

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.
REGULAR COUNCIL MEETING – OCTOBER 9, 2020**

MINUTES

I. CALL MEETING TO ORDER

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

II. ROLL CALL

Members Present

Dena Magdaleno
Denise Padgette
Fred Case
Lonyx Landry
Mindy Natt
Ruby Rollings
Tracy Foster-Olstad
Trina Mathewson

Member at Large

Del Norte County Representative
Siskiyou County Representative
Trinity County Representative
Del Norte County Representative
Humboldt County Representative
Trinity County Representative
Humboldt County Representative

Members Absent

Wilverna Reece

Siskiyou County Representative

III. INTRODUCTION OF GUESTS

There were no guests.

IV. APPROVE AGENDA

Mr. Landry motioned to approve the agenda, with an addition of an Annual meeting discussion; Ms. Padgette seconded; **MOTION** carried by unanimous vote.

V. APPROVE MINUTES

Ms. Magdaleno motioned to approve the regular meeting minutes from September 11, 2020; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

VI. STAFF REPORTS

A. Executive Director

NCIDC staff has continued implementation of social distancing around the office and while seeing clients for services. We have implemented phone intake procedures for clients, minimized the density of workers in the office at any one time, and begun curbside delivery of vouchers and other documents to clients. Masks, gloves, sanitizing supplies, and non-contact temperature monitoring are all being utilized by staff. We are taking this very seriously and following both the federal and state mandates and guidelines.

We are also continuing to hold our Council meetings electronically. The meeting is however, still open to the public. Any person wishing to be a part of the council meeting is welcome to come to the NCIDC Eureka office, where they would be seated in the Council Chambers. They would be able to watch the electronic meeting on the large screen TV in this meeting room, and allowed to participate during the public comment period. All guests would be expected to follow social distancing protocols. The Council Chambers are large enough to accommodate three to four individuals with proper separation. If more guests than that were to attend, the staff would relocate the public viewing to the third floor theatre area of the Carson Block building which is a larger space that can accommodate more people while still maintaining over six feet of separation between each guest.

CSBG (Community Service Block Grant) – Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG LPA grant number 20F-3103 through August 31, 2020, with total expenditures of \$14,615.57 (*copies in Council packets*). There was further discussion. Mr. Gehr and the Council also reviewed an Expenditure/Activity Report for CSBG SA grant number 20F-3104 through August 31, 2020, with total expenditures of \$117,896.93 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG Discretionary grant number 20F-3104 through August 31, 2020, with total expenditures of \$1,568.07 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed the an Expenditure/Activity Report for CSBG CARES LPA grant number 20F-3742 for a total of \$0.00. This covers the core expenses related to the CARES contracts (*copies in Council packets*). There was further discussion. Mr. Gehr and the Council also reviewed the Expenditure/Activity Report for CSBG CARES SA grant number 20F-3743 for a total of \$0.00. These funds are for specifically Covid-19 related expenses (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council discussed our new CSBG subcontractor Walking Shield, Inc. We would like to welcome Mr. John Castillo, director of Walking Shield, Inc. to the NCIDC Subcontractor network. Walking Shield, Inc. is based in Costa Mesa, CA and will be providing CSBG services in Orange county.

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 September 2020 (*copies in Council packets*). There are 50 enrolled participants, 38 have exited, 45 have been employed, with 0 negative exits. There are no On-the-Job Training (OJT) participants at this time, there is one Work Experience (WE), and three Classroom Training (CRT) for vocational education and three direct placements (DP) with supportive services.

CARR FIRE (National Dislocated Worker Grant code 1135) – Mr. Gehr and the Council reviewed the Carr fire Monthly Report for the month of August 2020 (*copies in Council packets*). The primary worksites for this project are in the Whiskeytown area. Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1186 Sub grant Agreement AA011047, through August 2020, with total expenditures of \$78,122.93 (*copies in Council packets*). The crews are currently shut down due to Covid-19 case spikes in the county and the active wildfires in the NDWG coverage areas. There was further discussion.

2018 MEGAFIRES Workforce Development (Butte County National Dislocated Worker Grant) – Mr. Gehr and the Council reviewed the monthly Report for the month of August 2020 for the 2018 Megafires workforce development component grant code 1140 (*copies in Council packets*). Mr. Gehr explained to the council that the Megafires has two components. The first is the workforce development component, which covers the training and job readiness component and then once the crews have finished that component they move into the second which is the temporary jobs component where we put them to work on out crew where they can gain experience to then go out and find permanent employment. Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1140 Sub grant Agreement K9111522, through August 2020, with total expenditures of \$218,040.75 (*copies in Council packets*). Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1202 Sub grant Agreement AA011047, through August 2020, with total expenditures of \$0.00. This is the second increment of funding (*copies in Council packets*) which has not yet been tapped as we are spending the remaining first increment funding. There was further discussion.

2018 MEGAFIRES Temporary Jobs (Butte County National Dislocated Worker Grant) – Mr. Gehr and the Council reviewed the monthly report for the month of August 2020 for 2018 Megafires Temporary Jobs Component grant code 1143, the second component of the megafires program (*copies in Council packets*). Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1203 Sub grant Agreement AA011047, through August 2020, with total expenditures of \$100,421.90 (*copies in Council packets*). The Crews had been temporarily shut down due to the wildfires. There was further discussion.

2019 STORMS (Severe Winter Storms National Dislocated Worker Grant) – Mr. Gehr and the Council reviewed the monthly report for August 2020 for grant code 1160 (*copies in Council packets*). There was further discussion. Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1160 Sub grant Agreement AA011047, through August 2020, with total expenditures of

\$8,545.11 (*copies in Council packets*). Mr. Gehr discussed the Soboba crew and the fact that they should start working soon. There was further discussion.

2020 COVID (2020 Disaster Recovery COVID NDWG) – Mr. Gehr and the Council reviewed the monthly report for August 2020 for grant codes 1196 and 1195 (*copies in Council packets*). Mr. Gehr and the Council reviewed the WIA/WIOA Summary of Expenditures for Grant Code 1195 Sub grant Agreement AA011047, through August 2020, with total expenditures of \$0.00 (*copies in Council packets*). Mr. Gehr and the Council reviewed the WIA/WIOA Summary of Expenditures for Grant Code 1196 Sub grant Agreement AA011047, through August 2020, with total expenditures of \$0.00 (*copies in Council packets*). This is for the sanitization technician training. The first Tribe with a signed agreement is the Quartz Valley Indian Reservation, they will be starting soon on their microbial warrior training etc. We are working with UIHS and the Karuk Tribe to sign an agreement soon, and the Soboba Tribe is also reviewing this NDWG opportunity. There was further discussion.

CA AIRRP (California American Indian Rapid Response Program) – Mr. Gehr and the Council reviewed the WIA/WIOA Summary of Expenditures for Grant Code 540 Sub grant Agreement K9111522, through August 2020, with total expenditures of \$119,455.65 (*copies in Council packets*). Ms. Thomas our Rapid Response Coordinator has continued working with the Southern area Tribes during the COVID pandemic providing referrals and services as needed. There was further discussion.

HAF (Humboldt Area Foundation) – Mr. Gehr and the Council reviewed and discussed an emailed correspondence between Lindsie Bear from HAF and Mr. Gehr regarding an additional \$15,000.00 in funding to further support the fire evacuees. We have received \$60,000.00 in funding to support this effort. We have assisted approximately 120 households with direct services (*copies in Council packets*). There was further discussion.

TUPE (Tobacco Use Prevention Education) – Ms. Flynn and the Council reviewed and discussed the TUPE Grant Award Notification for PY 2020-21 with a combined funding total of \$50,000.00. This award is for both of the TUPE programs (*copies in Council packets*). There was further discussion.

United Way Census – Ms. Flynn and the Council reviewed and discussed the United Way of Wine Country Reporting template, which listed the scheduled Census PSAs (public service announcements) and all of the online events we have attended (*copies in Council packets*). There was further discussion.

CARSON BLOCK – Mr. Gehr and the council discussed and reviewed the filing letters for the Secretary of State statement of information for the Carson Block Property Management LLC, The Carson Block QALICB LLC, and the Carson Block Master Tenant LLC. We have rented the 3rd street retail space to Pony Express, LLC. it is a shipping and mailing store. We have interested parties viewing the suites and will hopefully be renting them out soon (*copies in Council packets*). There was some discussion.

LIHEAP (Low Income Housing Energy Assistant Program) – Mr. Gehr and the Council reviewed the list of the 48 Tribes in our LIHEAP program, showing how much of each Tribal allocation has been expended for the FY 2020. We are happy to announce that we have successfully completed our spend down. Congratulations Alisha Johnson, our LIHEAP coordinator worked hard to complete the spend down. (*copies in Council packets*). There was further discussion.

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

There was no public comment.

Ms. Foster-Olstad motioned to approve the Executive Director’s report for October 9, 2020; Mr. Landry seconded; **MOTION** carried by unanimous vote.

B. Fiscal Report

Mr. Byfield and the Council reviewed and discussed the August 2020 Financial Report. During this discussion the statement of financial position was reviewed as well as monthly statements of revenue and expenditures for NCIDC’s grant contracts (*copies in Council packets*).

There was no public comment.

Ms. Foster-Olstad motioned to approve the August 2020 Financial Report; Ms. Padgett seconded; **MOTION** carried by unanimous vote.

VII. OLD BUSINESS

There was no old business.

VIII. NEW BUSINESS

Annual Meeting – Mr. Gehr and the Council discussed the annual meeting which is scheduled for December 12, 2020. The Council discussed having the annual meeting in person or via Zoom due to the Covid-19 pandemic. The Council requested to add the discussion as an action item to the next Council meeting agenda.

DNIEC Re-opening Plan Review – Ms. Flynn and the Council reviewed and discussed in depth the DNIEC re-opening Plan. Ms. Flynn thanked Lillian and Angela for their work on the reopening plan. The reopening plan has been created to be in alignment with guidance offered by the National Centers for Disease Control and Prevention (CDC), California Department of Health (CDH), guidelines, State OSHA standards related to COVID-19, as well as through direction provided by the administration of the Governor and Lieutenant Governor of California. The plan elements include but are not limited to: cleaning, hygiene, arrival procedures, health screenings, limited sharing, face coverings, classroom space, social distancing, etc. (*copies in Council packets*). There was further discussion.

Ms. Padgette motioned to approve the DNIEC Re-opening plan; Ms. Foster-Olstad seconded; **MOTION** carried with one opposing vote by Ms. Rollings.;

IX. REQUESTS FOR ASSISTANCE

There were no requests for assistance.

X. PUBLIC COMMENT / INFORMATION / THANK YOU

There were no public comments.

XI. EXECUTIVE SESSION

Ms. Rollings reported out of executive session that they had made a decision in regards to the Da'Luk Youth Program Coordinator.

Mr. Landry motioned to approve the interview panel recommendation to offer the Da'Luk Youth Program Coordinator position to Carolyn Smith with Madison Flynn as supervisor and Lillian Strong as alternate supervisor; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

XII. SCHEDULE NEXT MEETING

The next Regular Council Meeting is scheduled for Friday, November 13, 2020 at 1:00 p.m., by teleconference.

XIII. ADJOURNMENT

Ms. Padgette motioned to adjourn the meeting; Mr. Landry seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 4:01 p.m.

Respectfully Submitted,



Trina Mathewson
Council Secretary

Prepared By



Cheyenne Souza
Executive Assistant