

NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – DECEMBER 10, 2016

MINUTES

I. CALL MEETING TO ORDER

Ms. Padgette called the meeting to order at 12:10 p.m.

II. ROLL CALL

Members Present

Ruby Rollings	Humboldt County Representative
Wilverna Reece	Siskiyou County Representative
LaWanda Quinnell	Del Norte County Representative
Trina Mathewson	Humboldt County Representative
Denise Padgette	Del Norte County Representative
Dena Magdaleno	Trinity County Representative
Patrick Chapman	Trinity County Representative
Tracy Foster-Olstad	Trinity County Representative
Jack Mattz	Member at Large

III. INTRODUCTION OF GUESTS

Sandy Mattz, Jo Ann James and, Shirley Laos were recognized.

IV. APPROVE AGENDA

Mr. Mattz motioned to approve the agenda; Ms. Mathewson seconded; ***MOTION*** carried by unanimous vote.

V. ELECTION OF OFFICERS

Ms. Reece nominated Ms. Rollings as Chairwoman, Ms. Magdaleno seconded; ***MOTION*** carried by unanimous vote.

Ms. Quinnell nominated Ms. Reece as Vice-Chairwoman, Ms. Rollings seconded; ***MOTION*** carried by unanimous vote.

Mr. Mattz nominated Ms. Quinnell as Treasurer, Ms. Rollings seconded; ***MOTION*** carried by unanimous vote.

Ms. Magdaleno nominated Ms. Mathewson as Secretary, Mr. Mattz seconded; ***MOTION*** carried by unanimous vote.

Ms. Reece motioned for nominations to be closed, Mr. Mattz seconded; **MOTION** carried by unanimous vote.

VI. APPROVE MINUTES

Ms. Padgette motioned to approve the minutes from October 8, 2016; Mr. Mattz seconded; **MOTION** carried by unanimous vote.

VII. STAFF REPORTS

A. Executive Director

DOL/WIOA (Department of Labor - Workforce Innovation and Opportunity Act) – Mr. Coltra and the Council reviewed a summary of current enrollment in the Adult Comprehensive Services Program (CSP) as of December 10, 2016 (*copies in Council packets*). There are 23 enrolled participants, 0 have exited, 7 have been employed, with 0 negative exits. There are 2 On-the-Job Training (OJT) participants, 5 Work Experience (WE), 6 Classroom Training (CRT) for vocational education and 7 direct placements (DP) with supportive services. (*copies in Council packets*).

Lake Fires (National Dislocated Worker Grant) – Mr. Coltra and the Council reviewed WIA/WIOA Modification #4 for Subgrant Agreement K6100373, to change the beginning term date from 7/1/16 to 10/1/16. Mr. Coltra has been working with the EDD to secure additional allocated funds to continue this program. There was lengthy discussion.

Mr. Coltra and the Council reviewed a WIA/WIOA Summary of Expenditures for Subgrant Agreement K6100373, with total expenditures of \$819,618.31 (*copies in Council packets*). There was some discussion.

Mr. Coltra and the Council reviewed a WIA/WIOA Summary of Expenditures for Subgrant Agreement K7104068, with total expenditures of \$487,123.86 (*copies in Council packets*). There was some discussion.

Mr. Coltra and the Council reviewed a NEG Sub grantee narrative report from the Employment Development Department. There was some discussion.

CSBG (Community Service Block Grant) – Mr. Coltra and the Council reviewed an Expenditure/Activity Report for LPA grant number 16F-5103 through September 30, 2016, with total expenditures of \$11,470.32 (*copies in Council packets*). They also reviewed an Expenditure/Activity Report for LPA grant number 16F-5103 through October 31, 2016, with total expenditures of \$9,490.58 (*copies in Council packets*). They reviewed a Justification for Contract Amendment/Modification for LPA grant number 16F-5103 to modify the current budget (*copies in Council packets*). There was some discussion.

Mr. Coltra and the Council reviewed an Expenditure/Activity Report for Set-Aside grant number 16F-5104 through September 30, 2016, with total expenditures of \$223,180.91 (*copies in Council packets*). They also reviewed an Expenditure/Activity Report for Set-Aside grant number 16F-5104 through October 31, 2016, with total expenditures of \$97,616.84 (*copies in Council packets*). They reviewed a Justification for Contract Amendment/Modification for Set-Aside grant number 16F-5104 (*copies in Council packets*). There was some discussion.

CSBG Discretionary (Standards) – Mr. Coltra and the Council reviewed an Expenditure/Activity Report for Discretionary grant number 16F-5543 through October 31, 2016, with total expenditures of \$734.50 (*copies in Council packets*). There was some discussion.

CSBG 2017 (Community Service Block Grant) – Mr. Coltra and the Council reviewed the Standard Contract Agreement for LPA grant number 17F-2103 for a total amount of \$32,378.00. (*copies in Council packets*). They also reviewed the CSBG Contract Budget for LPA grant number 17F-2103 (*copies in Council packets*). There was some discussion.

Mr. Coltra and the Council reviewed the Standard Agreement Contract for Set Aside grant number 17F-2104 for a total amount of \$517,217.00 (*copies in Council packets*). They also reviewed the CSBG Contract Budget for Set Aside grant number 17F-2104 (*copies in Council packets*). There was some discussion.

DNIEC (Del Norte Indian Education Center) – Mr. Coltra and the Council reviewed and discussed, at length, the Programmatic and Fiscal Review and their findings from the Department of Education regarding the monitoring visit in June 2016. They also reviewed a Grant Award Notification for the amount of \$255,004.00 for FY 2016/2017 (*copies in Council packet*). There was some discussion.

TUPE (Tobacco-Use Prevention Education) – Mr. Coltra and the Council reviewed a Grant Award Notification for the amount of \$60,000.00 dated for FY 2016/2017 (*copies in Council packet*). The increase in this years funding has helped to add additional staff to the program. Randy Mitchell is now helping with the older youth at the new Crescent Elk site in Del Norte. They also reviewed an Expenditure Report with expenditures of \$35,007.76 (*copies in Council packets*). There was some discussion.

Carson Block Building – Mr. Coltra and the Council reviewed a notification from the Humboldt County Assessor stating that the Carson Block building no longer qualifies for a welfare exemption. The welfare exemption is a discount that non profits receive on property taxes. In order to qualify for the tax credit financing, which was needed to complete the seismic retrofit and restoration, NCIDC had to transfer ownership to a for-profit subsidiary corporation, the Carson Block QALICB (*copies in Council packets*). Lengthy discussion ensued.

They also reviewed a Historic Preservation Certification application from the United States Department of the Interior. This certification is necessary to qualify for the final

Historic Tax Credits allocation (*copies in Council packets*). Lengthy discussion ensued.

Written program activity reports for Del Norte County were included in Council packets for their review.

There was no public comment.

Ms. Foster-Olstad motioned to approve the Executive Director's report for December 10, 2016; Ms. Reece seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

Mr. Coltra, Mr. Byfield and the Council reviewed and discussed the September 2016 Financial Report (*copies in Council packets*).

There was no public comment.

Ms. Rollings motioned to approve the September 2016 Financial Report; Ms. Reece seconded; **MOTION** carried by unanimous vote.

Mr. Coltra, Mr. Byfield and the Council reviewed and discussed the October 2016 financial Report (*copies in Council packets*).

There was no public comment.

Ms. Quinell motioned to approve the October 2016 Financial Report; Mr. Chapman seconded; **MOTION** carried by unanimous vote.

VII. OLD BUSINESS – *There was no old business.*

VIII. NEW BUSINESS

Resolution 17.01 – Authorize Chairperson and Executive Director to submit 2017 LPA Contract.

There was no public comment.

Ms. Quinell motioned to approve the Resolution 17.01; Ms. Mathewson seconded; **MOTION** carried by unanimous vote.

Resolution 17.02 – Authorize Chairperson and Executive Director to submit 2017 Set Aside Contract.

There was no public comment.

Ms. Reece motioned to approve the Resolution 17.02; Ms. Quinell seconded; **MOTION** carried by unanimous vote.

IX. REQUESTS FOR ASSISTANCE

Request No. 1 – The Council reviewed and discussed a request from McKinleyville High School Native American Club President, Jonathan Carlson and Advisor, Karen Skoglund in the amount of \$500 to sponsor the Native American Youth Conference “Success in Both Worlds” 2017 (*copies in Council packets*).

There was no public comment.

Ms. Quinnell motioned to donate in the amount of \$500; Ms. Magdalena seconded; **MOTION** carried by unanimous vote.

X. PUBLIC COMMENT – *There was no public comment.*

XI. EXECUTIVE SESSION

Mr. Coltra and the Council entered into executive session to discuss a personnel issue; after the executive session the council voted unanimously to renew Mr. Coltra’s contract.

XII. SCHEDULE NEXT MEETING

The next Regular Council Meeting is scheduled for Saturday, January 14, 2017 at 10:00 a.m., in the Council room at 241 F Street, Eureka.

XIII. ADJOURNMENT

Ms. Magdaleno motioned to adjourn the meeting; Mr. Mattz seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 1:26 p.m.

Respectfully Submitted,



Trina Mathewson
Council Secretary

Prepared By



Cheyenne Souza