

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – JUNE 6, 2025**

MINUTES

I. CALL MEETING TO ORDER

Ms. Mathewson called the meeting to order at 1:08 p.m.

II. ROLL CALL

Members Present

Amanda O'Connell	Del Norte County Representative
Denise Padgett	Humboldt County Representative
Frederick Case	Siskiyou County Representative
Jennifer Goodwin	Siskiyou County Representative
Lonyx Landry	Trinity County Representative
Phil Williams	Del Norte County Representative
Tracy Foster-Olstad	Trinity County Representative
Trina Mathewson	Humboldt County Representative

Members Absent

Jace Baldosser	Humboldt County Representative
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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. Aubrey Richeson Planner/Data Analyst, Mr. Ryan Westbury Systems Administrator, Ms. Shannon Bresnahan HR Coordinator, Ms. Joyce Jones Eastern Regional Manager, Ms. Rosie Kerr Case Manager, and Mr. Joe Davis, Rapid Response Coordinator.

IV. APPROVE AGENDA

Ms. Foster-Olstad motioned to approve the agenda with a modification of an Executive session taking place before the Executive Management Report; Mr. Case seconded; **MOTION** carried by unanimous vote.

V. APPROVE MINUTES

Ms. Foster-Olstad motioned to approve the regular meeting minutes from May 9, 2025; Mr. Williams seconded, Ms. O'Connell Abstained; **MOTION** passed.

VI. EXECUTIVE SESSION

Ms. Flynn and the Council entered a closed Executive Session to discuss a personnel matter. Upon exiting the closed executive session, Ms. Flynn reported out that Mr. Byfield would be addressing the Council at today's Council meeting as she has been out of the office and working remotely.

VII. 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) – Mr. Byfield and the Council reviewed and discussed the Expenditure/Activity Report for CSBG SA grant number 24F-3104 through April 30, 2025, with total expenditures of \$49,520.84 (copies in Council Dropbox). We have fully expended the 2024 contract, and it has been closed out with CSD. There was further discussion.

Mr. Byfield and the Council also reviewed and discussed the Expenditure/Activity Report for CSBG Discretionary grant number 24F-3104 through April 30, 2025, with total expenditures of \$18,829.50 (copies in Council Dropbox). We have also fully expended the 2024 Discretionary contract, and it has also been closed out with CSD. There was further discussion.

Mr. Byfield and the Council also reviewed and discussed the Expenditure/Activity Report for CSBG LPA grant number 25F-6103 through April 30, 2025, with total expenditures of \$5,970.83 (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.

Mr. Byfield and the Council reviewed and discussed the Expenditure/Activity Report for CSBG SA grant number 25F-6104 through April 30, 2025, with total expenditures of \$55,703.20 (copies in Council Dropbox). We are currently in the process of executing subcontracts and sending out the Tribal contracts. There was further discussion.

Mr. Byfield and the Council also reviewed and discussed an authorization letter from CSD authorizing our 2025 contracts up to 100%. Prior to this, they were only authorizing us to spend up to 50% of our allocation. Our CSD award for 2025 is now

authorized to spend up to 100% and has no funding cuts. It is the exact same amount as last year (copies in Council Dropbox). There was some discussion.

Mr. Byfield and the Council also reviewed and discussed the 2025 onsite monitoring report. Our CSD representative, Mr. James Scott, conducted a thorough review of NCIDC's administrative, fiscal and programmatic work culminating in an on-site visit to our Eureka office, our Crescent City Field office as well as our Del Norte Indian Education Center. The results of the monitoring review demonstrated that our agency is in compliance with all the contractual requirements covered as well as applicable federal and state laws (copies in Council Dropbox). There was some discussion.

DOL/WIOA (Department of Labor - Workforce Innovation and Opportunity Act) – Mr. Byfield, Ms. Richeson and the Council reviewed and discussed the WIOA Youth Performance Report. The reporting period covered is January 1, 2025, through March 31, 2025. The report is compiled of programmatic demographic data and services. The number of clients served was seven (copies in Council Dropbox). There was some discussion. Mr. Byfield and the Council also reviewed and discussed the WIOA Adult Performance Report. The reporting period covered is January 1, 2025, through March 31, 2025. The report is compiled of programmatic demographic data, services, and outcomes. The number of clients served was one hundred and seventeen (copies in Council Dropbox). There was some discussion.

2022 QUEST NDWG – Mr. Byfield and the Council reviewed and discussed the monthly report for QUEST NDWG for April 2025 (copies in Council Dropbox). Mr. Byfield and the Council reviewed the WIOA Summary of Expenditures for Grant Code 1262 Sub grant Agreement AA311053, through April 30, 2025, with total expenditures of \$273,875.16 (copies in Council Dropbox). NCIDC has completed an MOU with the Hoopa Valley Tribe, and we are currently working on participant outreach. There was further discussion.

CA AIRRP (California American Indian Rapid Response Program) –Mr. Byfield and the Council reviewed and discussed the Rapid Response WIOA Summary of Expenditures for grant code 541 Sub grant agreement AA411069, through March 2025, with total expenditures of \$80,650.63 (copies in Council Dropbox). Mr. Joe Davis, our Rapid Response Coordinator, addressed the Council and discussed the 2nd annual workforce development summit “Pathways to Indian Prosperity” scheduled for Thursday June 26, 2025, from 9:00 to 3:00 at the Blue Lake Rancheria. There was further discussion.

2024 Severe Winter Storms DR NDWG – Mr. Byfield 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, April 2025 with total expenditures of \$118.77 (copies in Council Dropbox). NCIDC staff has submitted 2 new worksites for EDD approval. We are waiting to begin client outreach and enrollment until we receive approval. *(copies in Council Dropbox)*. There was further discussion.

LIHEAP (Low Income Home Energy Assistance Program) – Mr. Byfield and the Council reviewed and discussed the LIHEAP FY 2025 Tribal allocation spreadsheet, which covers the Tribal allocations, current expenditures, and their remaining funding balances (copies in Council Dropbox). 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 Management's report for June 6, 2025; Mr. Landry seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

Mr. Byfield and the Council reviewed and discussed the April 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. Foster-Olstad motioned to approve the April 2025 Financial Report; Mr. Williams seconded; **MOTION** carried by unanimous vote.

VIII. OLD BUSINESS

There was no old business.

IX. NEW BUSINESS

There was no new business.

X. REQUESTS FOR ASSISTANCE

Request No. 1 – The Council reviewed a request from Lisa Sundberg representing the Sumeg Village Brush Dance for \$500 to assist with consumable supplies for the Sumeg Village Brush Dance (copies in Council Dropbox). There was further discussion.

Ms. Padgett motioned to approve \$500 to assist with consumable supplies for the Sumeg Village Brush Dance; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

Request No. 2 – The Council reviewed a request from Terra Gaytan representing the Orleans Elementary 8th Grade Graduation in the amount of \$500 to assist with consumable supplies for the Orleans Elementary 8th Grade Graduation (copies in Council Dropbox). There was further discussion.

Ms. Padgett motioned to approve \$500 to assist with consumable supplies for the Orleans Elementary 8th Grade Graduation; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

Request No. 3 – The Council reviewed a request from Joseph James representing the Sregon Brush Dance in the amount of \$3,167.13 to assist with Portable Toilets for the Sregon Brush Dance (copies in Council Dropbox). There was further discussion.

Ms. Foster-Olstad motioned to approve \$500 to assist with portable toilets for the Sregon Brush Dance; Mr. Landry seconded; **MOTION** carried by unanimous vote.

XI. PUBLIC COMMENT / INFORMATION / THANK YOU

Rural, Tribal Broadband Access to be addressed in June Gathering in Trinity County – Mr. Byfield shared with the Council a flyer showing that The Collective, in partnership with the Nor Rel Muk Wintu Nation, is hosting an event focused on broadband access in rural and tribal lands. Representatives from tribes, local and state government, ISPs, and other stakeholders will convene for a critical discussion related to broadband access. Date: June 17, 2025, Time: 10:00 AM - 2:00 PM Location: Trinity River Natives' Cultural Center 304 Corral Bottom Rd., Big Bar, CA, in Trinity County. This event aims to facilitate a conversation about the challenges and opportunities surrounding broadband deployment in tribal areas (copies in Council Dropbox).

Akraah “Eel” Processing Event – Mr. Byfield shared with the Council Page 22 of the Karuk Tribal Newsletter highlighting the Akraah “Eel” Processing Event held in April in Happy Camp. The Karuk Tribe Education Dept. partnered with NCIDC and Youth Services Coordinator Mr. Bubba Riggins to offer this hands-on demonstration of traditional eel fishing and processing (copies in Council Dropbox).

K’ima:w Medical Center’s 30th Annual Health Fair – Mr. Byfield shared with the Council the flyer for the K’ima:w Medical Center’s 30th Annual Health Fair taking place on Wednesday July 2nd from 10:00-2:00 pm at the Hoopa Valley Tribal Neighborhood Facilities. For more information, please call Tara Matilton at (530) 625-4261 (copies in Council Dropbox).

Success In Both Worlds – Mr. Byfield shared with the Council the thank you card sent by the McKinleyville High School Indian Education Dept. thanking NCIDC and the Da’luk Youth Program for our participation in the Success in Both Worlds 2025 Event (copies in Council Dropbox).

Pathways to Indian Prosperity – Mr. Davis shared with the Council the event flyer for NCIDC’s 2nd annual workforce development summit Pathways to Indian

Prosperity scheduled for Thursday June 26, 2025, from 9:00 to 3:00 at the Blue Lake Rancheria (copies in Council Dropbox).

XII. SCHEDULE NEXT MEETING

The next Regular Council meeting is scheduled for Friday, July 11th, 2025, at 1:00 p.m.

XIII. ADJOURNMENT

Ms. Padgett motioned to adjourn the meeting; Mr. Landry seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 2:53 p.m.

Respectfully Submitted,



Tracy Foster-Olstad
Council Vice-Chairperson

Prepared By



Cheyenne Souza
Executive Assistant