

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.**  
**REGULAR COUNCIL MEETING – NOVEMBER 18, 2023**

***MINUTES***

**I. CALL MEETING TO ORDER**

Ms. Rollings called the meeting to order at 1:09 p.m.

**II. ROLL CALL**

**Members Present**

Jennifer Goodwin

Lonyx Landry

Mindy Natt

Ruby Rollings

Tracy Foster-Olstad

Trina Mathewson

Jace Baldosser

Siskiyou County Representative

Trinity County Representative

Del Norte County Representative

Humboldt County Representative

Trinity County Representative

Humboldt County Representative

Humboldt County Representative

**Members Absent**

Amanda O'Connell

John Green

Del Norte County Representative (Excused)

Del Norte County Representative (Unexcused)

**III. INTRODUCTION OF GUESTS**

*There were no guests.*

**IV. APPROVE AGENDA**

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

**V. APPROVE MINUTES**

Ms. Foster-Olstad motioned to approve the regular meeting minutes from October 13, 2023; Mr. Baldosser 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.

**CSBG** (Community Service Block Grant) – Ms. Flynn and the Council discussed and reviewed the Expenditure/Activity Report for CSBG LPA grant number 23F-4103 through September 30, 2023, with total expenditures of \$10,323.60 (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 SA grant number 23F-4104 through September 30, 2023, with total expenditures of \$53,464.70 (copies in Council Dropbox). We continue to work with the Tribes to reimburse their 2023 Tribal contracts. There was further discussion.

Ms. Flynn and the Council also discussed and reviewed the Expenditure/Activity Report for CSBG Discretionary grant number 23F-4104 through September 30, 2023, with total expenditures of \$19,801.65 (copies in Council Dropbox). 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 AB36642E50 (2021 CA Adult) through September 30, 2023 with \$284,587.89 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 OREGON) through September 30, 2023 with \$124,496.60 in total expenditures (copies in Council Dropbox). There was some discussion.

Ms. Flynn and the Council reviewed and discussed a DOL Employment & Training Administration Financial Report for grant number AB38813ON0 (2022 CA & OR Adult) through September 30, 2023 with \$0.00 expenditures as we are currently expending the 2021 funding (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 CA & OR Adult) through September 30, 2023 with \$0.00 in total expenditures as we are currently expending the 2021 funding (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 IY000027IU0 (2023



Youth) through September 30, 2023 with \$10,066.22 in total expenditures (copies in Council Dropbox). There was some discussion.

Ms. Flynn, Ms. Richeson and the Council also reviewed and discussed the WIOA Quarterly Report for the 2023 Adult program. The report period is from July 1, 2023 to September 30, 2023 with a total of 40 participants served (copies in Council Dropbox). There was further discussion.

Ms. Flynn, Ms. Richeson and the Council also reviewed and discussed the WIOA 2022 Youth Quarterly Performance Report. The report period is from April 1, 2023 to June 30, 2023 with a total of 7 participants served. This program has an set allocation amount, so each year there are no cost of living or other adjustments. As minimum wage increases each year, we have the same allocation amount and therefore are able to serve fewer and fewer participants (copies in Council Dropbox). There was further discussion.

Ms. Flynn, Ms. Richeson and the Council also reviewed and discussed the WIOA 2023 Youth Quarterly Performance Report. The report period is from July 1, 2023 to September 30 2023 with a total of 4 participants served (copies in Council Dropbox). There was further discussion.

**2020 September Wildfires DR NDWG** – Ms. Flynn, Mr. Gehr and the Council reviewed and discussed the monthly report for September 2023. The report covers both the 2020 September Wildfires DR NDWG Temporary Jobs (TJ) component grant code 1212 and the Workforce Development (WD) component grant code 1213 (copies in Council Dropbox). Ms. Flynn and the Council reviewed the WIOA Summary of Expenditures for Grant Code 1212 TJ Sub grant Agreement AA111058, through September 2023, with total expenditures of \$189,456.77 (copies in Council Dropbox). Ms. Flynn and the Council also reviewed the WIOA Summary of Expenditures for Grant Code 1213 WD Sub grant Agreement AA111058, through September 2023, with total expenditures of \$11,458.51 (copies in Council Dropbox).

The NCIDC has not been allowed by EDD to participate in new NDWG programs for 2023. The EDD was going to check the findings of their DOL monitoring/audit review regarding the internal EDD procurement processes, which was the stated reason for not allowing NCIDC to continue to participate in submitting NDWG proposals for Indian Country, and had promised to provide the NCIDC with an update on the decision of EDD to not accept proposals from NCIDC. To date, we have not received any further information on this issue. The NCIDC is a long-time DOL designated section 166 WIOA program. The NCIDC goes through a competitive process (administered directly by DOL) to be selected as a Native Section 166 WIOA grantee every four years, similar to the process used by the State for Local Workforce Development boards. We believe that EDD is in error in refusing to accept new proposals for current and future disasters funded through NDWG. The NCIDC started this conversation with EDD in April of 2023. It is now November, and we are still waiting to hear about our status to work on future NDWG projects (copies in Council Dropbox). There was further discussion.



**2022 QUEST NDWG** – Ms. Flynn, Mr. Gehr and the Council reviewed and discussed the monthly report for QUEST NDWG for September 2023 (copies in Council Dropbox). Ms. Flynn and the Council reviewed the WIOA Summary of Expenditures for Grant Code 1262 Sub grant Agreement AA311053, through September 30, 2023, with total expenditures of \$40,446.26 (copies in Council Dropbox). Ms. Flynn and the Council also reviewed the QUEST quarterly narrative performance report (copies in Council Dropbox). We successfully recruited and enrolled 3 new participants. The fact that the Hoopa Valley Fire Dept closed for the season created a challenge in providing training for the participants in skills related to sustainable land management. However, the TERO staff were proactive in working with the Tribal Environmental Protection Agency to continue their training. An existing participant successfully completed their initial work experience position and has moved to being trained as a supervisor to help them obtain permanent employment in management. The participant will be helping train and supervise the new participants in their work experience positions. There was further discussion.

**CA AIRRP** (California American Indian Rapid Response Program) – Ms. Flynn and the Council reviewed and discussed the Rapid Response quarterly narrative report. The reporting period was July through September 2023. Ms. Flynn and the Council also reviewed and discussed the WIOA Summary of Expenditures for grant code 541 Sub grant agreement AA311053, through September 2023, with total expenditures of \$24,961.11 (copies in Council Dropbox). There was further discussion. Ms. Flynn expressed her gratitude to Ms. Colegrove for attending the quarterly local Workforce Development Board meeting to represent NCIDC as our Rapid Response Coordinator. There was further discussion.

**DNIEC** (Del Norte Indian Education Center) – Ms. Flynn and the Council reviewed and discussed the final expenditure report for PY 2023 with expenditures of \$216,428.21 (copies in Council Dropbox). There was further discussion.

**TUPE Prop 56** (Tobacco-Use Prevention Education) – Ms. Flynn and the Council reviewed and discussed the TUPE Prop 56 funding final expenditure report for PY 2023 with expenditures of \$19,848.89 (copies in Council Dropbox). There was further discussion.

**TUPE Prop 99** (Tobacco-Use Prevention Education) – Ms. Flynn and the Council reviewed and discussed the TUPE Prop 99 funding final expenditure report for PY 2023 with expenditures of \$28,571.43 (copies in Council Dropbox). There was further discussion.

**Indigenous Education Advocate** – Ms. Flynn, Mr. Gehr and the Council reviewed and discussed the prestigious Eureka City Schools Apple Pin Award, which was presented to Mr. Sonny Tripp, our Indigenous Education Advocate. The Eureka City Schools governing board acknowledged Mr. Tripp for his personal commitment, dedication and outstanding service to Eureka City Schools (copies in Council Dropbox). There was further discussion.

**LIHWAP** (Low Income Home Water Assistance Program) – Ms. Flynn and the Council reviewed and discussed the LIHWAP Programs funding sources allocation



report which shows how much of each Tribal allocation has been expended to date (copies in Council Dropbox). We still have LIHWAP funding available and are actively trying to expend the funding. There was some discussion.

**LIHEAP** (Low Income Home Energy Assistance Program) – Ms. Flynn and the Council reviewed and discussed the LIHEAP carryover and reallocation report (copies in Council Dropbox). Ms. Flynn and the Council also reviewed and discussed the LIHEAP Quarterly performance and management report (copies in Council Dropbox). Ms. Flynn shared a positive outcome from the report: a client had a limited income that they supplemented by working side jobs at a local casino and due to personal circumstances, they were suddenly no longer able to work at the casino and, as a result, they lost that additional income. The client was then no longer able to pay their utility bills, and continued to accumulate arrearages until they were at risk of their utilities being shut off. NCIDC assisted the client with their outstanding charges so the client's account was current. NCIDC also referred the client to the Workforce Innovation and Opportunity Act (WIOA) program to receive assistance with finding new employment so they could get back on their feet. The client was very thankful for the services they received. There was some discussion.

**COVID-19 Vaccination Incentive Policy** – Ms. Flynn and the Council discussed the COVID-19 Vaccination Incentive Policy to encourage all staff to get annual COVID-19 vaccinations for the protection of our staff and clients. All staff who get an annual COVID-19 vaccination after September 1st, 2023 will receive 8 hours of paid annual leave which will be added to their accrued leave balance. This incentive is available annually until the incentive has been withdrawn. The incentive year is September 1 through August 31 the following year. If staff chooses to be paid in lieu of taking the time off, all applicable payroll taxes will be withheld and the gross amount will be added to their annual wages for reporting. To be eligible, staff must provide proof of vaccination to HR, who will assist the staff member in how they elect to use the day of paid annual leave (copies in Council Dropbox). 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 Management's report for November 18, 2023; Mr. Baldosser seconded; **MOTION** carried by unanimous vote.

## **B. Fiscal Report**

Mr. Arwood and the Council reviewed and discussed the September 2023 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. Landry motioned to approve the September 2023 Financial Report; Mr. Baldosser seconded; **MOTION** carried by unanimous vote.

## **VII. OLD BUSINESS**

**Carson Block** – Mr. Gehr and the Council discussed the tenant improvements to the building, which are coming along. The exterior painting to the building did not happen before the fall rains started and will have to be rescheduled. We will work with the contractor to reschedule the paint contract. Mr. Gehr was happy to announce that for the first time that he can remember, the occupancy rate of the Carson Block building is at 100% capacity. We recently rented our last two-room suite that was available (copies in Council Dropbox). There was further discussion.

*There was no public comment.*

## **VIII. NEW BUSINESS**

**A. Annual Entity Vetting** – Ms. Souza, Mr. Gehr and the Council discussed the Annual Entity Vetting. The member entities that are Tribes must be listed on the Federal Registry and have a System of Award Management (SAM) printout with no exclusions. The non-profit entities must have a SAM Printout with no exclusions and be registered with both the California Secretary of State and the California Attorney General. All member entities were either current with or in the active process of establishing or renewing their SAM registration. 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** – Ms. Flynn and the Council reviewed and discussed a thank you card from a client, thanking NCIDC for rent assistance as she is no longer homeless (*copies in Council Dropbox*).

**INFORMATION** – Ms. Flynn and the Council reviewed and discussed a flyer for the Da'luk Programs Native American Community College Motivation Day. The event is being held at College of the Redwoods (CR) in the CR Theater on Thursday November 30<sup>th</sup> from 8:30 am to 2:00 pm. Registration is required the registration link: [cr.ncidc.org](http://cr.ncidc.org). Contact info: Bubba Riggins [bubba@ncidc.org](mailto:bubba@ncidc.org) (*copies in Council Dropbox*). There was further discussion.

**INFORMATION** – Mr. Landry discussed the Narcan training he received at Cal Poly Humboldt and asked if NCIDC would be able to offer a training or a space for a community Narcan training. Ms. Flynn discussed with the Council that she had been

discussing Narcan training with Human Resources and that we had received Narcan from UIHS but had not yet made it available until staff received the training. There was further discussion.

**INFORMATION** – Mr. Landry also shared with the Council that he has been engaging with our community and advocating for how offshore wind should happen. Mr. Landry is advocating to identify and share the community benefits agreements with all of the involved developers and will continue to update the Council as this progresses. There was further discussion.

**INFORMATION** – Ms. Rollings announced to the Council that the 21st Annual UIHS American Indian Winter Arts & Crafts Fair is on Saturday December 2, 2023 at the UIHS Potawat Health Village in Arcata, CA from 10:00 am to 2:00 pm. There was further discussion.

**INFORMATION** – Mr. Baldosser announced to the Council that the Blue Lake Rancheria is hosting a tree lighting ceremony on Saturday December 2, 2023 at the Blue Lake Casino Hotel in Blue Lake, CA from 5:30 to 6:30 pm. There was further discussion.

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

The next Regular Council Meeting is scheduled for Saturday, December 9, 2023 immediately following the Annual Meeting scheduled at 10:00 a.m.

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

Mr. Gehr, Ms. Flynn and the Council entered into a closed Executive Session. Upon exiting the closed executive session, Ms. Rollings reported that the Council had made a decision in regards to amendment seven of the Chief Executive Officers contract.

Mr. Baldosser motioned to approve amendment seven of the Chief Executive Officers contract; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

#### **XIII. ADJOURNMENT**

Mr. Landry motioned to adjourn the meeting; Mr. Baldosser seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 3:58 p.m.

Respectfully Submitted,



Trina Mathewson  
Council Secretary

Prepared By



Cheyenne Souza  
Executive Assistant