

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.  
REGULAR COUNCIL MEETING – MAY 10, 2024**

***MINUTES***

**I. CALL MEETING TO ORDER**

Ms. Rollings called the meeting to order at 1:04 p.m.

**II. ROLL CALL**

**Members Present**

Harold Bennett	Siskiyou County Representative
Jace Baldosser	Humboldt County Representative
Lonyx Landry	Trinity County Representative
Ruby Rollings	Humboldt County Representative
Tracy Foster-Olstad	Trinity County Representative
Jennifer Goodwin	Siskiyou County Representative

**Members Absent**

Mindy Natt	Del Norte County Representative
Amanda O’Connell	Del Norte County Representative
Trina Mathewson	Humboldt County Representative

**III. INTRODUCTION OF GUESTS**

*There were no guests recognized by the Council.*

*NCIDC Staff in attendance; Mr. Gregory Gehr Director at Large, Ms. Madison Flynn Chief Executive Officer, Mr. Chris Byfield Chief Fiscal Officer, Ms. Aubrey Richeson Data Planner Analyst, Ms. Cheyanne Souza Executive Assistant, Mr. Rick Siegfried Systems Administrator, Ms. Shannon Bresnahan Bookkeeper, Mr. Thor Arwood Staff Accountant, Ms. Joyce Jones Eastern Regional Manager, Ms. Rosie Kerr Case Manager, Mr. Vincent Feliz Da’Luk Program Coordinator, Mr. Sonny Tripp Indian Education Advocate, Mr. Bubba Riggins Youth Services Coordinator, Mr. Imya Tripp Youth Program Assistant, Mr. Armando Peña Youth Admin. Assistant, Mr. Joe Davis Rapid Response Coordinator and Ms. Angel Dickey Program Assistant.*

**IV. APPROVE AGENDA**

Ms. Foster-Olstad 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 April 12, 2024; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

## VI. STAFF REPORTS

### A. Executive Management Report

NCIDC uses a hybrid meeting format. The meeting is 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.

Mr. Bubba Riggins, our Youth Services Coordinator, introduced Mr. Imya Tripp and Mr. Armando Peña, our new Youth Program Assistants to the Council. The Council welcomed Mr. Tripp and Mr. Peña to the team.

**CSBG** (Community Service Block Grant) – Ms. Flynn and the Council discussed and reviewed the Expenditure/Activity Report for CSBG SA grant number 23F-4104 through March 31, 2024, with total expenditures of \$184,857.64 (copies in Council Dropbox). There was further discussion.

Ms. Flynn and the Council discussed and reviewed the Expenditure/Activity Report for CSBG LPA grant number 24F-3103 through March 31, 2024, with total expenditures of \$6,802.22 (copies in Council Dropbox). This funding is utilized for our core administrative activities and supports all other programs through our official designation as a Limited Purpose Agency (LPA). There was further discussion.

Ms. Flynn and the Council also discussed and reviewed the Expenditure/Activity Report for CSBG Set-Aside grant number 24F-3104 through March 31, 2024, with total expenditures of \$0.00 (copies in Council Dropbox). We have released the 2024 Tribal contracts and will be working towards executing those contracts. 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 IY000027IU0 (2023 WIOA Youth) through March 31, 2024 with \$51,186.16 in total expenditures (copies in Council Dropbox). (copies in Council Dropbox). There was some discussion.

Ms. Flynn and the Council also reviewed and discussed a DOL Employment & Training Administration Financial Report for grant number IA000052IY0 (2023 WIOA Adult) through March 31, 2024 with \$0.00 in total expenditures (copies in Council Dropbox). We continue to actively recruit eligible participants for the WIOA Programs. There was some discussion.

Ms. Flynn and the Council reviewed and discussed a DOL Employment & Training Administration Financial Report for grant number AB38813ON0 (2022 WIOA Adult)

through March 31, 2024 with \$121,938.62 in total expenditures (copies in Council Dropbox). There was some discussion.

Ms. Flynn and the Council also reviewed and discussed a DOL Employment & Training Administration Financial Report for grant number AB36642E51 (2021 WIOA Adult OR) through March 31, 2024 with \$265,359.98 in total expenditures (copies in Council Dropbox). There was some discussion.

**2022 QUEST NDWG** – Ms. Flynn, Ms. Jones and the Council reviewed and discussed the monthly report for QUEST NDWG for March 2024 (copies in Council Dropbox). Ms. Flynn and the Council reviewed the WIOA Summary of Expenditures for Grant Code 1262 Sub grant Agreement AA311053, through March 31, 2024, with total expenditures of \$151,397.90 (copies in Council Dropbox). Ms. Jones discussed with the Council that the Participants have successfully completed their work experience plans and gained additional skills and experience. The skills learned will prepare them for employment in landscaping, land management, nurseries, wildfire prevention and management, and agriculture, as well as providing them with additional soft employment skills. There was further discussion.

**CA AIRRP** (California American Indian Rapid Response Program) – Ms. Flynn and the Council reviewed and discussed the Rapid Response Summary of Expenditures for grant code 541 Sub grant agreement AA311053, through March 2024, with total expenditures of \$95,257.74 (copies in Council Dropbox). Ms. Flynn shared that NCIDC will be hosting a Workforce Development Summit, on May 30<sup>th</sup> at the Bear River Casino. There was further discussion.

**DNIEC** (Del Norte Indian Education Center) – Ms. Flynn and the Council reviewed and discussed an expenditure report for PY 2024 with expenditures of \$99,956.33 (copies in Council Dropbox). There was further discussion.

**TUPE Prop 56** (Tobacco-Use Prevention Education) – Ms. Flynn and the Council reviewed and discussed a TUPE Prop 56 funding expenditure report for PY 2024 with expenditures of \$7,356.27 (copies in Council Dropbox). There was further discussion.

**TUPE Prop 99** (Tobacco-Use Prevention Education) – Ms. Flynn and the Council reviewed and discussed a TUPE Prop 99 funding expenditure report for PY 2024 with expenditures of \$8,995.66 (copies in Council Dropbox). There was further discussion.

**IEA** (Indigenous Education Advocate) – Mr. Tripp addressed the Council and discussed the Meaningful Consultation event on Indian education in Humboldt and Del Norte scheduled for Friday May 31, from 8am to 4pm in the 3<sup>rd</sup> floor theatre. He also invited the Council members to attend. There was further discussion.

**LIHWAP** (Low Income Home Water Assistance Program) – Ms. Flynn and the Council reviewed and discussed the LIHWAP Quarterly Performance and Management report (copies in Council Dropbox). The LIHWAP program just came to an end. Over the last quarter, NCIDC staff continued outreach to Tribes regarding the remaining available LIHWAP funding. This was to help ensure that funds were distributed to the people in the greatest need across the state. The Tule River Tribe

submitted a LIHWAP resolution and were able to serve their Tribal members before the program closed. There was some discussion.

**LIHEAP** (Low Income Home Energy Assistance Program) – Ms. Flynn and the Council reviewed and discussed the LIHEAP Programs funding sources allocation report which shows how much of each Tribal allocation has been expended to date (copies in Council Dropbox). There was some discussion.

**JOB DESCRIPTION** – Ms. Flynn and the Council reviewed and discussed the Bookkeeper & Human Resources Coordinator Job Description (copies in Council Dropbox). The Bookkeeper & Human Resources Coordinator would work in the Fiscal Department performing day-to-day fiscal and human resources duties required to maintain ongoing operations of the agency. There was some 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.*

Mr. Landry motioned to approve the Executive Management’s report for May 10, 2024; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

## **B. Fiscal Report**

Mr. Arwood and the Council reviewed and discussed the March 2024 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).

*There was no public comment.*

Mr. Baldosser motioned to approve the March 2024 Financial Report; Ms. Foster-Olstad seconded; Ms. O’Connell abstained; **MOTION** passed.

## **VII. OLD BUSINESS**

**Carson Block** – Mr. Gehr updated the Council on Hamanaka Painting’s progress on painting the exterior of the Carson Block Building. Mr. Gehr also informed the Council that the termite issue has been resolved and that work is done. There was some discussion.

*There was no public comment.*

## **VIII. NEW BUSINESS**

**2023 Annual Report Review** – Ms. Richeson and the Council reviewed and discussed the 2023 Annual Report in-depth (*copies in Council Dropbox*). The progress

report serves to provide an annual update on the success of strategies included in the NCIDC Community Action Plan, and an analysis of NCIDC's outcomes and any operational or strategic program adjustments and improvements. This update and analysis is required as an organizational standard by the Community Service Block Grant program and an important part of the Results Oriented and Management Accountability (ROMA) approach. There was further discussion.

**Offshore Wind Tribal Engagement Project**– Ms. Flynn and the Council reviewed and discussed the 2025 NCIDC Congressional Community Project Funding Request. The Community Project Funding process allows members of Congress to accept applications for local projects in need of funding assistance, review those projects, and then submit projects to the House Appropriations Committee for possible inclusion in the federal government budget. These projects must fall under a list of identified federal agencies and their corresponding priorities and regulations.

Congressman Huffman's office invited NCIDC to submit a funding request for a project to support Tribal engagement in the local offshore wind energy development. The funding would increase capacity for California Tribal community engagement in offshore wind energy development efforts in Northern California by supporting costs to meaningfully participate in offshore wind energy development planning, attend relevant meetings, and respond to federal inquiries (copies in Council Dropbox). There was some discussion.

Ms. Foster-Olstad motioned to approve applying for the Offshore Wind Tribal Engagement Project; Mr. Baldosser seconded; **MOTION** carried by unanimous vote.

## **IX. REQUESTS FOR ASSISTANCE**

**Request No. 1** – The Council reviewed a request from Heather Burger representing the Yurok Tribe's Head Start Program in the amount of \$1,500 to assist with their Eureka location's graduation (copies in Council Dropbox). There was further discussion.

Ms. Foster-Olstad motioned to approve \$500 to assist with the Yurok Tribe Head Start Eureka location's graduation; Mr. Baldosser seconded; **MOTION** carried by unanimous vote.

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

**INFORMATION** – Ms. Flynn and the Council reviewed and discussed the Humboldt College Corps flyer featuring Mr. Sonny Tripp as a guest speaker discussing NCIDC's and ACLU's unique partnership and role in creating an IEA program. Scheduled for April 15 @ 4:00 pm at Cal Poly Humboldt (*copies in Council Dropbox*). There was further discussion.

**INFORMATION** – Ms. Flynn and the Council reviewed and discussed the letter of support for College of the Redwoods efforts to develop the Health Careers Planning Network(HCPN) (*copies in Council Dropbox*). There was further discussion.

**INFORMATION** – Ms. Flynn and the Council reviewed and discussed a grant opportunity from the California Grants Portal for funding to prevent and end homelessness for California federally-recognized Tribes (*copies in Council Dropbox*). There was further discussion.

**INFORMATION** – Ms. Flynn, Ms. Jones and the Council reviewed and discussed the Memorandum of Understanding (MOU) between Klamath Community College and NCIDC. The purpose of the MOU is to enter into an agreement as partner agencies to improve the employability skills and basic sustainability of American Indian participants in our communities by building self-sufficiency (*copies in Council Dropbox*). There was further discussion.

**THANK YOU** – Ms. Flynn and the Council reviewed and discussed a thank you letter from the Happy Camp High School 2024 Senior class thanking the NCIDC Council for their generous support of the 2024 Sober Graduation Celebration (*copies in Council Dropbox*). There was further discussion.

#### **XI. EXECUTIVE SESSION**

*There was no Executive Session.*

#### **XII. SCHEDULE NEXT MEETING**

The next Regular Council Meeting is scheduled for Friday, June 21, 2024 @ 1:00 pm.

#### **XIII. ADJOURNMENT**

Mr. Landry motioned to adjourn the meeting; Mr. Baldosser seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 2:46 p.m.

Respectfully Submitted,



Trina Mathewson  
Council Secretary

Prepared By



Cheyenne Souza  
Executive Assistant