

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.**  
**REGULAR COUNCIL MEETING – MAY 13, 2017**

***MINUTES***

**I. CALL MEETING TO ORDER**

Ms. Rollings called the meeting to order at 10:05 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
Jack Mattz	Del Norte County Representative
Patrick Chapman	Trinity County Representative
Trina Mathewson	Humboldt County Representative
LaWanda Quinnell	Del Norte County Representative
Tracy Foster-Olstad	Member at Large

**III. INTRODUCTION OF GUESTS**

There were no guests.

**IV. APPROVE AGENDA**

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

**V. APPROVE MINUTES**

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

## VI. STAFF REPORTS

Mr. Coltra asked Mr. Gehr to inform the Council that, as per Council policy, Mr. Gehr as Assistant Director will cover the day to day operations of NCIDC as Interim Executive Director during the period(s) Mr. Coltra takes leave to deal with health issues. Mr. Coltra will inform us as to the scheduling and length of his leave as he determines this in conjunction with his health providers.

The Executive Director's Report was given by the Assistant Director, Greg Gehr.

### 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 Adult Comprehensive Services Program (CSP) as of March 2017 (*copies in Council packets*). We have 34 enrolled participants, 8 have exited, 17 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 19 direct placements (DP) with supportive services (*copies in Council packets*). There was some discussion.

Mr. Gehr and the Council reviewed a DOL Employment & Training Administration Financial Report for grant number AB292853UO (Adult) through March 31, 2017 with \$54,935 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 grant number AB292853SO (Youth) through March 31, 2017 with \$9,848.28 in total expenditures (*copies in Council packets*). There was some discussion.

They also reviewed a DOL Employment and Training Administration Grant Modification #2 for Grant # AB-29285-16-55-A-6. The modification was granted to increase the administrative cost from 15% to 20% for operation of the Comprehensive Services Program, to increase the administrative cost from 15% to 19.3% for operation of the Supplemental Youth Services Program, and to revise the the indirect cost rate and cost allocation plan and incorporate the December 2, 2016 Indirect Cost Rate Agreement in accordance with this modification (*copies in Council packets*). There was some discussion.

**CA AIRRP** (California American Indian Rapid Response Program) – Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 541 Subgrant Agreement K6100373, through March 2017, with total expenditures of \$94,609.22 (*copies in Council packets*). There was some discussion.

**Lake Fire** (National Dislocated Worker Grant [NDWG])– Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1048 Subgrant

Agreement K6104068, through March 2017, with total expenditures of \$1,375,331.64 (*copies in Council packets*). There was some discussion.

Mr. Gehr and the Council also reviewed a Sub Grantee Narrative Report which listed the following performance factors: Employed in temporary disaster relief assistance: planned: 143, actual: 136. Received intensive services: planned: 143 actual: 136. Received supportive service: planned:143 actual: 90. Completed NDWG services: planned:143, actual: 97. Employed at completion of NDWG services: planned: 21, actual: 0. (*copies in Council packets*). There was some discussion.

Mr. Gehr and the Council reviewed a letter from EDD regarding their monitoring visit to review the WIA/WIOA and NEG Grants for the Program Year 2015-2017. They concluded that, overall, NCIDC is meeting applicable WIOA requirements concerning grant program administration and procurement (*copies in Council packets*). There was some discussion.

**2017 Storm NDWG** (National Dislocated Worker Grant) - Mr. Gehr and the Council reviewed the line item budget and monthly project plan that outlined the 2017 Storm National Dislocated Worker Grant. The project is planning to employ approximately 304 laborers and 76 supervisors. The plan also included the Reservations and Rancherias that were affected by the storms and will have crews assigned to them. (*copies in Council packets*). Lengthy discussion ensued.

**CSBG** (Community Service Block Grant) – Mr. Gehr and the Council reviewed the Audit Transmittal Report for Contract Numbers 14F-3057, 14F-3099, 15F-2103, 15F-2014, and 15F-2424. There were no findings and all five contracts are closed out. They also reviewed the CSBG close-out package for Contract # 16F-5103 (LPA) and the close-out package for 16F-5104 (Set-Aside) (*copies in Council packets*). There was some discussion.

Mr. Gehr and the Council reviewed the Expenditure/Activity Report for LPA grant number 17F-2103 through March 31, 2017, with total expenditures of \$10,303.91 (*copies in Council packets*). They also reviewed and discussed the Expenditure/Activity Report for Set-Aside grant number 17F-2104 through March 31, 2017, with total expenditures of \$193,857.31 (*copies in Council packets*).

**CSBG Discretionary** – Mr. Gehr and the Council reviewed the Expenditure/Activity Report for Discretionary grant number 16F-5543 through March 31, 2017, with total expenditures of \$8,988.22 (*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*).

**DNIEC** (Del Norte Indian Education Center) – Mr. Gehr and the Council reviewed an Expenditure Report for the IEC through May 11, 2017, with total expenditures of \$104,438.68 (*copies Council packets*). There was some discussion. They also reviewed and discussed the IEC Audited Final Revenue and Expenditure Report for the fiscal year 2016 with total expenses of \$248,348.67 (*copies Council packets*).

**TUPE** (Tobacco-Use Prevention Education) – Mr. Gehr and the Council reviewed an Expenditure Report for TUPE through May 11, 2017, with total expenditures of \$25,853.94 (*copies in Council packets*). There was some discussion.

**NAPP** (California Dept. of Public Health - Nutrition Education and Obesity Prevention Branch) – Mr. Gehr and the Council reviewed an invoice regarding the subcontract brought in by Lou Moerner, the Community Wellness Director. The Native American Pilot Project (NAPP) subcontract will run from February thru September. Ms. Moerner will provide technical assistance and data collection concerning the 14 American Indian tribes/ tribal agencies within Humboldt County. The goal of this project is to gather information about nutrition and physical activity programs currently provided for tribal members in Humboldt County. Ms. Moerner is also collecting community surveys from each tribe regarding community knowledge and attitudes about these programs (*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*). There was some discussion.

**Carson Block** – The Carson Block Building is being nominated for the Governor's Historic Preservation Award. Mr. Gehr and the Council reviewed and discussed the endorsement letters we received in support of this nomination. The award is presented annually under the sponsorship of the California Office of Historic preservation (OHP) and the California State Parks to projects, individuals and organizations whose contributions demonstrate significant achievements in preserving the heritage of California. Our architects, Page & Turnbull are completing the paperwork with assistance from Ms. Hamilton Gentry. We currently have letters of support from; Charlotte MacDonald, Executive Director of Eureka Main Street; Virginia Bass with the County of Humboldt Board of Supervisors; Ted Loring Jr., Chair of the City of Eureka's Historic Preservation Commission; Greg L. Sparks, Eureka City Manager; Jared Huffman U.S. Congress Member; Jim Wood, California Assembly Member and Mary Ann McCulloch with the Eureka Heritage Society (*copies in Council packets*). There was some discussion.

**Gift Shop** – Mr. Gehr reports that we are currently in the red, but that we do expect improvements this summer. They also discussed the ongoing use of the gift shop as a work experience and retail training program. There was some discussion.

**CAP** (Community Action Plan) – is required this year. The Council will review the document and there will be a public hearing following the council meeting 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. Foster-Olstad motioned to approve the Executive Director's report for May 13, 2017; Ms. Padgette seconded; **MOTION** carried by unanimous vote.

## **B. Fiscal Report**

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

*There was no public comment.*

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

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

## **VIII. NEW BUSINESS – 2016 Audit Draft - Izabal, Bernaciak & Company**

Mr. Bernaciak phoned in to give the Council a complete overview of the audit process and presented the 2016 Audit Draft. He also asked the council if they had any questions for him regarding both the audit and the NCIDC's financial health (*copies in Council packets*). There was some discussion.

## **IX. REQUESTS FOR ASSISTANCE**

**Request No. 1** – The Council reviewed a request from Quartz Valley Indian Reservation in the amount of \$250 for their 13<sup>th</sup> Annual Bike Rodeo/Safety Fair (*copies in Council packets*).

Mr. Mattz motioned to assist with \$250 for the Quartz Valley Indian Reservation Bike Rodeo/Safety Fair; Ms. Padgette seconded; **MOTION** carried by unanimous vote.

**Request No. 2** – The Council reviewed and discussed a request from Nor-Rel-Muk Wintu Nation in the amount of \$250 to sponsor their annual gathering held Memorial Day weekend (*copies in Council packets*).

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

**Request No. 3** – The Council reviewed a request from the Mt. Bidwell Native American Committee in the amount of \$500 for their Mini Social Pow Pow to recognize the Mt. Bidwell Boarding School Elders (*copies in Council packets*).

Mr. Mattz motioned to assist with \$250 for the Mt. Bidwell Native American Committee; Ms. Padgette seconded; **MOTION** carried by unanimous vote.

**Request No. 4** – The Council reviewed a request from the Wiyot Tribe in the amount of \$250 for the Annual Goutsuwe'n (Wiyot Day) Honoring our Elders and Veterans (*copies in Council packets*).

Mr. Mattz motioned to assist with \$250 for the Annual Goutsuwe'n (Wiyot Day); Ms. Magdaleno seconded; **MOTION** carried by unanimous vote.

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

**XI. SCHEDULE NEXT MEETING**

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

**XII. ADJOURNMENT**

Ms. Padgette motioned to adjourn the meeting; Ms. Mathewson seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 11:45 p.m.

Respectfully Submitted,



Trina Mathewson

Council Secretary

Prepared By



Cheyanne Souza