

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – NOVEMBER 8, 2019**

MINUTES

I. CALL MEETING TO ORDER

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

II. ROLL CALL

Members Present

Ruby Rollings	Humboldt County Representative
Trina Mathewson	Humboldt County Representative
Fred Case	Siskiyou County Representative
Wilverna Reece	Siskiyou County Representative
Lonyx Landry	Trinity County Representative
Tracy Foster-Olstad	Trinity County Representative
Mindy Natt	Del Norte County Representative
Denise Padgette	Del Norte County Representative

Members Absent

LaWanda Quinnell (Excused)	Member at Large
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III. INTRODUCTION OF GUESTS

There were no guests.

IV. APPROVE AGENDA

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

V. APPROVE MINUTES

Ms. Foster-Olstad motioned to approve the regular meeting minutes from October 18, 2019; Ms. Mathewson seconded; ***MOTION*** carried by unanimous vote.

VI. STAFF REPORTS

A. Executive Director

Mr. Gehr and the Council discussed the recent PG&E Power shut off, We made a decision as a team to stay open during the power outage. We had a small generator and were able to be a phone charging station and worked out of the lobby and council room.

Mr. Gehr and the Council also discussed in the future possibly reclaiming Columbus day as Indigenous Peoples day and taking that day off like other agencies have done. There was further discussion.

CSBG (Community Service Block Grant) – Mr. Gehr and the Council reviewed an Expenditure/Activity Report for LPA grant number 19F-4103 through September 30, 2019, with total expenditures of \$11,777.88 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for SA grant number 19F-4104 through September 30, 2019, with total expenditures of \$109,160.59 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for Disc. grant number 19F-4457 through September 30, 2019, with total expenditures of \$4,789.39 (*copies in Council packets*). There was further discussion.

DOL/WIOA (Department of Labor - Workforce Innovation and Opportunity Act) – Mr. Gehr and the Council reviewed a summary of current enrollment in the Adult Comprehensive Services Program (CSP) as of October 2019 (*copies in Council packets*). There are 41 enrolled participants, 25 have exited, 27 have been employed, with 0 negative exits. There are no On-the-Job Training (OJT) participants at this time, there are four Work Experience (WE), five Classroom Training (CRT) for vocational education and one direct placement (DP) with supportive services. Mr. Gehr and the Council reviewed a summary of current enrollment in the Youth Comprehensive Services Program (CSP) as of October 2019 (*copies in Council packets*). There are seven enrolled participants, five have exited, five have been positive placements, with 0 negative exits. (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed the DOL Employment and Training Administration September 2019 Financial report for WIOA Adult 2018 Grant # AB32494G50, with total expenditures of \$288,703.00 (*copies in Council packets*). There was some discussion.

Mr. Gehr and the Council reviewed the DOL Employment and Training Administration September 2019 Financial report for WIOA Youth 2018 Grant # AB32494F50, with total expenditures of \$57,189.72 (*copies in Council packets*). There was some discussion.

Mr. Gehr and the Council reviewed the DOL Employment and Training Administration September 2019 Financial report for WIOA Adult 2019 Grant # AB33767M40, with total expenditures of \$44,526.85 (*copies in Council packets*). There was some discussion.

Mr. Gehr and the Council reviewed the DOL Employment and Training Administration September 2019 Financial report for WIOA Youth 2019 Grant # AB33767M20, with total expenditures of \$0.00. We are currently expending the 2018 funding (*copies in Council packets*). There was some discussion.

NDWG STORM (National Dislocated Worker Grant Code 1091) – Mr. Gehr and the Council reviewed the Sub Grantee Monthly Narrative Report for 2017 NDWG Storm for the month of September 2019. The report listed the following performance factors: Employed in temporary disaster relief assistance: 286. Received supportive services: 206. Completed NDWG services: 273. Employed at completion of NDWG services: 10 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1091 Sub grant Agreement K9111522, through September 2019, with total expenditures of \$1,085,122.71 (*copies in Council packets*). There was further discussion.

WILDFIRE (National Dislocated Worker Grant code 1114) –Mr. Gehr and the Council reviewed the Monthly Report for the 2017 CA Wildfires for the month of September 2019 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1114 Sub grant Agreement K8108741, through September 2019, with total expenditures of \$1,000,000.00 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1125 Sub grant Agreement K8108741, through September 2019, with total expenditures of \$46,084.50 (*copies in Council packets*). There was further discussion.

CARRFIRE (National Dislocated Worker Grant code 1135) – Mr. Gehr and the Council reviewed the Monthly Report for Carrfire for the month of September 2019 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1135 Sub grant Agreement K9111522, through September 2019, with total expenditures of \$275,327.05 (*copies in Council packets*). There was further discussion.

2018 MEGAFIRES (Butte County National Dislocated Worker Grant) – Mr. Gehr and the Council reviewed the monthly Report for the 2018 Megafires Temporary Jobs Component grant code 1143 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1143 Sub grant Agreement K9111522, through September 2019, with total expenditures of \$28,002.71 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed the monthly Report for the 2018 Megafires Workforce Development Component grant code 1140 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1140 Sub grant Agreement K9111522, through September 2019, with total expenditures of \$91,974.32 (*copies in Council packets*). There was further discussion.

2019 STORMS (Severe Winter Storms National Dislocated Worker Grant) – Mr. Gehr and the Council reviewed the Monthly Reports for September 2019 that were submitted to EDD which listed the projected project narratives (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1160 Sub grant Agreement AA011047, through September 2019, with total expenditures of \$0.00 (*copies in Council packets*). There was further discussion.

CA AIRRP (California American Indian Rapid Response Program) – Mr. Gehr and the Council reviewed the Quarterly Narrative Report for Jul-Sept 2019 (*copies in Council packets*). There was further discussion.

DNIEC (Del Norte Indian Education Center) – Mr. Gehr and the Council reviewed an Expenditure Report for PY 2018-19 through November 8, 2019, with expenditures of \$245,950.27 (*copies in Council packet*). There was some discussion.

Mr. Gehr and the Council discussed the TUPE PSA's that the DNIEC youth made together during their tobacco education media training that were accepted by the American Indian Film Festival, however the actual showing in the theatre was canceled by the PG&E power shutoff and the awards ceremony was done virtually via Facebook.

Mr. Gehr and the Council discussed the recent vacancy of the Education Center's Coordinator. We will be flying the position.

Due to recent funding cuts in the AIEC program, the DNIEC van used to transport children is not covered under the AIEC budgets. We have allocated some csbg funding to cover the van lease while we explore other options. There was further discussion.

Mr. Gehr and the Council reviewed and discussed an executed Grant Award Notification from the California Department of Education for P 2019-20, with a term of October 1, 2019 through September 30, 2020 and an allocation of \$200,000.00 (*copies in Council packets*). There was some discussion.

TUPE (Tobacco-Use Prevention Education) – Mr. Gehr and the Council reviewed an Expenditure Report for PY 2018-19 through November 8, 2019, with expenditures of \$59,941.39 (*copies in Council packets*). There was some discussion.

Mr. Gehr and the Council reviewed and discussed an executed Grant Award Notification for TUPE from the California Department of Education for P 2019-20, with a term of October 1, 2019 through September 30, 2020 with two allocation of \$25,000 for a total of \$50,000 (*copies in Council packets*). There was some discussion.

TUPE Augmentation (Tobacco-Use Prevention Education) – Mr. Gehr and the Council reviewed an Expenditure Report for PY 2018-19 through November 8, 2019, with expenditures of \$39,652.67 (*copies in Council packets*). There was some discussion.

LIHEAP (Low Income Housing Energy Assistant Program) – Mr. Gehr and the Council reviewed the LIHEAP Household Report-Short Form. The number of assisted households included; Heating: 443, Cooling: 144, and Winter/Year-round Crisis:129 (*copies in Council packets*). There was some discussion.

Community/Culture Mini-Grants – Mr. Gehr and the Council reviewed and discussed the Community/Culture Mini-Grants Program for the funding period January 1- December 31,2020. The submission deadline is January 10, 2020. The council agreed with consensus with the final draft and directed staff to issue the RFP (*copies in Council packets*). There was lengthy discussion.

CENSUS 2020 – Mr. Gehr and the Council discussed the recent Northwest California Intertribal Census 2020 Workgroup on November 6, 2019. The meeting was held at the Elk Valley Rancheria, in Crescent City, CA. We met with Congressman Jared Huffman during our meeting, and engaged in a discussion of Census2020 issues and activities in Indian Country. Some of the issues we discussed were home addresses and PO Boxes as well as tribal name issues. We want to thank the Congressman for making time to meet with our group. We would like extend a heartfelt thank you to Elk Valley Rancheria for hosting the location for our meeting. Shelly Woods and all the other Elk Valley staff worked hard to facilitate our meeting space, and it was much appreciated. There was lengthy discussion.

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

There was no public comment.

Ms. Reece motioned to approve the Executive Director’s report for November 8, 2019; Ms. Natt seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

Mr. Byfield and the Council reviewed and discussed the September 2019 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 packets).

There was no public comment.

Mr. Landry motioned to approve the September 2019 Financial Report; Ms. Padgett seconded; **MOTION** carried by unanimous vote.

VII. OLD BUSINESS

There was no old business.

VIII. NEW BUSINESS

A. Workforce Development Board Representative

Mr. Gehr and the Council discussed the need for a new Workforce Development Board Representative, as Mr. Wooley is officially retiring from his position as our representative. Council discussed nominating Mr. Gehr to replace Mr. Wooley as our representative. There was further discussion.

Ms. Natt motioned to nominate Mr. Gehr as NCIDC's Workforce Development Board Representative; Ms. Padgett seconded; **MOTION** carried by unanimous vote.

B. Personnel Policy Changes

Mr. Gehr and the Council reviewed the revised personnel policies for NCIDC. The redline draft was made available to Council for their review. The personnel policies were reviewed and updated by our attorney to comply with current employment law. There was lengthy discussion.

Ms. Natt motioned to approve the revised NCIDC Personnel Policies & Procedures; Ms. Foster-Olstad seconded; Mr. Case abstained; **MOTION** carried.

C. IRS 990 Form

Mr. Gehr and the Council reviewed and discussed the IRS Form 990 Return of Organization Exempt from Income Tax form for NCIDC (*copies in Council packets*).

Ms. Natt motioned to approve the IRS 990 Form; Ms. Reece seconded; **MOTION** carried by unanimous vote.

D. Cal-Fire Wildfire Prevention Grant

Mr. Gehr and the Council reviewed and discussed the Cal Fire Grant Program. Mr. Gehr asked each of the member entities if this grant opportunity was of interest in their local areas. The Cal Fire Grant Program offers several grant opportunities each with

their own scope of work and funding priorities (*copies in Council packets*). There was further discussion.

IX. REQUESTS FOR ASSISTANCE

There were no requests for assistance

X. PUBLIC COMMENT / INFORMATION / THANK YOU

There were no public comments.

XI. EXECUTIVE SESSION

There was no Executive Session.

XII. SCHEDULE NEXT MEETING

The Annual Council Meeting is scheduled for Saturday, December 14, 2019 at 10:00 a.m.

The next Regular Council Meeting is scheduled for Saturday, December 14, 2019 at 1:00 p.m., in the council room at 241 F Street, Eureka.

XIII. ADJOURNMENT

Ms. Padgett motioned to adjourn the meeting; Ms. Reece seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 3:00 p.m.

Respectfully Submitted,



Trina Mathewson
Council Secretary

Prepared By



Cheyenne Souza
Executive Assistant