

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.**  
**REGULAR COUNCIL MEETING – APRIL 8, 2017**

***MINUTES***

**I. CALL MEETING TO ORDER**

Ms. Rollings called the meeting to order at 10:06 a.m.

**II. ROLL CALL**

**Members Present**

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

**Members Absent**

LaWanda Quinnell ( <i>excused</i> )	Del Norte County Representative
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**III. INTRODUCTION OF GUESTS**

Arthur and Linda Lang and Janice Kehnle were recognized.

**IV. APPROVE AGENDA**

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

**V. APPROVE MINUTES**

Ms. Reece motioned to approve the minutes from March 11, 2017; Ms. Padgette seconded; ***MOTION*** carried by unanimous vote.

## VI. 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 March 2017 (*copies in Council packets*). We have 32 enrolled participants, 7 have exited, 14 have been employed, with 0 negative exits. We have 0 On-the-Job Training (OJT) participants, 4 Work Experience (WE), 10 Classroom Training (CRT) for vocational education and 18 direct placements (DP) with supportive services. There was some discussion.

They also reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1048 Subgrant Agreement K7104068 (NEG), through February 2017, with total expenditures of \$1,192,223.74 (*copies in Council packets*). There was some discussion.

**CA AIRRP** (California American Indian Rapid Response Program) – Mr. Coltra and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 541 Subgrant Agreement K6100373, through February 2017, with total expenditures of \$79,033.18 (*copies in Council packets*). There was some discussion.

**Lake Fire** (National Dislocated Worker Grant [NDWG])– Mr. Coltra and the Council reviewed a Sub grantee Narrative Report which listed the following performance factors: Employed in temporary disaster relief assistance, planned: 153, Actual: 150. Received Intensive Services, Planned: 265 Actual: 383. Received Supportive Service, Planned:143 Actual: 99. Completed NDWG Services, planned:143, Actual: 73. Employed at completion of NDWG services, planned: 21, Actual: 10. (*copies in Council packets*). There was some discussion.

Mr. Coltra and the Council reviewed a Letter from EDD Confirming their monitoring visit to review the WIA/WIOA and NEG Grants for the Program Year 2015-2017. It is scheduled for April 4, 2017 thru April 7, 2017. (*copies in Council packets*). There was some discussion.

**2017 Storm NDWG** (National Dislocated Worker Grant) - Mr. Coltra and the Council reviewed a Notice from EDD regarding the new grant for federal disaster assistance funds have been sought to help the tribal areas affected by floods and mudslides that resulted from the severe 2017 winter storms. Funding requested is for work crews to perform emergency work and the repair or replacement of facilities, infrastructure and lands that have been damaged. We requested funds for 400 participants equaling \$8.4 million and we were told we would receive \$7.6 million. We are currently negotiating for the full amount (*copies in Council packets*). Lengthy discussion ensued.

**CSBG** (Community Service Block Grant) – Mr. Coltra and the Council reviewed the Expenditure/Activity Report for LPA grant number 17F-2103 through February 28, 2017, with total expenditures of \$9,373.52 (*copies in Council packets*). They also reviewed and discussed the Expenditure/Activity Report for Set-Aside grant number

17F-2104 through February 28, 2017, with total expenditures of \$65,436.63 (*copies in Council packets*).

Mr. Coltra and the Council reviewed the 2016 CSBG Organizational Standards Outcome Chart. According to the chart the number of entities that were assessed were 57 and out of that number only 31 met all of the state standards. We are one of the 31 that has met all of the State Standards (*copies in Council packets*). There was some discussion.

Mr. Coltra and the Council reviewed an email from Sylmia Britt, from CSD. She wrote us to see if we could assist CSD, PG&E, Southern Edison and other Investor Owned Utilities to facilitate their weatherization projects on the Reservations and Rancherias. We agreed to assist them with this project, no dates have been set. (*copies in Council packets*). There was some discussion.

**CSBG Discretionary** – Mr. Coltra and the Council reviewed the Expenditure/Activity Report for Discretionary grant number 16F-5543 through February 28, 2017, with total expenditures of \$12,578.78 (*copies in Council packets*). In addition, they reviewed the Discretionary Work Plan/Progress Report, which addressed the new updates to our computer hardware, software, and security. (*copies in Council packets*).

**LIHEAP** (Low Income Housing Energy Assistant Program) – Mr. Coltra and the Council reviewed a list of 48 Tribes that we administer LIHEAP funds to, showing the remaining balance for each tribe's LIHEAP funding (*copies in Council packets*). There was some discussion.

**AUDIT**– Mr. Coltra and the Council reviewed a letter from our Auditors; Izabal, Bernaciak & Company. The Letter covered the audit objectives and the audit procedures (*copies in Council packets*). They also reviewed a letter from Farber Hass Hurley LLP, they conducted the peer review in accordance with the standards for performing and reporting on peer reviews established by the peer review board of the American institute of certified public accountants (*copies in Council packets*). There was some discussion.

**Carson Block** – Mr. Coltra and the Council reviewed a letter from the Northern California Community Loan Fund regarding the amendment made to the Bridge Loan And Security Agreement making a portion of it permanent. Mr. Coltra informed the council that this expense will be paid by the Carson Block QALICB (out of rental income) and not NCIDC. (*copies in Council packets*). Mr. Coltra also let the council know that the Carson Block Property is completely rented up, we are at full capacity. Lengthy discussion ensued.

**Gift Shop** – Mr. Coltra reports that we are currently in the red, but that we do expect improvements in March.

**Community Assessment Survey** – Mr. Coltra, Mr. Gehr, Ms. Hamilton Gentry and the Council reviewed and revised our community assessment survey. The Council

asked that we address specific issues in this survey such as; Domestic Violence, Suicide and Childcare. The discussion led to additional questions regarding these matters being added to the survey. The survey will be released in our service area by April 12, 2017. (*copies in Council packets*). There was lengthy discussion.

**CAP** (Community Action Plan) – is required this year. The Council will review the document and there will be a public hearings on June 10, 2017.

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 April 8, 2017; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

## **B. Fiscal Report**

Mr. Coltra and the Council reviewed and discussed the February 2017 Financial Report (*copies in Council packets*).

*There was no public comment.*

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

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

**VIII. NEW BUSINESS** – *There was no new business.*

## **IX. REQUESTS FOR ASSISTANCE**

**Request No. 1** – The Council reviewed and discussed a request from The Native Woman’s Health and Wellness Alliance in the amount of \$300 to sponsor their “Sacredness of Motherhood” workshops (*copies in Council packets*).

Ms. Padgette motioned to sponsor in the amount of \$300; Mr. Mattz seconded; **MOTION** carried by unanimous vote.

**Request No. 2** – The Council reviewed and discussed a request from the California Rural Indian Health Board in the amount of \$250 to sponsor their 37<sup>th</sup> Annual Traditional Indian Health Gathering, “Chasing Away the Darkness: Restoring Light to Our Sacred Ways” (*copies in Council packets*).

Ms. Padgette motioned to sponsor in the amount of \$250; Ms. Reece seconded; **MOTION** carried by unanimous vote.

**X. PUBLIC COMMENT** – Janice Kehnle commented to the council regarding the surveys; she feels there should be mandatory cultural competency trainings for people working in native communities.

**XI. SCHEDULE NEXT MEETING**

The next Regular Council Meeting is scheduled for Saturday, May 13, 2017 at 10:00 a.m., in the Council room at 241 F Street, Eureka.

**XII. ADJOURNMENT**

Mr. Mattz motioned to adjourn the meeting; Ms. Padgette seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 12:03 p.m.

Respectfully Submitted,



Trina Mathewson  
Council Secretary

Prepared By



Cheyenne Souza