

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.**  
**REGULAR COUNCIL MEETING – AUGUST 19, 2022**

***MINUTES***

**I. CALL MEETING TO ORDER**

Ms. Rollings called the meeting to order at 1:05 p.m.

**II. ROLL CALL**

**Members Present**

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

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

**Members Absent**

Evette Lewis

Siskiyou County Representative

**III. INTRODUCTION OF GUESTS**

Ms. Carolyn Smith, a consultant for NCIDC, Mr. Morgan Ellig with K. Boodjeh Architects, and Ms. Casey Pearlman and Mr. Mark Bowman, with the Affiliated Tribes of Northwest Indians Economic Development Corporation were welcomed as guests by the Council.

**IV. APPROVE AGENDA**

Mr. Ray motioned to approve the agenda; Ms. Foster-Olstad seconded; ***MOTION*** carried by unanimous vote.

**V. APPROVE MINUTES**

Mr. Baldosser motioned to approve the regular meeting minutes from July 22, 2022; Ms. Reece 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 resumed in-person intakes and client consultations as well as continuing phone intake procedures for clients and providing curbside delivery of vouchers and other documents to clients, the office remains closed to the general public. Masks, gloves, and sanitizing supplies are all being utilized by staff.

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.

**CSBG** (Community Service Block Grant) – Ms. Flynn and the Council reviewed an Expenditure/Activity Report for CSBG CARES LPA grant number 20F-3742 through June 30, 2022, with total expenditures of \$3,398.24 (*copies in Council Dropbox/packets*). This contract is for additional core functions as they relate to the pandemic and management of the CARES process (*copies in Council Dropbox/packets*). There was further discussion.

Ms. Flynn and the Council also reviewed the Expenditure/Activity Report for CSBG CARES SA grant number 20F-3743 through June 30, 2022, with total expenditures of \$97,417.50 (*copies in Council Dropbox/packets*). There was further discussion. These funds were utilized for COVID-19-related direct emergency services statewide and our Tribal COVID-19 Prevention Program, including statewide PPE distributions (*copies in Council Dropbox/packets*). There was further discussion.

Ms. Flynn and the Council also reviewed the Expenditure/Activity Report for CSBG CARES Discretionary grant number 20F-3743 through June 30, 2022, with total expenditures of \$813.22 (*copies in Council Dropbox/packets*). This funding has been utilized to cover operating expenses related to the COVID-19 pandemic PPE activities. There was further discussion.

Ms. Flynn and the Council reviewed an Expenditure/Activity Report for CSBG LPA grant number 22F-5103 through June 30, 2022, with total expenditures of \$10,852.97 (*copies in Council Dropbox/packets*). This funding is utilized for core support for all programs. There was further discussion.



Ms. Flynn and the Council also reviewed an Expenditure/Activity Report for CSBG SA grant number 22F-5104 through June 30, 2022, with total expenditures of \$135,774.78. As a pass-through agency, we continue to approve and execute the 2022 Tribal MOU contracts (*copies in Council Dropbox/packets*). There was further discussion.

Ms. Flynn and the Council reviewed and discussed the Department of Community Services and Development (CSD) Audit transmittal report which covered contracts 19F-4104, 19F-4457, 20F-3103, 20F-3104, 20F-3742, and 20F-3743. The audit period was January 1, 2020 through December 31, 2020. The desk audit review had no findings or corrective actions; and, the audit has been closed (*copies in Council Dropbox/packets*). There was further discussion.

**DOL/WIOA** (Department of Labor - Workforce Innovation and Opportunity Act) – Ms. Flynn and the Council reviewed and discussed a DOL Employment & Training Administration Financial Report for grant number AB34925W30 (CSP Adult 2020) through June 30, 2022 with \$321,284.36 in total expenditures (*copies in Council packets*). There was further discussion.

Ms. Flynn and the Council reviewed and discussed a DOL Employment & Training Administration Financial Report for grant number AB36642E50 (CSP Adult 2021) through June 30, 2022 with \$0.00 in total expenditures (*copies in Council packets*). We have not yet utilized the 2021 funding as we are currently expending the 2020 allocation. There was further discussion.

Ms. Flynn, Mr. Gehr and the Council also reviewed a DOL Employment & Training Administration Financial Report for grant number AB36642E30 (SYSP Youth 2021) through June 30, 2022 with \$56,486.78 in total expenditures (*copies in Council packets*). There was further discussion.

Ms. Flynn and the Council reviewed and discussed the Notice of Award from the DOL to obligate additional funding for program year 2021 Indian and Native American (INA) Programs to cover the additional Oregon counties for WIOA services. We have received notice of the allocation of funding in the amount of \$724,396.00 including both the California and Oregon assigned WIOA service areas. Ms. Flynn and the Council also reviewed a DOL Employment & Training Administration Financial Report for grant number AB36642E51 (OR Adult 2021) through June 30, 2022 with \$0.00 in total expenditures (*copies in Council packets*). We are currently working to implement an online intake process as the first part of our new service network for the Oregon WIOA Adult services we will offer. There was further discussion.

Ms. Richeson and the Council reviewed and discussed the Final report for the WIOA Program. The term of the report was from July 2021 to June 2022. Ms. Richeson gave the council an in-depth review of the summary information and the participant summary information, and the performance milestones (*copies in Council Dropbox/packets*). There was further discussion.

**EDD** (Employment Development Department) – Ms. Richeson and the Council reviewed and discussed EDD's response to the WSDD-233 Draft Directive Comment



letter which was a summary of comments in which they addressed our concerns in regards to the fact that allowable documents for evidence of date of birth did not include Tribal, Alaskan Native or Native Hawaiian documents in the very detailed list. Their official response was that Tribal IDs are allowable and fall under the local government identification. The second was requiring copies of social security cards for enrollment and we will now be requiring these copies moving forward (*copies in Council Dropbox/packets*). There was further discussion.

**2018 MEGAFIRES Workforce Development** (Butte County National Dislocated Worker Grant) – Mr. Gehr, Ms. Flynn and the Council discussed and reviewed the Megafires Workforce Development Quarterly report for the month of July 2022 (*copies in Council packets*). The Megafires NDWG has two components; the first is the Workforce Development component, which covers training and job readiness. 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 in a temporary job on a work-site where they can gain experience to assist them with eventually finding permanent employment. Ms. Flynn and the Council reviewed a WIOA Summary of Expenditures for Grant Code 1140 Sub grant Agreement K9111522, through June 2022 , with total expenditures of \$314,230.35. This is the 1st increment (*copies in Council Dropbox/packets*). Ms. Flynn and the Council also reviewed a WIOA Summary of Expenditures for Grant Code 1202 Sub grant Agreement AA011047, through June 2022 , with total expenditures of \$0.00. This is the 2<sup>nd</sup> increment that has not yet been utilized (*copies in Council Dropbox/packets*). Several on-the-job training participants recently successfully completed their training and were placed into permanent employment. NCIDC staff continued to check in with Mooretown Rancheria to ensure the on-the-job training placement ran smoothly and the participant successfully completed their training in June. There was further discussion.

**2018 MEGAFIRES Temporary Jobs** (Butte County National Dislocated Worker Grant) – Mr. Gehr, Ms. Flynn and the Council discussed and reviewed the Megafires Temporary Jobs Quarterly report for the month of July 2022 (*copies in Council packets*). Ms. Flynn and the Council discussed and reviewed a WIOA Summary of Expenditures for Grant Code 1203 Sub grant Agreement AA011047, through June 2022 , with total expenditures of \$650,863.68. This is the 2nd increment (*copies in Council Dropbox/packets*). Ms. Flynn and the Council also reviewed a WIOA Summary of Expenditures for Grant Code 1211 Sub grant Agreement AA111058, through June 2022 , with total expenditures of \$0.00. This is the 3<sup>rd</sup> increment that the Council voted to offer return to EDD to reallocate to another project operator (*copies in Council Dropbox/packets*). Participants cleaned-up and repaired fire damage and completed their temporary job placements. NCIDC staff coordinated with the Paradise Parks and Recreation department on managing the active participants and continued to partner with Mooretown Rancheria and other local agencies on participant recruitment. There was further discussion.

**2019 STORMS** (Severe Winter Storms National Dislocated Worker Grant) – Mr. Gehr, Ms. Flynn and the Council reviewed the monthly Report for the month of June 2022 for the 2019 Severe Winter Storms (*copies in Council Dropbox/packets*). Ms. Flynn and the Council reviewed a WIOA Summary of Expenditures for Grant Code



1216 Sub grant Agreement AA111058, through June 2022 , with total expenditures of \$176,277.74 (*copies in Council Dropbox/packets*). This is the 2<sup>nd</sup> increment. This program has reached the end of the contract term and is now complete. There was further discussion.

**2020 September Wildfires DR NDWG** – Mr. Gehr, Ms. Flynn and the Council reviewed the monthly report for the month of June 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 Dropbox/packets*). Ms. Flynn and the Council reviewed the WIOA Summary of Expenditures for Grant Code 1212 TJ Sub grant Agreement AA111058, through June 2022, with total expenditures of \$6,535.44 (*copies in Council Dropbox/packets*). Ms. Flynn and the Council also reviewed the WIOA Summary of Expenditures for Grant Code 1213 WD Sub grant Agreement AA111058, through June 2022 , with total expenditures of \$0.00 (*copies in Council Dropbox/packets*). After persistent communication and ongoing coordination with the United States Forest Service (USFS), they now have a worksite deemed safe for participants. We had close to ten participant applications already prepared so we could start work as soon as possible once USFS was ready. Over the last month we recertified eligibility of the participants and finished the enrollment process. They are now ready to begin work once USFS completes a worksite agreement. Staff are scheduled to meet with USFS regarding the delays in approval of the worksite agreement. There was further discussion.

**2020 COVID** (2020 Disaster Recovery Covid NDWG) – Mr. Gehr, Ms. Flynn and the Council discussed and reviewed the Covid NDWG Quarterly reports for the month of June 2022 for both the Workforce Development and the Temporary Jobs components (*copies in Council Dropbox/packets*). Ms. Flynn and the Council also reviewed the WIOA Summary of Expenditures for Grant Code 1196 WD Sub grant Agreement AA011047, through June 2022 , with total expenditures of \$37,603.74 (*copies in Council Dropbox/packets*). Ms. Flynn and the Council also reviewed the WIOA Summary of Expenditures for Grant Code 1195 TJ Sub grant Agreement AA011047, through June 2022 , with total expenditures of \$202,239.93 (*copies in Council Dropbox/packets*). There was further discussion.

**CA AIRRP** (California American Indian Rapid Response Program) – Ms. Flynn and the Council reviewed and discussed the 2022 WIOA Summary of Expenditures for Grant Code 541 Sub grant Agreement AA111058, through June 2022, with total expenditures of \$69,135.39 (*copies in Council Dropbox/packets*). Ms. Flynn has been doing double duty covering for the Rapid Response Coordinator, attending and planning meetings and roundtables, as we are still actively looking to hire a Rapid Response Coordinator (*copies in Council Dropbox/packets*). There was further discussion.

**DNIEC** (Del Norte Indian Education Center) – Ms. Flynn and the Council reviewed and discussed an expenditure report through June 30, 2020, with expenditures of \$130,343.67 (*copies in Council packets*). There was further discussion.

**TUPE** (Tobacco Use Prevention Education) – Ms. Flynn and the Council reviewed and discussed a TUPE Prop 99 funding expenditure report through June 30, 2020,



with expenditures of \$15,246.82 (*copies in Council packets*). There was further discussion.

**TUPE** (Tobacco Use Prevention Education) – Ms. Flynn and the Council reviewed and discussed a TUPE Prop 56 funding expenditure report through June 30, 2020, with expenditures of \$7,890.96 (*copies in Council packets*). There was further discussion.

**Bureau of Ocean Energy Management (BOEM)** – Ms. Flynn and the Council reviewed the letter discussing the proposed commercial leasing for wind power on the outer continental shelf in CA. The letter outlined specific community benefits proposals which included but was not limited to a North Coast community benefit fund, A Regional Tribal Capacity Fund, and Community-led steering committees. We were urged to write a letter providing this input from Council Member Landry. We provided the NCIDC perspective that a community benefits package should contain workforce training and economic development investments and Labor Agreements specifically with Tribal nations and with organizations like ours (*copies in Council DropBox/packets*). There was further discussion.

**Da'luk Youth Program** – Ms. Flynn and the Council reviewed and discussed the Da'luk Youth Program Community Mural Projects. Mr. Feliz has planned for three mural projects. Alme Allen (Karuk) artist has been contracted to lead the projects for the 3 mural sites: Hoopa (K'i:maw Medical Clinic), Eureka (NCIDC Carson Block Bldg.) and Arcata. Besides Alme Allen, 2 other artists have been identified and in contract discussions for the Hoopa and Eureka mural sites: Sorren Richards (Hupa) and Korby Skoglund (Yurok). Mr. Flynn shared a draft of each artists work for the murals, Sorren Richards artwork for the Hoopa (K'i:maw Medical Clinic) and Korby Skoglund's for the Eureka (NCIDC Carson Block Bldg.) (*copies in Council Dropbox/packets*). There was further discussion.

**LIHWAP** (Low Income Home Water Assistance Program) – Ms. Flynn, Mr. Gehr and the Council reviewed and discussed the LIHWAP resolution list (*copies in Council Dropbox/packets*). We have currently received 21 of our 48 Tribal resolutions. We are still hoping more resolutions will come in from our participating Tribal consortium. (*copies in Council Dropbox/packets*). There was some discussion.

**LIHEAP** (Low Income Home Energy Assistance Program) – Ms. Flynn, Mr. Gehr and the Council reviewed and discussed the list of the 48 Tribes in our LIHEAP program, showing how much of each Tribal allocation has been expended to date (*copies in Council Dropbox/packets*). We have successfully completed our LIHEAP spend down. Ms. Flynn and the Council also reviewed and discussed the LIHEAP Quarterly performance and management report for the period of April 1<sup>st</sup> through June 30<sup>th</sup> (*copies in Council Dropbox/packets*). There was some discussion. Ms. Flynn and the Council also reviewed and discussed a LIHEAP Notice of Award implementing an additional \$2,898.00 into the LIHEAP allocation fund (*copies in Council Dropbox/packets*). There was some discussion.

**Audit Engagement Letter** – Mr. Gehr, Ms. Flynn and the Council reviewed and discussed the Moss, Levy & Hartzheim LLP Certified Public Accountants Audit



Engagement Letter. The letter outlines all of the responsibilities and services they will be providing for The NCIDC's 2021 Audit starting on August 9<sup>th</sup> (*copies in Council Dropbox/packets*). There was further discussion.

**Staff/Program Reports** Written staff/program activity reports for Humboldt, Del Norte, and Siskiyou County were included in the Council packets for their review.

*There was no public comment.*

Ms. O'Connell motioned to approve the Executive Director's report for August 19, 2022; Mr. Baldosser seconded; **MOTION** carried by unanimous vote.

## **B. Fiscal Report**

Mr. Byfield and the Council reviewed and discussed the June 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 Dropbox/packets*).

*There was no public comment.*

Ms. Foster-Olstad motioned to approve the June 2022 Financial Report; Ms. Reece seconded; **MOTION** carried by unanimous vote.

## **VII. OLD BUSINESS**

**A. Chan Zuckerberg Initiative (CZI) Update** – Ms. Richeson, Mr. Gehr and the Council reviewed and discussed in-depth the newest updates on the various CZI projects. We are happy to announce the Scholarship applications have been very successful and we have received numerous CZI Scholarship applications and are hoping to plan a meeting for the CZI Scholarship Committee to vet the applications. A Frequently Asked Questions document was created to help provide clarity on the scholarship program policies. (*copies in Council Dropbox/packets*). There was further discussion.

*There was no public comment.*

Mr. Landry motioned to approve the CZI status update including the FAQ prepared for the scholarship program; Ms. O'Connell seconded; **MOTION** carried by unanimous vote.

**B. CZI Archive Display Presentation** – Ms. Carolyn Smith, Ph.D., our archive consultant, and Mr. Morgan Ellig, our architect with K. Boodjeh Architects, presented and discussed in-depth the concept and development of the museum-quality archive and display cabinet they designed with humidity, security and local

native designs in mind (*copies in Council Dropbox/packets*). There was further discussion.

*There was no public comment.*

Ms. O'Connell motioned to approve the concept and the dedication of CZI funds and instructed staff to move forward on the development; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

## **VIII. NEW BUSINESS**

- A. LIHEAP 2022** – Ms. Richeson and the Council reviewed and discussed the FY 2022 Low-Income Home Energy Assistance Program (LIHEAP) Detailed Model Plan and FY 2022 LIHEAP income eligibility policy and benefit matrix utilizing the most current State Median Income (SMI) (*copies in Council packets*). One of the most notable changes made to the policy is that we have now added that a crisis may also include having a past due balance greater than their current monthly charges. This change has been made to more accurately capture the circumstances that clients are experiencing. We believe that crises should not be limited to shutoff notices and that having a large past due balance can also be considered a crisis and extremely difficult for clients to handle. There was further discussion.

*There was no public comment.*

Mr. Landry motioned to approve the 2022 LIHEAP Detailed Model Plan, FY 2022 LIHEAP income eligibility policy and benefit matrix; Mr. Baldosser seconded; **MOTION** carried by unanimous vote.

- B. LIHEAP Resolution** – Ms. Richeson and the Council reviewed and discussed the LIHEAP Resolution 22.01 for the 2022 program year application (*copies in Council packets*). There was further discussion.

*There was no public comment.*

Mr. Landry motioned to approve the LIHEAP Resolution 22.01 for the 2022 program year application; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

- C. NCIDC Job Description** – Ms. Hunsucker and the Council reviewed and discussed a draft of the NCIDC job description for the Systems Administrator. Changes included document formatting, numbering and the addition that each employee should have familiarity with and commitment to the mission and vision statement of NCIDC as well as referencing our Native American hiring preferences statement (*copies in Council packets*). There was further discussion.



*There was no public comment.*

Ms. O'Connell motioned to approve the NCIDC Job Description for Systems Administrator; Ms. Reece seconded; **MOTION** carried by unanimous vote.

## **IX. REQUESTS FOR ASSISTANCE**

**Request No. 1** – The Council reviewed a request from Moonchay Dowd representing the Pectah White Deer Skin Dance in the amount of \$1,231.82 to assist with the purchase of a fire pit ring for cooking and a transportable water tank for potable water (*copies in Council Dropbox/packets*). There was further discussion.

Mr. Landry motioned to assist with \$1,231.82 for the Pectah White Deer Skin Dance; Mr. Baldosser seconded; **MOTION** carried by unanimous vote.

**Request No. 2** – The Council reviewed a request from Isha Goodwin representing the World Renewal Ceremonies at Katimiin in the amount of \$500 to assist with consumable supplies (*copies in Council Dropbox/packets*). There was further discussion.

Mr. Landry motioned to assist with \$500 for the World Renewal Ceremonies at Katimiin; Mr. Baldosser seconded; **MOTION** carried by unanimous vote.

**Request No. 3** – The Council reviewed a request from Rosalie Jones representing the Wintu Educational & Cultural Council of Northern California, Inc.'s Harvest Ceremony and Fall Gathering in the amount of \$500 to assist with cultural and consumable supplies (*copies in Council Dropbox/packets*). There was further discussion.

Mr. Landry motioned to assist with \$250 for the Wintu Educational & Cultural Council of Northern California, Inc.'s Harvest Ceremony and Fall Gathering; Mr. Baldosser seconded; **MOTION** carried by unanimous vote.

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

**PUBLIC COMMENT** – Ms. Casey Pearlman with the Affiliated Tribes of Northwest Indians Economic Development Corporation addressed the Council and introduced herself. She and her staff are actively pursuing the State Small Business Credit Initiative, funding that is going to bring a lot of economic development activities into the region, and they will be working with local lenders and local tribes to take advantage of this opportunity and invite folks into the vision and help small businesses as well as Tribal enterprises grow and flourish. They currently have about 23 Tribes in our regional consortium for this program. The program is open for loan participation and loan guarantees for small business owners, entrepreneurs and tribal enterprises. There was further discussion.



## **XI. SCHEDULE NEXT MEETING**

The next Regular Council Meeting is scheduled for Friday, September 16, 2022 at 1:00 p.m., electronically/virtually.

## **XII. EXECUTIVE SESSION**

*There was no Executive Session.*

## **XIII. ADJOURNMENT**

Ms. Reece motioned to adjourn the meeting; Mr. Baldosser seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 4:05 p.m.

Respectfully Submitted,



Trina Mathewson  
Council Secretary

Prepared By



Cheyenne Souza  
Executive Assistant