

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – FEBRUARY 10, 2023**

MINUTES

I. CALL MEETING TO ORDER

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

II. ROLL CALL

Members Present

Lonix Landry
Ruby Rollings
Mindy Natt
Tracy Foster-Olstad
Trina Mathewson
Jennifer Goodwin
John Green
Amanda O'Connell

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

Members Absent

Jace Baldosser

Humboldt County Representative

III. INTRODUCTION OF GUESTS

Ms. Dena Magdaleno was recognized as a guest.

IV. APPROVE AGENDA

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

V. APPROVE MINUTES

Ms. Foster-Olstad motioned to approve the regular meeting minutes from January 13, 2023; Mr. Landry seconded; ***MOTION*** carried by unanimous vote.

VI. STAFF REPORTS

A. Executive Management Report

NCIDC staff has continued implementing social distancing around the office 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 made available to staff to use on a voluntary basis.

NCIDC is moving from all virtual meetings to 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. All guests would be expected to follow social distancing protocols.

CSBG (Community Service Block Grant) – Ms. Flynn and the Council reviewed an Expenditure/Activity Report for CSBG LPA grant number 22F-5103 through December 31, 2022, with total expenditures of \$13,830.59 (*copies in Council Dropbox*). This funding is utilized for core support for all programs. The \$122,000 a year that we receive from California Community Services and Development (CSD) supports our core administrative activities and supports all other programs through our official designation as a limited purpose agency or an LPA. There was further discussion.

Ms. Flynn and the Council also reviewed the 22F-5103 Closeout package in the amount of \$122,000.00. The contract was fully expended (*copies in Council Dropbox*). There was further discussion.

Ms. Flynn and the Council also reviewed an Expenditure/Activity Report for CSBG SA grant number 22F-5104 through December 31, 2022, with total expenditures of \$120,560.95. We continue to process and reimburse the Tribal CSBG MOU contracts (*copies in Council Dropbox*). There was further discussion.

Ms. Flynn and the Council also reviewed the Expenditure/Activity Report for CSBG Discretionary grant number 22F-5104 through December 31, 2022, with total expenditures of \$5,471.68 (*copies in Council Dropbox*). We have started to utilize this funding to cover emergency assistance requests due to major local earthquakes and storms. There was further discussion.

2018 MEGAFIRES Workforce Development (Butte County National Dislocated Worker Grant) – Mr. Gehr, Ms. Flynn, Ms. Jones and the Council discussed and reviewed the Megafires Workforce Development Quarterly and Monthly reports for December 2022 (*copies in Council Dropbox*). 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 (TJ). Once the crews have finished the first component, they move into the TJ 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 December 2022, with total expenditures of \$340,660.25. This is the 1st increment (*copies in Council Dropbox*). Ms. Flynn and the Council also reviewed a WIOA Summary of Expenditures for Grant Code 1202 Sub grant Agreement AA011047, through December 2022, with total expenditures of \$0.00. This is the 2nd increment that has not yet been utilized (*copies in Council Dropbox*). Participants completed their placements in late December. NCIDC staff utilized other program funds to assist them with finding permanent employment while working with the City of Paradise to close down the worksite.

2018 MEGAFIRES Temporary Jobs (Butte County National Dislocated Worker Grant) – Mr. Gehr, Ms. Flynn, Ms. Jones and the Council discussed and reviewed the Megafires Temporary Jobs Monthly and Quarterly reports for December 2022 (*copies in Council Dropbox*). Ms. Flynn and the Council discussed and reviewed a WIOA Summary of Expenditures for Grant Code 1203 Sub grant Agreement AA011047, through December 2022, with total expenditures of \$957,144.22. This is the 2nd increment (*copies in Council Dropbox*). NCIDC has been extremely successful in assisting participants with obtaining permanent employment in the Megafires NDWG. This has been a result of the combined workforce development and temporary job component design, the comprehensive training, and our strong partnership with local employers. When feasible, NCIDC will replicate this structure in future programs. There was further discussion.

2020 COVID (2020 Disaster Recovery Covid NDWG) – Ms. Flynn and the Council discussed and reviewed the Covid NDWG Quarterly reports for December 2022 for both the Workforce Development and the Temporary Jobs (TJ) components (*copies in Council Dropbox*). Ms. Flynn and the Council also reviewed the WIOA Summary of Expenditures for Grant Code 1196 WD Sub grant Agreement AA011047, through December 2022, with total expenditures of \$42,143.35 (*copies in Council Dropbox*). Ms. Flynn and the Council also reviewed the WIOA Summary of Expenditures for Grant Code 1195 TJ Sub grant Agreement AA011047, through December 2022, with total expenditures of \$233,203.01 (*copies in Council Dropbox*). There was further discussion.

2020 September Wildfires DR NDWG – Ms. Flynn and the Council reviewed the monthly report for December 2022. 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 December 2022, with total expenditures of \$10,990.50 (*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 December 2022, with total expenditures of \$0.00 (*copies in Council Dropbox*). USFS has been engaged as a potential worksite agency and local Tribes such as the Karuk Tribe are assisting with participant recruitment. There was further discussion.

2022 QUEST NDWG – Ms. Flynn and the Council reviewed the quarterly narrative performance report for QUEST NDWG for December 2022 (*copies in Council*

Dropbox). Mr. Gehr and the Council reviewed the WIOA Summary of Expenditures for Grant Code 1262 Sub grant Agreement AA311053, through December 2022, with total expenditures of \$0.00 (*copies in Council Dropbox*). NCIDC management and staff updated recruitment and paperwork procedures as well as monitoring and reporting processes to maximize efficiency and efficacy. NCIDC is currently identifying high-need worksites and will begin conducting participant outreach after worksites have been selected.

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 AA211111, through December 2022, with total expenditures of \$22,704.20 (*copies in Council Dropbox*). There was further discussion.

DNIEC (Del Norte Indian Education Center) – Ms. Flynn and the Council reviewed and discussed an expenditure report for Q1 PY 2022 with expenditures of \$55,039.74 (*copies in Council packets*). 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 Q1 PY 2022 with expenditures of \$5,411.45 (*copies in Council packets*). 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 Q1 PY 2022 with expenditures of \$6,169.97 (*copies in Council packets*). There was further discussion.

Da'luk Youth Program – Ms. Flynn and the Council discussed the Da'luk Youth Program's upcoming event "Kick-Off Celebration and Dinner" which will take place on Thursday, February 23 from 5pm to 7pm in the NCIDC Carson Block Building 3rd Floor Theatre Room, 517 Third Street Eureka, CA (*copies in Council packets*). There was further discussion.

Chan Zuckerberg Initiative (CZI) Update – Ms. Richeson and the Council discussed scheduling the next round of CZI scholarship Committee meetings and application reviewing process. The deadline for the second round of funding is February 28th. The decision date is set for March 15th. The latest updates to the CZI projects was also shared with the Council (*copies in Council Dropbox*). Mr. Gehr also discussed the opportunity to purchase a dance basket from a private seller to add to the archive collection. There was further discussion.

DOL/WIOA (Department of Labor/Workforce Innovation and Opportunity Act) Ms. Flynn and the Council reviewed a DOL Employment & Training Administration Financial Report for grant number AB36642E50 (2021 Adult) through December 31, 2022 with \$76,717.59 in total expenditures (*copies in Council packets*). Ms. Flynn and the Council also reviewed a DOL Employment & Training Administration Financial Report for grant number AB36642E51 (2021 Oregon) through December 31, 2022

with \$21,306.37 in total expenditures (*copies in Council packets*). There was some discussion.

Ms. Flynn and the Council reviewed a DOL Employment & Training Administration Financial Report for grant number AB38813OL0 (2022 Youth) through December 31, 2022 with \$18,632.01 in total expenditures (*copies in Council packets*). There was some discussion. Ms. Flynn and the Council also reviewed a DOL Employment & Training Administration Financial Report for grant number AB38813ON0 (2022 CA & Oregon) through December 31, 2022 with \$0.00 in total expenditures (*copies in Council packets*). Due to on-going problems associated with the pandemic, we, like most WIOA partners, are behind in terms of participants and expenditures. We are actively seeking partners to allow for placements and WIOA participants. There was some discussion.

Grousbeck Family Foundation – Ms. Richeson and the Council discussed that the Grousbeck Family Foundation is currently accepting proposal letters for grants of up to \$200,000. We have submitted a proposal letter to the foundation because their priorities line up with our work priorities including but not limited to education, human services, and housing (*copies in Council Dropbox*). There was some discussion.

LIHWAP (Low Income Home Water Assistance Program) – Ms. Flynn, Mr. Gehr and the Council reviewed and discussed the submitted LIHWAP Annual Report (*copies in Council Dropbox*). 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*). 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 February 10, 2023 including granting permission to staff to purchase the dance basket; Mr. Landry seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

Mr. Arwood, Mr. Byfield and the Council reviewed and discussed the December 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*).

There was no public comment.

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

VII. OLD BUSINESS

A. Carson Block Update – Mr. Gehr, Mr. Byfield and the Council discussed the repairs that need to be made to the building including paint and gutter maintenance and repairs (*copies in Council Dropbox*). There was further discussion.

There was no public comment.

VIII. NEW BUSINESS

A. Job Description Updates – Mr. Gehr and the Council discussed and reviewed the job descriptions for the Human Resources/Safety Coordinator and the Youth Outreach Coordinator (*copies in Council Dropbox*). There was further discussion.

Ms. Natt motioned to approve the job descriptions; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

IX. REQUESTS FOR ASSISTANCE

Request No. 1 – The Council reviewed a request from Mettah Kuska and Angie Brenes representing the McKinleyville High Native American Club in the amount of \$500 to assist with conference materials and supplies for the upcoming Native American Youth Conference “Success in Both Worlds” (*copies in Council packets*). There was further discussion.

Ms. Foster-Olstad motioned to assist with \$500 towards the Native American Youth Conference “Success in Both Worlds”; Mr. Landry seconded; **MOTION** carried by unanimous vote.

X. PUBLIC COMMENT / INFORMATION / THANK YOU

INFORMATION – Ms. Flynn and the Council reviewed and discussed the Needs Assessment Survey flyer for the upcoming NCIDC Needs Assessment which guides our services for the next 2 years. We are distributing an adult survey and a youth survey, both of which close on March 1st. The flyer includes the survey links and also QR codes. (*copies in Council Dropbox*).

INFORMATION – Ms. Flynn and the Council reviewed and discussed the new NCIDC WIOA (Workforce Innovation and Opportunity Act) flyer. WIOA is designed to provide quality employment and training services to assist eligible individuals in finding and qualifying for meaningful employment, and to help

employers find the skilled workers they need to compete and succeed in business. To apply, go to WIOA.ncidc.org (*copies in Council Dropbox*).

INFORMATION – Ms. Flynn and the Council reviewed and discussed the hiring information for the Planning/Research Assistant. The position is available at the NCIDC Eureka Office (*copies in Council Dropbox*).

INFORMATION – Ms. Flynn and the Council reviewed and discussed the flyer for the upcoming IEP Training Series hosted by Mr. Tripp, our Indigenous Education Advocate. The Special Ed, IEPs and parent engagement conference is scheduled for Friday, February 10th from 10:00 am - 3:00 pm at the ERC Conference Room Community School in Crescent City. The IEP Strategy: “Using it to get what your child needs” conference is scheduled for Saturday, February 11th from 10:00 am - 3:00 pm at the ERC Conference Room Community School in Crescent City. Please email sonny@ncidc.org for more information (*copies in Council Dropbox*).

INFORMATION – Da'luk Youth Program – Ms. Flynn and the Council discussed the Da'luk Youth Program's upcoming event “Kick-Off Celebration and Dinner”, which will take place on Thursday, February 23 from 5 pm to 7 pm in the NCIDC Carson Block Building 3rd Floor Theatre Room, 517 Third Street Eureka, CA (*copies in Council Dropbox*). There was further discussion.

INFORMATION – Ms. Flynn and the Council reviewed and discussed the NorCal Native American Studies Model Curriculum Listening Sessions flyer. The Humboldt County Office of Education (HCOE) will host several virtual and in-person Native American Studies Model Curriculum (NASMC) community engagement listening sessions in Northern California (*copies in Council Dropbox*).

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

XI. SCHEDULE NEXT MEETING

The next Regular Council Meeting is scheduled for Friday, March 10, 2023 at 1:00 p.m., in person and virtually.

XII. EXECUTIVE SESSION

There was no executive session.

XIII. ADJOURNMENT

Mr. Green motioned to adjourn the meeting; Ms. O'Connell seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 2:55 p.m.

Respectfully Submitted,



Trina Mathewson
Council Secretary

Prepared By



Cheyenne Souza
Executive Assistant