

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

MINUTES

I. CALL MEETING TO ORDER

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

II. ROLL CALL

Members Present

Amanda O'Connell

John Green

Lonyx Landry

Mindy Natt

Ruby Rollings

Tracy Foster-Olstad

Trina Mathewson

Del Norte County Representative

Del Norte County Representative

Trinity County Representative

Del Norte County Representative

Humboldt County Representative

Trinity County Representative

Humboldt County Representative

Members Absent

Jace Baldosser

Jennifer Goodwin

Humboldt County Representative (Unexcused)

Siskiyou County Representative (Excused)

III. INTRODUCTION OF GUESTS

There were no guests.

IV. APPROVE AGENDA

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

V. APPROVE MINUTES

Mr. Landry motioned to approve the regular meeting minutes from May 12, 2023; Ms. Foster-Olstad 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 and online 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.

CSBG (Community Service Block Grant) – Ms. Flynn and the Council reviewed an Expenditure/Activity Report for CSBG SA grant number 22F-5104 through April 30, 2023, with total expenditures of \$610.22 (copies in Council Dropbox). We continue to work with the Tribes to execute their 2023 Tribal contracts. There was further discussion.

Ms. Flynn and the Council also reviewed the Expenditure/Activity Report for CSBG Discretionary grant number 22F-5104 through April 30, 2023, with total expenditures of \$2,385.01 (copies in Council Dropbox). We have continued to utilize this funding to cover emergency assistance requests due to major local earthquakes/storms/natural disasters. There was further discussion.

Ms. Flynn and the Council also reviewed the Expenditure/Activity Report for CSBG LPA grant number 23F-4103 through April 30, 2023, with total expenditures of \$26,979.43 (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, Mr. Gehr and the Council also reviewed the Expenditure/Activity Report for CSBG SA grant number 23F-4104 through April 30, 2023, with total expenditures of \$114,331.00 (copies in Council Dropbox). There was further discussion.

DOL/WIOA (Department of Labor - Workforce Innovation and Opportunity Act) – Ms. Richeson and the Council reviewed and discussed the WIOA March Comprehensive Services Program Report. The report listed that we had assisted 42 individuals and 37 of those were new participants, our numbers have been improving since the pandemic. Among the performance indicators that were reviewed in the report, 33% of participants were employed within the second quarter after exit, based on staff follow up. These performance numbers will increase once DOL matches Unemployment/tax data with our participant enrollments and includes those matches in our performance data indicators. (copies in Council Dropbox). We continue to actively recruit eligible participants for the Adult, Youth and Oregon WIOA Programs. There was some discussion.

Ms. Flynn and the Council also reviewed and discussed the letter of intent to submit the Public Law 477 plan, a request for a planning grant, a revised approved resolution, and planning grant scope of work and budget narrative to apply to become a 477 agency. We are currently a section 166 agency and transitioning to a section 477 status would give us more flexibility (copies in Council Dropbox). There was some discussion.

2020 September Wildfires DR NDWG – Ms. Flynn, Ms. Jones and the Council reviewed the monthly report for April 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 April 2023, with total expenditures of \$58,204.55 (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 April 2023, with total expenditures of \$4,800.00 (copies in Council Dropbox). NCIDC staff enrolled 8 participants and they successfully completed their occupational training. The USFS/USDA contract department has provided a 19 page addendum to NCIDC's standard agreement for our review. NCIDC staff also continues to partner with the Karuk Tribe to identify property owners that had their property damaged by the fire and cannot afford repairs and clean-up costs. There was further discussion.

2022 QUEST NDWG – Mr. Gehr and the Council reviewed and discussed the monthly report for QUEST NDWG for April 2023 (copies in Council Dropbox). Mr. Gehr and the Council reviewed the WIOA Summary of Expenditures for Grant Code 1262 Sub grant Agreement AA311053, through April 2023, with total expenditures of \$0.00 (copies in Council Dropbox). We were provided technical assistance by the EDD team regarding participant outreach and eligible services. A fellow QUEST project operator that is located in rural counties joined us and reviewed successful participant outreach methods that they are using. This one-on-one technical assistance was extremely helpful and we are implementing what we learned to progress on our project plan. There was further discussion.

CA AIRRP (California American Indian Rapid Response Program) – Ms. Flynn and the Council reviewed and discussed the Rapid Response grant application and Project Narrative (copies in Council Dropbox). There was further discussion. Ms. Flynn and the Council also reviewed and discussed the WIOA Summary of Expenditures for Grant Code 541 Sub grant Agreement AA211111, through April 2023, with total expenditures of \$58,562.66 (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 Program's funding sources allocation report which shows how much of each Tribal allocation has been expended to date (copies in Council Dropbox). We are in active spend down mode for the LIHWAP program and are continuing to assist clients. There was some discussion.

LIHEAP (Low Income Home Energy Assistance Program) – Ms. Flynn 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). Mr. Gehr and Ms. Flynn thanked Ms. Alberta Wilson, Ms. Donna Wilson and Ms. Alisha Johnson for all of their hard work on the LIHEAP and LIHWAP programs. There was some discussion.

Walmart.org Disaster Relief funding – Ms. Flynn, Mr. Gehr and the Council reviewed and discussed a disaster survey response letter sent to the Tribes that participated in the survey and a list of the amount of funding each Tribe was awarded. We sent out a survey to all tribes in California in our CSBG network and we asked them about disaster damage and about the emergency needs of their community like humanitarian aid, repairs and cleanup. The Walmart.org foundation had reached out to us and asked if we could apply for and utilize some disaster relief funding related to storms and flooding in California. NCIDC reviewed the survey responses and selected Tribes with needs related to storms and flooding so that we could disburse the Walmart.org funding as grants. The grants will reimburse Tribes for expenses incurred by the tribe while responding to storm-related disasters. The goal is to increase the amount or type of disaster recovery activities that the Tribes can conduct; and/or prevent the Tribes from having to reduce their budget for future government services and activities (copies in Council Dropbox). There was some discussion.

Red Road Wellbriety Project – Ms. Flynn, Mr. Gehr and the Council reviewed and discussed the NCIDC Red Road Healing Circles program facilitated by Mr. Dennis Moffett. NCIDC's Wellbriety Red Road Healing Circles will identify points in mainstream substance use disorder treatment/recovery programs for cultural practice integration and establish referral connections to Red Roads/Wellbriety groups. NCIDC will also facilitate our own Red Roads groups which will include one in Humboldt County, and a virtual group that will be open to Indigenous participants across the state. This will lead to a greater number of Native people having Indigenous programs as a recovery option, and an increase in Tribal community member engagement with these services (copies in Council Dropbox). There was some discussion.

Suicide Prevention Native Youth Wellness Project – Ms. Flynn, Mr. Gehr and the Council reviewed and discussed applying for a grant to prevent suicide in Native American Youth. Should we receive the grant, NCIDC will educate the community and support protective factors in partnership with Native Youth. We submitted the application on June 6th (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. Natt motioned to approve the Executive Management's report for June 9, 2023; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

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

VII. OLD BUSINESS

- A. Carson Block Paint** – Mr. Gehr and the Council discussed the second floor theater space and he informed the Council the lease is almost ready to be signed and the outstanding issues had been resolved. Mr. Gehr also discussed working with the contractor to repair and paint the trim around the windows while he is making the improvements to the 2nd floor tenant space. There was further discussion.

There was no public comment.

- B. Archive Display Case Update** – Ms. Flynn, Ms. Richeson, Mr. Gehr and the Council reviewed and discussed that the archive display case has been stalled because we need UV glass and evidently UV glass is very difficult to get. The millwrights have gone to a dozen different glass manufacturers to find an appropriate museum case-quality glass. This means that the price of the case will increase. There was further discussion.

Ms. O'Connell motioned to authorize the Executive Director to approve the change order for the glass and to cover additional construction costs; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

VIII. NEW BUSINESS

- A. Agency Bylaws Update** – Mr. Gehr and the Council discussed the mandated Agency Bylaws review that we do every 5 years. The Council received a copy of the current bylaws for review before the meeting. Mr. Gehr asked the Council if they had any suggested changes before submitting them to the Agency attorney for review. There was further discussion.

Ms. Foster-Olstad motioned to approve the agency bylaws update and forward them to the attorney; Ms. Natt seconded; **MOTION** carried by unanimous vote.

- B. Trailer for Disaster Response** – Mr. Gehr and the Council discussed and reviewed several options for a travel trailer. If we purchased a travel trailer it would enable us to have a mobile Disaster Response Unit where staff can stop and intake people, work with crews, and meet with partner agencies and Tribes (copies in Council Dropbox). There was further discussion.

Ms. Natt motioned to approve the purchase of the travel trailer for disaster response; Mr. Landry seconded; **MOTION** carried by unanimous vote.

- C. 2023 Community Action Plan and Community Needs Assessment**– Ms. Richeson and the Council reviewed and discussed the Community Action Plan and community needs assessment. The community needs assessment is a required assessment that needs to be completed every two years to review and research the circumstances of the community that we are serving in order to make sure that we're providing the services that our people need. We can make adjustments as necessary to meet the gaps in the community. Ms. Richeson led the process which involved secondary research looking up many articles and statistics about American Indian people in the state and in our region. NCIDC also conducted our own research because we believe that people in our community know what they want, and what they need best. Ms. Richeson distributed an adult and a youth community needs assessment survey. NCIDC staff conducted five focus groups and workshops in our four county primary service area in order to directly hear from community members and receive public input. Ms. Richeson shared the highlights with the Council. There was further discussion.

Ms. Natt motioned to approve the Community Action Plan and Community Needs assessment; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

IX. REQUESTS FOR ASSISTANCE

Request No. 1 – The Council reviewed a request from Frieda Bennett representing the Quartz Valley Indian Reservation in the amount of \$500.00 to assist with the purchase of consumable supplies for the Annual Safety Fair and Bike Rodeo for Tribal youth (copies in Council Dropbox). There was further discussion.

Ms. Natt motioned to assist with \$300.00 to assist with the purchase of consumable supplies for the Annual Safety Fair and Bike Rodeo for Tribal youth; Ms. O'Connell seconded; **MOTION** carried by unanimous vote.

Request No. 2 – The Council reviewed a request from Marilyn Marshall representing The Safe and Sober event for the Hoopa Valley High school and Captain John Continuation High School in the amount of \$500.00 to assist with the purchase of consumable supplies for the Tribal youth (copies in Council Dropbox). There was further discussion.

Ms. Natt motioned to assist with \$300.00 to assist with the purchase of consumable supplies for the Tribal youth; Ms. O'Connell seconded; **MOTION** carried by unanimous vote.

Request No. 3 – The Council reviewed a request from Lisa Sundberg representing the Suemeg Brush Dance in the amount of \$500.00 to assist with consumable supplies and cultural materials for the Suemeg Brush Dance (copies in Council Dropbox). There was further discussion.

Ms. Foster-Olstad motioned to assist with \$500.00 towards the purchase of consumable supplies and cultural materials for the Suemeg Brush Dance; Ms. Natt seconded; Ms. Rollings abstained; **MOTION** passed.

X. PUBLIC COMMENT / INFORMATION / THANK YOU

INFORMATION – Ms. Flynn and the Council viewed and discussed the Certificate of Appreciate Special Award from United Indian Health Services. Ms. Flynn accepted the award on behalf of NCIDC. This award is given to consultants who have worked for UIHS and their outstanding service to the American Indian community, who exemplify and honor the United Indian Health Services and corporations mission, “to work together with clients and community to achieve wellness to health services that reflects the traditional values of our American Indian community”. The award was presented by Ms. Rollings, our Chairwoman (*copies in Council Dropbox*).

THANK YOU – Ms. Flynn and the Council reviewed and discussed a thank you card sent to the Council from the Northern Humboldt Indian Education Program thanking us for supporting the 2023 Success in Both Worlds Conference (*copies in Council Dropbox*).

INFORMATION – Ms. Flynn and the Council reviewed and discussed the Traditional Stick Game and Lacrosse Camp held at Cal Poly Humboldt July 10th through the 13th. Registration link: sticks.ncidc.org (*copies in Council Dropbox*).

XI. SCHEDULE NEXT MEETING

The next Regular Council Meeting is scheduled for Friday, July 14, 2023 at 1:00 p.m., in person and virtually.

XII. EXECUTIVE SESSION

Mr. Gehr and the Council entered into a closed Executive Session. Upon exiting the closed executive session the Council reported the following motions:

Ms. Natt motioned to change the Assistant Director’s title to Chief Administrative Officer (CAO) and to change the Executive Director’s title to Chief Executive Officer (CEO), and to change the Fiscal Director’s title to Chief Fiscal Officer (CFO); Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

Ms. O’Connell motioned to have the Yreka office inspected by a contractor for potential purchase of the Yreka property; Foster-Olstad seconded; **MOTION** carried by unanimous vote.

Ms. O’Connell motioned to extend the CEO’s contract for another 6 months; Mr. Landry seconded; **MOTION** carried by unanimous vote.

XIII. ADJOURNMENT

Mr. Landry motioned to adjourn the meeting; Mr. Green seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 4:15 p.m.

Respectfully Submitted,



Trina Mathewson
Council Secretary

Prepared By



Cheyenne Souza
Executive Assistant