*There was no public comment.*

Due to a lack of a motion, the Council did not fund this request.

**Request No. 2** – The Council reviewed and discussed a request from the Karuk Tribe Language Program in the amount of $750 to provide stipends for language scholars to attend language events (copies in Council packets).

*There was no public comment.*

By consensus, the Council approved $500 for the Karuk Tribe Language Program.
Request No. 3 – The Council reviewed and discussed a request from Ihaan Albers and Aati Tripp History Fair Team in the amount of $2,241 to travel to Sacramento to participate in the California State History Day (copies in Council packets).

There was no public comment.

Ms. Holliday motioned to assist with $300 ($150 for each) for the History Fair Team; Ms. McNeal seconded; MOTION carried by unanimous vote.

Request No. 4 – The Council reviewed and discussed a request in the amount of $8,999 from the Orleans River Hawks Baseball & Orleans Recreation Services to purchase equipment for their baseball team (copies in Council packets).

There was no public comment.

Ms. Stauffer motioned to assist with $500 the Orleans River Hawks Baseball team; Ms. Quinnell 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, May 14, 2016 at 10:00 a.m., in the council room at 241 F Street, Eureka; it will be an extended meeting, with lunch provided.

XII. ADJOURNMENT

Ms. Rollings motioned to adjourn the meeting; Ms. Quinnell seconded; MOTION carried by unanimous vote. The meeting was adjourned at 12:20 p.m.

Respectfully Submitted,

Nadine McNeal
Council Secretary

Prepared By
Wendy Kull