

NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – OCTOBER 14, 2022

MINUTES

I. CALL MEETING TO ORDER

Ms. Rollings called the meeting to order at 1:10 p.m.

II. ROLL CALL

Members Present

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

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

Members Absent

Evette Lewis
Jace Baldosser

Siskiyou County Representative
Humboldt County Representative

III. INTRODUCTION OF GUESTS

There were no guests.

IV. APPROVE AGENDA

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

V. APPROVE MINUTES

Mr. Landry motioned to approve the regular meeting minutes from September 23, 2022; Ms. O'Connell seconded; **MOTION** carried by unanimous vote.

VI. STAFF REPORTS

A. Executive Management Report

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 is now open 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 August 31, 2022, with total expenditures of \$5,574.70 (*copies in Council Dropbox/packets*). This contract is for additional core functions as they relate to the pandemic and management of the CARES program, and ended on August 31 (*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 August 31, 2022, with total expenditures of \$78,061.54 (*copies in Council Dropbox/packets*). The contract ended in August and the funds were fully expended. The 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 reviewed an Expenditure/Activity Report for CSBG LPA grant number 22F-5103 through August 31, 2022, with total expenditures of \$15,399.53 (*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 August 31, 2022, with total expenditures of \$158,468.74. 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 also reviewed the Expenditure/Activity Report for CSBG Discretionary grant number 22F-5104 through August 31, 2022, with total expenditures of \$0.00 (*copies in Council Dropbox/packets*). These funds are for the new discretionary grant that we have not yet opened. There was further discussion.

Ms. Flynn and the Council reviewed and discussed the closeout agreement for LPA grant number 20F-3742, for a total of \$122,000.00. All programmatic reports associated with this contract have been reviewed and accepted by CSD (*copies in Council Dropbox/packets*). They also reviewed the closeout agreement for Set-Aside grant number 20F-3743, for a total of \$2,787,266.00. All programmatic reports associated with this contract have also been reviewed and accepted by CSD (*copies in Council Dropbox/packets*).

DOL/WIOA (Department of Labor - Workforce Innovation and Opportunity Act) – Ms. Flynn and the Council reviewed and discussed the DOL/WIOA Notice of Award for the 2022 Youth grant # AB-38813-22-60-A-6, in the amount of \$62,347.00 (*copies in Council Dropbox/packets*). There was further discussion. Ms. Flynn and the Council also reviewed and discussed the DOL/WIOA Modification #1 for grant #AB-38813-22-60-A-6. They also discussed obligating the WIOA Oregon Adult funding for program year 2022 Indian and Native American (INA) Programs, awarded in accordance with FOA-ETA-22-05 (*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 Monthly report for the month of August 2022 (*copies in Council Dropbox/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 finding permanent employment. Ms. Flynn and the Council reviewed a WIOA Summary of Expenditures for Grant Code 1140 Sub grant Agreement K9111522, through August 2022, with total expenditures of \$320,181.20. 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 August 2022, with total expenditures of \$0.00. This is the 2nd increment that has not yet been utilized (*copies in Council Dropbox/packets*). Six participants were enrolled and five completed their training. NCIDC staff have received an additional five applicants and three more who are interested for the next and final cohort. Staff are currently processing those applications. 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 Monthly report for the month of August 2022 (*copies in Council Dropbox/packets*). Ms. Flynn and the Council discussed and reviewed a WIOA Summary of Expenditures for Grant Code 1203 Sub grant Agreement AA011047, through August 2022, with total expenditures of \$755,722.77. This is the 2nd

increment (*copies in Council Dropbox/packets*). Participants cleaned-up and repaired fire damage. Six participants were enrolled and five completed their training. NCIDC staff have received an additional five applicants and three more who are interested for the next and final cohort. NCIDC Staff are currently processing those applications. There was further discussion.

2020 September Wildfires DR NDWG – Mr. Gehr, Ms. Flynn and the Council reviewed the monthly report for the month of August 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 August 2022, with total expenditures of \$10,960.08 (*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 August 2022, with total expenditures of \$0.00 (*copies in Council Dropbox/packets*). NCIDC has participants ready to start and we are waiting on the worksite agreement. The McKinney Fire burned more than 60,000 acres and the Yeti and Alex fires burned more than 7,500 acres in Siskiyou County and more fires have emerged since then. These fires halted all progress as United States Forest Service (USFS) and the nearby communities manage this new disaster. NCIDC staff are working with USFS staff as the fires are contained and the worksite agreement is currently being reviewed by their contracts and compliance department. There was further discussion.

2020 COVID (2020 Disaster Recovery Covid NDWG) – Ms. Flynn and the Council discussed and reviewed the Covid NDWG Monthly reports for the month of August 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 August 2022, with total expenditures of \$38,603.55 (*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 August 2022, with total expenditures of \$218,350.70 (*copies in Council Dropbox/packets*). The Quartz Valley Indian Reservation participant who recently completed their temporary job placement was placed into on-the-job (OJT) training and two new applicants for the Quartz Valley worksite are currently being processed. NCIDC staff reached out to the Tribal Housing Authority because they had multiple open job positions and informed them of the opportunity to set up on-the-job training with the participant to help them develop the necessary skills for the work. Staff are waiting to hear back from the Tribal Housing Authority. In addition, NCIDC staff assisted a participant that recently completed their temporary job with applying for a Senior Center Manager/Cook position. There was further discussion.

QUEST NDWG (Quality Jobs, Equity, Strategy, and Training) – Ms. Flynn and the Council discussed and reviewed the QUEST NDWG email which notified us that we have been awarded for the QUEST NDWG in the amount of \$250,000 (*copies in Council Dropbox/packets*). Ms. Flynn and the Council also reviewed the QUEST NDWG application which was submitted by Ms. Richeson (*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 2021 WIOA Summary of Expenditures for Grant Code 541 Sub grant Agreement AA111058, through August 2022, with total expenditures of \$83,818.69 (*copies in Council Dropbox/packets*). Ms. Flynn and the Council also reviewed and discussed the 2022 WIOA Summary of Expenditures for Grant Code 541 Sub grant Agreement AA211111, through August 2022, with total expenditures of \$0.00 (*copies in Council Dropbox/packets*). Ms. Flynn has continued covering for the Rapid Response Coordinator and attending and planning meetings and roundtables, as we are still actively seeking to hire a Rapid Response Coordinator (*copies in Council Dropbox/packets*). There was further discussion.

CA Wellness Foundation – Ms. Flynn and the Council discussed and reviewed the California Wellness Foundation grant amendment agreement letter which has granted us an additional \$150,000 in funding. The purpose of this grant is: “For core operating support for disaster emergency efforts for wildfire and COVID-19 pandemic responses that address the needs of Native American communities in California.” (*copies in Council Dropbox/packets*). There was further discussion.

LIHWAP (Low Income Home Water Assistance Program) – Ms. Flynn and the Council reviewed and discussed the Federal Financial award report from the Department of Health and Human Services for contract number 21SHCALWC5 in the amount of \$164,265. Ms. Flynn and the Council also reviewed and discussed the Federal Financial award report from the Department of Health and Human Services for contract number 21SHCALWC6 in the amount of \$108,320 (*copies in Council Dropbox/packets*). Ms. Flynn and Mr. Gehr praised staff for working diligently to get the majority of the LIHWAP resolutions in before the deadline. There was further discussion.

LIHEAP (Low Income Home Energy Assistance Program) – Ms. Flynn and the Council reviewed and discussed the Federal Financial award report from the Department of Health and Human Services for contract number 21SHCALIEA in the amount of \$326,252 (*copies in Council Dropbox/packets*). Ms. Flynn and the Council reviewed and discussed the Federal Financial award report from the Department of Health and Human Services for contract number 21SHCAE5C6 in the amount of \$346,580 in American Relief Plan (ARPA) funding (*copies in Council Dropbox/packets*). There was further discussion.

2021 Single Audit – Ms. Flynn and the Council discussed and reviewed the 2021 Single Audit submission email which stated that the 2021 Single Audit had been accepted by the Federal Audit Clearinghouse (FAC) (*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.

Mr. Landry motioned to approve the Executive Director’s report for October 14, 2022; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

Mr. Arwood and the Council reviewed and discussed the August 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. Reece motioned to approve the August 2022 Financial Report; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

VII. OLD BUSINESS

A. Carson Block Update – Mr. Gehr and the Council discussed the ongoing talks with our legal team and accounting team in regards to the tax credit partnership and the dissolution of the old tax credit corporations. Now that the audit is done, we need to get the tax returns filed so we can dissolve those corporations. This was previously approved by Council as part of the dissolution process, but there were previous steps to complete first. The dissolution has to be completed by the end of 2022. Staff are currently working on dissolving the LLC tax credit partnerships, the master tenant, the QALICB, and other elements (*copies in Council Dropbox/packets*). There was further discussion.

There was no public comment.

VIII. NEW BUSINESS

A. Vehicle Acquisition – Mr. Gehr and the Council discussed purchasing one of the leased work trucks to have on hand for use at the Yreka NCIDC Office. There is currently funding available to purchase a truck to make traveling safer for staff and to implement various programs (*copies in Council Dropbox/packets*). There was further discussion.

There was no public comment.

Ms. Reece motioned to approve the vehicle purchase; Ms. O'Connell seconded; **MOTION** carried by unanimous vote.

IX. REQUESTS FOR ASSISTANCE

Request No. 1 – The Council reviewed a request from Mike Peck representing Junction Elementary School in the amount of \$250 to assist them with consumable supplies and incentives for Native students in attendance (*copies in Council Dropbox/packets*). There was further discussion.

Ms. Foster-Olstad motioned to assist with \$250 to assist them with consumable supplies and incentives; Mr. Ray seconded; **MOTION** carried by unanimous vote.

X. PUBLIC COMMENT / INFORMATION / THANK YOU

THANK YOU – Ms. Flynn and the Council reviewed and discussed a thank you card sent by the Dowd Family thanking Council for their support of the White Deerskin Dance/Ceremony (*copies in Council Dropbox/packets*).

THANK YOU – Ms. Flynn and the Council reviewed and discussed a thank you card thanking Council for their CZI scholarship (*copies in Council Dropbox/packets*).

THANK YOU – Ms. Flynn and the Council also reviewed and discussed various emailed thank you notes thanking Council for their CZI scholarships (*copies in Council Dropbox/packets*).

THANK YOU – Mr. Landry thanked Laurel Hunsucker for her service and wished her the best of luck in the future. Ms. Hunsucker's last day with NCIDC is October 21st.

THANK YOU – Ms. Rollings thanked Mr. Landry for attending and thanking staff on behalf of the Council during the Staff Appreciation Luncheon.

XI. SCHEDULE NEXT MEETING

The next Regular Council Meeting is scheduled for Friday, November 18, 2022 at 1:00 p.m., electronically/virtually.

XII. EXECUTIVE SESSION

Mr. Gehr, Ms. Flynn and the Council entered into an Executive closed session. Ms. Rollings reported out of the closed session that there were no actions to report out of the Executive closed session.

XIII. ADJOURNMENT

Ms. Reece motioned to adjourn the meeting; Ms. O'Connell 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