

NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – JANUARY 12, 2018

MINUTES

I. CALL MEETING TO ORDER

Ms. Quinnell called the meeting to order at 1:45 p.m.

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

Members Present

Wilverna Reece	Siskiyou County Representative
Denise Padgette	Del Norte County Representative
Dena Magdaleno	Trinity County Representative
Mindy Natt	Member at Large
LaWanda Quinnell	Del Norte County Representative
Tracy Foster-Olstad	Trinity County Representative
Lonyx Landry	Member at Large

Members Absent

Ruby Rollings (<i>excused</i>)	Humboldt County Representative
Trina Mathewson (<i>excused</i>)	Humboldt County Representative

III. INTRODUCTION OF GUESTS

There were no guests.

IV. APPROVE AGENDA

Ms. Quinnell and the Council discussed amending the agenda to hold the executive session towards the end of the meeting.

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

V. APPROVE MINUTES

Ms. Padgette motioned to approve the regular minutes from December 9, 2017; Ms. Magdaleno seconded; *MOTION* carried by unanimous vote.

Ms. Padgette motioned to approve the special minutes from December 8, 2017; Ms. Magdaleno seconded; *MOTION* carried by unanimous vote.

VI. STAFF REPORTS

A. Executive Director

DOL/WIOA (Department of Labor - Workforce Innovation and Opportunity Act) – Mr. Gehr and the Council reviewed a summary of current enrollment in the Comprehensive Services Program (CSP) as of December 2017 (*copies in Council packets*). We have 28 enrolled participants, 0 have exited, 14 have been employed, with 0 negative exits. We have 2 On-the-Job Training (OJT) participant, 8 Work Experience (WE), 4 Classroom Training (CRT) for vocational education and 14 direct placements (DP) with supportive services. There was some discussion.

CSBG (Community Service Block Grant) –Mr. Gehr and the Council reviewed the Expenditure/Activity Report for LPA grant number 17F-2103 through November 30, 2017, with total expenditures of \$16,619.99 (*copies in Council packets*). Mr. Gehr and the Council reviewed the Expenditure/Activity Report for Set-Aside (SA) grant number 17F-2104 through November 30, 2017, with total expenditures of \$441,053.85 (*copies in Council packets*). Mr. Gehr and the Council reviewed the CSD Justification for Contract Amendment/Modification for Set-Aside 17F-2104. NCIDC requested a 90-day extension to allow the CSBG network, which includes Tribes and Subcontractors to fully expend and closeout CSBG contracts. There was some discussion (*copies in Council packets*). They reviewed an executed Standard Agreement, Amendment 3 for Set-Aside grant number 17F-2104, reflecting a maximum total of \$1,948,871.00 (*copies in Council packets*).

NDWG N. STORM (National Dislocated Worker Grant Code 1091) – Mr. Gehr and the Council reviewed a signed Modification #9 for Sub Grant Agreement #K7104068 Grant Code 1091, the purpose of this modification was to add funding for 2017 Storm National Dislocated Worker Grant Project in the amount of \$80,000.00. (*copies in Council packets*). They reviewed the Sub Grantee Monthly Narrative Report for 2017 NDWG N. Storm, which listed the following performance factors: Employed in temporary disaster relief assistance: planned: 150, actual: 103. Received supportive services: planned: 150 actual: 55. Completed NDWG services: planned: 130, actual: 0. Employed at completion of NDWG services: planned: 13, actual: 0 (*copies in Council packets*). There was some discussion. They also reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1091 Sub grant Agreement K7104068, through

November 2017, with total expenditures of \$1,286,019.94 (*copies in Council packets*). There was some discussion. They also reviewed an EDD 1st Increment progress report for 2017 Storm NDWG Grant Code 1091. This report is used to show our current progress with this project. (*copies in Council packets*). There was some discussion.

NDWG SOUTHERN STORM (National Dislocated Worker Grant code 1093) – Mr. Gehr and the Council reviewed the Sub Grantee Monthly Narrative Report for 2017 NDWG South Storm, which listed the following performance factors: Employed in temporary disaster relief assistance: planned: 75, actual: 55. Received supportive services: planned: 75 actual: 23. Completed NDWG services: planned: 65, actual: 0. Employed at completion of NDWG services: planned: 6, actual: 0 (*copies in Council packets*). There was some discussion. They reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1093 Sub grant Agreement K7104068, through November 2017, with total expenditures of \$372,275.79 (*copies in Council packets*). There was some discussion.

CA WILDFIRE (California Wildfires National Dislocated Worker Grant) – Mr. Gehr and the Council reviewed the statement of work for the California Wildfire Project. (*copies in Council packets*). There was some discussion.

NDWG/WIOA (National Dislocated Worker Grant code 1100) – Mr. Gehr and the Council reviewed the WIA/WIOA Closeout Status of Cash for Grant Code 1100 Sub grant Agreement K7104068, through December 2017, with total expenditures of \$1,065,453.96 (*copies in Council packets*). There was some discussion.

USFS (United States Forrest Service) – The USFS contacted Mr. Gehr in regards to an older memorandum of agreement between NCIDC and the USFS during the years of 2006, 2007 and 2008. Due to our current record retention policy, we no longer have these files in our archives. The grant apparently had not been officially closed, so Mr. Gehr signed the De-Obligation and Closeout Request Form FSM 1580 for Grants & Agreements (*copies in Council packets*). There was some discussion.

LIHEAP (Low Income Housing Energy Assistant Program) – Mr. Gehr and the Council reviewed the current report of the 48 LIHEAP Tribes, showing the remaining balance for each tribe's LIHEAP funding (*copies in Council packets*).

CARSON BLOCK – Mr. Gehr and the council discussed and reviewed the Northern California Loan Fund Periodic Reporting Form for Loan # 426. We give them a current overview of our project status and the progress we have made with the building as part of our nonprofit loan agreement (*copies in Council packets*). There was some discussion. Mr. Gehr and the council discussed the potential leasing of the warehouse to our new tenant Humboldt Community Access and Resource Center

(HCAR). HCAR has leased the F Street space formerly the Fusion Space. HCAR has expressed interest in renting the warehouse. They also discussed the potential leasing of the third-floor theater space. However, the need for additional restrooms has to be addressed to meet the need of the new tenants. There was some discussion. They also reviewed the NCIDC 2018 Business License thru the City of Eureka (copies in Council packets). There was some discussion.

ITG (Intertribal Gathering and Elders Dinner) – Mr. Gehr and the Council reviewed the official Intertribal Gathering and Elders Dinner Thank You posted in the local Newspaper and on our website. The Thank You listed by name all of our generous sponsors, in-kind donors, and Volunteers (*copies in Council packets*). There was some discussion.

Bank of America – Mr. Gehr and the council reviewed and discussed the letter addressed to Mr. Chris Sailor, Vice President/Small Business Client Manager for Bank of America. The letter addressed the the change in Executive Director, Terry Coltra, to Greg Gehr for the NCIDC Bank of America Business Account. (*copies in Council packets*). There was some discussion.

CA WOOD PRODUCTS MARKETS TASK FORCE– Mr. Gehr and the council reviewed and discussed the Rural Economic Development Task Force Meeting that our consultant Mr. John Woolly is attending on our behalf. This is in regards to the Legislation that was passed by the CA state legislature regarding the use of wood that has been damaged by fires, storms, and bugs. The task force has asked NCIDC to attend these meeting to represent the interests of the CA Indian communities which could potentially benefit from entrepreneurship and job opportunities created by these potential job markets (*copies in Council packets*). There was some discussion.

Ms. Foster-Olstad motioned to approve the Executive Director’s report for January 12, 2018; Ms. Padgette seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

Mr. Gehr, Mr. Byfield and the Council reviewed and discussed the November 2017 Financial Report (*copies in Council packets*).

There was no public comment.

Ms. Reece motioned to approve the Financial Report for November 2017; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

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

VII. OLD BUSINESS – There was no old business.

VIII. NEW BUSINESS

NCIDC Ad Hoc Bylaws Revision Committee Overview– The Committee met on Thursday December 28th at 1:00 pm in the council room. Mr. Gehr and the committee members reviewed and discussed the proposed changes to the bylaws. The changes consist of items such as dropping unincorporated Indian associations from our list of eligible entities and placing footers with page numbers and title on every page of the document. The lawyer went over the recommended changes from the committee and approved them with some language changes. Mr. Gehr recommended that we send copies of the changed bylaws to our member entities for their feedback, Council agreed and will approve the bylaws at the next meeting.

There was no public comment.

Mr. Landry motioned to approve sending the final draft bylaws to our membership for review; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

Food Boxes – Mr. Gehr and the Council reviewed the 2017 Food Box Distribution list and discussed the 2018 food box distribution. They discussed at length the idea of using gift cards (only at outlets that disallow alcohol/tobacco purchases with gift cards) or food vouchers in lieu of food boxes. (*copies in Council packets*).

There was no public comment.

Ms. Foster-Olstad motioned to approve the use of gift cards/food vouchers in lieu of food boxes for 2018; Ms. Reece seconded; **MOTION** carried by unanimous vote.

IX. REQUESTS FOR ASSISTANCE – There were no requests for assistance.

X. PUBLIC COMMENT – There were no public comments.

XI. EXECUTIVE SESSION –

Upon exiting the executive session, Ms. Quinnell and the Council reported that there was nothing to report.

XII. SCHEDULE NEXT MEETING

The next Regular Council Meeting is scheduled for Friday, February 9, 2018 at 1:00 p.m., in the Council room at 241 F Street, Eureka.

XIII. ADJOURNMENT

Mr. Reece motioned to adjourn the meeting; Ms. Natt seconded; *MOTION* carried by unanimous vote. The meeting was adjourned at 4:35 p.m.

Respectfully Submitted,



Trina Mathewson
Council Secretary

Prepared By



Cheyenne Souza
Executive Assistant