

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – JUNE 13, 2015**

MINUTES

I. CALL MEETING TO ORDER

Ms. Padgette called the meeting to order at 10:12 a.m.

II. ROLL CALL – Ms. McNeal called the roll:

Members Present

Denise Padgette	Del Norte County Representative
Jack Mattz	Del Norte County Representative
Nadine McNeal	Siskiyou County Representative
Renee Stauffer	Siskiyou County Representative
Dena Magdaleno	Trinity County Representative
Patrick Chapman	Trinity County Representative
Trina Mathewson	Humboldt County Representative
Ruby Rollings	Member at Large

Members Absent

Diane Holliday (<i>excused</i>)	Humboldt County Representative
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III. INTRODUCTION OF GUESTS

Skylar McNeal, Diana Morgan and Linda Lange were recognized.

IV. APPROVE AGENDA

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

V. APPROVE MINUTES

Ms. Rollings motioned to approve the minutes from May 9, 2015; Ms. McNeal seconded; Ms. Magdaleno abstained; **MOTION** carried.

VI. STAFF REPORTS

A. Executive Director

DOL/WIA (Department of Labor - Workforce Investment Act) – Mr. Coltra and the Council reviewed a summary of current enrollment in the Adult Comprehensive Services Program (CSP) as of June 12, 2015 (*copies in Council packets*). We currently have 65 enrolled participants, 38 are active and 27 have exited, 23 have been employed and 4 are negative exits. We have 9 On-the-Job Training (OJT)

participants, 4 Work Experience (WE), 23 Classroom Training (CRT) for vocational education and 29 direct placements (DP) with supportive services.

Mr. Coltra and the Council reviewed and discussed Department of Labor (DOL) Employment & Training Administration Financial Report for grant number AB25734T10 (WIA Adult) through March 31, 2015 with \$146,219 in expenditures (*copies in Council packets*).

Written program activity reports for Humboldt, Del Norte, Siskiyou and Trinity Counties were included in Council packets for their review.

CA AIRRP (California American Indian Rapid Response Program) – Mr. Coltra and the Council reviewed an executed modification number one for WIA Subgrant Agreement number K393060, which deobligates \$44,395.95 in closeout grant code 541 (*copies in Council packets*). They reviewed Summary of Expenditures for grant number K596750 through April 30, 2015 with expenditures of \$103,762 (*copies in Council packets*). Our allocation for PY 2015 is \$210,212, which is an increase of about \$90,000 from PY 2014. Discussion ensued.

CSBG (Community Service Block Grant) – Mr. Coltra and the Council reviewed a letter from Field Representative Sandra L. Fletcher concerning the Close-out Report for LPA contract number 14F-3056; the letter indicates funds were fully expended and programmatic reports have been reviewed and accepted (*copies in Council packets*). They reviewed an Expenditure/Activity Report for LPA grant number 15F-2103 through April 30, 2015, with expenditures of \$9,092 (*copies in Council packets*). They reviewed an Expenditure/Activity Report for Set-Aside grant number 14F-3057, through April 30, 2015, with expenditures of 179,852 (*copies in Council packets*). They reviewed an Expenditure/Activity Report for Set-Aside grant number 15F-2104, through April 30, 2015, with expenditures of \$50,499 (*copies in Council packets*). There was some discussion.

CSBG Discretionary (Building Bridges to Success) – Mr. Coltra and the Council reviewed a signed Justification for Contract Amendment/Modification for Discretionary grant number 14F-3099, which requests an extension of the period of performance through July 31, 2015 (*copies in Council packets*). They reviewed an Expenditure/Activity Report for Discretionary grant number 14F-3099 through April 30, 2015, with expenditures of \$8,005 (*copies in Council packets*). They reviewed an award letter for 2015-NOFA-40, which was approved under the category Childhood Poverty Reduction in the amount of \$75,000 (*copies in Council packets*). Discussion ensued.

DNIEC (Del Norte Indian Education Center) – Mr. Coltra and the Council reviewed a letter from Program Analyst Chavela Delp following up on emails from April 24 and May 5, 2015 regarding 2013-14 AIEC Expenditure Reports, both of which have been approved (*copies in Council packets*). They reviewed an Audited Final Revenue and Expenditure Report for FY 2014 (*copies in Council packets*). They reviewed an Expenditure Report for IEC through February 28, 2015, with expenditures of \$95,290 (*copies in Council packets*). Mr. Cramblit said he has been working with the Center

for Tribal Innovation and Entrepreneurship (C-TIE) on extra-curricular programming in science, technology, engineering, arts and math; a resolution supporting C-TIE is on the agenda for Council's review. He updated the Council on his activities, including plans for the new discretionary grant, his seat on the board for California Indian Legal Services and the Del Norte American Indian Education Advisory Council. There was lengthy discussion.

TUPE (Tobacco-Use Prevention Education) – Mr. Coltra and the Council reviewed a letter from Program Analyst Chavela Delp following up on emails from April 29 and May 15, 2015 regarding 2013-14 TUPE Expenditure Reports, both of which have been approved (*copies in Council packets*). They reviewed an Expenditure Report for TUPE through January 31, 2015, with total expenditures of \$18,997; and through February 28, 2015, with total expenditures of \$23,302; and through March 31, 2015, with total expenditures of \$27,996 (*copies in Council packets*). Mr. Cramblit and Ms. Moerner completed some tobacco survey field work upriver for our partnership with University of Southern California. There was lengthy discussion.

Wellness (Community Wellness Department) – Mr. Coltra and the Council reviewed a registration form for *Mending the Basket – Weaving Wellness in Indian Country* conference scheduled for October 20 & 21, 2015 in Blue Lake (*copies in Council packets*). There was some discussion.

LIHEAP (Low Income Housing Energy Assistant Program) – Mr. Coltra and the Council reviewed a list of 49 Tribes we administer LIHEAP funds for, showing how much of each Tribal allocation has been expended and the amount currently remaining; a total of \$193,320 has been expended for direct services (*copies in Council packets*). There was some discussion.

Carson Block Building – Mr. Coltra and the Council reviewed a Notice of No Violation After Inspection from the California Department of Industrial Relations, Division of Occupational Safety and Health (*copies in Council packets*). They reviewed an article from the Times-Standard newspaper regarding the restoration of the Carson Block Building (*copies in Council packets*). Discussion ensued.

Mr. Chapman motioned to approve the Executive Director's report for June 13, 2015; Ms. Magdaleno seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

Mr. Coltra and the Council reviewed and discussed the March 2015 financial reports (*copies in Council packets*).

Ms. McNeal motioned to approve the Financial Reports through March 31, 2015; Ms. Stauffer seconded; **MOTION** carried by unanimous vote.

Mr. Coltra and the Council reviewed and discussed the Audited Financial Statements for 2014 (*copies in Council packets*).

Mr. Mattz motioned to approve the Audited Financial Statements for 2014; Ms. Rollings seconded; **MOTION** carried by unanimous vote.

VII. OLD BUSINESS

CSBG Organizational Performance Standards – Mr. Gehr and the Council continued and completed their review of the 60-page self-assessment tool. These new performance standards will take effect in January 1, 2016. This preliminary assessment is due to CSD this August. There was very lengthy discussion.

Resolution 15.04 CSBG Discretionary Grant

Mr. Mattz motioned to approve Resolution 15.04 CSBG Discretionary Grant; Ms. Rollings seconded; **MOTION** carried by unanimous vote.

Resolution 15.05 Center for Tribal Innovation and Entrepreneurship

Ms. Stauffer motioned to approve Resolution 15.05 Center for Tribal Innovation and Entrepreneurship; Ms. Mathewson seconded; **MOTION** carried by unanimous vote.

VIII. NEW BUSINESS

Council Travel Policy – Mr. Gehr and the Council reviewed a revised Council Travel Policy (*copies in Council packets*).

Ms. Rollings motioned to approve the revised Council Travel Policy with additions; Ms. Stauffer seconded; **MOTION** carried by unanimous vote.

IX. REQUESTS FOR ASSISTANCE

Request No. 1 – The Council reviewed a request from Quartz Valley Indian Reservation in the amount of \$200 for their 12th Annual Bike/Safety Fair (*copies in Council packets*).

Ms. Rollings motioned to assist with \$200 for the Quartz Valley Indian Reservation Bike/Safety Fair; Ms. Stauffer seconded; **MOTION** carried by unanimous vote.

Request No. 2 – The Council reviewed a request from the Northern California Tribal Healing Coalition in the amount of \$250 for their Walking in Balance in Indian Country Conference (*copies in Council packets*).

The request for Northern California Tribal Healing Coalition Conference died for lack of a **MOTION**.

Request No. 3 – The Council reviewed a request from the Yurok Indian Housing Authority in the amount of \$1,000 for the creation of a playground at their Tribal office in Weitchpec (*copies in Council packets*).

The request for Yurok Indian Housing Authority playground died for lack of a **MOTION**.

Request No. 4 – The Council reviewed a request from Larry Maloney in any amount for travel for the Navy JROTC Air Rifle Team to the Junior Olympics (*copies in Council packets*).

The request for Navy JROTC Air Rifle Team travel died for lack of a **MOTION**.

The Council requested a discussion regarding public comment procedures, with staff included.

As a result of the discussion the Council requested the Chairperson enforce policy concerning public comment; all public comment(s) will be made during the time scheduled under the “Public Comment” section of the agenda, and at the end of discussion regarding action items.

X. Community Action Plan (CAP) Review and Hearing

Mr. Gehr, Ms. Hamilton Gentry and the Council reviewed the draft CAP utilizing an overhead projector. There was lengthy discussion.

Ms. Stauffer motioned to approve the Community Action Plan; Ms. Rollings seconded; **MOTION** carried by unanimous vote.

There was no public comment concerning the Community Action Plan.

XI. PUBLIC COMMENT – *There was no public comment.*

XII. SCHEDULE NEXT MEETING

The next Regular Council Meeting is scheduled for Saturday, July 11, 2015 at 10:00 a.m., in the council room our temporary office located at 517 5th Street, Eureka.


XIII. ADJOURNMENT

Ms. Rollings motioned to adjourn the meeting; Ms. Stauffer seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 2:11 p.m.

Respectfully Submitted,


Nadine McNeal
Council Secretary

Prepared By


Wendy Kull