

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – DECEMBER 9, 2023**

MINUTES

I. CALL MEETING TO ORDER

Ms. Rollings called the meeting to order at 12:55 p.m.

II. ROLL CALL

Members Present

Amanda O’Connell	Del Norte County Representative
Harold Bennett	Siskiyou County Representative
Jace Baldosser	Humboldt County Representative
Jennifer Goodwin	Siskiyou County Representative
Lonyx Landry	Trinity County Representative
Mindy Natt	Del Norte County Representative
Ruby Rollings	Humboldt County Representative
Tracy Foster-Olstad	Trinity County Representative
Trina Mathewson	Humboldt County Representative

Members Absent

There were no members absent

III. INTRODUCTION OF GUESTS

There were no guests present, NCIDC Staff in attendance were; Ms. Madison Flynn Chief Administrative Officer, Mr. Gregory Gehr Chief Executive Officer, Mr. Chris Byfield Chief Fiscal Officer, Ms. Cheyanne Souza Executive Assistant, Ms. Aubrey Richeson Planner/Data Analyst, Ms. Donna Wilson Program/Admin. 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, and Mr. Louie Miller Eastern Oregon Workforce Development Consultant.

IV. APPROVE AGENDA

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

V. ELECTION OF OFFICERS – Nominations for officers were opened.

Mr. Baldosser nominated Ms. Rollings as Chairperson, Mr. Landry seconded.

Ms. Goodwin nominated Mr. Landry as Chairperson, Mr. Baldosser seconded.
Mr. Landry declined the nomination stating he was happy with Ms. Rollings as the Chairperson.

There were no other nominations for Chairperson.

Mr. Landry nominated Ms. Foster-Olstad as Vice-Chairperson, Ms. O’Connell seconded.

There were no other nominations for Vice-Chairperson.

Mr. Landry nominated Mr. Baldosser as Treasurer, Ms. Goodwin seconded.

There were no other nominations for Treasurer.

Mr. Landry nominated Ms. Mathewson as Secretary, Ms. Foster-Olstad seconded.

There were no other nominations for Secretary.

Ms. O’Connell motioned to accept the nominated slate of officers, Ms. Natt seconded;
MOTION carried by unanimous vote.

Mr. Gehr and Ms. Flynn congratulated the 2024 NCIDC Officers and welcomed the new Council Member. There was some discussion.

VI. APPROVE MINUTES

Ms. Foster-Olstad motioned to approve the regular meeting minutes from November 18, 2023; Mr. Baldosser seconded; Mr. Bennett and Ms. O’Connell abstained;
MOTION carried.

VII. 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 October 31, 2023, with total expenditures of \$8,298.20 (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 October 31, 2023, with total expenditures of \$151,405.02 (copies in Council Dropbox). Ms. Souza and Ms. Donna Wilson 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 October 31, 2023, with total expenditures of \$2,348.66 (copies in Council Dropbox). There was further discussion.

EDD (Employment Development Department) – Ms. Flynn, Mr. Gehr and the Council reviewed and discussed a response letter from Mike McDonald with EDD regarding future Disaster related NDWG opportunities. Mr. McDonald confirmed that NCIDC will be contacted along with applicable local areas when the EDD gauges interest in operating a Disaster Recovery (DR) National Dislocated Worker Grant (NDWG) in response to a federally-recognized disaster, such as future wildfires, floods, earthquakes, and the like. Mr. McDonald was unable to get a copy of the finding that caused the EDD to not reach out to NCIDC for the 2023 Severe Winter Storms DR NDWG at the beginning of 2023; if he does get a copy of the finding he will address it then collaborate with NCIDC but until then EDD will resume affording NCIDC the same opportunities it had before (copies in Council Dropbox). There was some discussion.

2020 September Wildfires DR NDWG – Ms. Flynn, Ms. Jones and the Council reviewed and discussed the monthly report for October 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 October 2023, with total expenditures of \$196,099.69 (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 October 2023, with total expenditures of \$11,961.01 (copies in Council Dropbox). After assessing the remaining time on the grant and the current progress on enrolling participants, NCIDC determined that there was not sufficient time to run an additional cohort of participants before the end of the program period. As such, we have halted efforts to enroll participants and have begun shutting down the worksites. Staff continue assisting the last cohort of participants with finding and applying for permanent employment. (copies in Council Dropbox). There was further discussion.

2022 QUEST NDWG – Ms. Flynn, Ms. Kerr and the Council reviewed and discussed the monthly report for QUEST NDWG for October 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 October 31, 2023, with total expenditures of \$57,758.50 (copies in Council Dropbox). Ms. Kerr shared that the three current participants have been doing well in their work experience positions and she has four new participant applications that are being processed for enrollment. The three participants were placed at the Hoopa Tribal Environmental Protection Agency. There was further discussion.

CA AIRRP (California American Indian Rapid Response Program) – Ms. Flynn and the Council reviewed and discussed the WIOA Summary of Expenditures for grant code 541 Sub grant agreement AA311053, through October 2023, with total expenditures of \$44,897.63 (copies in Council Dropbox). Ms. Flynn shared that Aymee Colegrove, Rapid Response Coordinator is planning regional meeting and we will host it sometime in March. 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 in active spenddown. There was some discussion.

Ms. Flynn, Mr. Byfield and the Council reviewed and discussed the Federal Financial Report for the LIHWAP Program grant number 21SHCALWC6 with expenditures of \$21,517.22 the grant period was from May 26, 2021 to March 31, 2024(copies in Council Dropbox). There was some discussion.

Ms. Flynn, Mr. Byfield and the Council reviewed and discussed the Federal Financial Report for the LIHWAP Program grant number 21SHCALWC5 with expenditures of \$164,265.00 the grant period was from May 28, 2021 to September 30, 2023(copies in Council Dropbox). 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).

Ms. Flynn, Mr. Byfield and the Council reviewed and discussed the Federal Financial Report for the 2022 LIHEAP Program grant number 22SHCALIEA with expenditures of \$337,809.00 the grant period was from October 1, 2021 to September 30, 2023(copies in Council Dropbox). There was some discussion.

Ms. Flynn, Mr. Byfield and the Council reviewed and discussed the Federal Financial Report for the 2022 LIHEAP (IIJA) Infrastructure Investment Jobs Act grant number 22SHCALIEI with expenditures of \$8,702.00 the grant period was from October 1, 2021 to September 30, 2023(copies in Council Dropbox). There was some discussion.

Ms. Flynn, Mr. Byfield and the Council reviewed and discussed the Federal Financial Report for the 2023 LIHEAP Program grant number 23SHCALIEA with expenditures of \$383,455.09 the grant period was from October 1, 2022 to September 30, 2024(copies in Council Dropbox). There was some discussion.

Ms. Flynn, Mr. Byfield and the Council reviewed and discussed the Federal Financial Report for the 2023 LIHEAP (IIJA) Infrastructure Investment Jobs Act grant number 23SHCALIEI with expenditures of \$9,719.00 the grant period was from October 1, 2022 to September 30, 2024(copies in Council Dropbox). There was some discussion

Ms. Flynn, Mr. Byfield and the Council reviewed and discussed the Federal Financial Report for the 2023 LIHEAP Supplemental grant number 23SHCALIEE with expenditures of \$166,042.95 the grant period was from October 1, 2022 to September 30, 2024(copies in Council Dropbox). 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.

Ms. Foster-Olstad motioned to approve the Executive Management's report for December 9, 2023; Mr. Baldosser seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

Mr. Arwood and the Council reviewed and discussed the October 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 October 2023 Financial Report; Ms. O'Connell seconded; **MOTION** carried by unanimous vote.

VIII. OLD BUSINESS

A. Carson Block – Mr. Gehr and the Council discussed the operations of the Carson Block Building. Mr. Gehr also informed the Council that we have discovered a subterranean termite issue in the front of the Canvas & Clay space and we will need to open up the floor in the space so they can assess the damage because there is no crawl space in that area of the building. Mr. Gehr also discussed the recent graffiti issues on the brick walls of the building as well as the vandalism where someone had deeply etched in the glass store front windows. The only remediation for the vandalism will be to replace the entire windows. Mr. Gehr also discussed the need to paint the entire building and not just the trim. This full paint job will provide the best protection for the building to maintain its restoration and renovation the agency worked so hard to complete. There was some discussion.

There was no public comment.

B. CZI Program Follow Ups

1. Scholarship Program – Ms. Richeson and the Council reviewed and discussed the NCIDC Scholarship program Final Report. The goal of the scholarship program was to support Native people in obtaining education or training so they can reach their full potential. The total budget for the scholarship program was \$200,000. We were successfully able to award 113 scholarships. NCIDC distributed a follow-up survey to all of the awardees to determine if they were able to successfully complete their education and or training, and if they required any additional assistance. We received 23 responses out of 105 people. The responses were that sixteen were still in school or training, one dropped out, one achieved an Associate's Degree, and five achieved a Bachelor's Degree (copies in Council Dropbox). There was further discussion.
2. Archive Case – Mr. Gehr and the Council reviewed and discussed the Crestmark Millwork change order request in the amount of \$26,233.00. Mr. Gehr asked the Council to increase the budget for the archive case in order to accommodate the contractor costs, the flooring replacement costs and a slew of ancillary costs outside of the case itself to be able to finalize the installation and completion of the case.

Mr. Baldosser motioned to approve the budget increase for the archive case to \$200,000; Ms. O'Connell seconded; **MOTION** carried by unanimous vote.

3. Reserve and Closeout – Mr. Gehr and the Council reviewed and discussed the CZI budget overview. Mr. Gehr expressed his wishes to expense the remaining CZI funding for those allocated projects listed in the budget into the NCIDC reserve account for special projects.

Ms. Natt motioned to approve expensing the remaining funds not yet expended into the special programs reserve account; Ms. O'Connell seconded; Mr. Bennett and Ms. O'Connell abstained; **MOTION** carried.

There was no public comment.

IX. NEW BUSINESS

- A. Schedule Council Orientation and Training** – Ms. Souza and the Council discussed the annual Council orientation and training session held in person at the NCIDC office usually before the regular January Council meeting. The Council discussed and agreed on Friday, January 12th at 12:00 pm before the regular January Council meeting scheduled for 1:00 pm. The Council also discussed their wishes to change the photo vendor for the annual 2024 Council photo. There was further discussion.

There was no public comment.

X. REQUESTS FOR ASSISTANCE

There were no requests for assistance

XI. PUBLIC COMMENT / INFORMATION / THANK YOU

THANK YOU – Ms. Flynn and the Council reviewed and discussed a thank you email from a client, thanking NCIDC staff for their assistance (*copies in Council Dropbox*).

INFORMATION – Ms. Flynn and the Council discussed the Da'luk Programs Del Norte Movie Night. The Elf Movie is being shown at the Crescent City Cinema on Saturday, December 16th at 10:00 am. Onsite registration will be available or you can pre-register using the link: ccmovie.ncidc.org. Thank you to Elevate Youth California for making these events possible (*copies in Council Dropbox*). There was further discussion.

INFORMATION – Mr. Landry shared with the Council that he has been engaging with our community and advocating for how offshore wind should happen in a positive way for our communities. 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.

XII. SCHEDULE NEXT MEETING

The next Regular Council Meeting is scheduled for Friday, January 12th, 2024 immediately following the Annual Council Training session scheduled for 12:00 p.m. on Friday, January 12th, 2024.

XIII. EXECUTIVE SESSION

There was no executive session.

XIV. ADJOURNMENT

Ms. Goodwin motioned to adjourn the meeting; Mr. Baldosser seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 2:10 p.m.

Respectfully Submitted,



Trina Mathewson
Council Secretary

Prepared By



Cheyenne Souza
Executive Assistant