NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – MAY 9, 2015

MINUTES

I. CALL MEETING TO ORDER

Ms. Padgette called the meeting to order at 10:20 a.m.

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

Members Present
Denise Padgette
Nadine McNeal (late)
Renee Stauffer
Dena Magdaleno
Patrick Chapman
Diane Holliday
Trina Mathewson
Ruby Rollings

Del Norte County Representative
Siskiyou County Representative
Siskiyou County Representative
Trinity County Representative
Trinity County Representative
Humboldt County Representative
Humboldt County Representative
Member at Large

Members Absent
Jack Mattz (excused)

Del Norte County Representative

III. INTRODUCTION OF GUESTS

Skylar McNeal, Diana Morgan, Alisha Morgan and Linda Lange were recognized.

IV. APPROVE AGENDA

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

V. APPROVE MINUTES

Ms. Rollings motioned to approve the minutes from April 11, 2015; Ms. Magdaleno 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) as of May 8, 2015 (**copies in Council packets**). We currently have 65 enrolled participants, 40 are active and 25 have exited, 21 have been employed and 4 are negative exits. We have 9 On-the-Job Training (OJT)
participants, 4 Work Experience (WE), 23 Classroom Training (CRT) for vocational education and 29 direct placements (DP) with supportive services.

Mr. Coltra and the Council reviewed an application, including work plan and budget, to the DOL for the PY 2015 Supplemental Youth Services Program in the amount of $55,638 (copies in Council packets).

Mr. Coltra and the Council reviewed an application, including work plan and budget, to the DOL for PY 2015 Adult Comprehensive Services Program in the amount of $251,639 (copies in Council packets). There is some debate on the national level concerning the regulations for the new WIOA program. Mr. Coltra will update the Council as information becomes available. 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 and discussed WIA Rapid Response Summary of Expenditures for grant number K96750 through March 31, 2015, with a total expenditures of $90,335 (copies in Council packets). Discussion ensued.

CSBG (Community Service Block Grant) – Mr. Coltra and the Council reviewed an Expenditure/Activity Report for LPA grant number 15F-2103 through March 31, 2015, with expenditures of $8,155 (copies in Council packets). They reviewed an Expenditure/Activity Report for Set-Aside grant number 14F-3057, through March 31, 2015, with expenditures of $90,892 (copies in Council packets). They reviewed an executed Standard Agreement, Amendment 1 for Set-Aside grant number 15F-2104, reflecting a maximum total of $1,829,591 (copies in Council packets). They reviewed an Expenditure/Activity Report for Set-Aside grant number 15F-2104 through March 31, 2015, with expenditures of $52,711 (copies in Council packets). CSD has substantially revised our PY 2015 contract; so our subcontracts and tribal contracts are being changed to incorporate these revisions. There was some discussion.

CSBG Discretionary (Building Bridges to Success) – Mr. Coltra and the Council reviewed an application, including work plan and budget, to CSD for discretionary funds in the amount of $75,000 (copies in Council packets). If awarded, these funds would be utilized for childhood poverty reduction within Humboldt, Del Norte, Siskiyou and Trinity Counties. Discussion ensued.

DNIEC (Del Norte Indian Education Center) – Mr. Coltra and the Council reviewed an Expenditure Report for the IEC through January 30, 2015, with total expenditures of $56,312 (copies Council packets). They reviewed an Expenditure Report for IEC through March 2, 2015, with total expenditures of $78,026 (copies in Council packets). Mr. Cramblit provided the Council with an update of activities concerning the IEC and Indian Education. The IEC is currently serving 65 students and is gearing up for their summer program. He has been working with families, students and schools pertaining to Individualized Education Programs (IEPs). Discussion ensued.
TUPE (Tobacco-Use Prevention Education) – Mr. Coltra and the Council reviewed an Expenditure Report for TUPE through January 30, 2015, with total expenditures of $14,177 (copies in Council packets). There was some discussion.

Wellness (Community Wellness Department) – Mr. Coltra and the Council reviewed and discussed a letter from Hoopa Tribal Civilian Community Corps (Tribal CCC) thanking Ms. Moerner for tobacco cessation training (copies in Council packets).

UIHS (United Indian Health Services) – Mr. Coltra and the Council reviewed and discussed a letter of support for their Achieving Wellness and Resiliency in Education (AWARE) grant application, which is designed to benefit Native youth ages 12 to 24 years by supporting the training of teachers, elders, parents, foster parents, law enforcement and other youth-serving adults in Youth Mental Health First Aid (copies in Council packets).

Cal Endow (The California Endowment) – Mr. Coltra and the Council reviewed and discussed an award letter for grant number 20161088, in the amount of $25,000 (copies in Council packets). This grant is for the Yurok Cultural Committee GIS mapping project, in support of culture and wellness in land use planning; we are providing financial oversight for this grant. 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 $181,545 has been expended for direct services (copies in Council packets). This year’s funding level is about 60% of last year’s amount. Discussion ensued.

Carson Block Building – Mr. Coltra and the Council reviewed quarterly progress reports to California Cultural & Historical Endowment (CCHE) for Round 2 and Round 4, from January 1, 2015 through February 15, 2015 (copies in Council packets). They reviewed invoices 7 and 8 (final) for CCHE grant number 07-B 3-24 and invoices 2 and 3 (final) for CCHE grant number CHER411 (copies in Council packets). They reviewed photos of work being done and discussed details of current progress, including façade restoration and earthquake retrofit construction (handouts). They reviewed a spreadsheet of funding draws for the Carson Block project (copies in Council packets). They reviewed an invitation from Eureka Heritage Society to their 2015 Preservation Awards, where NCIDC was honored for our restoration work on the Carson Block Building (copies in Council packets). There was lengthy discussion.

Gift Shop – The recent Arts Alive! brought in visitors and other advertising has alerted our regular customers as to our temporary location; sales are beginning to pick up. There was some discussion.

Ms. Rollings motioned to approve the Executive Director’s report for May 9, 2015; Ms. Stauffer seconded; MOTION carried by unanimous vote.
B. Fiscal Report

Mr. Coltra and the Council reviewed and discussed the February 2015 financial reports (copies in Council packets.)

Ms. McNeal motioned to approve the Financial Reports through February 28, 2015; Ms. Rollings seconded; *MOTION* carried by unanimous vote.

VII. OLD BUSINESS

Community Assessment Survey Update – Our community survey period began April 15, 2015 and will end May 15, 2015. To date, Mr. Gehr said, we have received 240 completed surveys, which is on target for meeting or beating the 324 completed surveys we received two years ago. He provided current statistics from the survey by county: Humboldt, Del Norte, Siskiyou and Trinity. Discussion ensued.

VIII. NEW BUSINESS

Executive Director (CEO) Succession Policy – Mr. Gehr and the Council reviewed and discussed a draft of a succession policy pertaining to NCIDC. This policy is required under CSD’s new performance standards.

Ms. Holliday motioned to accept and approve the proposed NCIDC Executive Director (CEO) Succession Policy; Ms. Rollings seconded; *MOTION* carried by unanimous vote.

IX. REQUESTS FOR ASSISTANCE

Request No. 1 – The Council reviewed a request from the Happy Camp Elementary School, 8th Grade class, to assist with their upcoming class trip to the Bay Area, including Alcatraz (copies in Council packets).

Ms. Holliday motioned to assist with $250 for the Happy Camp Elementary 8th Grade class; Ms. Stauffer seconded; *MOTION* carried by unanimous vote.

X. CSD SELF-ASSESSMENT TOOL

CSBG Organizational Performance Standards – Each Council member received a copy of the 60-page self-assessment tool and also another copy of our service commitment pledge; each Council member signed the commitment pledge. Mr. Gehr, Ms. Hamilton Gentry and the Council began to review and discuss CSD’s self-assessment tool.

XI. PUBLIC COMMENT – *There was no public comment.*
XII. SCHEDULE NEXT MEETING

The next Regular Council Meeting is scheduled for Saturday, June 13, 2015 at 10:00 a.m., in the council room our temporary office located at 517 5th Street, Eureka.

XIII. ADJOURNMENT

Ms. Holliday motioned to adjourn the meeting; Ms. McNeal seconded; MOTION carried by unanimous vote. The meeting was adjourned at 2:25 p.m.

Respectfully Submitted,

Nadine McNeal
Council Secretary

Prepared By

Wendy Kull