

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.  
REGULAR COUNCIL MEETING – MARCH 12, 2021**

***MINUTES***

**I. CALL MEETING TO ORDER**

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

**II. ROLL CALL**

**Members Present**

Dena Magdaleno  
Fred Case  
Leann McCallum  
Lonyx Landry  
Ruby Rollings  
Ryan Ray  
Trina Mathewson  
Wilverna Reece

Member at Large  
Siskiyou County Representative  
Del Norte County Representative  
Trinity County Representative  
Humboldt County Representative  
Del Norte County Representative  
Humboldt County Representative  
Siskiyou County Representative

**Members Absent**

Tracy Foster-Olstad

Trinity County Representative

**III. INTRODUCTION OF GUESTS**

*There were no guests.*

**IV. APPROVE AGENDA**

Ms. Magdaleno motioned to approve the agenda with an addition added to the fiscal section by Mr. Case; Mr. Landry seconded; ***MOTION*** carried by unanimous vote.

**V. APPROVE MINUTES**

Ms. Reece motioned to approve the regular meeting minutes from February 12, 2021; Mr. Landry seconded; Mr. Case abstained; ***MOTION*** carried.

## VI. STAFF REPORTS

### A. Executive Director

NCIDC staff has continued implementation of social distancing around the office and while seeing clients for services. We have implemented phone intake procedures for clients, minimized the density of workers in the office at any one time, and begun curbside delivery of vouchers and other documents to clients. Masks, gloves, sanitizing supplies, and non-contact temperature monitoring are all being utilized by staff. We are taking this very seriously and following both the federal and state mandates and guidelines.

We are also continuing to hold our Council meetings electronically. 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 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) – Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG SA grant number 20F-3104 through January 31, 2021, with total expenditures of \$135,418.97 (*copies in Council packets*). We are currently reimbursing the Tribes and Subcontractors for their program expenditures. We have also offered our Tribes with existing contracts an increase in the amount of funding for like services thru a contract modification. There was further discussion.

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG Discretionary grant number 20F-3104 through January 31, 2021, with total expenditures of \$1,274.84 (*copies in Council packets*). This is paying for the remote teleworking related expenses such as telework reimbursements and related IT expenses. There was further discussion.

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG CARES LPA grant number 20F-3742 for a total of \$2,369.59. This covers the core expenses related to the CARES contracts (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council also reviewed the Expenditure/Activity Report for CSBG CARES SA grant number 20F-3743 for a total of \$38,414.3. These funds are for specifically Covid-19 related expenses. We have our Subcontractor SCAIR in Southern California who is providing COVID-19 related services. We have Walking Shield in South Orange County that is providing COVID-19 related services. NCIDC is providing services throughout the state for the Counties not being served by those two subcontractors. I have signed off on COVID-19 related rent utilities among other

similar requests from people affected by COVID-19 in Yolo County, Butte County and Sonoma County. People are using our online contactless application process all over the state (*copies in Council packets*). There was further discussion.

We are currently handing out NCIDC swag bags that we fill with hand sanitizer, face masks, and alcohol wipes for free to all households that come in to be tested for COVID-19 in the warehouse or to the front desk for services. We are also working with the supply bank warehouse to distribute these items to all of our subcontractors and Tribes. We will ask how many they can utilize and depending on the amount requested, we will be distributing them out of our warehouse or drop ship them directly from the vendor to the Tribes. We are hoping to distribute truckloads of masks, alcohol wipes, hand sanitizer, and possibly disinfectant spray. The Tribes and our subcontractors will have the opportunity to order enough to serve somewhere between 200 and 500 households, depending on the size of the tribe/Agency and their willingness/ability to distribute. There was further discussion.

Mr. Gehr and the Council also reviewed the Expenditure/Activity Report for CSBG CARES Discretionary grant number 20F-3743 for a total of \$0.00. These funds have not yet been utilized but they are also specifically for Covid-19 related expenses. (*copies in Council packets*).

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG SA grant number 21F-4103 through January 31, 2021, with total expenditures of \$10,083.95. The regular pass through contracts have not yet gone out. So we do not have expenditures in in this program as of January. We are still closing out last year's contracts. The executed Tribes got an extension to the end of March to expend these funds. Most tribes were slow on spending, primarily due to shutdowns related to COVID, and other situations that everybody was facing, however they are all working on spending their money and getting their reimbursements in to us in order to get reimbursed for last year's 2020 funding (*copies in Council packets*). There was further discussion. Mr. Gehr and the Council also reviewed an Expenditure/Activity Report for CSBG LPA grant number 21F-4104 through January 31, 2021, with total expenditures of \$0.00 (*copies in Council packets*). There was further discussion.

**CARR FIRE** (National Dislocated Worker Grant code 1135) – Mr. Gehr and the Council reviewed the Carr fire Monthly Report for the month of January 2021 (*copies in Council packets*). The primary worksites for this project are in the Whiskeytown area. Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1186 Sub grant Agreement AA011047, through January 2021, with total expenditures of \$207,056.19 (*copies in Council packets*). We've been having a very tough time in Shasta County. Shasta County has been a real hotbed of COVID shutdowns, we went from being able to have a dozen people on at the Whiskeytown recreation area, which was our primary worksite to being limited to four participants, and those four people recently timed out and finished their three-month temporary employment. Ms. Jones is currently working to recruit another set of participants to go through the program. There was further discussion.

**2018 MEGAFIRES Workforce Development** (Butte County National Dislocated Worker Grant) – Mr. Gehr and the Council reviewed the monthly Report for the

month of January 2021 for the 2018 Megafires workforce development component grant code 1140 (*copies in Council packets*). Mr. Gehr explained to the Council that the Megafires has two components. The first is the workforce development component, which covers the training and job readiness component and then once the crews have finished that component they move into the second which is the temporary jobs component where we put them to work on an out crew where they can gain experience to then go out and find permanent employment. Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1140 Sub grant Agreement K9111522, through January 2021, with total expenditures of \$238,364.61 (*copies in Council packets*). Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1202 Sub grant Agreement AA011047, through January 2021, with total expenditures of \$0.00 (*copies in Council packets*). We use Hazmat Training and Consulting associates. The Training provider had multiple staff who contracted COVID and have been shut down since the beginning of the year. They've slowly come back online, as their staff recovered, and they are in the process of rebuilding their training capacity. However, they have a huge backlog of training for multiple sites and other agencies. We're only one of the many providers that use them for training. So it is a slow process but we're still trying to get online with them to be able to start training a new round of participants down in Butte County, as our last crew has timed out. We are currently recruiting for new participants and processing applications. There was further discussion.

**2018 MEGAFIRES Temporary Jobs** (Butte County National Dislocated Worker Grant) – Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1203 Sub grant Agreement AA011047, through January 2021, with total expenditures of \$252,531.50 (*copies in Council packets*). We have completed the Butte County worksite projects, and we are currently bringing on the next worksite which is the City of Paradise Parks and Recreation department. Kudos to Ms. Jones, Ms. Kerr and Ms. Edwards and for all the work they put in to get the city of Paradise worksite up and running. There was further discussion.

**2019 STORMS** (Severe Winter Storms National Dislocated Worker Grant) – Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1160 Sub grant Agreement AA011047, through January 2021, with total expenditures of \$169,783.08 (*copies in Council packets*). We have a new round of work for the Del Norte County roads crew and a new round of work for the tribes in lake county but we have to wait for the second increment of funding to implement. There was further discussion.

**2020 COVID** (2020 Disaster Recovery COVID NDWG) – Mr. Gehr and the Council reviewed the WIA/WIOA Summary of Expenditures for Grant Code 1195 Sub grant Agreement AA011047, through January 2021, with total expenditures of \$0.00 (*copies in Council packets*). Mr. Gehr and the Council reviewed the WIA/WIOA Summary of Expenditures for Grant Code 1196 Sub grant Agreement AA011047, through January 2021, with total expenditures of \$0.00 (*copies in Council packets*). This is specifically to fund the sanitization technicians and the humanitarian aid workers responding to the national COVID-19 pandemic disaster. We are still working with the potential worksites to move forward in the process, however most potential worksites are still struggling to reopen.. There was further discussion.

**CA AIRRP** (California American Indian Rapid Response Program) – Mr. Gehr and the Council reviewed the WIA/WIOA Summary of Expenditures for Grant Code 541 Sub grant Agreement AA011047, through January 2021, with total expenditures of \$22,907.89 (copies in Council packets).

**CRIHB COVID-19 Testing** – Mr. Gehr and the Council discussed the continued effort we are making to ensure the Native community has Covid-19 testing available. The AB Med Southwest and the CRIHB funding ran out so we worked with them to contract and pay for the month of March out of our CSBG CARES funding, in order to continue to offer free testing to the Native community. We are now offering testing Monday through Thursday, from 9am to 4pm thru March 31st. There was further discussion.

**Da'Luk Youth Program** – Ms. Smith and the Council reviewed and discussed the additional grant awarded from the Sierra Health Foundation, who funded our Da'Luk Youth Program. The grant award is for \$4,211, to help reduce the digital divide and provide much needed WiFi hotspots to the youth that are participating in the Da'Luk Youth Program. Since we have been doing so much of our program virtually these will be provided to the youth that are in very remote rural areas where they don't have a decent internet connection. The hotspots will provide a good connection in places where there aren't really any other options since there isn't cable, fiber, or other option for connectivity. We greatly appreciate the additional funding opportunity provided by the Sierra Health Foundation (copies in Council packets). There was further discussion.

**Fire Victim Relief Foundation Programs** – Mr. Gehr and the Council reviewed and discussed the recently awarded California Community Foundation Wildfire Fund for Butte County in the amount of \$250,000. Ms. Jones and Mr. Gehr had been working with the foundation in order to offer similar services to what we're doing in Siskiyou County where we were helping fire victims, to the Butte County fire victims. We use the funding to purchase prepaid debit cards and give them to families so they can make the decision themselves to use it for food, household items, temporary shelter costs, trailer space rentals or whatever they needed at their discretion. This will keep the Orville office busy and in work for the next year as we dispense this funding to the fire victims in Butte County (*copies in Council packets*). There was further discussion.

**LIHEAP** (Low Income Housing Energy Assistant Program) – Mr. Gehr and the Council reviewed the list of the 48 Tribes in our LIHEAP program, showing how much of each Tribal allocation has been expended for the FY 2021. (*copies in Council packets*). There was further discussion.

**LIHEAP CARES** (Low Income Housing Energy Assistant Program) – Mr. Gehr and the Council reviewed the list of the 48 Tribes in our LIHEAP CARES program, showing how much of each Tribal allocation has been expended for the FY 2020 (*copies in Council packets*). There was further discussion

**Carson Block Building** – Mr. Gehr, Mr. Byfield and the Council discussed the various meetings and discussions they are working on to set up for the unwind of the Carson Block Retrofit & Restoration project including the loan process and the

process for unwinding the tax credit structure used for financing of the project. *(copies in Council packets)*. There was some discussion.

Written program activity reports for Humboldt, Del Norte, Siskiyou Counties 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 March 12, 2021; Ms. Reece seconded; **MOTION** carried by unanimous vote.

## **B. Fiscal Report**

Mr. Byfield and the Council reviewed and discussed the January 2021 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 packets).

*There was no public comment.*

Ms. Reece motioned to approve the January 2021 Financial Report; Mr. Landry seconded; **MOTION** carried by unanimous vote.

Mr. Case asked to add an item for discussion to the financial report section. Mr. Case brought up the idea of the council being compensated for the time the board members spend participating in governance during the Council meetings. The Council discussed the options and Ms. Rollings asked Mr. Gehr to look into options to discuss with the Council at the next Council meeting.

## **VII. OLD BUSINESS**

### **A. NCIDC Living Wage Policy**

Ms. Richeson and the Council discussed and reviewed the NCIDC Living Wage Policy. Defining a living wage tells us whether someone's earning enough to cover their basic costs.. The federal poverty guidelines are not sufficient to cover all of the expenses required to be self-sufficient. If a participant is earning above the federal poverty wage, they still may be unable to pay their rent or unable to cover all of their food costs at the end of the month. So the living wage is an estimate of the income required for you to cover all of your basic needs. After looking at a variety of different tools, The 2018 Family Budget Calculator was recommended by staff as the best tool to use to determine a living wage threshold for each county in California. It was created by the Economic Policy Institute (<https://www.epi.org/resources/budget/>) a respected research agency. Their model calculated the monthly costs necessary to live in every county in the entire nation (copies in Council packets). There was some discussion.

Mr. Landry motioned to approve the NCIDC Living Wage Policy; Mr. Case seconded; *MOTION* carried by unanimous vote.

## **VIII. NEW BUSINESS**

### **A. Da`Luk Youth Program Policy and Procedures**

Ms. Smith and the Council reviewed and discussed the Da`Luk Youth Program Policy and Procedures which was a collaborative effort in part by Ms. Smith, Ms. Flynn the NCIDC Assistant Director, and Mr. Vincent Feliz our Social worker. The policy covers many aspects of the program, such as job descriptions, the process for onboarding staff, and the needs of each staff person when they come in the door. Examples of policy topics include staff tuberculosis testing as well as live scan background checks. There is also a listing of mandatory and recommended trainings. Some of these trainings are offered to all staff person at NCIDC, but others are specific to working with youth, particularly regarding mandated reporting, HIPAA compliance, and CPR/first aid. Additionally, there are recommended trainings, such as Adverse Childhood Experiences (ACES) training, trauma informed care, and suicide prevention and awareness. We're currently researching having our staff trained to administer the Narcan and opioid awareness trainings in the future as well. The policy and procedures also covers field trip protocols, medication administration, appropriate iPad and technology use, incident reporting and other similar topics. (copies in Council packets). There was some discussion.

Mr. Landry motioned to approve the Da`Luk Youth Program Policy and Procedures; Ms. Magdaleno seconded; *MOTION* carried by unanimous vote.

### **B. Promise Neighborhoods Program Education Grant Opportunity**

Mr. Terry Supahan, the Executive Director of the True North Organizing Network, along with Ms. Allison Ramsey, their grant writing consultant and Kevin Malone, True North's lead organizer, presented to the Council, the Promise Neighborhoods Program grant application put out by the US Department of Education. The program, if awarded, can provide up to \$30 million dollars for five years to create a cradle to career or college pipeline for youth. It supports youth from birth through 12th grade and beyond to succeed in school and in life. It can provide wraparound services for parents and for the community. It also works to remove any barriers that might prevent a youth from succeeding. The idea is to pull together all the services that already exist, which are considerable in Del Norte and Humboldt Counties and find out where the gaps in services are and fill in the gaps with new programs and/or modifications or expansions of existing programs. Thus creating a seamless pipeline, you establish a network of programs to enable youth to succeed in college or a career field. It's a competitive grant, and they're going to fund five to seven in the nation. They'll hold out one spot for the highest ranking tribal application. If awarded, this program would bring together schools, colleges, the tribes, parents and kids, community based organizations, local government,

businesses, community clinics, and other similar programs. The Yurok tribal council has approved in concept, and agreed to be the lead agency. This application would start in Crescent Elk Middle School in Crescent City, and would serve all students that attend that public school, not just native youth. The concept is to start in Crescent Elk Middle School and develop a planning phase of six months or more at the beginning of the project to determine expansion over the five year period. There was further discussion.

Ms. Magdaleno motioned to approve a letter of support for concept and a desire to participate in the Promise Neighborhoods Program Education Grant Opportunity; Ms. Reece seconded; MOTION carried by unanimous vote.

#### **IX. REQUESTS FOR ASSISTANCE**

**Request No. 1** – The Council reviewed a request from Karen Skoglund representing the McKinleyville High School Indian Ed. program in the amount of \$500 to assist with the “Success in Both Worlds” Native American Youth Conference (*copies in Council packets*). There was further discussion.

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

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

*There were no public comments, information handouts or thank you.*

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

Mr. Gehr and the Council entered into an executive session. Ms. Rollings announced that there was nothing to report out of the executive session.

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

The next Regular Council Meeting is scheduled for Friday, April 9, 2021 at 1:00 p.m., by teleconference.

#### **XIII. ADJOURNMENT**

Ms. Reece motioned to adjourn the meeting; Mr. Landry seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 4:22 p.m.

Respectfully Submitted,



Trina Mathewson  
Council Secretary

Prepared By



Cheyenne Souza  
Executive Assistant