

NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – SEPTEMBER 23, 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
Lonyx Landry
Ruby Rollings
Trina Mathewson
Wilverna Reece

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

Members Absent

Evette Lewis
Jace Baldosser
Ryan Ray
Tracy Foster-Olstad

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

III. INTRODUCTION OF GUESTS

Mr. Wilson Lam, with Moss, Levy & Hartzheim LLP Certified Public Accountants was welcomed as a guest by the Council.

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 August 19, 2022; Mr. Landry seconded; ***MOTION*** carried by unanimous vote.

VI. STAFF REPORTS

A. Executive Management Report

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, the office remains closed to the general public. 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) – Ms. Flynn and the Council reviewed an Expenditure/Activity Report for CSBG CARES LPA grant number 20F-3742 through July 31, 2022, with total expenditures of \$7,918.72 (*copies in Council Dropbox/packets*). This contract is for additional core functions as they relate to the pandemic and management of the CARES program, which is in the final stages as the contract terms come to an end (*copies in Council Dropbox/packets*). There was further discussion.

Ms. Flynn and the Council also reviewed the Expenditure/Activity Report for CSBG CARES SA grant number 20F-3743 through July 31, 2022, with total expenditures of \$51,515.81 (*copies in Council Dropbox/packets*). The contract ended in August. The funds were utilized for COVID-19-related direct emergency services statewide and our Tribal COVID-19 Prevention Program, including statewide PPE distributions (*copies in Council Dropbox/packets*). There was further discussion.

Ms. Flynn and the Council reviewed an Expenditure/Activity Report for CSBG LPA grant number 22F-5103 through July 31, 2022, with total expenditures of \$6,726.09 (*copies in Council Dropbox/packets*). This funding is utilized for core support for all programs. There was further discussion.

Ms. Flynn and the Council also reviewed an Expenditure/Activity Report for CSBG SA grant number 22F-5104 through July 31, 2022, with total expenditures of \$139,491.41. As a pass-through agency, we continue to approve and execute the 2022 Tribal MOU contracts (*copies in Council Dropbox/packets*). There was further discussion.

Ms. Flynn and the Council also reviewed the Expenditure/Activity Report for CSBG Discretionary grant number 22F-5104 through May 31, 2022, June 30, 2022 and July 31, 2022, with total expenditures of \$0.00 (*copies in Council Dropbox/packets*). These funds are for the new discretionary grant that we have not yet expended. There was further discussion.

2018 MEGAFIRES Workforce Development (Butte County National Dislocated Worker Grant) – Mr. Gehr, Ms. Flynn and the Council discussed and reviewed the Megafires Workforce Development Quarterly report for the month of July 2022 (*copies in Council packets*). The Megafires NDWG 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. Ms. Flynn and the Council reviewed a WIOA Summary of Expenditures for Grant Code 1140 Sub grant Agreement K9111522, through July 2022, with total expenditures of \$317,639.54. This is the 1st increment (*copies in Council Dropbox/packets*). Ms. Flynn and the Council also reviewed a WIOA Summary of Expenditures for Grant Code 1202 Sub grant Agreement AA011047, through July 2022, with total expenditures of \$0.00. This is the 2nd increment that has not yet been utilized (*copies in Council Dropbox/packets*). Ms. Flynn and the Council also reviewed a WIOA Summary of Expenditures for Grant Code 1210 Sub grant Agreement AA011058, through July 2022, with total expenditures of \$0.00. This is the 3rd increment that has not yet been utilized (*copies in Council Dropbox/packets*). NCIDC staff have begun recruiting for the next cohort in order to continue our staggered cohort program design and maximize program efficiency. NCIDC staff has eight new eligible applicants and should finish processing their enrollments in the next month. There was further discussion.

2018 MEGAFIRES Temporary Jobs (Butte County National Dislocated Worker Grant) – Mr. Gehr, Ms. Flynn and the Council discussed and reviewed the Megafires Temporary Jobs Quarterly report for the month of July 2022 (*copies in Council packets*). Ms. Flynn and the Council discussed and reviewed a WIOA Summary of Expenditures for Grant Code 1203 Sub grant Agreement AA011047, through July 2022, with total expenditures of \$705,802.80. This is the 2nd increment (*copies in Council Dropbox/packets*). Ms. Flynn and the Council also reviewed a WIOA Summary of Expenditures for Grant Code 1211 Sub grant Agreement AA111058, through July 2022, with total expenditures of \$0.00. This is the 3rd increment that the Council voted to offer return to EDD to reallocate to another project operator (*copies in Council Dropbox/packets*). NCIDC staff coordinated with the Paradise Parks and Recreation department on managing the active participants. NCIDC continued to partner with Mooretown Rancheria and other local agencies on participant recruitment. One way we did this was by notifying our contacts at each of the agencies that NCIDC is actively enrolling new participants for an upcoming cohort in order to encourage them to refer applicants. There was further discussion.

2019 STORMS (Severe Winter Storms National Dislocated Worker Grant) – Mr. Gehr, Ms. Flynn and the Council reviewed the WIOA summary of expenditures closeout report for the 2019 Severe Winter Storms, with total expenditures of

\$176,304.24 (*copies in Council Dropbox/packets*). This program has reached the end of the contract term and is now complete. There was further discussion.

2020 September Wildfires DR NDWG – Mr. Gehr, Ms. Flynn and the Council reviewed the monthly report for the month of July 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 Dropbox/packets*). Ms. Flynn and the Council reviewed the WIOA Summary of Expenditures for Grant Code 1212 TJ Sub grant Agreement AA111058, through July 2022, with total expenditures of \$10,960.08 (*copies in Council Dropbox/packets*). Ms. Flynn and the Council also reviewed the WIOA Summary of Expenditures for Grant Code 1213 WD Sub grant Agreement AA111058, through July 2022, with total expenditures of \$0.00 (*copies in Council Dropbox/packets*). NCIDC staff scheduled a meeting with United State Forest Service (USFS) in July to finalize the worksite agreement so that work can proceed. However, a wildfire had emerged in the area and halted all progress on the worksites. There was further discussion.

2020 COVID (2020 Disaster Recovery Covid NDWG) – Mr. Gehr, Ms. Flynn and the Council discussed and reviewed the Covid NDWG Monthly reports for the month of July 2022 for both the Workforce Development and the Temporary Jobs components (*copies in Council Dropbox/packets*). Ms. Flynn and the Council also reviewed the WIOA Summary of Expenditures for Grant Code 1196 WD Sub grant Agreement AA011047, through July 2022, with total expenditures of \$38,118.17 (*copies in Council Dropbox/packets*). Ms. Flynn and the Council also reviewed the WIOA Summary of Expenditures for Grant Code 1195 TJ Sub grant Agreement AA011047, through July 2022, with total expenditures of \$214,781.86 (*copies in Council Dropbox/packets*). An ongoing challenge for this program is the remote nature of many Tribes. These small communities have limited employment opportunities, which contributes to the long-term unemployment of many participants. This often means that there are only a few businesses and agencies in the area with job openings. NCIDC staff monitor the openings with these entities to assist recently-exited participants with finding employment. There was further discussion.

CA AIRRP (California American Indian Rapid Response Program) – Ms. Flynn and the Council reviewed and discussed the 2022 WIOA Summary of Expenditures for Grant Code 541 Sub grant Agreement AA111058, through July 2022, with total expenditures of \$75,852.82 (*copies in Council Dropbox/packets*). Ms. Flynn and the Council reviewed a DOL Employment & Training Administration Modification #NEW for subgrant number #AA211111. The purpose of this action is to initiate this program year (PY) 2021-22 subgrant agreement and incorporate WIOA 25% Rapid Response funds into grant code 541 (*copies in Council Dropbox/packets*). There was some discussion. Ms. Flynn has continued covering for the Rapid Response Coordinator, attending and planning meetings and roundtables, as we are still actively seeking to hire a Rapid Response Coordinator (*copies in Council Dropbox/packets*). There was further discussion.

Da'luk Youth Program – Ms. Flynn and the Council discussed the upcoming event for the Da'luk Youth Program: “Softball Skills & Wellness Clinic”. This event is

scheduled for Saturday, October 1st from 11 am to 4 pm at The Bear River Recreation Center in Loleta, CA (*copies in Council packets*). There was further discussion.

LIHWAP (Low Income Home Water Assistance Program) – Ms. Flynn, Mr. Gehr and the Council reviewed and discussed the list of the LIHWAP Tribal resolutions and letters we have received. The Tribal letters stated that they wish to join the consortium and will be providing resolutions for the LIHWAP program to us soon (*copies in Council Dropbox/packets*). There was some discussion.

LIHEAP (Low Income Home Energy Assistance Program) – Ms. Flynn, Mr. Gehr 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/packets*). They also reviewed the notification of submission for the LIHEAP Detailed Model Plan (*copies in Council Dropbox/packets*). 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. O'Connell motioned to approve the Executive Director's report for September 23, 2022; Mr. Landry seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

Mr. Arwood and the Council reviewed and discussed the July 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 Dropbox/packets*).

There was no public comment.

Ms. O'Connell motioned to approve the July 2022 Financial Report; Mr. Landry seconded; **MOTION** carried by unanimous vote.

VII. OLD BUSINESS

A. Carson Block Update – Mr. Gehr and the Council discussed that Mr. Gehr has finalized the offer on the lease for the second floor theatre space after working extensively with our lawyer on the list of changes, revisions and negotiation points drafted by the other parties lawyers. We are nearing a conclusion and more information will be provided in the next Carson Block update (*copies in Council Dropbox/packets*). There was further discussion.

There was no public comment.

- B. Chan Zuckerberg Initiative (CZI) Update** – Ms. Richeson, Mr. Gehr and the Council reviewed and discussed in-depth the newest updates on the various CZI projects (*copies in Council Dropbox/packets*). As part of the CZI Update regarding expanding our mental health services, Ms. Richeson shared with the Council that we were not granted the Substance Abuse and Mental Health Services Administration (SAMHSA) grant we had applied for and in fact, they did not award any grantees in the State. We will continue to apply for grants to further expand our mental health services. There was further discussion.

There was no public comment.

- C. LIHWAP** (Low Income Home Water Assistance Program) – Ms. Flynn, Mr. Gehr and the Council discussed the logistics of implementing the LIHWAP Program. We have only received 23 of our 48 Tribal resolutions. We are still hoping more resolutions will come in from our participating Tribal consortium. We were given a September 30th deadline to turn in resolutions to the Office of Community Services. We have also compiled the list of Tribes that wish to participate but are unable to provide the resolution before the deadline. Council was asked to determine whether we should continue to implement the LIHWAP program. There was further discussion.

Ms. Rollings asked the Council for consensus of the board to continue to gather resolutions and to implement the LIHWAP program, the board came to a majority consensus.

VIII. NEW BUSINESS

- A. CPA Presentation of Agency Audit for 2021** – Mr. Wilson Lam, our auditor with Moss, Levy & Hartzheim LLP Certified Public Accountants, presented the draft Audited Financial Statements and Supplementary Information Report for 2021 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. NCIDC continues to be a low-risk auditee with no significant deficiencies or material weaknesses discovered in the agency’s Internal Controls. (*copies in Council packets*). Mr. Gehr asked if the description of the organization and operations in the report’s notes could be updated to include historical restoration so as to accurately reflect the agency’s mission and be consistent with the Articles of Incorporation.

There was no public comment.

Mr. Landry motioned to approve the 2021 Financial Audit, with the requested correction to the notes; Ms. Mathewson seconded; **MOTION** carried by unanimous vote.

- B. CZI Scholarship Committee Recommendations** – Ms. Richeson and the Council reviewed and discussed the CZI Scholarship Committee recommendations placed into a detailed applicant characteristics report (*copies in Council packets*). The scholarship committee diligently went through a total of 78 applications, and have recommended 76 of them. The committee shared their thoughts on the applications with the rest of the council. There was further discussion.

There was no public comment.

Ms. O’Connell motioned to approve all 76 of the scholarship applications recommended by the CZI Scholarship Committee; Ms. Mathewson seconded; **MOTION** carried by unanimous vote.

Ms. Rollings mentioned that she would like to thank NCIDC staff for their hard work and dedication on the CZI Scholarships and recommended that staff be treated to a Staff Appreciation Luncheon.

- C. CSD Organizational Standards** – Ms. Richeson and the Council reviewed CSD’s acceptance letter regarding the submission of the 2021 Organizational Standards (*copies in Council packets*). There was further discussion.

- D. Mandatory Masking** – Ms. Hunsucker and the Council reviewed and discussed a new update from the California Department of Public Health in regards to masking guidance. The guidance update is that masking is situational and no longer mandatory for California effective 9/23/2022. Ms. Hunsucker informed the Council the agency still has a mask mandate in place within all NCIDC Offices and the Carson Block Building. Staff was polled as to their feelings in regards to mandatory or voluntary masking in the office and the majority of staff replied their preference was to have masking be voluntary. Ms. Hunsucker also shared some of the staff-provided comments from the poll to the Council and asked that the Council amend the masking policy to be voluntary and inline with the current California Department of Public Health (CDPH) guidance (*copies in Council packets*). There was further discussion.

There was no public comment.

Ms. O’Connell motioned to approve the lifting of the mask mandate and the recommended changes to the relevant policies in accordance with the CDPH’s recommendation; Ms. Mathewson seconded; Ms. Rollings and Mr. Landry abstained, **MOTION** carried.

IX. REQUESTS FOR ASSISTANCE

Request No. 1 – The Council reviewed a request from Perry E. Lincoln representing Native Health in Native Hands in the amount of \$500 to assist them with consumable

supplies related to building a redwood dugout canoe (*copies in Council Dropbox/packets*). There was further discussion.

Ms. O'Connell motioned to assist with \$500 to assist with consumable supplies related to building a redwood dugout canoe; Ms. Reece seconded; **MOTION** carried by unanimous vote.

Request No. 2 – The Council reviewed a request from Sarah Kaber representing the Mad River Girls Softball Association in the amount of \$500 to assist with tournament fees (*copies in Council Dropbox/packets*). There was further discussion.

The request died due to the lack of a motion.

Request No. 3 – The Council reviewed a request from Crystal Combs representing the Redwood Beasts Athletics in the amount of \$500 to assist with uniforms and new sports equipment (*copies in Council Dropbox/packets*). There was further discussion.

The request died due to the lack of a motion.

X. PUBLIC COMMENT / INFORMATION / THANK YOU

INFORMATION – Da'luk Youth Program Event – “Softball Skills & Wellness Clinic” scheduled for Saturday, October 1st from 11 am to 4 pm at The Bear River Recreation Center in Loleta, CA (*copies in Council packets*).

INFORMATION – The 1st Annual Northern California Tribal Summit on Missing and Murdered Indigenous People – A meeting of Tribal Leaders, and state & Federal Lawmakers to address the crisis hosted by the Yurok Tribe in partnership with Tribes across the region. The summit is scheduled for Tuesday, October 4th from 8:30 am to 5 pm at The Arcata Community Center in Arcata, CA (*copies in Council Dropbox/packets*).

INFORMATION – Times-Standard Article “Preserving the Past” – Mr. Gehr and the Council reviewed and discussed Times-Standard Article “Preserving the Past”. The article was about Historic Preservationist Bill Hole. Mr. Hole served as a local resource, project manager and field trainer on the Carson Block Building restoration/rehabilitation project. Mr. Hole has received the Askins Achievement Award from the Preservation Trades Network (*copies in Council Dropbox/packets*).

THANK YOU – Ms. Flynn and the Council reviewed and discussed a thank you letter sent by Mr. Marty Coelho, Executive Director of College Advancement & the College of the Redwoods Foundation (*copies in Council Dropbox/packets*).

THANK YOU – Ms. Flynn and the Council reviewed and discusses a thank you card sent by Ms. Allie Jones with Humboldt County Community Economic Development Strategy (CEDS), thanking Ms. Richeson for her help facilitating community discussions at the CEDS roadshows (*copies in Council Dropbox/packets*).

XI. SCHEDULE NEXT MEETING

The next Regular Council Meeting is scheduled for Friday, October 14, 2022 at 1:00 p.m., electronically/virtually.

XII. EXECUTIVE SESSION

There was no Executive Session.

XIII. ADJOURNMENT

Ms. Reece motioned to adjourn the meeting; Ms. O'Connell seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 3:02 p.m.

Respectfully Submitted,



Trina Mathewson
Council Secretary

Prepared By



Cheyenne Souza
Executive Assistant