

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.**  
**REGULAR COUNCIL MEETING – AUGUST 11, 2023**

***MINUTES***

**I. CALL MEETING TO ORDER**

Ms. Rollings called the meeting to order at 1:15 p.m.

**II. ROLL CALL**

**Members Present**

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

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

**Members Absent**

*There were no members absent.*

**III. INTRODUCTION OF GUESTS**

*There were no guests.*

**IV. APPROVE AGENDA**

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

**V. APPROVE MINUTES**

Mr. Landry motioned to approve the regular meeting minutes from July 14, 2023; Ms. O'Connell seconded; Ms. Goodwin abstained, **MOTION** carried.

## **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.

Ms. Flynn welcomed the Council and offered condolences and acknowledgement of the recent wildfire catastrophe affecting the Native people of Maui, Hawaii.

**CSBG** (Community Service Block Grant) – Ms. Flynn and the Council discussed and reviewed the Expenditure/Activity Report for CSBG LPA grant number 23F-4103 through June 30, 2023, with total expenditures of \$6,517.51 (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 and the Council also discussed and reviewed the Expenditure/Activity Report for CSBG SA grant number 23F-4104 through June 30, 2023, with total expenditures of \$192,621.15 (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 discussed and reviewed the Expenditure/Activity Report for CSBG Discretionary grant number 23F-4104 through June 30, 2023, with total expenditures of \$0.00 (copies in Council Dropbox). There was further discussion.

Ms. Flynn and the Council discussed and reviewed the 2023 monitoring desk review of CSBG contracts 23F-4103, 23F-4104, 22F-5103, and 22F-5104. The desk review completed by Mr. James Scott, our CSD Representative, included a review of administrative, board governance, fiscal and programmatic documents. The results concluded that we are in compliance with all of the contractual requirements as well as applicable federal and state laws (copies in Council Dropbox). There was further discussion.

Ms. Flynn and the Council also discussed and reviewed the Department of Community Services and Development 2024/2025 Community Needs Assessment (CNA) and Community Action Plan (CAP) review tool. The review tool serves as a sort of final report card confirming we have successfully submitted everything and we have finalized the NCIDC 2024/2025 Community Needs Assessment (CNA) and



Community Action Plan (CAP) (copies in Council Dropbox). There was further discussion.

**DOL/WIOA** (Department of Labor - Workforce Innovation and Opportunity Act) – Ms. Flynn and the Council reviewed and discussed a DOL Employment & Training Administration Financial Report for grant number AB36642E50 (2021 CA Adult) through June 30, 2023 with \$44,571.78 in total expenditures (copies in Council Dropbox). We continue to actively recruit eligible participants for the WIOA Programs. There was some discussion.

Ms. Flynn and the Council also reviewed and discussed a DOL Employment & Training Administration Financial Report for grant number AB36642E51 (2021 OREGON) through June 30, 2023 with \$67,993.21 in total expenditures (copies in Council Dropbox). There was some discussion.

Ms. Flynn and the Council reviewed and discussed a DOL Employment & Training Administration Financial Report for grant number AB38813OL0 (2022 Youth) through June 30, 2023 with \$62,347.00 expenditures (copies in Council Dropbox). There was some discussion.

Ms. Flynn and the Council also reviewed and discussed a DOL Employment & Training Administration Financial Report for grant number AB38813ON0 (2022 CA & OR) through June 30, 2023 with \$0.00 in total expenditures (copies in Council Dropbox). There was some discussion.

Ms. Flynn and the Council reviewed and discussed a DOL Employment & Training Administration Financial Report for grant number IY000027IU0 (2023 Youth) through June 30, 2023 with \$3,677.39 expenditures (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 June 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 June 2023, with total expenditures of \$141,566.29 (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 June 2023, with total expenditures of \$7,230.96 (copies in Council Dropbox). Participants have been cleaning up fire debris, including clearing fire debris from public roads. NCIDC staff are continuing to recruit for the next cohort of participants. As the participants near the end of their temporary jobs, NCIDC staff are assisting them with finding and applying for permanent employment. This involves coordinating with multiple Karuk Tribe departments, such as the Tribal Employment Rights Office (TERO), on outreach (copies in Council Dropbox). There was further discussion.

**2022 QUEST NDWG** – Ms. Flynn, Ms. Kerr and the Council reviewed and discussed the monthly report for QUEST NDWG for June 2023 (copies in Council Dropbox).



Ms. Flynn and the Council reviewed the WIOA Summary of Expenditures for Grant Code 1262 Sub grant Agreement AA311053, through June 2023, with total expenditures of \$0.00 (copies in Council Dropbox). NCIDC continued to identify high-need worksite locations and conduct outreach about services. NCIDC developed a service flyer and distributed it at local Native American community events and on social media. NCIDC also invested in boosting the social media post to get further reach in the community. After these ongoing outreach efforts, NCIDC identified a worksite location and we are recruiting for participants. Ms. Kerr reported that she has 4 enrolled participants in the QUEST program in Hoopa and was able to onboard them with help from Ms. Penny Cordova from the Hoopa Tribe's TERO Dept. (copies in Council Dropbox). There was further discussion.

**CA AIRRP** (California American Indian Rapid Response Program) – Ms. Flynn and the Council reviewed and discussed the Rapid Response Quarterly Narrative Report PY 2021-22 (copies in Council Dropbox). Ms. Flynn and the Council also reviewed and discussed the WIOA Summary of Expenditures for Grant Code 541 Sub grant Agreement AA211111, through June 2023, with total expenditures of \$85,712.71 (copies in Council Dropbox). Ms. Flynn continues to attend the meetings and roundtables as we still do not have an Emergency/Rapid Response Coordinator. There was further discussion.

**DNIEC** (Del Norte Indian Education Center) – Ms. Flynn and the Council reviewed and discussed the Audited Final Revenue and Expenditure Report for fiscal year 2022. (copies in Council Dropbox). We have successfully expended the full funding award for fiscal year 2022. There was further discussion.

**LIHWAP** (Low Income Home Water Assistance Program) – Ms. Flynn and the Council reviewed and discussed the LIHWAP Quarterly performance and management report which listed the number of households assisted as 97, bringing the total to 149 households served in total (copies in Council Dropbox). There was further discussion. Ms. Flynn and the Council also reviewed and discussed the LIHWAP Programs 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 LIHEAP quarterly performance and management report which listed the number of households assisted as 160 and the number of households where LIHEAP prevented the loss of home energy as 144 (copies in Council Dropbox). Ms. Flynn discussed a recent change that was highlighted during the LIHEAP public hearing, the change in definition of "crisis". A "crisis" used to be defined as "needing a 48-hour or 15-Day shutoff notice". However, the utility companies were allowing the clients bills to increase without issuing a 48-hour or 15-Day shutoff notice. We could not use the shutoff notices anymore to verify a client as in crisis, since they weren't sending out the notices. In response, we redefined crisis to be a past due bill in which the amount exceeded their current amount due. During the council meeting, Ms. Flynn and the Council also 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). We are currently spending from the carryover-eligible funding and are prioritizing priority population emergencies with minimum payments at this time. There was some discussion.

**ACLU Indigenous Education Advocate (IEA) and Da'luk Youth Program** – Mr. Marc “Bubba” Riggins, our Youth Outreach Coordinator, addressed the Council and shared some photos from our recent youth program events. We facilitated a professional development conference titled “History Health and Healing in Indian Education” sponsored by our IEA Program, UIHS and Eureka City Schools (ECS). It was a cultural education training for school administrators, principals, teachers, and other school staff for ECS, as well as a handful of representatives from the Humboldt County Office of Education (HCOE) Board.

Mr. Riggins also shared photos from the traditional stick same & lacrosse camp that we hosted at Cal Poly Humboldt, the Da'luk family movie nights and the Indigenous Science camp. Mr. Riggins thanked: Ms. Karen Asbury, Da'luk program assistant, Ms. Alisha Manriquez (Leesha), Da'luk Intern, Mr. Tripp, Indigenous Education Advocate, and Mr. Feliz, Da'luk Program Coordinator for all of their shared knowledge and commitment to our youth, educators of our youth, and our community (copies in Council packets). There was further 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.*

Mr. Landry motioned to approve the Executive Management’s report for August 11, 2023; Mr. Baldosser seconded; **MOTION** carried by unanimous vote.

## **B. Fiscal Report**

Mr. Arwood and the Council reviewed and discussed the June 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.*

Ms. Foster-Olstad motioned to approve the June 2023 Financial Report; Ms. Goodwin seconded; **MOTION** carried by unanimous vote.

## **VII. OLD BUSINESS**

**Carson Block** – Mr. Gehr and the Council discussed the renovations that are currently underway on the 2<sup>nd</sup> floor center space as the contractors have started working in the building. We have also rented out the retail spot on “F” Street to the Humboldt Del Norte Film Commission. There was further discussion.

*There was no public comment.*

## **VIII. NEW BUSINESS**

- A. CPA Presentation of Agency Audit for 2022** – Mr. Wilson Lam, our auditor with Moss, Levy & Hartzheim LLP Certified Public Accountants, presented the draft Audited Financial Statements and Supplementary Information Report for 2022 to the Council via Zoom. The report was issued with an unmodified opinion and Mr. Lam informed the Council this is what is generally called a “clean opinion” with no findings or corrective actions required. (*copies in Council Dropbox*).

*There was no public comment.*

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

- B. LIHEAP Plan Approval** – Ms. Richeson and the Council reviewed and discussed the FY 2024 Low-Income Home Energy Assistance Program (LIHEAP) Detailed Model Plan (*copies in Council Dropbox*). The LIHEAP Public hearing was held at 12:00 before the Council meeting. There was further discussion.

*There was no public comment.*

Mr. Landry motioned to approve the 2024 LIHEAP ; Ms. Foster-Olstad seconded; Mr. Baldosser abstained; **MOTION** passed.

- C. Risk Assessment** – Ms. Richeson and the Council reviewed and discussed the draft Risk Assessment for fiscal year 2023-2025, which identified hazards and evaluated the risk associated with that hazard (*copies in Council Dropbox*). There was further discussion.

*There was no public comment.*

Mr. Baldosser motioned to approve our Risk Assessment for fiscal year 2023-2025; Mr. Landry seconded; **MOTION** carried by unanimous vote.

## **IX. REQUESTS FOR ASSISTANCE**

**Request No. 1** – The Council reviewed a request from Deborah Blakeslee representing the Wintu Educational & Cultural Council of Northern California in the amount of \$500 to assist with the purchase of consumable and cultural supplies for the Harvest Ceremony (*copies in Council Dropbox*). There was further discussion.



Ms. Goodwin motioned to assist with \$500 to assist with the purchase of consumable and cultural supplies for the Harvest Ceremony; Mr. Landry seconded; Ms. Rollings and Ms. Foster-Olstad abstained; **MOTION** passed.

**Request No. 2** – The Council reviewed a request from Michelle Vassel representing the Wiyot Tribe in the amount of \$1,000 to assist with the purchase of consumable and cultural supplies for Wiyot Day (copies in Council Dropbox). There was further discussion.

Ms. O'Connell motioned to assist with \$500 to assist with the purchase of consumable and cultural supplies for Wiyot Day; Ms. Goodwin seconded; **MOTION** carried by unanimous vote.

**Request No. 3** – The Council reviewed a request from Isha Goodwin representing the Katimiin Ceremony in the amount of \$500 to assist with the purchase of consumable and cultural supplies for the Katimiin Ceremony (copies in Council Dropbox). There was further discussion.

Mr. Landry motioned to assist with \$500 to assist with the purchase of consumable and cultural supplies for the Katimiin Ceremony; Ms. Foster-Olstad seconded; Ms. Goodwin abstained; **MOTION** passed.

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

**PUBLIC COMMENT** – Mr. Landry addressed the Council and discussed the Offshore Wind meetings and discussions he has attended. Mr. Landry stated “The harbor district has accepted and voted through the planned labor agreement that is very local and Tribal focused and I think that's a positive thing. The language I feel could have been stronger to assure that these percentages and things are met. But I do trust the people involved that they will live up to their focus on tribal, and their local push. So this is very good for union jobs. And it actually elevates our private contractors to meet that pay standard. So I think it advances our workforce, livable wages and things to happen. Any shortfalls that we can identify as a community, as our tribal needs and broader community as well, I feel like we have the ability to negotiate those shortfalls, and things that we need and want in the community benefits agreements, or the CBAS. The other thing that has happened recently, Ms. Flynn and myself have participated in activities with community organizing with the CORE hub. And that is housed in Humboldt Area Foundation. There's different aspects of it. There's a community kind of general one, that's the one I've been engaging with, we also have a tribal engagement, meetings and happenings. I feel like I wouldn't call them merging, but I feel like the tribal interest has also come into the community interests, which is how I engage and participate in this. I'm in the community circle, so that I can navigate for our tribal needs. And I can best understand that when I know what it is we want. I make most of the meetings. Ms. Flynn makes a lot of them as well. And so if we know what our tribal needs and wants are, we're absolutely about it. That is one of the things in the CBAS I think we can do, because it really focuses on Del Norte and Humboldt.”

**THANK YOU** – Ms. Flynn and the Council reviewed and discussed a thank you card from Ms. Foster-Olstad, thanking Mr. Gehr for reviewing and advising documents for the Wintu Educational and Cultural Council of Northern California (*copies in Council Dropbox*).

**INFORMATION** – Ms. Flynn and the Council reviewed and discussed the Affordable Connectivity Program (ACP) flyer. The ACP program allows Medi-Cal members to receive up to a \$30/month discount on internet service and households on qualifying Tribal lands can save up to \$75/month on internet service (*copies in Council Dropbox*).

**INFORMATION** – Ms. Flynn and the Council reviewed and discussed an email from North Coast Opportunities, Inc.'s, Ms. Roseanne Ibarra, regarding the State's Community Economic Resilience Fund (CERF) Program. In the email, she urges the Tribes and Tribal Councils to nominate a "Voting Member Block" representative for their Tribe. The Tribal representative being nominated will be able to be at the table when critical decisions are being made in regard to funding, projects, and future allocations of funding via the State of California. Unless the tribes are represented, these funds will likely go to other projects. (*copies in Council Dropbox*). There was further discussion.

#### **XI. SCHEDULE NEXT MEETING**

The next Regular Council Meeting is scheduled for Friday, September 8, 2023 at 1:00 p.m., in person and virtually.

#### **XII. EXECUTIVE SESSION**

*There was no executive session*

#### **XIII. ADJOURNMENT**

Mr. Baldosser motioned to adjourn the meeting; Mr. Green seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 3:40 p.m.

Respectfully Submitted,



Trina Mathewson  
Council Secretary

Prepared By



Cheyenne Souza  
Executive Assistant