

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – FEBRUARY 14, 2025**

MINUTES

I. CALL MEETING TO ORDER

Ms. Mathewson called the meeting to order at 1:05 p.m.

II. ROLL CALL

Members Present

Amanda O’Connell	Del Norte County Representative
Denise Padgette	Humboldt County Representative
Frederick Case	Siskiyou County Representative
Jace Baldosser	Humboldt County Representative
Jennifer Goodwin	Siskiyou County Representative
Lonyx Landry	Trinity County Representative
Tracy Foster-Olstad	Trinity County Representative
Trina Mathewson	Humboldt County Representative

Members Absent

Phil Williams	Del Norte County Representative
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III. INTRODUCTION OF GUESTS

Ms. Janice Kehnle was recognized by the Council as a guest.

NCIDC Staff in attendance were; Ms. Madison Flynn Chief Executive Officer, Mr. Chris Byfield Chief Administrative Officer, Ms. Cheyanne Souza Executive Assistant, Ms. Aubrey Richeson Planner/Data Analyst, Mr. Ryan Westbury Systems Administrator, Ms. Shannon Bresnahan HR Coordinator, Mr. Thor Arwood Fiscal Manager, Ms. Joyce Jones Eastern Regional Manager, Ms. Rosie Kerr Case Manager, Ms. Shylee Summers Fiscal Assistant, and Mr. Marc “Bubba” Riggins, the Youth Services Coordinator

IV. APPROVE AGENDA

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

V. APPROVE MINUTES

Ms. Foster-Olstad motioned to approve the regular meeting minutes from January 10, 2025; Mr. Case seconded; *MOTION* carried by unanimous vote.

VI. STAFF REPORTS

A. Executive Management Report

NCIDC uses 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 introduced our new Systems Administrator, Mr. Ryan Westbury to the Council. Mr. Westbury greeted the Council and discussed the upcoming transition to a new email system hosted by Microsoft, which will eliminate storage limitations and allow access from any device. There was further discussion.

CSBG (Community Service Block Grant) – Ms. Flynn and the Council discussed and reviewed the Expenditure/Activity Report for CSBG LPA grant number 24F-3103 through December 31, 2024, with total expenditures of \$14,778.07 (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 24F-3104 through December 31, 2024, with total expenditures of \$168,175.55 (copies in Council Dropbox). Staff continue to work with the Tribes to reimburse their 2024 Tribal CSBG contracts. There was further discussion.

Ms. Flynn and the Council also discussed and reviewed the Expenditure/Activity Report for CSBG Discretionary grant number 24F-3104 through December 31, 2024, with total expenditures of \$0.00. As previously discussed, this funding will be utilized to assist with our insurance issues (copies in Council Dropbox). There was further discussion.

Ms. Flynn and the Council also discussed and reviewed the executed face page for 2025 LPA grant number 25F-6103 in the amount of \$122,000.00 through April 30, 2026. This is the new LPA contract for 2025 to assist with our core administrative activities and support all other programs (copies in Council Dropbox). There was further discussion.

Ms. Flynn and the Council also discussed and reviewed the executed face page for 2025 SA grant number 25F-6104 in the amount of \$1,949,823.00 through April 30, 2026. This is the new SA contract for 2025 to assist eligible Native households across the state with emergency services (copies in Council Dropbox). There was further discussion.

DOL/WIOA (Department of Labor - Workforce Innovation and Opportunity Act) – Ms. Flynn and the Council also reviewed and discussed a DOL Employment & Training Administration Financial Report for grant number AB38813ON0 (2022 CSP) through December 31, 2024 with \$498,623.43 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 IA000052IYO (2023 CSP) through December 31, 2024 with \$0.00 in total expenditures these funds have not yet been utilized (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 IA000124WH0 (2024 CSP) through December 31, 2024 with \$0.00 in total expenditures these funds have not yet been utilized (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 IY000027IUO (2023 SYSP Youth) through December 31, 2024 with \$63,335.00 in total 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 IY000072WE0 (2024 SYSP Youth) through December 31, 2024 with \$7,446.85 in total expenditures (copies in Council Dropbox). There was some discussion.

CA AIRRP (California American Indian Rapid Response Program) – Ms. Flynn and the Council reviewed and discussed the Rapid Response Quarterly Narrative Report for PY 2024-2025. Mr. Joe Davis, our Rapid Response coordinator, continues to meet with Tribes and make community connections. Ms. Flynn and the Council also reviewed and discussed the WIOA Summary of Expenditures for grant code 541 Sub grant agreement AA411069, through December 2024, with total expenditures of \$42,237.51 (copies in Council Dropbox) There was further discussion.

2022 QUEST NDWG – Ms. Flynn, Ms. Jones and the Council reviewed and discussed the monthly report and Quarterly Narrative Report for QUEST NDWG for December 2024 (copies in Council Dropbox). Ms. Flynn and the Council reviewed the WIOA Summary of Expenditures for Grant Code 1262 Sub grant Agreement AA311053, through December 31, 2024, with total expenditures of \$250,018.21 (copies in Council Dropbox). NCIDC has reached the program goals. Co-enrolling participants in WIOA and the QUEST NDWG has been very beneficial in helping the participants obtain education, skills, and experience to reach their career goals. We are continuing to recruit for additional participants. Ms. Flynn mentioned she recently had a meeting with the Redwood Coast Energy Authority about being a potential worksite for the WIOA program. There was further discussion.

2024 Severe Winter Storms DR NDWG – Ms. Flynn and the Council reviewed and discussed the 2024 Severe Winter Storms DR NDWG Monthly report and the WIOA Summary of Expenditures for Grant Code 1296 Sub grant Agreement AA11046,

December 2024 with total expenditures of \$0.00 (copies in Council Dropbox). NCIDC has reached back out to our potential worksites to collect additional information on their storm-damaged areas for the worksite list. It can take days or even weeks for Tribal staff to return a phone call due to staff shortages. The Tribes are researching the information that we need to update for the worksite list and have not gotten back to us as of yet (copies in Council Dropbox). There was further discussion.

DNIEC (Del Norte Indian Education Center) – Ms. Flynn and the Council reviewed and discussed an expenditure report for PY 2024-2025, with expenditures of \$30,836.57 (*copies in Council packets*). This is the first quarter report. The grant term is from October 1st to September 30th. 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 2024-2025 with expenditures of \$4,475.10 (*copies in Council packets*). The TUPE funding allows us to have a designated person to go out into the community and talk about tobacco use prevention education at different school functions and community events. There was further discussion.

Ms. Flynn and the Council reviewed and discussed a TUPE Prop 99 funding expenditure report for PY 2024-2025, with expenditures of \$4,741.72 (*copies in Council packets*). There was further discussion.

LIHEAP (Low Income Home Energy Assistance Program) – Ms. Flynn and the Council reviewed and discussed the LIHEAP FY 2024-2025 allocation spreadsheet (copies in Council Dropbox). This year we have changed the allocation model based on information received from HHS. There was some discussion.

Carson Block – Mr. Byfield provided an update on the Carson Block Building, including ongoing maintenance and upgrades, and the current status of available spaces for rent. There was some discussion.

Redwood Coast Leadership Fellowship – Ms. Flynn announced her nomination and acceptance into the Redwood Coast Leadership Fellowship and discussed the impact on her attendance at council meetings. There was some discussion.

Insurance – Ms. Flynn, Mr. Byfield and the Council reviewed and discussed that Hefferen Insurance is going to be writing a quote by the end of the month where we will be insured for the building and all operations, both on and off trust land. This means that all programs will return to normal operations soon (*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.

Ms. Foster-Olstad motioned to approve the Executive Management's report for February 14, 2025; Ms. Padgette seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

Mr. Arwood and the Council reviewed and discussed the December 2024 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 December 2024 Financial Report; Mr. Case seconded; **MOTION** carried by unanimous vote.

VII. OLD BUSINESS

There was no old business.

VIII. NEW BUSINESS

There was no new business.

IX. REQUESTS FOR ASSISTANCE

Request No. 1 – The Council reviewed a request from Perry Lincoln representing Native Health in Native Hands in the amount of \$500 to assist with expenses related to building a redwood dugout canoe for the Wailaki community to use on the Eel River (copies in Council Dropbox). There was further discussion.

Mr. Case motioned to approve \$500 to assist with expenses related to building a redwood dugout canoe for the Wailaki community to use on the Eel River; Mr. Baldosser seconded; **MOTION** carried by unanimous vote.

X. PUBLIC COMMENT / INFORMATION / THANK YOU

INFORMATION – Ms. Flynn and the Council reviewed and discussed the Certificate of Appreciation presented to Ms. Angela Davis the DNIEC Coordinator from Tobacco Free Del Norte for her outstanding dedication and invaluable contributions to the mission of the Tobacco Free Del Norte Coalition. (*copies in Council Dropbox*). There was further discussion.

INFORMATION – Mr. Riggins, the Youth Services Coordinator, shared the most recent NEST flyers with the Council including the NEST Informational flyer and The Mario Kart Tournament held at the NEST on February 20th, as well as the Resilience and Wellness Youth Conference held in Del Norte on February 14th and the Vision Board Party held February 18th at the NEST (*copies in Council Dropbox*). There was further discussion.

INFORMATION – Mr. Lonyx Landry, shared that the Native youth, community adaptation, leadership congress is still happening. He encouraged any interested youth to apply. Any native high schooler can apply, though it's ideal for an 11th grade rising senior. That application can be found and information about the program can be found at Nycalc.org. There was further discussion.

INFORMATION – Ms. Goodwin shared with the Council information about the 20th Annual Karuk Tribe Basket Weavers Gathering taking place on March 28th and 30th in Happy Camp, CA for more information please contact Elaine Garcia at (530) 493-1620 (*copies in Council Dropbox*). There was further discussion.

XI. SCHEDULE NEXT MEETING

The next Regular Council Meeting is scheduled for Friday, March 14th, 2025 at 1:00 p.m.

XII. EXECUTIVE SESSION

There was no Executive Session.

XIII. ADJOURNMENT

Mr. Case motioned to adjourn the meeting; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 2:35 p.m.

Respectfully Submitted,



Jennifer Goodwin
Council Secretary

Prepared By



Cheyenne Souza
Executive Assistant