

NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – APRIL 8, 2022

MINUTES

I. CALL MEETING TO ORDER

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

II. ROLL CALL

Members Present

Amanda O'Connell
Jace Baldosser
Lonyx Landry
Ruby Rollings
Tracy Foster-Olstad
Trina Mathewson
Wilverna Reece

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

Members Absent

Evette Lewis
Ryan Ray

Siskiyou County Representative
Del Norte County Representative

III. INTRODUCTION OF GUESTS

Ms. Dena Magdaleno, a former longtime NCIDC Council member was welcomed as a guest.

IV. APPROVE AGENDA

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

V. APPROVE MINUTES

Mr. Baldosser motioned to approve the regular meeting minutes from March 11, 2022; Ms. Mathewson seconded; ***MOTION*** carried by unanimous vote.

VI. STAFF REPORTS

A. Executive Director

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. 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) – Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG SA grant number 21F-4104 through February 28, 2022, with total expenditures of \$232,658.75. We did receive an extension to close-out the 2021 funding through May, and we are working to finalize all of the Tribal and Subcontracts throughout our network (*copies in Council packets*). We have had numerous requests from Tribes in our Tribal network to receive support through CSBG funding to purchase school supplies for Tribal youth to prepare for their return to school in the upcoming school year. We have been working on implementing a school supply survey to determine the need and are working to fill this need for Tribal youth school supplies through Supplybank.org, the same vendor we utilized for our PPE distribution program. There was further discussion.

Mr. Gehr and the Council also reviewed the Expenditure/Activity Report for CSBG Discretionary grant number 21F-4456 through February 28, 2022, with total expenditures of \$3,712.76. We have utilized these funds towards implementing the Youth participant training, particularly in the gift shop point of sale and inventory management procedures, and general retail skill training (*copies in Council packets*).

Mr. Gehr and the Council also reviewed an Expenditure/Activity Report for CSBG LPA grant number 22F-5103 through February 28, 2022, with total expenditures of \$9,063.26 (*copies in Council packets*). This funding is utilized for core support for all programs. There was further discussion.

Mr. Gehr and the Council also reviewed an Expenditure/Activity Report for CSBG SA grant number 22F-5104 through February 28, 2022, with total expenditures of \$0.00. We have closed out most of the 2021 Tribal contracts and are now gearing up to

disperse the 2022 subcontracts and the 2022 Tribal contracts (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG CARES LPA grant number 20F-3742 through February 28, 2022, with total expenditures of \$2,645.35 (*copies in Council packets*). This contract is for additional core functions as they relate to the pandemic and management of the CARES process. There was further discussion.

Mr. Gehr and the Council also reviewed the Expenditure/Activity Report for CSBG CARES SA grant number 20F-3743 through February 28, 2022, with total expenditures of \$93,258.45. These funds were utilized for Covid-19-related direct emergency services statewide and our Tribal Covid Prevention Program including statewide PPE distributions. We are still helping many Tribal households clear past due rent and utility bills that have built up over the term of the pandemic (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council also reviewed the Expenditure/Activity Report for CSBG CARES Discretionary grant number 20F-3743 through February 28, 2022, with total expenditures of \$1,516.55 (*copies in Council packets*). This funding has been utilized to cover operating expenses related to the Covid-19 pandemic PPE activities. There was further discussion.

2018 MEGAFIRES Workforce Development (Butte County National Dislocated Worker Grant) – Mr. Gehr, Ms. Jones and the Council discussed and reviewed the monthly report for the month of February 2022 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 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 eventually finding permanent employment. Mr. Gehr and the Council reviewed a WIOA Summary of Expenditures for Grant Code 1140 Sub grant Agreement K9111522, through February 2022, with total expenditures of \$278,301.66 (*copies in Council packets*). Mr. Gehr and the Council reviewed a WIOA Summary of Expenditures for Grant Code 1202 Sub grant Agreement AA011047, through February 2022, with total expenditures of \$0.00. This is the 2nd increment that has not yet been utilized (*copies in Council packets*). Mr. Gehr and the Council also reviewed a WIOA Summary of Expenditures for Grant Code 1210 Sub grant Agreement AA111058, through February 2022, with total expenditures of \$0.00. This is the 3rd increment that has also not yet been utilized (*copies in Council packets*). Our occupational training provider, Mike Despain, has been very flexible with regard to scheduling trainings and this has allowed us to move to a new participant enrollment model. In order to ensure that there are always participants working in the temporary jobs and to assist as many participants as possible, NCIDC staff moved to staggered cohort enrollments. This means that once one cohort finishes their training and is placed in their temporary jobs, a month or so later another cohort will be enrolled in the occupational training.

The staggered cohort enrollment will also decrease the wait period for people who apply for positions at different times. There was further discussion.

2018 MEGAFIRES Temporary Jobs (Butte County National Dislocated Worker Grant) – Mr. Gehr, Ms. Jones and the Council discussed and reviewed the monthly report for the month of February 2022 for the 2018 Megafires Temporary Jobs component (*copies in Council packets*). Mr. Gehr and the Council discussed and reviewed a WIOA Summary of Expenditures for Grant Code 1203 Sub grant Agreement AA011047, through February 2022, with total expenditures of \$514,724.90. This is the 2nd increment (*copies in Council packets*). Mr. Gehr and the Council also reviewed a WIOA Summary of Expenditures for Grant Code 1211 Sub grant Agreement AA111058, through February 2022, with total expenditures of \$0.00. This is the 3rd increment that has not yet been utilized (*copies in Council packets*). NCIDC staff enrolled five participants that recently transitioned to the temporary jobs component and we are currently enrolling an additional five participants so they can begin occupational training. There was further discussion.

2019 STORMS (Severe Winter Storms National Dislocated Worker Grant) – Mr. Gehr and the Council reviewed the monthly Report for the month of February 2022 for the 2019 Severe Winter Storms (*copies in Council packets*). Mr. Gehr and the Council reviewed a WIOA Summary of Expenditures for Grant Code 1216 Sub grant Agreement AA111058, through February 2022, with total expenditures of \$169,496.05 (*copies in Council packets*). This is the 2nd increment. Despite persistent attempts at recruitment and outreach for months which included new community partnerships for referrals such as with the local Probation department, NCIDC has been unable to find enough eligible applicants in Shasta County to establish a crew. Management has reviewed the Shasta County efforts and lack of public interest in the temporary jobs and determined that these worksites are not viable. We will be focusing staff time and recruitment efforts on the Soboba and Caltrans worksites going forward. There was further discussion.

2020 September Wildfires DR NDWG – Mr. Gehr, Ms. Jones and the Council reviewed the monthly report for the month of February 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 packets*). Mr. Gehr and the Council reviewed the WIOA Summary of Expenditures for Grant Code 1212 TJ Sub grant Agreement AA111058, through February 2022, with total expenditures of \$0.00 (*copies in Council packets*). Mr. Gehr and the Council also reviewed the WIOA Summary of Expenditures for Grant Code 1213 WD Sub grant Agreement AA111058, through February 2022, with total expenditures of \$0.00 (*copies in Council packets*). NCIDC is ramping up the program and enrolling participants. The Forest Service has been working to remove hazards from burned areas and successfully cleared a work area within the last month so we can proceed with starting the worksite. NCIDC is continuing to reach out to the County of Siskiyou, but they still do not have a point of contact assigned to the project due to staff turnover and reassignments. There was further discussion.

2020 COVID (2020 Disaster Recovery COVID NDWG) – Mr. Gehr, Ms. Jones and the Council discussed and reviewed the COVID NDWG Monthly reports for the

month of February 2022 for both the Workforce Development and the Temporary Jobs components (*copies in Council packets*). Mr. Gehr and the Council also reviewed the WIOA Summary of Expenditures for Grant Code 1196 WD Sub grant Agreement AA011047, through February 2022, with total expenditures of \$27,595.86 (*copies in Council packets*). Mr. Gehr and the Council also reviewed the WIOA Summary of Expenditures for Grant Code 1195 TJ Sub grant Agreement AA011047, through February 2022, with total expenditures of \$147,047.53 (*copies in Council packets*). There was further discussion.

EDD Monitoring Report 2020 COVID (2020 Disaster Recovery COVID NDWG) – Mr. Gehr and the Council discussed and reviewed the EDD Monitoring report for the 2020 COVID-19 Disaster recovery national dislocated worker grant for program year 2021-2022. The monitoring covered the fiscal, procurement, and program systems. EDD reported that they had not identified any findings or concerns during the monitoring (*copies in Council packets*). There was further discussion.

CA AIRRP (California American Indian Rapid Response Program) – Ms. Flynn and the Council reviewed and discussed the 2020 Rapid response closeout reports and the WIOA Summary of Expenditures for Grant Code 541 Sub grant Agreement AA11047, through February 2022, with total expenditures of \$150,000.00 showing the grant fully expended (*copies in Council packets*). Ms. Flynn and the Council also reviewed and discussed the 2021 WIOA Summary of Expenditures for Grant Code 541 Sub grant Agreement AA111058, through February 2022, with total expenditures of \$21,219.99 (*copies in Council packets*). We are hoping to work with Acorn IDRS (Indian Dispute Resolution Services) to offer their workshops for financial management and small business resources through the Rapid Response program in the future. There was further discussion.

Klamath Promise Neighborhood – Ms. Flynn and the Council discussed her participation in on-going weekly meetings for the Klamath Promise Neighborhood Grant with the Yurok Tribe, True North and other partners. Ms. Flynn stated that they are still in the planning phase. They are meeting to discuss the scopes of work, contracts, developing committees, and making sure that we are in contact with all of the partners involved. There was further discussion.

Da'luk Youth Program – Ms. Flynn and the Council discussed that the last Da'luk Youth Program's event of roller skating and inspiration featuring Karuk Tribal member, Olympian and professional figure skater Naomi Lang, was a huge success. Ms. Flynn thanked Mr. Feliz and her staff for another successful event. Ms. Flynn also informed the Council of the next Da'luk Youth Program's event titled "Native Youth Basketball Clinic featuring Bronson Koenig." The event is scheduled for Saturday April 16th at the Bear River Recreation Center. There was further discussion.

TUPE (Tobacco-Use Prevention Education) – Ms. Flynn and the Council reviewed and discussed the TUPE end of year report. Ms. Flynn praised Ms. Davis and her DNI EC Staff for successfully implementing the TUPE program during the pandemic with increased challenges to overcome in order to educate the Tribal youth about the health risks of commercial tobacco use (*copies in Council packets*). There was further discussion.

Del Norte Indian Education Center (DNIEC)– Ms. Flynn and the Council discussed the continued efforts to recruit a Program Assistant I for the DNIEC. The DNIEC staff continue to provide tutoring at the Crescent Elk Middle School and afterschool tutoring despite the staff shortage. There was further discussion.

LIHEAP (Low Income Home Energy Assistance Program) – Mr. Gehr and the Council reviewed and discussed the list of the 48 Tribes in our American Recovery LIHEAP program, showing how much of each Tribal allocation has been expended to date. We have successfully spent down the American Recovery LIHEAP funding and are now working to spend our regular LIHEAP funding (*copies in Council packets*). There was further discussion.

LIHWAP (Low Income Home Water Assistance Program) – Mr. Gehr and the Council discussed the ongoing request for LIHWAP resolutions from all of our 48 Tribe consortium that would like to join the LIHWAP consortium. We were granted an extension in order to have more time to gather resolutions as some of our tribes are experiencing staff shortages. There was further discussion.

Written 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. Reece motioned to approve the Executive Director’s report for April 8, 2022; Ms. O’Connell seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

Mr. Byfield and the Council reviewed and discussed the February 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 packets*).

There was no public comment.

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

VII. OLD BUSINESS

A. Carson Block Unwind, Next Steps – Mr. Gehr, Mr. Byfield and the Council reviewed and discussed an engagement letter addressed to Novogradac & Company LLP. Novogradac has been the firm who has provided accounting services throughout the Carson Block Restoration Project. The letter formally engages the CPA firm as consultants on an hourly basis to provide guidance for the agency to be in legal and regulatory compliance as the Carson Block QALICB

LLC and Carson Block Master Tenant LLC are dissolved and the building and its management are incorporated into the core agency's operations. Novogradac will provide specific guidance on compliance with OMB's Uniform Guidance on "Less than Arm's Reach Leases" for expensing of the rent to our grants and compliance with generally accepted accounting principles (GAAP) for recording the transfer of assets, liabilities and equity from the dissolved entities to the non-profit's books (*copies in Council packets*). There was further discussion.

There was no public comment.

- B. Chan Zuckerberg Initiative (CZI) Scholarship Committee Report** – Mr. Gehr, Ms. Richeson and the Council discussed and reviewed the CZI Scholarship Committee meeting recommendations with the Council. The recommendations were in regard to the amount, applicant eligibility requirements, application form content, scholarship decision-making process, uses of the scholarship funding, and post-scholarship requirements (*copies in Council packets*). There was further discussion.

There was no public comment.

Ms. Foster-Olstad motioned to approve the CZI Scholarship Committee meeting recommendations; Mr. Baldosser seconded; **MOTION** carried by unanimous vote.

VIII. NEW BUSINESS

A. 2022 Agency Budget

Mr. Gehr, Mr. Byfield and the Council reviewed and discussed the 2022 Agency Budget. Mr. Gehr and Mr. Byfield discussed the process for developing the annual agency budget and provided a detailed look at how the programs are projected to create an annual budget. (*copies in Council packets*). There was further discussion.

There was no public comment.

Mr. Baldosser motioned to approve the 2022 Agency Budget; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

- B. Review Emergency and Supportive Services Procedures** – Mr. Gehr and the Council reviewed and discussed the Policies and Procedures for Provisions of Emergency and Supportive Services. The policies cover emergency services and supportive service in regard to food, transportation, shelter, utility assistance, health and safety-related assistance, burial assistance, childcare services, educational services, and employment support services. The policies and procedures are a guide for our case managers on the reasonable limits that they should be able to authorize on their own accord for services for both emergencies and supportive services. A supportive service may include helping a client get a

job or helping them get through school with the goal of helping the client achieve self-sufficiency. (*copies in Council packets*). There was further discussion.

There was no public comment.

Mr. Baldosser motioned to approve the emergency and supportive services procedures; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

C. Tribal Youth Suicide Prevention and Early Intervention Grant Opportunity

Ms. Flynn presented an overview of the Garret L. Smith grant funded by SAMHSA (Substance Abuse and Mental Health Services Administration) that focuses on youth suicide prevention and early intervention. The purpose of this program is to support states and tribes with implementing youth (ages 10-24) suicide prevention and early intervention strategies in schools, institutions of higher education juvenile justice systems, substance use and mental health programs, foster care systems, and other child and youth-serving organizations. It is expected that this program will: (1) increase the number of youth-serving organizations who are able to identify and work with youth at risk of suicide; (2) increase the capacity of clinical service providers to assess, manage, and treat youth at risk of suicide; and (3) improve the continuity of care and follow-up of youth identified to be at risk for suicide, including those who have been discharged from emergency department and inpatient psychiatric units (*copies in Council packets*). Ms. Richeson, Ms. Flynn and Mr. Feliz are working diligently on the application which is due on April 18th. There was further discussion.

There was no public comment.

IX. REQUESTS FOR ASSISTANCE

Request No. 1 – The Council reviewed a request from Koiya Tuttle representing the Yurok Tribe Environmental Dept. in the amount of \$500 to assist with clean-up and safety supplies for the 21st Annual Klamath River Cleanup (*copies in Council packets*). There was further discussion.

Ms. Reece motioned to assist with \$500 towards the 21st Annual Klamath River Cleanup; Mr. Baldosser seconded; **MOTION** carried by unanimous vote.

Request No. 2 – The Council reviewed a request from Amanda O’Connell and Alice Lincoln-Cook representing the California Indian Basket Weaver’s Association (CIBA). They requested \$500 to assist with the costs of the 2022 Annual Gathering for CIBA to be held at the Bear River Band of Rohnerville Rancheria on June 24 - 25th. (*copies in Council packets*). There was further discussion.

Ms. Reece motioned to assist with \$500 towards the costs of 2022 Annual gathering for CIBA; Ms. Foster-Olstad; seconded; Ms. McConnell abstained; **MOTION** carried.

X. PUBLIC COMMENT / INFORMATION / THANK YOU

There were no public comments.

XI. SCHEDULE NEXT MEETING

The next Regular Council Meeting is scheduled for Friday, May 13, 2022 at 1:00 p.m., electronically/virtually.

The next CZI Scholarship Committee Meeting was also scheduled for Friday, April 15, 2022 at 9:00 a.m., electronically/virtually.

XII. EXECUTIVE SESSION

Mr. Gehr, Ms. Flynn and the Council entered into a brief closed session to discuss a personnel matter. Ms. Rollings reported out of the closed session that there were no actions to report out of the closed session.

XIII. ADJOURNMENT

Ms. Reece motioned to adjourn the meeting; Ms. Mathewson seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 4:42 p.m.

Respectfully Submitted,



Trina Mathewson
Council Secretary

Prepared By



Cheyenne Souza
Executive Assistant