

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

MINUTES

I. CALL MEETING TO ORDER

Ms. Rollings called the meeting to order at 1:06 p.m.

II. ROLL CALL

Members Present

Ruby Rollings	Humboldt County Representative
Wilverna Reece	Siskiyou County Representative
Fred Case	Siskiyou County Representative
LaWanda Quinnell	Del Norte County Representative
Denise Padgett (via Phone)	Del Norte County Representative
Tracy Foster-Olstad	Trinity County Representative
Lonyx Landry	Trinity County Representative
Mindy Natt	Member at Large

Members Absent

Trina Mathewson (Excused)	Humboldt County Representative
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III. INTRODUCTION OF GUESTS

Charise Shackelford was recognized.

IV. APPROVE AGENDA

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

V. APPROVE MINUTES

Ms. Reece motioned to approve the regular meeting minutes from January 11, 2019; Ms. Foster-Olstad seconded; Mr. Case abstained. ***MOTION*** carried.

VI. STAFF REPORTS

A. Executive Director

Mr. Gehr and the Council discussed the meeting Mr. Gehr had held with the Yurok Tribe's staff where he discussed our partnerships and various programs. Mr. Gehr observed that recent meetings with various local tribes and other entities regarding continued partnerships and the programs we offer was a beneficial process.

SCAIR (Southern California American Indian Resource Center, Inc.) – Mr. Gehr and the Council reviewed a letter from our sub-contractor SCAIR regarding their recent designation by DOL as a WIOA participant. DOL has authorized SCAIR to expand WIOA Program services into the following six counties: Santa Cruz, San Benito, San Luis Obispo, Monterey, Santa Barbara and Ventura (*copies in Council packets*). There was some discussion.

CSBG (Community Service Block Grant) – Mr. Gehr and the Council reviewed an Expenditure/Activity Report for LPA grant number 18F-5103 through December 31, 2018, with total expenditures of \$7,234.85 (*copies in Council packets*).

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for Set-Aside grant number 18F-5104 through December 31, 2018, with total expenditures of \$147,475.16 (*copies in Council packets*). There was some discussion.

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for Discretionary grant number 18F-5104 through December 31, 2018, with total expenditures of \$0.00. These funds will be used for the purchase and implementation of our new CSBG software (*copies in Council packets*). There was some 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 January 2019 (*copies in Council packets*). There are 25 enrolled participants, 5 have exited, 8 have been employed, with 0 negative exits. There are currently no On-the-Job Training (OJT) participants, 3 Work Experience (WE), 3 Classroom Training (CRT) for vocational education and no direct placements (DP) with supportive services. (*copies in Council packets*).

Mr. Gehr and the Council reviewed a DOL Employment & Training Administration Financial Report for WIOA/Adults grant number # AB32494G50, through December 31, 2018 with \$94,151.27 in total expenditures (*copies in Council packets*). There was some discussion.

Mr. Gehr and the Council reviewed a DOL Employment & Training Administration Financial Report for WIOA/Youth grant number # AB32494F50, through December 31, 2018 with \$1,727.01 in total expenditures (*copies in Council packets*). There was some discussion.

NDWG N. STORM (National Dislocated Worker Grant Code 1091) – Mr. Gehr and the Council reviewed the Sub Grantee Monthly Narrative Report for 2017 NDWG North Storm for the month of December 2018. The report listed the following performance factors: Employed in temporary disaster relief assistance: 241. Received supportive services: 168. Completed NDWG services: 155. Employed at completion of NDWG services: 6 (*copies in Council packets*). There was some discussion.

Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1091 Sub grant Agreement K8108741, through December 2018, with total expenditures of \$2,143,597.58 (*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 Southern Storm for the month of December 2018. The report listed the following performance factors: Employed in temporary disaster relief assistance: 256. Received supportive services: 213. Completed NDWG services: 150. Employed at completion of NDWG services: 3. (*copies in Council packets*). There was some discussion.

Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1093 Sub grant Agreement K9111522, through December 2018, with total expenditures of \$1,437,907.63 (*copies in Council packets*). There was some discussion.

Mr. Gehr and the Council reviewed a letter from EDD confirming our Monitoring visit scheduled for March 25th thru March 29, 2019. The review consist of interviews with staff and participants and a review of the following items: fiscal, procurement and program operations, payroll records for temporary jobs, expenditures, and fiscal and procurement systems pertaining to WIOA (*copies in Council packets*). There was some discussion.

WILDFIRE (National Dislocated Worker Grant code 1114) –Mr. Gehr and the Council reviewed the Sub Grantee Narrative Report from EDD (Employment Development Department) for December 2018. The report listed the following performance factors: Employed in temporary disaster relief assistance: 47. Received supportive service: 26. Completed NDWG services: 27. Employed at completion of NDWG services: 0. (*copies in Council packets*). There was some discussion.

Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1114 Sub grant Agreement K8108741, through December 2018, with total expenditures of \$588,721.87 (*copies in Council packets*). There was some discussion.

CARRFIRE (National Dislocated Worker Grant code 1135) – Mr. Gehr and the Council reviewed the Sub Grantee Narrative Report from EDD (Employment Development Department) for December 2018. The report listed the following performance factors: Employed in temporary disaster relief assistance: 0. Received supportive service: 0. Completed NDWG services: 0. Employed at completion of

NDWG services: 0. The government shut down affected the start of the worksites which were in partnership with federal agencies such as the National Park Service. (*copies in Council packets*). There was some discussion.

Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1135 Sub grant Agreement K9111522, through December 2018, with total expenditures of \$0.00 (*copies in Council packets*). There was some discussion.

2018 MEGAFIRES (Butte County National Dislocated Worker Grant) – Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1140 Sub grant Agreement K9111522, through December 2018, with total expenditures of \$0.00 (*copies in Council packets*). There was some discussion. Mr. Gehr and the Council reviewed and discussed the response letter sent to EDD regarding the private property justification (*copies in Council packets*). There was some discussion.

CA AIRRP (California American Indian Rapid Response Program) – Mr. Gehr and the Council reviewed the Rapid Response Quarterly Narrative Report. The listed funds expended this quarter: \$31,380.99 (*copies in Council packets*). There was some discussion. Mr. Gehr and the Council reviewed the WIA/WIOA Summary of Expenditures for Grant Code 540 Sub grant Agreement K714068, through December 2018, with total expenditures of \$31,380.99 (*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 through February 8, 2019, with expenditures of \$66,197.75 (*copies in Council packet*). There was further discussion.

TUPE (Tobacco-Use Prevention Education) – Mr. Gehr and the Council reviewed an Expenditure Report for PY 2018 through February 8, 2019, with expenditures of \$16,285.05 (*copies in Council packet*). The ED Center Staff and the TUPE Kids and participants will be using the council chambers next week for the tobacco education media training. There was further discussion.

LIHEAP (Low Income Housing Energy Assistant Program) – Mr. Gehr and the Council reviewed the list of 48 Tribes we administer LIHEAP funds for, showing how much of each Tribal allocation has been expended and the amount currently remaining (*copies in Council packets*). Feedback from the tribes regarding the newly implemented LIHEAP benefit matrix has been positive to date. There was further discussion.

Carson Block – Mr. Gehr and the Council reviewed and discussed the Carson Block Qalicb LLC and the Carson Block Master Tenant LLC financial statements (*copies in Council packet*). There was discussion regarding the process necessary to unravel the tax credits that were used to fund the Carson Block project. Mr. Gehr is investigating recommendations for a tax lawyer to assist us in the unwinding process and the refinancing of the tax credit and other current financing. There was further discussion.

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

There was no public comment.

Ms. Padgette motioned to approve the Executive Director's report for February 8, 2019; Ms. Reece seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

Mr. Gehr and the Council reviewed and discussed the December 2018 Financial Report (copies in Council packets).

There was no public comment.

Ms. Foster-Olstad motioned to approve the December 2018 Financial Report; Ms. Natt seconded; Mr. Case abstained. **MOTION** carried.

VII. OLD BUSINESS

A. Inter-tribal Gathering Review

Mr. Gehr and the Council discussed the Intertribal Gathering and Elders Dinner. The Council chair concluded after their discussion that there was a need to form the ITG (Inter-tribal Gathering) Planning Committee. Ms. Rollings and Mr. Landry volunteered to join the committee. Ms. Rollings said she would also invite Ms. Mathewson if she was available to attend.

There was no public comment.

VIII. NEW BUSINESS

A. WIOA Eligibility Policy Review

Mr. Gehr and the Council discussed and reviewed the WIOA Eligibility Policy which provides samples of acceptable documentation for the purposes of determining eligibility to receive services under the NCIDC Indian and Native American (INA) WIOA Program (*copies in Council packets*). Discussion ensued.

Ms. Natt motioned to approve the WIOA Eligibility Policy; Ms. Quinnell seconded; **MOTION** carried by unanimous vote.

B. Council Survey

Mr. Gehr and the Council reviewed and Discussed the Council survey (*copies in Council packets*). As part of our effort to evaluate the NCIDC program performances for the impact report and collect service area statistics for the community needs

assessment we asked each council member to complete the questionnaire honestly and accurately (*copies in Council packets*). Discussion ensued.

There was no public comment.

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

X. PUBLIC COMMENT / INFORMATION / THANK YOU

Public Comment – Mr. Gehr and the Council reviewed a flyer for United Indian Health’s “Opioid Prevention Coalition Meeting” scheduled for Friday March 1, 2019 from 1:30 to 4:00 pm. at the Potowat Health Village in Arcata (*copies in Council packets*). Discussion ensued.

Thank You – Mr. Gehr and the Council reviewed a thank you letter from the McKinleyville High Native American Club for our donation to the “Success in Both Worlds” Native American Youth Conference (*copies in Council packets*). Discussion ensued.

Information – Mr. Gehr and the Council reviewed Mrs. Misty Case’s Acceptance letter from Humboldt State University for the Master of Business Administration Program (MBA) (*copies in Council packets*). Discussion ensued.

XI. SCHEDULE NEXT MEETING

The next Regular Council Meeting is scheduled for Friday, March 8, 2019 at 1:00 p.m., in the council room at 241 F Street, Eureka.

XII. ADJOURNMENT

Ms. Padgette motioned to adjourn the meeting; Ms. Natt seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 2:38 p.m.

Respectfully Submitted,



Trina Mathewson
Council Secretary

Prepared By



Cheyenne Souza