

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.  
REGULAR COUNCIL MEETING – MARCH 11, 2022**

***MINUTES***

**I. CALL MEETING TO ORDER**

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

**II. ROLL CALL**

**Members Present**

Amanda O'Connell  
Jace Baldosser  
Lonyx Landry  
Ruby Rollings  
Ryan Ray  
Trina Mathewson  
Wilverna Reece

Del Norte County Representative  
Humboldt County Representative  
Trinity County Representative  
Humboldt County Representative  
Del Norte County Representative  
Humboldt County Representative  
Siskiyou County Representative

**Members Absent**

Evette Lewis  
Tracy Foster-Olstad

Siskiyou County Representative  
Trinity County Representative

**III. INTRODUCTION OF GUESTS**

Ms. Dena Magdaleno, a former longtime NCIDC Council member was welcomed as a guest.

**IV. APPROVE AGENDA**

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

**V. APPROVE MINUTES**

Mr. Landry motioned to approve the regular meeting minutes from February 11, 2022; Ms. O'Connell seconded; ***MOTION*** carried by unanimous vote.

Mr. Landry motioned to approve the special meeting minutes from February 16, 2022; Ms. O'Connell seconded; ***MOTION*** carried by unanimous vote.

## VI. STAFF REPORTS

### A. Executive Director

NCIDC staff has continued implementing social distancing around the office and while seeing clients for services. We have implemented phone intake procedures for clients and provided curbside delivery of vouchers and other documents to clients. Masks, gloves, and sanitizing supplies 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/virtually. 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/virtual 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.

Ms. Hunsucker announced to the Council that we have offered the staff accountant position to Mr. Thor Arwood, a Karuk Tribal Member who is originally from Happy Camp, CA. Mr. Arwood has accepted and his official start date is April 11<sup>th</sup>. There was further discussion.

**CSBG** (Community Service Block Grant) – Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG LPA grant number 21F-4103 through January 31, 2022, with total expenditures of \$9,126.41. Our limited purpose agency funds pay for the core functions of the agency and support all other programs (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council also reviewed an Expenditure/Activity Report for CSBG SA grant number 21F-4104 through January 31, 2022, with total expenditures of \$150,833.21. We continue to work diligently with our tribal network to execute and expend both the CARES and the regular CSBG tribal contracts (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council also reviewed an Expenditure/Activity Report for CSBG SA grant number 22F-5104 through January 31, 2022, with total expenditures of \$0.00. We continue to work diligently with our tribal network to execute and expend both the CARES and the regular CSBG tribal contracts. Once they have been fully expended, we will put out the 2022 contracts for both our subcontractors and Tribes (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council also reviewed the Expenditure/Activity Report for CSBG Discretionary grant number 21F-4456 through January 31, 2022, with total expenditures of \$1,050.00. These funds have not yet been utilized. We plan to utilize



these funds towards implementing the WIOA Youth participant training, particularly in retail for the gift shop and general retail training (*copies in Council packets*).

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG CARES LPA grant number 20F-3742 through January 31, 2022, with total expenditures of \$3,764.43 (*copies in Council packets*). This contract is for additional core functions as they relate to the pandemic and management of the CARES process. There was further discussion.

Mr. Gehr and the Council also reviewed the Expenditure/Activity Report for CSBG CARES SA grant number 20F-3743 through January 31, 2022, with total expenditures of \$313,733.79. These funds were utilized for Covid-19-related direct emergency services statewide and our PPE distributions. We have successfully completed the 3rd round of PPE distributions to our statewide Tribal partners and Tribes (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council also reviewed the Expenditure/Activity Report for CSBG CARES Discretionary grant number 20F-3743 through January 31, 2022, with total expenditures of \$1,979.56 (*copies in Council packets*). This funding has been utilized to cover operating expenses related to the Covid-19 pandemic PPE activities. There was further discussion.

**DOL/WIOA** (Department of Labor/Workforce Innovation and Opportunity Act) Mr. Gehr and the Council reviewed a DOL Employment & Training Administration Quarterly report for the reporting period. The report shows the many demographics collected across our WIOA program during the reporting period (*copies in Council packets*). There was further discussion.

**CARR FIRE** (National Dislocated Worker Grant code 1186) – Mr. Gehr, Ms. Jones and the Council discussed and reviewed the Carr Fire end-of-project report (*copies in Council packets*). The NDWG programs help clean up and repair disaster damage and at the same time provide employment opportunities and work experience to dislocated workers who have been deemed “long-term unemployed”. For this program long-term unemployed is defined as being fifteen or more weeks unemployed out of the last 26 weeks. Ms. Jones was very happy to let the Council know that the Carr Fire crew had received a very nice write up on the quality of work and the projects from the Whiskeytown National Parks and the Bureau of Land Management. There was further discussion.

**2018 MEGAFIRES Workforce Development** (Butte County National Dislocated Worker Grant) – Mr. Gehr, Ms. Jones and the Council discussed and reviewed the monthly report for the month of January 2022 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. The second component is Temporary Jobs; once the crews have finished the first component, they move into the Temporary Jobs component where we put them to work on a work-site 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 January 2022, with total expenditures of \$271,856.26 (*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 January 2022, with total expenditures of \$0.00. This is the 2<sup>nd</sup> increment that has not yet been utilized (*copies in Council packets*). Mr. Gehr and the Council also reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1210 Sub grant Agreement AA111058, through January 2022, with total expenditures of \$0.00. This is the 3<sup>rd</sup> increment that has also not yet been utilized (*copies in Council packets*). There was further discussion.

**2018 MEGAFIRES Temporary Jobs** (Butte County National Dislocated Worker Grant) – Mr. Gehr, Ms. Jones and the Council discussed and reviewed the monthly report for the month of January 2022 for the 2018 Megafires Temporary Jobs component (*copies in Council packets*). Mr. Gehr and the Council discussed and reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1203 Sub grant Agreement AA011047, through January 2022, with total expenditures of \$502,676.60. This is the 2<sup>nd</sup> increment (*copies in Council packets*). Mr. Gehr and the Council also reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1211 Sub grant Agreement AA111058, through January 2022, with total expenditures of \$0.00. This is the 3<sup>rd</sup> increment that has not yet been utilized (*copies in Council packets*). NCIDC has a vaccination requirement for all new hires. This was out of concern for our employees' health and that of the public. Unfortunately, there is still a significant number of people not getting vaccinated in Butte County. The vaccination requirement has substantially decreased the number of participant applications, and we are still short of a full cohort. As such, this is delaying the start of a new crew. However, we are persisting with our recruitment efforts, including reaching out to community partners to encourage referrals, and communicating with applicants about the benefits of getting vaccinated. There was further discussion.

**2019 STORMS** (Severe Winter Storms National Dislocated Worker Grant) – Mr. Gehr and the Council reviewed the monthly Report for the month of January 2022 for the 2019 Severe Winter Storms (*copies in Council packets*). Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1216 Sub grant Agreement AA111058, through January 2022, with total expenditures of \$165,308.31 (*copies in Council packets*). This is the 2<sup>nd</sup> increment. NCIDC staff continues to coordinate with Whiskeytown and BLM on starting work. We do not currently have enough eligible participants to begin work so we are continuing to recruit and process participant applications. NCIDC staff are working with local agencies to conduct recruitment. The Soboba Tribe still has storm damage that they require assistance with. NCIDC staff and Soboba staff coordinated on participant recruitment. There was further discussion.

**2020 September Wildfires DR NDWG** – Mr. Gehr, Ms. Jones and the Council reviewed the monthly report for the month of January 2022. The monthly report covers both the 2020 September Wildfires DR NDWG Temporary Jobs component grant code 1212 and the Workforce Development component grant code 1213 (*copies in Council packets*). Mr. Gehr and the Council reviewed the WIA/WIOA Summary of Expenditures for Grant Code 1212 TJ Sub grant Agreement AA111058, through January 2022, with total expenditures of \$0.00 (*copies in Council packets*). Mr. Gehr



and the Council also reviewed the WIA/WIOA Summary of Expenditures for Grant Code 1213 WD Sub grant Agreement AA111058, through January 2022, with total expenditures of \$0.00 (copies in Council packets). No services were provided this month because staff are still in the process of starting worksites. NCIDC has a crew of eligible participants ready for enrollment, but they can't be placed until the worksite is prepared. Ms. Jones shared with the Council that she has finally heard back from the Deputy Ranger with the Forest Service in Happy Camp and they are going to start on the preparation of the worksites to finally get the project started. There was further discussion.

**2020 COVID** (2020 Disaster Recovery COVID NDWG) – Mr. Gehr, Ms. Jones and the Council discussed and reviewed the COVID NDWG Monthly reports for the month of January 2022 for both the Workforce Development and the Temporary Jobs (*copies in Council packets*). Mr. Gehr and the Council also reviewed the WIA/WIOA Summary of Expenditures for Grant Code 1196 WD Sub grant Agreement AA011047, through January 2022, with total expenditures of \$24,488.99 (copies in Council packets). Mr. Gehr and the Council also reviewed the WIA/WIOA Summary of Expenditures for Grant Code 1195 TJ Sub grant Agreement AA011047, through January 2022, with total expenditures of \$134,519.98 (copies in Council packets). Ms. Jones discussed the various training modules through the International Sanitation Services Association (ISSA) that are offered to the participants, such as the microbial warrior training, basic maintenance, safety, and first aid. The participants receive certificates through the program once they have completed the training modules. There was further discussion.

**CA AIRRP** (California American Indian Rapid Response Program) – Ms. Flynn, Ms. Owings and the Council reviewed the 2020 WIA/WIOA Summary of Expenditures for Grant Code 541 Sub grant Agreement AA011047, through January 2022, with total expenditures of \$150,000.00. The 2020 contract for Rapid Response has been fully expended (copies in Council packets). Ms. Flynn and the Council also reviewed the 2021 WIA/WIOA Summary of Expenditures for Grant Code 541 Sub grant Agreement AA111058, through January 2022, with total expenditures of \$6,927.92 (copies in Council packets). There was further discussion.

**Klamath Promise Neighborhood** – Ms. Flynn and the Council discussed her participation in on-going implementation weekly meetings for the Klamath Promise Neighborhood Grant with the Yurok Tribe, True North and other partners. Ms. Flynn has been working on the NCIDC scope of work as well as the Klamath Promise Neighborhood Grant contract. There was further discussion.

**Da'luk Youth Program** – Ms. Flynn and the Council discussed that Mr. Feliz has successfully started his 1:1 counseling and he is also currently recruiting for the Youth groups as well. Ms. Flynn and the Council also discussed the Da'luk Youth Program's upcoming event on Saturday, March 19<sup>th</sup> from 11 to 3 pm at the Eureka Municipal Auditorium featuring Karuk Tribal member, Olympian and professional figure skater Naomi Lang. The event is for youth ages 12 and up (*copies in Council packets*). There was further discussion.



**Del Norte Indian Education Center (DNIEC)**– Ms. Flynn and the Council discussed the continued efforts to recruit a Program Assistant I for the DNIEC . Despite the vacant position at the Center staff continues to provide tutoring at the Crescent Elk Middle School and afterschool tutoring to Del Norte youth. There was further discussion.

**ACLU Indigenous Education Advocate (IEA) PROGRAM** – Ms. Flynn and the Council discussed that NCIDC has been invited to apply for the spring round of funding for the Indigenous Education Advocacy position from the Yellow Chair Foundation. There was further discussion.

**7<sup>th</sup> GEN FUND** (Seventh Generation Fund for Indigenous Peoples, Inc.) – Mr. Gehr and the Council reviewed and discussed the final closeout report and acceptance letter for the NCIDC Flicker Fund Relief, FY 20/21. These funds were utilized to assist the victims of the Slater fire. (*copies in Council packets*). There was further discussion.

**HAF** (Humboldt Area Foundation) – Mr. Gehr and the Council reviewed and discussed the HAF final grant reports and close outs. These funds were also used in conjunction with the 7<sup>th</sup> Gen Funds to assist the victims of the Slater fire (*copies in Council packets*). There was further discussion.

**LIHEAP** (Low Income Home Energy Assistance Program) – Mr. Gehr and the Council reviewed and discussed the list of the 48 Tribes in our American Recovery LIHEAP program, showing how much of each Tribal allocation has been expended to date. We are still working to spend down our funding (*copies in Council packets*). There was further discussion.

**LIHWAP** (Low Income Home Water Assistance Program) – Mr. Gehr and the Council discussed the ongoing request for LIHWAP resolutions from all of our 48 Tribe consortium that would like to re-join the LIHWAP consortium. We currently have 8 of the 48 LIHWAP resolutions. There was further discussion.

Written program activity reports for Humboldt, Del Norte, and Siskiyou County 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 March 11, 2022; Ms. Reece seconded; **MOTION** carried by unanimous vote.

## **B. Fiscal Report**

Mr. Byfield and the Council reviewed and discussed the January 2022 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.*



Mr. Landry motioned to approve the January 2022 Financial Report; Ms. O'Connell seconded; **MOTION** carried by unanimous vote.

## VII. OLD BUSINESS

**Carson Block Unwind, Next Steps** – Mr. Gehr, Mr. Byfield and the Council discussed the next steps to unwind the tax credit financing of the Carson Block project. The agency has opened new accounts for the building operations under a Doing Business As (DBA) name to move management directly back to the NCIDC. Both a checking and a savings account have been opened under the DBA *Carson Block Building* which will use the NCIDC tax ID number. April 1<sup>st</sup> will be the transition from the Carson Block Master Tenant as the building's management and we plan to dissolve the Carson Block QALICB, Master Tenant and Property Management entities after filing final IRS returns for Q1 2022. All the three entities assets, liabilities and equity including cash, accounts receivable and the building itself will be transferred to NCIDC and incorporated onto the agency's Statement of Financial Position (Balance Sheet). There was further discussion.

*There was no public comment.*

**COVID Protocols** – Mr. Gehr, Ms. Hunsucker and the Council discussed the staff meetings that were held to discuss the proposed COVID protocols. The staff meetings led to the following updates. In regard to masking, we have no updates proposed at this time. We believe masking should be continued with the safety of the community and our clients in mind, at least until such time that the direction and spread of the virus is known in our service areas. In regard to travel, we would like to resume limited travel for staff, requiring masking while on travel and a negative COVID-19 PCR test five days after returning from assigned worksites. In regards to isolation and quarantine, we have no proposed changes at this time. Isolation will remain at ten days for positive cases and quarantine has not been an issue due to nearly 100% vaccination rate within NCIDC employees. In regards to office hours and availability to the public, we would like to re-establish limited in-person services for our community, clients, and business operations. Any meetings to take place in-person will be in a well-ventilated and filtered area with proper sanitization, distancing, and masking. Each area will be sanitized and clients will be screened for symptoms when making appointments for face-to-face services. There was further discussion.

*There was no public comment.*

Mr. Landry motioned to approve the proposed updates to the COVID Protocols; Mr. Baldosser seconded; **MOTION** carried by unanimous vote.

**Chan Zuckerberg Initiative (CZI) Planning/Brain Storming** – Mr. Gehr, Ms. Richeson and the Council discussed the previous CZI planning and brainstorming sessions that the NCIDC staff attended as well as the Council and decided to table the discussion call for a special meeting to further. After a brief conversation a

special meeting was scheduled for Friday, March 25, 2022 at 1:00 p.m., electronically/virtually.

*There was no public comment.*

#### **VIII. NEW BUSINESS**

**Tribal Labor Market Data** – Ms. Owings presented a brief overview of the Tribal labor market data to the Council. The Native American Labor Force Data by County was provided by the U.S. Census, American Community Survey, 2015-2019 5 Year Estimates, covering Del Norte, Humboldt, Siskiyou, and Trinity Counties. The Rancheria, Reservation, and Off Reservation Trust Land Data Was provided by the U.S. Census, American Community Survey, My Tribal Area (census.gov/tribal). The data shows the Native American population by county. The data also showed the labor force participation rate. (*copies in Council packets*). There was further discussion.

*There was no public comment.*

#### **IX. REQUESTS FOR ASSISTANCE**

*There were no requests for assistance.*

#### **X. PUBLIC COMMENT / INFORMATION / THANK YOU**

**Thank You** – Mr. Gehr and the Council reviewed a hand written thank you letter addressed to Ms. Alberta Wilson from a client by the name of Steve E., thanking Ms. Wilson and NCIDC for the LIHEAP assistance (*copies in Council packets*).

#### **XI. SCHEDULE NEXT MEETING**

The next Regular Council Meeting is scheduled for Friday, April 8, 2022 at 1:00 p.m., electronically/virtually.

A Special Council Meeting was also scheduled for Friday, March 25, 2022 at 1:00 p.m., electronically/virtually.

#### **XII. EXECUTIVE SESSION**

*There was no Executive Session.*



### **XIII. ADJOURNMENT**

Mr. Landry motioned to adjourn the meeting; Mr. Baldosser seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 3:52 p.m.

Respectfully Submitted,



Trina Mathewson  
Council Secretary

Prepared By



Cheyenne Souza  
Executive Assistant