

NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – JULY 16, 2021

MINUTES

I. CALL MEETING TO ORDER

Ms. Rollings called the meeting to order at 1:07 p.m.

II. ROLL CALL

Members Present

Fred Case

Leann McCallum

Lonyx Landry

Ruby Rollings

Ryan Ray

Tracy Foster-Olstad

Trina Mathewson

Wilverna Reece

Siskiyou County Representative

Del Norte County Representative

Trinity County Representative

Humboldt County Representative

Del Norte County Representative

Trinity County Representative

Humboldt County Representative

Siskiyou County Representative

Members Absent

Dena Magdaleno

Member at Large

III. INTRODUCTION OF GUESTS

Ms. Lou Moerner, and Hoopa Valley High School Seniors; Sarah Korb, Kylee Sorrell, and Xatimniim Drake.

IV. APPROVE AGENDA

Ms. McCallum motioned to approve the agenda; Ms. Reece seconded; ***MOTION*** carried by unanimous vote.

V. APPROVE MINUTES

Ms. Foster-Olstad motioned to approve the regular meeting minutes from June 25, 2021; Ms. Reece 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 implemented phone intake procedures for clients and provide 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.

USC TRDRP (University of Southern California's Tobacco Related Disease Research Project) – Ms. Lou Moerner, and Hoopa Valley High School Seniors; Sarah Korb, Kylee Sorrell, and Xatimniim Drake. They presented their peer-to-peer media messaging program based around commercial tobacco to the Council. The presentation was extremely insightful regarding our youth and tobacco products. One of the youth mentioned that tobacco companies are putting advertisements about cigarettes and vapes down low so that little ones can see what their parents purchasing so they will do the same someday. The Council thanked the USC TRDRP for their dedication even through a pandemic to get these messages out regarding the harmful effects of commercial tobacco and tobacco products. NCIDC will continue to collaborate with the USC TRDRP group and will be posting the full videos and messages on our website. There was further discussion.

CSBG (Community Service Block Grant) – Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG SA grant number 20F-3104 through May 31, 2021, with total expenditures of \$167,528.79 (*copies in Council packets*). This is the final expenditure report for the 2020 set-aside contract (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG Discretionary grant number 20F-3104 through May 31, 2021, with total expenditures of \$16.04. They also reviewed the 20F-3104 Discretionary CSBG close-out package and the 20F-3104 Discretionary CSBG Final report (*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 May 31, 2021, with total expenditures of \$7,499.80. 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 through May 31, 2021, with total expenditures of \$138,556.69. These funds are for specifically Covid-19 related expenses (*copies in Council packets*). The agency is still distributing PPE to Tribes and Tribal organizations. We continue to administer the CARES emergency services statewide, and have an online portal to assist clients remotely. Mr. Gehr thanked staff for their dedication and hard work as we have received numerous Covid-19-related emergency service applications. There was further discussion.

Mr. Gehr and the Council also reviewed the Expenditure/Activity Report for CSBG CARES Discretionary grant number 20F-3743 through May 31, 2021, with total expenditures of \$0.00. These funds have not yet been utilized (*copies in Council packets*).

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG LPA grant number 21F-4103 through May 31, 2021, with total expenditures of \$8,731.82 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council also reviewed an Expenditure/Activity Report for CSBG SA grant number 21F-4104 through May 31, 2021, with total expenditures of \$114,881.25 (*copies in Council packets*). There was further discussion.

CARR FIRE (National Dislocated Worker Grant code 1186) – Mr. Gehr, Ms. Jones and the Council discussed and reviewed the Carr Fire monthly report for the month of May 2021 (*copies in Council packets*). Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1186 Sub grant Agreement AA011047, through May 2021, with total expenditures of \$250,250.50 (*copies in Council packets*). Ms. Jones discussed with the Council that it is still very difficult to collaborate with the work sites because they have very restrictive rules about the pandemic in regards to the number of workers they will allow to be together. 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 May 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. Once the crews have finished that component they move into the Temporary Jobs component where we put them to work on a work site 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 May 2021, with total expenditures of \$247,791.26 (*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 May 2021, 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 reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1210 Sub grant Agreement AA011058, through May 2021, with total expenditures of \$0.00. This is the 3rd increment that has not yet been utilized (*copies in Council packets*). Ms. Jones discussed with the Council that the agency we used for our trainings is no longer in operation due to COVID-19 and other complications. She did a lot of research and found a new trainer. The new trainer is certified by the US Forest Service, and the federal government. He trains for fire response, field operation of saws, pole saws, green machines, how to properly maintain and care for equipment to extend its life. He just finished training with the group in Oroville (*copies in Council packets*). 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 May 2021 for the 2018 Megafires Temporary Jobs component grant code 1203 (*copies in Council packets*). Mr. Gehr, Ms. Jones and the Council discussed and reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1203 Sub grant Agreement AA011047, through May 2021, with total expenditures of \$283,132.12 (*copies in Council packets*). Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1211 Sub grant Agreement AA011058, through May 2021, with total expenditures of \$10,630.91. This is the 2nd increment (*copies in Council packets*). Ms. Jones discussed with the Council that they continue to work with the Paradise Parks and Recreation Dept. They still have a decent amount of cleanup that still needs to happen in the area (*copies in Council packets*). 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 May 2021 for the 2019 Severe Winter Storms (*copies in Council packets*). Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1160 Sub grant Agreement AA011047, through May 2021, with total expenditures of \$200,000.00 (*copies in Council packets*). Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1216 Sub grant Agreement AA011058, through May 2021, with total expenditures of \$0.00. This is the 3rd increment that has not yet been utilized (*copies in Council packets*). Mr. Gehr discussed with the Council that we have crews that are now starting back up throughout the state. They are being managed by Brenda Lawrence out of our Crescent City Office. There was further discussion.

2020 COVID (2020 Disaster Recovery COVID NDWG) – Mr. Gehr and the Council reviewed the monthly report for the month of May 2021. The monthly report covers both the COVID NDWG Temporary Jobs component grant code 1195 and the Workforce Development component grant code 1196 (*copies in Council packets*). Mr. Gehr and the Council reviewed the WIA/WIOA Summary of Expenditures for Grant Code 1195 TJ Sub grant Agreement AA011047, through May 2021, with total expenditures of \$14,291.92 (*copies in Council packets*). Mr. Gehr and the Council also reviewed the WIA/WIOA Summary of Expenditures for Grant Code 1196 WD Sub

grant Agreement AA011047, through May 2021, with total expenditures of \$344.85 (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. The participants work to sanitize public spaces to prevent the spread of COVID-19, package and distribute COVID-19 PPE, and refer members of the public to health and wellness assistance resources related to COVID-19. There was further discussion.

2020 September Wildfires DR NDWG – Mr. Gehr, Ms. Jones and the Council reviewed the monthly report for the month of May 2021. 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 WIA/WIOA Summary of Expenditures for Grant Code 1212 TJ Sub grant Agreement AA111058, through May 2021, with total expenditures of \$0.00 (copies in Council packets). Mr. Gehr and the Council also reviewed the WIA/WIOA Summary of Expenditures for Grant Code 1213 WD Sub grant Agreement AA111058, through May 2021, with total expenditures of \$0.00 (copies in Council packets). Ms. Jones informed the Council that no services were provided this month because staff are still working to establish worksites. NCIDC and the USFS successfully completed a worksite agreement and are now moving forward with starting work. Staff also met with potential worksite agencies to discuss procedures, recruited participants, and coordinated with the Karuk Tribe on a possible partnership. There was further discussion.

CA AIRRP (California American Indian Rapid Response Program) – Ms. Flynn and the Council reviewed and discussed the WIA/WIOA Summary of Expenditures for Grant Code 541 Sub-grant Agreement AA011047, through May 2021, with total expenditures of \$84,736.03 (copies in Council packets). Ms. Flynn informed the Council that Ms. Thomas, our Southern California Rapid Response Coordinator has continued to promote our layoff aversion program. She is also preparing to host a Rapid Response Roundtable in August. There was further discussion.

DNIEC (Del Norte Indian Education Center) – Ms. Flynn informed the Council that the DNIEC is now fully staffed and they are still following the COVID-19 safety protocols, ensuring that the students are wearing masks and are socially distancing. They have had an increase in participants in the summer program. The youth have been participating in STEAM classes in science, technology, engineering, art and mathematics. The families were extremely grateful to the California Department of Education for the donation of Chromebooks that we were able to provide to our participants. DNIEC staff have been attending healthy parenting trainings and when completed will be able to offer classes to our DNIEC families and community members. There was further discussion.

Da'Luk Youth Program – Ms. Flynn informed the Council that the Da'Luk Youth Program was preparing to host a “Cultural Retreat Day at the Sumeg Village” in Trinidad for families and youth on Thursday July 22nd from 11:00 am to 3:00 pm. Skip Lowry and Axel Lindgren are presenting, along with UIHS Health and Wellness staff. The Da'Luk Youth Program is also hosting a virtual media/steam training presented by Barcid Media based in LA. There was further discussion.

ACLU Indigenous Education Advocate (IEA) – Ms. Flynn and the Council discussed the upcoming workshops hosted by Ms. Marshall, our Indigenous Education Advocate, titled: “Incorporating and Implementing Local Indigenous Curriculum Teacher Cohort 6-12th grades”, and “The Disability Rights Education Defense Fund (DREDF) Trainings”, which are for parents and caregivers with students in grades Pre-K through 12th grade (copies in Council packets). More information regarding these workshops can be found in the information section. There was further discussion.

Recycling Infrastructure on the Yurok Reservation – Mr. Gehr and the Council reviewed and discussed an email from Koiya Tuttle with the Yurok Tribe Environmental Department in regards to the donation of half a million disposable plastic water bottles. The Environmental Program of the Yurok Tribe is very concerned as they have been tasked with the job of distributing the water, collecting back the empty bottles, and making sure that they don't end up in the river. They are concerned that the bottles will end up polluting the system if they are not properly disposed of and recycled. However, there is no extra money to disposed of and recycled them. They are reaching out to all of their community partners to help them deal with the water emergency. This is a topic that NCIDC will continue to revisit and talk about, and staff will continue to research things and ways that we might make a real meaningful impact. (copies in Council packets). There was further discussion.

State Comp Insurance Fund – Mr. Gehr and the Council reviewed and discussed a letter from the State Comp Insurance Fund regarding our claims history and implemented safety programs. State Comp said Lillian and the Safety Management team did a good job ensuring that all the required safety documents when reviewed were current. It is a very nice letter, signing off on the good job that everybody on the team, from the top to the bottom, is doing to make sure that safety training, safety monitoring and safe work procedures are being followed (copies in Council packets). There was further discussion.

MOU (Memorandum of Understanding) – Mr. Gehr and the Council reviewed and discussed the MOU for CA California Institute for Community Art and Nature (ICAN). The MOU will assist with the implementation of a project that promotes and provides access to professional training and technical assistance in relation to the creation and gifting of key artist's lifetime archival materials to appropriate institutions for preservation of their legacies and providing access for future generations, with services offered to artists of all ages. Key Native artists are under-represented in institutions preserving indigenous cultural history and legacies. Often Native artists do not have access to the information and support required to create a plan for the preservation of their work. This project seeks to create the infrastructure, knowledge, and support that can be provided to Native artists regarding the legal, archival, business, and artistic aspects of creating a plan for the archival preservation of their life's work (copies in Council packets). There was further discussion.

MOU (Memorandum of Understanding) – Mr. Gehr and the Council reviewed and discussed the MOU for United Indian Health Services (UIHS). The MOU will assist with the implementation of a project that promotes and provides COVID-19

vaccinations and community education about COVID-19. We are partnering with UIHS to facilitate and increase public health activities including the promotion of the COVID-19 vaccination outreach to Tribal communities (copies in Council packets). There was further discussion.

CARSON BLOCK – Mr. Gehr, Mr. Byfield and the Council reviewed and discussed the Carson Block Master Tenant LLC representation letter, financial statements, tax return and audit for the year ending December 31, 2020. The Carson Block Master Tenant LLC is our for profit subsidiary that holds the lease on the building (copies in Council packets). There was further discussion.

CARSON BLOCK – Mr. Gehr, Mr. Byfield and the Council reviewed and discussed the Carson Block Property Management LLC Audit for the year ending December 31, 2020 (copies in Council packets). There was further discussion.

CARSON BLOCK UNWIND – Mr. Gehr, Mr. Byfield and the Council discussed the unwind process for the Carson Block tax credit financing. Mr. Gehr informed the Council that as directed, he and Mr. Byfield have held multiple meetings with US bank, AEDC and the tax credit representatives as well as NCIDC's lawyer Tom Nelson who was engaged by the Council some time ago to help us with the unwind process. The first part of the tax credit financing package that will unwind is the historic tax credit, anticipated to unwind in September. In the end of December, the second part of the financing, new market tax credits, will also unwind. It is anticipated that NCIDC will pay approximately \$305,785 to unwind the historic tax credits, but this is subject to adjustment as we get closer. We also have to pay legal fees for the unwind process, estimated at approximately \$50,000. We are anticipating requesting permission to be able to make that the final unwind payment to pay off the historic portion no later than the August meeting. There was further discussion.

LIHEAP (Low Income Home Energy Assistance 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. We are preparing to send out our spend down letters to the LIHEAP coordinators on July 26th. We will be opening up the LIHEAP funding for our spend down (*copies in Council packets*). 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. Foster-Olstad motioned to approve the Executive Director's report for July 16, 2021; Ms. Reece seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

Mr. Byfield and the Council reviewed and discussed the May 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.

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

VII. OLD BUSINESS

There was no old business.

VIII. NEW BUSINESS

A. Fiscal Policy Review – Mr. Byfield and the Council reviewed the Internal Controls, Payroll, Record Retention, and Staff Duties & Responsibilities sections of the NCIDC Fiscal policies. Mr. Byfield discussed how we would continue to review each section of the NCIDC Fiscal Policies until we have reviewed all fifteen sections. He asked that if the Council had any questions or would like to make any changes to the policies drafts, stating that he would appreciate the feedback. He asked that we review all of the policy sections and vote to approve them after we have reviewed them all (*copies in Council packets*). There was further discussion.

There was no public comment.

B. Cultural Ceremonial Support – Mr. Gehr and the Council discussed the incoming requests for assistance in regards to Cultural Ceremonial Support. Spirited discussion ensued over the support for cultural and ceremonial activities including allowable categories of expenses and appropriate documentation. The Council decided to prioritize public health and safety-related expenses. A lengthy discussion ensued.

There was no public comment.

C. CSBG Annual Agency Outcome and Reports Analysis – Mr. Gehr and the Council reviewed and discussed the Annual Agency Outcome and Report Analysis section by section discussing significant statistics and program outcomes for all six domains, including but not limited to; Employment, Education and Cognitive Development, Income and Asset Building, Housing, Health and Social/Behavioral Development and Civic Engagement and Community Involvement (*copies in Council packets*). There was further discussion.

There was no public comment.

Mr. Case accepted the review of the CSBG Annual Reports Agency Outcome & Report Analysis; Ms. Foster-Olstad seconded; MOTION carried by unanimous vote.

IX. REQUESTS FOR ASSISTANCE

Request No. 1 – The Council reviewed a request from Lau-Lei Lawrence representing the Yurok Tribe Health & Human Services Youth Opioid Summit in the amount of \$250 to assist with incentives for the attendees of the Youth Opioid Summit (*copies in Council packets*). There was further discussion.

Ms. Foster-Olstad motioned to assist with \$400 for the Yurok Tribe Health & Human Services Youth Opioid Summit; Ms. Reece; seconded; MOTION carried by unanimous vote.

Request No. 2 – The Council reviewed a request from Isha Goodwin representing the World Renewal Ceremonies at Katimiin in the amount of \$1,500 to assist with consumable supplies related to the event (*copies in Council packets*). There was further discussion.

Ms. Foster-Olstad motioned to assist with \$500 for the World Renewal Ceremonies at Katimiin; Ms. Mathewson; seconded; Ms. Reece abstained; MOTION carried.

Request No. 3 – The Council reviewed a request from Annelia Hillman representing the Pikiavish World Renewal Ceremonies/Tashawnik Orleans in the amount of \$1,500 to assist with consumable supplies related to the event (*copies in Council packets*). There was further discussion.

Ms. Foster-Olstad motioned to assist with \$500 for the Pikiavish World Renewal Ceremonies/Tashawnik Orleans; Ms. Mathewson; seconded; Ms. Reece abstained; MOTION carried.

Request No. 4 – The Council reviewed a request from Cheryl Beck representing the Karuk World Renewal Ceremonies at Inaam in the amount of \$1,500 to assist with consumable supplies related to the event (*copies in Council packets*). There was further discussion.

Ms. Foster-Olstad motioned to assist with \$500 for the Karuk World Renewal Ceremonies at Inaam; Ms. Mathewson; seconded; Ms. Reece abstained; MOTION carried.

X. PUBLIC COMMENT / INFORMATION / THANK YOU

INFORMATION – Ms. Flynn shared the upcoming workshops hosted by Ms. Marshall, our Indigenous Education Advocate titled: “Incorporating and Implementing Local Indigenous Curriculum Teacher Cohort 6-12th grades”, which

is a free 6-month certificate program on the following dates from 5:00 to 6:30 pm. 8/3 Trainer: Willard Carlson, Yurok Ah-Pah Village, Redwood Canoe Dance House Maker. 8/24 Trainer: Trainer: Pyuwa Bommelyn, Tolowa Language Teacher, Del Norte Unified School District. 9/8 Trainer: Margo Robbins, KTJUSD, Yurok and Hupa land and tribal history/boarding school experiences. 9/16 Trainer: Wiyot Presenter TBA. The classes include small group work, handouts, writing exercises, and homework. Limited space is available for 20 participants maximum. Please email rain@ncidc.org for the Zoom Link and to register.

INFORMATION – Ms. Flynn also shared the upcoming “Disability Rights Education Defense Fund (DREDF)” workshops hosted by Ms. Marshall, our Indigenous Education Advocate. The Disability Rights Education Defense Fund (DREDF) Trainings are for parents and caregivers with students in grades Pre-K through 12th grade. July 26th 1:30-4:30 pm Bear River Band of Rohnerville Rancheria. July 27th 1:30-4:30 pm Hoopa Neighborhood Facility. July 28th 1:30-4:30 pm Klamath Redwood Hotel Oregos Room. July 29th 10 am – 1 pm River Lodge Conference Center, Fortuna. Please email rain@ncidc.org or call (707) 498-6292 for more information and to register.

XI. SCHEDULE NEXT MEETING

The next Regular Council Meeting is scheduled for Friday, August 13, 2021 at 1:00 p.m., by teleconference.

XII. EXECUTIVE SESSION

There was no Executive Session.

XIII. ADJOURNMENT

Ms. Reece motioned to adjourn the meeting; Mr. Case seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 4:29 p.m.

Respectfully Submitted,



Trina Mathewson
Council Secretary

Prepared By



Cheyenne Souza
Executive Assistant