

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

MINUTES

I. CALL MEETING TO ORDER

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

II. ROLL CALL

Members Present

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

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

Members Absent

Denise Padgett
Jace Baldosser

Humboldt County Representative
Humboldt County Representative

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. Aubrey Richeson Planner/Data Analyst, 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 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

Mr. Landry motioned to approve the regular meeting minutes from October 10th, 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.

Ms. Flynn and the Council held a moment of silence to honor the passing of Mr. Leroy “Sonny” Tripp. Sonny was our Indigenous Education Advocate and a valued member of our team, and his loss was deeply felt across our organization and beyond. His legacy will live on in the countless ways he contributed to our organization and community. We are grateful for the time we shared with Sonny and will carry forward the spirit of excellence and compassion he embodied. Our thoughts are with Sonny’s family, friends, and all who had the privilege of knowing and working with him.

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 September 30, 2025, with total expenditures of \$10,066.37 (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 September 30, 2025, with total expenditures of \$113,936.05 (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.

DOL/WIOA (Department of Labor - Workforce Innovation and Opportunity Act) – Ms. Flynn and the Council reviewed and discussed a DOL Employment & Training Administration Financial Report for grant number IA000052IYO (2023 WIOA Adult CSP) through September 30, 2025, with \$283,326.84 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 IA000027IUO (2023 WIOA Youth SYSP Final) through September 30, 2025, with \$63,335.00 in total expenditures (copies in Council Dropbox). These funds have been fully expended. There was some discussion.

Ms. Flynn and the Council also reviewed and discussed a DOL Employment & Training Administration Financial Report for grant number IA000124WH0 (2024 WIOA CSP) through September 30, 2025, with \$0.00 in total expenditures as 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 IY000072WE0 (2024 WIOA youth SYSP Final) through September 30, 2025, with \$67,198.00 in total expenditures (copies in Council Dropbox). These funds have been fully expended. There was some discussion.

Ms. Flynn and the Council reviewed and discussed a DOL Employment & Training Administration Financial Report for grant number IA0002547W0 (2025 WIOA CSP) through September 30, 2025, with \$0.00 in total expenditures as 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 IY0001678C0 (2025 WIOA Youth SYSP) through September 30, 2025, with \$0.00 in total expenditures as these funds have not yet been utilized (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. Ms. Flynn also informed the Council that the Rapid Response contract has changed from a one-year to a two-year period of performance. Ms. Flynn informed the Council that the Rapid Response reports for July, August and September 2025 are included because staff could only enter the reports into CalJOBS after the award was issued and added to CalJOBS.

Ms. Flynn and the Council reviewed and discussed the 2025 Rapid Response Summary of Expenditures for grant code 541 sub grant agreement AA511046, through July 2025, with total expenditures of \$4,275.02 (copies in Council Dropbox). Ms. Flynn and the Council also reviewed and discussed the 2025 Rapid Response Summary of Expenditures for grant code 541 sub grant agreement AA511046, through August 2025, with total expenditures of \$8,317.33 (copies in Council Dropbox). Ms. Flynn and the Council also reviewed and discussed the 2025 Rapid Response Summary of Expenditures for grant code 541 sub grant agreement AA511046, through September 2025, with total expenditures of \$16,163.86 (copies in Council Dropbox). There was further discussion.

Ms. Flynn and the Council reviewed and discussed the Closeout for the 2024 Rapid Response, sub grant agreement AA411069 for grant code 541, through June 2025, with total expenditures of \$122,357.17 (copies in Council Dropbox).

2022 QUEST NDWG – Ms. Flynn, Ms. Kerr and the Council reviewed and discussed the quarterly narrative performance report for QUEST NDWG for September 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 September 2025, with total expenditures of \$333,547.44 (copies in Council Dropbox). This contract ended on September 30, and Ms. Kerr shared with the Council that two NDWG participants were placed in unsubsidized positions at the completion of their participation in the NDWG program. 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, for September 2025 with total expenditures of \$659.74 (copies in Council Dropbox). Ms. Jones shared with the Council that due to delays with the worksites, Ms. Jones is seeking alternative worksite agreements with other Tribal entities to get the program up and running (*copies in Council Dropbox*). 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.

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

B. Fiscal Report

Mr. Byfield and the Council reviewed and discussed the September 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.

Mr. Landry motioned to approve the September 2025 Financial Report; Ms. O'Connell seconded; **MOTION** carried by unanimous vote.

VII. OLD BUSINESS

A. Winter Workshop – Ms. Souza and the Council reviewed and discussed the winter workshop flyer and finalized venue. The NCIDC Winter workshop has been scheduled for Saturday, December 13, 2025 (copies in Council Dropbox). There was further discussion.

There were no public comments.

- B. Annual Meeting Certificates of Appointment** – Ms. Souza and the Council reviewed and discussed the list of received Annual Meeting Certificates of Appointment. The NCIDC Annual Meeting is scheduled for Saturday, December 13th at 10:00 am. The annual meeting is held each year for the member entities to discuss and vote on the NCIDC Board of Directors. The member entities fill out their Certificates of Appointment 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.

VIII. NEW BUSINESS

- A. Review of 2024 IRS Form 990** – Mr. Byfield and the Council reviewed and discussed the 2024 IRS Form 990 which is the annual informational return filed with the IRS. It provides detailed information about the organization's finances, programs, and governance. There was further discussion.

There were no public comments.

Ms. Foster-Olstad motioned to approve filing the 2024 IRS Form 990; Mr. Case seconded; **MOTION** carried by unanimous vote.

Emergency SNAP Food Cards – Ms. Flynn and the Council reviewed and discussed the proposed emergency food card distribution to support Native American clients who were affected by the pause in Supplemental Nutrition Assistance Program (SNAP) benefits. This initiative aims to provide supplemental food assistance to eligible individuals within our service area of Humboldt, Del Norte, Trinity and Siskiyou counties. The proposed plan involves distributing \$75 gift cards to current SNAP recipients who also meet NCIDC's eligibility criteria for Native American services. To facilitate this, NCIDC will collect the necessary documentation including proof of current SNAP enrollment and verification of eligibility for NCIDC services. While this one-time distribution is not intended to fully replace SNAP benefits or cover all food-related expenses, it is designed to offer meaningful support to Native American SNAP recipients (copies in Council Dropbox). There was further discussion.

There were no public comments.

Mr. Williams motioned to approve emergency SNAP food cards; Ms. Goodwin seconded; **MOTION** carried by unanimous vote.

IX. REQUESTS FOR ASSISTANCE

Request No. 1 – The Council reviewed a request from Myrtle Thompson, Flordinda Salcedo and Denise Padgett representing the Community Gals in the amount of \$500

to assist with consumable supplies for the Del Norte Community Gals Potluck Events (copies in Council Dropbox). There was further discussion.

Mr. Williams motioned to approve \$500 to assist with consumable supplies for the Del Norte Community Gals Potluck Events; Mr. Landry seconded; Ms. O'Connell abstained; **MOTION** passed.

X. PUBLIC COMMENT / INFORMATION / THANK YOU

Whale Tail Grant – Ms. Flynn and the Council reviewed and discussed the Whale Tail Grant flyer to share with their entities. The flyer also featured the Save California Salmon Indigenous Science Camp and Traditional Canoe event that NCIDC supported (copies in Council Dropbox).

Da`luk Fall Break – Mr. Riggins shared with the Council the Da`luk Fall Break events flyer the events are scheduled for November 24th and 25th at The Nest from 11:00 - 3:00 pm. Monday, November 24th is painting and Tuesday, November 25th is beading & jewelry making for more information, please call Jasmine (707) 445-8451 (copies in Council Dropbox).

DNIEC Fall Break – Mr. Riggins shared with the Council the DNIEC Fall Break events flyer the events are scheduled for November 24th and 25th at the DNIEC from 12:00 - 4:00 pm. They will be making beaded hoops and wristlets. For more information, please call Bubba Riggins (707) 445-8451 (copies in Council Dropbox).

DNIEC Winter Activities – Mr. Riggins shared with the Council the DNIEC winter events flyer. The events are scheduled for Saturday, December 13th and 20th at the DNIEC from 11:00 - 2:00 pm. They will be making loom beaded bracelets. For more information, please call Bubba Riggins (707) 445-8451 (copies in Council Dropbox).

THANK YOU – Ms. Flynn and the Council reviewed and discussed a thank you email sent to our Case Manager Ms. Alberta Wilson, thanking her for helping their family with emergency food assistance and utility bill (*copies in Council Dropbox*). There was further discussion.

THANK YOU – Ms. Flynn and the Council reviewed and discussed another thank you email sent to our Case Manager Ms. Alberta Wilson, thanking her for helping their family with emergency assistance (*copies in Council Dropbox*). There was further discussion.

XI. SCHEDULE NEXT MEETING

The next Annual Council meeting is scheduled for Saturday, December 13th, 2025, at 10:00 am.

The next Regular Council meeting is scheduled for immediately following the Annual Meeting on Saturday, December 13th, 2025, at 10:00 am.

XII. EXECUTIVE SESSION

There was no executive session.

XIII. ADJOURNMENT

Mr. Landry motioned to adjourn the meeting; Mr. Williams seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 2:59 pm

Respectfully Submitted,



Jennifer Goodwin
Council Secretary

Prepared By



Cheyenne Souza
Executive Assistant