

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.**  
**REGULAR COUNCIL MEETING – AUGUST 13, 2021**

***MINUTES***

**I. CALL MEETING TO ORDER**

Ms. Rollings called the meeting to order at 1:03 p.m.

**II. ROLL CALL**

**Members Present**

Fred Case

Leann McCallum

Lonyx Landry

Ruby Rollings

Ryan Ray

Trina Mathewson

Wilverna Reece

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**

Dena Magdaleno

Tracy Foster-Olstad

Member at Large

Trinity County Representative

**III. INTRODUCTION OF GUESTS**

Mr. Jace Baldosser, a Blue Lake Rancheria representative was the only guest.

**IV. APPROVE AGENDA**

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

**V. APPROVE MINUTES**

Ms. Reece motioned to approve the regular meeting minutes from July 16, 2021; Mr. Landry 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, and sanitizing supplies 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 LPA grant number 21F-4103 through June 30, 2021, with total expenditures of \$8,175.42. Our limited purpose agency funds pay for the core functions of the agency and in support of all other programs (*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 June 30, 2021, with total expenditures of \$111,363.46 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council also reviewed the Expenditure/Activity Report for CSBG Discretionary grant number 21F-4456 through June 30, 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 CARES LPA grant number 20F-3742 through June 30, 2021, with total expenditures of \$9,023.67 (*copies in Council packets*). This contract is for the 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 June 30, 2021, with total expenditures of \$152,384.88. These funds are being utilized for Covid-19 related direct emergency services statewide (*copies in Council packets*). We are also still distributing PPE to Tribes and Tribal organizations statewide. There was further discussion.



Mr. Gehr and the Council also reviewed the Expenditure/Activity Report for CSBG CARES Discretionary grant number 20F-3743 through June 30, 2021, with total expenditures of \$23,725.81. These funds have been utilized to cover half of the cost of the 2021 hybrid Toyota Sienna (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed the 20F-3103 CSBG LPA close-out package. The close-out indicates that the grant was fully expended. There was no program income, there was no interest. It also indicates that all of the programmatic reports have reviewed and accepted by CSD. (*copies in Council packets*).

Mr. Gehr and the Council reviewed the 20F-3104 CSBG SA close-out package. The close-out indicates that the grant was fully expended. There was no program income, there was no interest. It also indicates that all of the programmatic reports have reviewed and accepted by CSD. (*copies in Council packets*).

**DOL/WIOA** (Department of Labor - Workforce Innovation and Opportunity Act) – Mr. Gehr and the Council reviewed and discussed the Notice of Award from the DOL for the 2021 WIOA Youth program. We have received funding for the youth program in the amount of \$61,671.00. However, we have not received the WIOA Adult program funding yet (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council also reviewed a DOL Employment & Training Administration Financial Report for grant number AB34925W30 (CSP Adult) through June 30, 2021 with \$138,420.24 in total expenditures (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council also reviewed a DOL Employment & Training Administration Financial Report for grant number AB34925W10 (SYSP Youth) through June 30, 2021 with \$47,422.56 in total expenditures (*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 June 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 June 2021, with total expenditures of \$256,536.96 (*copies in Council packets*). Ms. Jones discussed with the Council the difficulty that she is currently experiencing recruiting participants to expand the crew. Ms. Jones let the Council know that after extensive recruitment efforts, NCIDC has received five applications and is currently processing them to determine eligibility. 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 June 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 June 2021, with total expenditures of \$248,524.24 (*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 June 2021, with total expenditures of \$0.00. This is the 2<sup>nd</sup> 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 AA0111058, through June 2021, with total expenditures of \$0.00. This is the 3<sup>rd</sup> increment that has not yet been utilized (*copies in Council packets*). Ms. Jones discussed with the Council that she is continuing to work with the training providers to arrange for trainings to start in the beginning of July after we finish enrolling the new participants. 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 June 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 June 2021, with total expenditures of \$287,934.38 (*copies in Council packets*). Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1203 Sub grant Agreement AA011047, through June 2021, with total expenditures of \$287,934.38. This is the 2<sup>nd</sup> increment (*copies in Council packets*). Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1211 Sub grant Agreement AA111058, through June 2021, with total expenditures of \$0.00. This is the 3<sup>rd</sup> increment that has not yet been utilized (*copies in Council packets*). Ms. Jones discussed with the Council that she has nine eligible participants ready to start. She is has also continued her efforts to reach out to other local agencies to find new potential worksites. 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 June 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 1216 Sub grant Agreement AA111058, through June 2021, with total expenditures of \$29,646.29 (*copies in Council packets*). Mr. Gehr discussed with the Council that Ms. Lawrence is working with the current participants to continue the clean-up and to repair storm damage done on various CalTrans and Del Norte County Roads worksites. Two of our participants will be completing their placement within the next month or so, and we will assist them with finding permanent employment by leveraging funding from our other programs. We will also finish processing the current applications and enrolling eligible applicants in the next month. There was further discussion.

**2020 COVID** (2020 Disaster Recovery COVID NDWG) – Mr. Gehr and the Council reviewed the monthly report for the month of June 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 June 2021, with total expenditures of \$29,873.67 (*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 June 2021, with total expenditures of \$3,071.60 (*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 June 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 June 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 June 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 United State Forest Service (USFS) successfully completed a worksite agreement and are now moving forward with starting work. We also continued reaching out to potential worksites, recruiting participants, and processing applications. We sent out job announcements to multiple Tribal agencies and departments to share with community members, including Tribal TANF and Human Resources. There was further discussion.

**CA AIRRP** (California American Indian Rapid Response Program) – Ms. Flynn and the Council reviewed the Rapid Response Quarterly Narrative Report. The listed funds expended this quarter: \$95,390.95 (*copies in Council packets*). Ms. Flynn and the Council reviewed the WIA/WIOA Summary of Expenditures for Grant Code 541 Sub grant Agreement AA011047, through June 2021, with total expenditures of \$95,390.95 (*copies in Council packets*). Ms. Flynn informed the Council that Ms. Thomas, our Southern California Rapid Response Coordinator has resigned. Ms. Thomas has taken a position with the Orange County Local Workforce Development Board (LWDB). She will be missed and we wish her well on her next endeavor. Ms. Flynn informed the Council that she will be hosting the next Southern California Roundtable. There was further discussion.

**DNIEC** (Del Norte Indian Education Center) – Ms. Flynn and the Council reviewed and discussed an expenditure report for PY 2021 through June 30, 2021, with expenditures of \$130,757.42 (*copies in Council packets*). We continue to operate the DNIEC under NCIDC policy and CDC recommended guidelines. We continue to update our records and request parents to sign a Covid-19 waiver in order for students to attend in-person. There was further discussion.



**TUPE (Tobacco-Use Prevention Education)** – Ms. Flynn and the Council reviewed and discussed a TUPE Prop 56 funding expenditure report for PY 2021 through June 30, 2020 with expenditures of \$10,855.69 (*copies in Council packets*). There was further discussion.

**TUPE (Tobacco-Use Prevention Education)** – Ms. Flynn and the Council reviewed and discussed a TUPE Prop 99 funding expenditure report for PY 2021 through June 30, 2021, with expenditures of \$15,196.01 (*copies in Council packets*). There was further discussion.

**Da'luk Youth Program** – Ms. Flynn informed the Council that the Da'Luk Youth Program is currently working on recruiting youth. They are excited to host the group meetings again and see their youth participants. There was further discussion.

**Redwood Coast Educator Leadership Project** – Ms. Flynn and the Council reviewed and discussed a letter of support for Northern Humboldt's Union High School District application for a US Department of Education Teacher and School Leader Incentive Program grant. The Redwood Coast Educator Leadership Project proposes to train up to 15 diverse teacher credential candidates—including American Indian teacher candidates. We fully support recruiting, supporting the credentialing and hiring of qualified American Indian teachers to work in our local schools. We are partnering with The Blue Lake Rancheria Education Department and the Yurok Tribe Education Department to support the efforts of Northern Humboldt Union High School District to specifically focus on the needs of the most at-risk students in our high schools. Among these students are Native American students, including members of our Tribes and Rancheria (*copies in Council packets*). There was further discussion.

**Center for Disaster Philanthropy** – Mr. Gehr and the Council reviewed and discussed the Center for Disaster Philanthropy's disaster recovery fund grant application and the funding award letter in the amount of \$150,000. The organization is providing funding for us to hire an emergency response coordinator and local community consultants as needed to assist Tribes with developing emergency response plans so they can be better prepared for future disasters and other emergencies. We will work to create a template for Tribes to use to create emergency response plans and provide technical assistance and consulting services to assist them with tailoring the plans to their needs (*copies in Council packets*). There was further discussion.

**Thank You** – Mr. Gehr and the Council reviewed and discussed the thank you letter that we sent to Mr. Dan Marchetti for allowing us to utilize one of his parking spaces at the foot of F street to park our 2021 hybrid Toyota Sienna Minivan (*copies in Council packets*). There was further discussion.

**MOU (Memorandum of Understanding)** – Mr. Gehr and the Council reviewed and discussed our MOU with The Tsungwe Tribe of California. 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 and the Council reviewed and discussed the State of California Department of Industrial Relations Division of Occupational Safety and Health Preliminary Survey. Due to the Covid-19 pandemic they have been unable to send their techs out into the field until recently. We sent the preliminary survey from the State of California Department of Industrial Relations Division of Occupational Safety and Health to OTIS elevator and OTIS sent a tech out to conduct the load test and various safety tests on our elevator and the two lifts located in the Carson Block building. We need OTIS to conduct these tests so we can receive our updated operating permits from the state (copies in Council packets). 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 have informed our Tribes and we are actively processing applications 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.*

Mr. Landry motioned to approve the Executive Director's report for August 13, 2021; Ms. Reece seconded; **MOTION** carried by unanimous vote.

## **B. Fiscal Report**

Mr. Byfield and the Council reviewed and discussed the June 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 June 2021 Financial Report; Ms. McCallum seconded; **MOTION** carried by unanimous vote.

## **VII. OLD BUSINESS**

**A. HISTORIC TAX CREDIT UNWIND** – Mr. Gehr, Mr. Byfield and the Council discussed the unwind process for the Carson Block Historic tax credit financing. As discussed during the last meeting Staff would like to have approval from the Council regarding the upcoming payment to the U.S. Bank Development

Corporation as per the flow of funds statement distributed to the Council (*copies in Council packets*). There was further discussion.

*There was no public comment.*

Ms. Reece motioned to approve the payment to U.S. Bank Development Corporation on September 1, 2021; Ms. McCallum seconded; **MOTION** carried by unanimous vote.

- B. CITY OF EUREKA** – Mr. Gehr and the Council discussed the letter addressed to the City Council of Eureka. The Council then discussed tabling the discussion for the closed session.

*There was no public comment.*

Ms. Rollings motioned to table the City of Eureka Letter to discuss during the Executive Session.

## **VIII. NEW BUSINESS**

- C. Fiscal Policy Review** – Mr. Byfield and the Council reviewed the Procurement Policy and Travel & Per Diem sections of the NCIDC Fiscal policies. Mr. Byfield asked that if the Council had any questions or would like to make any changes to the policies drafts presented today, or any of the other policy drafts from the last four council presentations. The council requested no changes (*copies in Council packets*). There was further discussion.

*There was no public comment.*

Mr. Landry motioned to approve all 15 of the NCIDC Fiscal Policies that have been reviewed in sections at the last five regular council meetings; Ms. Reece seconded; **MOTION** carried by unanimous vote.

- D. Da'luk One on One Counseling Policy** – Ms. Flynn, Mr. Feliz and the Council reviewed and discussed the Da'luk One on One Counseling Policy which focuses on delivering culturally-informed individual and group counseling to promote self-awareness, resiliency, and a sense of security and stability. The Da'luk counseling services aim to provide tools and skills that empower youth and young adults to cope with current and future adversity in a healthy way (*copies in Council packets*). There was further discussion.

*There was no public comment.*

Mr. Landry motioned to approve the Da'Luk One on One Counseling Policy; Ms. Reece seconded; **MOTION** carried by unanimous vote.



**E. LIHEAP 2022** – Mr. Gehr and the Council reviewed and discussed the FY 2022 Low-Income Home Energy Assistance Program (LIHEAP) plan and FY 2022 LIHEAP income eligibility policy and benefit matrix utilizing the most current State Median Income (SMI) (*copies in Council packets*). There was further discussion.

*There was no public comment.*

**F. LIHEAP Resolution** – Mr. Gehr and the Council reviewed and discussed the LIHEAP Resolution 21.01 for the 2022 program year application (*copies in Council packets*). There was further discussion.

*There was no public comment.*

Mr. Case motioned to approve the LIHEAP Resolution 21.01 for the 2022 program year application; Ms. Reece seconded; MOTION carried by unanimous vote.

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

*There were no requests for assistance.*

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

*There was no public comment / information / thank you.*

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

The next Regular Council Meeting is scheduled for Friday, September 10, 2021 at 1:00 p.m., by teleconference.

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

Mr. Gehr and the Council entered into an executive session. Upon exiting the executive session, Ms. Rollings announced that the Council had come to a decision regarding the City of Eureka letter.

Mr. Case motioned to approve and submit the City of Eureka Letter; Ms. McCallum seconded; **MOTION** carried by unanimous vote.



### **XIII. ADJOURNMENT**

Mr. Case motioned to adjourn the meeting; Ms. Mathewson seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 4:47 p.m.

Respectfully Submitted,



Trina Mathewson  
Council Secretary

Prepared By



Cheyenne Souza  
Executive Assistant