

NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – OCTOBER 10, 2025

MINUTES

I. CALL MEETING TO ORDER

Ms. Mathewson called the meeting to order at 1:00 p.m.

II. ROLL CALL

Members Present

Amanda O'Connell
Denise Padgett
Frederick Case
Jace Baldosser
Jennifer Goodwin
Lonyx Landry
Phil Williams
Tracy Foster-Olstad
Trina Mathewson

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

Members Absent

There were no members absent.

III. INTRODUCTION OF GUESTS

There were no guests recognized.

NCIDC staff in attendance were Ms. Madison Flynn Chief Executive Officer, Mr. Chris Byfield Chief Administrative Officer, Ms. Cheyanne Souza Executive Assistant, Ms. Shannon Bresnahan HR Coordinator, Ms. Joyce Jones Eastern Regional Manager, Ms. Rosie Kerr Case Manager, Mr. Ryan Westbury Systems Administrator and Jasmine Griffin Youth Admin. Assistant.

IV. APPROVE AGENDA

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

V. APPROVE MINUTES

Ms. Padgett motioned to approve the regular meeting minutes from September 12th, 2025; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

Ms. Goodwin motioned to approve the special meeting minutes from September 29th, 2025; Ms. Foster-Olstad 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.

CSBG (Community Service Block Grant) – Ms. Flynn and the Council reviewed and discussed the Expenditure/Activity Report for CSBG LPA grant number 25F-6103 through August 31, 2025, with total expenditures of \$12,856.48 (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 reviewed and discussed the Expenditure/Activity Report for CSBG SA grant number 25F-6104 through August 31, 2025, with total expenditures of \$130,699.81 (copies in Council Dropbox). The set aside funding is to help provide support to our subcontractors as we are a designated pass-through entity for the state of California. We are one of three entities to provide support for Native Americans in the network. There was further discussion.

Ms. Flynn and the Council reviewed and discussed Amendment A1 for the 25F-6104 Set Aside contract reflecting an increase of \$38,372.00 (copies in Council Dropbox). There was further discussion. Ms. Flynn and the Council reviewed and discussed the CSD 425b justification for contract amendment/modification request requesting additional processing time (copies in Council Dropbox). There was further discussion.

2022 QUEST NDWG – Ms. Flynn, Ms. Kerr and the Council reviewed and discussed the monthly and quarterly report for QUEST NDWG for August 2025 (copies in Council Dropbox). Ms. Flynn, Ms. Kerr and the Council reviewed the WIOA Summary of Expenditures for Grant Code 1262 Sub grant Agreement AA311053, through August 2025, with total expenditures of \$312,686.82. The participants have been co-enrolled in the WIOA program to ensure that we are able to assist them with finding permanent living wage employment (copies in Council Dropbox). Ms. Kerr also commended the QUEST participants for a job well done. There was further discussion.

2024 Severe Winter Storms DR NDWG – Ms. Flynn, Ms. Jones 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, August 2025 with total expenditures of \$568.71 (copies in Council Dropbox). Ms. Jones shared with the Council that NCIDC staff continued to recruit participants for the positions. There are no changes from last month since we are still waiting for the worksite agreements to be finalized (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 WIOA subgrant agreement modification number one. The purpose of this modification is to incorporate WIOA 25% Rapid Response funds into grant code 541. The term of these funds is July 1, 2025, through June 30, 2027 (copies in Council Dropbox). There was further discussion.

LIHEAP (Low Income Home Energy Assistance Program) – Ms. Flynn and the Council reviewed and discussed the Tribal allocation list of the 48 Tribes in our LIHEAP program and remaining balances after the spenddown. Ms. Flynn gave kudos and a job well done to Ms. Alberta Wilson for processing 125 applications in the month of September and successfully completing the LIHEAP annual spenddown. There was further discussion (copies in Council Dropbox).

Vineyard Offshore – Ms. Flynn and the Council discussed that NCIDC has received the \$200,000 in funding. We are currently working with Vineyard to develop an application and complete MOUs with the identified Tribes, and then have the Tribes start applying for the funding to assist with the activities that were outlined in that agreement. There was further discussion.

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 October 10th, 2025; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

Mr. Byfield and the Council reviewed and discussed the August 2025 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. Goodwin motioned to approve the August 2025 Financial Report; Mr. Landry seconded; **MOTION** carried by unanimous vote.

VII. OLD BUSINESS

There was no old business.

VIII. NEW BUSINESS

- A. Annual Entity Vetting** – Ms. Souza and the Council reviewed and discussed the Annual Entity Vetting. The member entities that are Tribes must be listed on the Federal Registry and have a SAM (System of Award Management) printout with no exclusions. The non-profit entities must have a SAM printout with no exclusions and be registered with both the California Secretary of State and the California Attorney General (copies in Council Dropbox). There was further discussion.

There were no public comments.

- B. NCIDC Annual Meeting** – Ms. Souza and the Council reviewed and discussed the NCIDC Annual Meeting scheduled for Saturday, December 13th at 10:00 am. The annual meeting is held each year for the Member entities to discuss and vote in the NCIDC Board of Directors. The member entities fill out their delegate forms which list their selected delegates and the delegates come together and choose the board based on the delegate choices (copies in Council Dropbox). There was further discussion.

There were no public comments.

- C. Winter Workshop** – Ms. Souza and the Council reviewed the 2025 NCIDC Winter Workshop that is scheduled to be held on Saturday, December 13th. The Winter workshop provides Council and staff an afternoon of networking (copies in Council Dropbox). There was further discussion.

IX. REQUESTS FOR ASSISTANCE

There were no requests for assistance.

X. PUBLIC COMMENT / INFORMATION / THANK YOU

Cultural Archive Collection Ribbon Cutting – Ms. Flynn thanked staff for making the Cultural Archive Collection Ribbon Cutting event a success. Ms. Flynn also thanked the presenters and Council member that were able to attend and speak (copies in Council Dropbox).

THANK YOU – Ms. Flynn and the Council reviewed and discussed a thank you card from Ms. Foster-Olstad and the Wintu Educational and Cultural Council of Northern California, thanking NCIDC for their support for the 2025 Harvest Ceremony (*copies in Council Dropbox*).

XI. SCHEDULE NEXT MEETING

The next Regular Council meeting is scheduled for Friday, November 14th, 2025, at 1:00 pm.

XII. EXECUTIVE SESSION

Ms. Flynn and the Council entered an executive session. Upon exiting the executive session, Ms. Mathewson reported that there was nothing to report out from the closed 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 2:55 pm.

Respectfully Submitted,



Tracy Foster-Olstad
Council Vice Chair

Prepared By



Cheyenne Souza
Executive Assistant