

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.  
REGULAR COUNCIL MEETING – MARCH 13, 2020**

***MINUTES***

**I. CALL MEETING TO ORDER**

Ms. Rollings called the meeting to order at 1:02 p.m.

**II. ROLL CALL**

**Members Present**

Ruby Rollings	Humboldt County Representative
Fred Case	Siskiyou County Representative
Wilverna Reece	Siskiyou County Representative
Tracy Foster-Olstad	Trinity County Representative
Lonyx Landry	Trinity County Representative
Trina Mathewson	Humboldt County Representative

**Members Absent**

Mindy Natt	Del Norte County Representative
Dena Magdaleno	Member at Large
Denise Padgette	Del Norte County Representative

**III. INTRODUCTION OF GUESTS**

*There were no guests.*

**IV. APPROVE AGENDA**

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

**V. APPROVE MINUTES**

Ms. Foster-Olstad motioned to approve the regular meeting minutes from February 7, 2020; Mr. Case seconded; **MOTION** carried by unanimous vote.

## VI. STAFF REPORTS

### A. Executive Director

Mr. Gehr addressed the Council regarding the Coronavirus, Covid-19 Virus. The Health Dept. has requested that we have at least six feet of space between each of us. The meeting has been moved from the Council Chambers to the third floor theatre space to accommodate. Mr. Gehr has asked that the council discuss making a change to how we conduct our meetings until the Health Dept. deems meetings can take place person to person again. In the mean time we have a resolution to discuss and hopefully vote to pass later in the meeting regarding the Governor's executive order granting extra flexibility for meeting the conditions of the Brown Act in order to have future meetings electronically.

**CSBG** (Community Service Block Grant) – Mr. Gehr and the Council reviewed the executed Standard Agreement for CSBG LPA grant number 20F-3103, with terms of January 1, 2020 through December 31, 2020 for \$122,000.00 (*copies in Council packets*).

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG LPA grant number 20F-3103 through January 31, 2020, with total expenditures of \$7,259.68 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG SA grant number 20F-3104 through January 31, 2020, with total expenditures of \$15,405.47 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG Discretionary grant number 19F-4457 through January 31, 2020, with total expenditures of \$2,312.37 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG SA grant number 19F-4104 through January 31, 2020, with total expenditures of \$144,093.74 (*copies in Council packets*). This is the set-aside carryover from the 2019 contract, we are currently working with the subcontractors and tribes to get in their final reimbursements so we can close the contract. There was further discussion.

**ACLU** Indigenous Education Advocate – Ms. Flynn and the Council discussed the recent hiring of Rain Marshall as our ACLU Indigenous Education Advocate. Ms. Marshall has a prestigious background and is currently a professor at Humboldt State University. She has been teaching but has transferred her classes to begin working full time as the Indigenous Education Advocate. Due to the recent traveling precautions of the Covid-19 Virus the ACLU team has been in contact using video meetings, email, and phone only. There was further discussion.

**DNIEC** (Del Norte Indian Education Center) – Ms. Flynn and the Council reviewed and discussed an expenditure report for PY 2019-20 through February 12, 2020, with expenditures of \$37,628.22 (*copies in Council packets*). Operations at the center were discussed in light of the current Covid-19 crisis. There was further discussion.

**TUPE** (Tobacco-Use Prevention Education) – Ms. Flynn and the Council reviewed and discussed a TUPE Prop 99 funding expenditure report for PY 2019-20 through February 12,2020, with expenditures of \$4,817.52 (*copies in Council packets*). There was further discussion.

**TUPE** (Tobacco-Use Prevention Education) – Ms. Flynn and the Council reviewed and discussed a TUPE Prop 56 funding expenditure report for PY 2019-20 through February 12,2020, with expenditures of \$3,482.78 (*copies in Council packets*). There was further 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 February 2020 (*copies in Council packets*). There are 44 enrolled participants, 29 have exited, 39 have been employed, with 0 negative exits. There are no On-the-Job Training (OJT) participants at this time, there are three Work Experience (WE), and seven Classroom Training (CRT) for vocational education and three direct placements (DP) with supportive services. Mr. Gehr and the Council reviewed a summary of current enrollment in the Youth Comprehensive Services Program (CSP). There are fourteen enrolled participants, six have exited, six have been positive placements with 0 negative exits (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed a DOL Employment & Training Administration Modification #15 for grant number # K9111522. The purpose of this modification is to deobligate \$400,000 of National Dislocated Worker Grant funding from the 2018 Megafires NDWG Project in grant code 1143 and redirect \$200,000 to grant code 1140 and redirect \$200,00 to another project operator in the second increment which will come back to NCIDC in the third increment of funding (*copies in Council packets*). There was some discussion.

Mr. Gehr and the Council reviewed a DOL Employment & Training Administration Modification #7 for grant number # K8108741. The purpose of this modification is to extend the term date to June 30,2020 from December 31,2019 and incorporate revised exhibits for the 2017 CA Wildfire NDWG project in grant code 1125 (*copies in Council packets*). There was some discussion.

Mr. Gehr and the Council reviewed a DOL Employment & Training Administration Modification #1 for grant number # AA011047. The purpose of this modification is to incorporate original exhibits into the 2019 Severe Winter storms NDWG project in grant code 1160 (*copies in Council packets*). There was some discussion.

**WILDFIRE** (National Dislocated Worker Grant code 1125) – Mr. Gehr and the Council reviewed the Monthly Report for the 2017 CA Wildfires for the month of February 2020 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1125 Sub grant Agreement K8108741, through January 2020, with total

expenditures of \$104,032.48 (*copies in Council packets*). There was further discussion.

**CARR FIRE** (National Dislocated Worker Grant code 1135) – Mr. Gehr and the Council reviewed the Carr fire Monthly Report for the month of January 2020 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1135 Sub grant Agreement K9111522, through January 2020, with total expenditures of \$391,122.10 (*copies in Council packets*). 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 2018 Megafires Workforce Development Component grant code 1140 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1140 Sub grant Agreement K9111522, through January 2020, with total expenditures of \$145,891.82 (*copies in Council packets*). 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 2018 Megafires Temporary Jobs Component grant code 1143 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1143 Sub grant Agreement K9111522, through January 2020, with total expenditures of \$293,883.31 (*copies in Council packets*). There was further discussion.

**2019 STORMS** (Severe Winter Storms National Dislocated Worker Grant) – Mr. Gehr and the Council reviewed the Monthly Reports for January 2020 that were submitted to EDD which listed the projected project narratives (*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 January 2020, with total expenditures of \$0.00 (*copies in Council packets*). 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 January 2020, with total expenditures of \$70,783.89 (*copies in Council packets*). There was further discussion.

**LIHEAP** (Low Income Housing Energy Assistant Program) – Mr. Gehr and the Council reviewed the list of 48 Tribes in our LIHEAP program, showing how much

of each Tribal allocation has been expended and the amount currently remaining for the FY 2020 (*copies in Council packets*). There was some discussion.

**CENSUS** – Mr. Gehr and the Council reviewed a copy of the letter written by Congressman Jared Huffman sent to Dr. Steve Dillingham of the U.S. Census Bureau documenting at length the current issues we have discussed during the Northwestern California intertribal census workgroup meetings. Mr. Huffman is committed to working with the U.S. Census Bureau to address our concerns and ensure a complete count of tribal members for California Congressional District 2 (*copies in Council packets*). There was some discussion.

**California Secretary of State** – Mr. Gehr and the Council reviewed our copy of the current California Secretary of State Electronic Filing corporation statement of information for the Northern California Indian Development Council, Inc. (*copies in Council packets*). There was some 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 March 13, 2020; Mr. Landry seconded; **MOTION** carried by unanimous vote.

## **B. Fiscal Report**

Mr. Byfield and the Council reviewed and discussed the January 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. Reece motioned to approve the January 2020 Financial Report; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

## **VII. OLD BUSINESS**

### **A. 2020 Mini Grant Ad Hoc Recommendations**

Mr. Gehr and the Council discussed the 2020 Mini Grant Ad Hoc Committee which met this morning before the regularly scheduled Council Meeting. The Ad Hoc Committee recommended that the council vote on each mini grant request individually (*copies in Council packets*). There was further discussion.

**The Tolowa Dee-Ni’ Nation’s Mini Grant requested \$5,000.**

Ms. Reece motioned to approve The Tolowa Dee-Ni` Nation's Mini Grant request; Ms. Mathewson seconded; **MOTION** carried by unanimous vote.

**The Quartz Valley Indian Reservation's Mini Grant requested \$5,000.**

Mr. Landry motioned to approve The Quartz Valley Indian Reservation's Mini Grant request; Ms. Mathewson seconded; MOTION carried by unanimous vote.

**The Resighini Rancheria's Mini Grant requested \$4,250.**

Mr. Landry motioned to approve The Resighini Rancheria's Mini Grant request; Ms. Mathewson seconded; Ms. Reece abstained; MOTION carried.

**The Tolowa Nee-dash Society's Mini Grant requested \$5,000.**

Mr. Landry motioned to approve The Tolowa Nee-dash Society's Mini Grant request; Ms. Reece seconded; **MOTION** carried by unanimous vote.

**VIII. NEW BUSINESS**

**A. Electronic Meeting Resolution 20.03**

Mr. Gehr and the Council reviewed and discussed the declared Public Health emergency due to the Covid-19 Virus pandemic, the Governor has issued Executive Order N-25-20 authorizing additional flexibility authorizing electronic meetings for public agencies notwithstanding other provisions of state or local law including the Brown act (*copies in Council packets*). There was further discussion.

Ms. Reece motioned to approve the Electronic Meeting Resolution 20.03; Mr. Landry seconded; **MOTION** carried by unanimous vote.

**B. Census 2020 Update**

Ms. Flynn and the Council discussed the Census Kick off held Friday March 6,2020 from 3:30 – 7:00 at the Sequoia Conference Center. The event was a great success we had 198 sign in and even more people in attendance that did not sign in. Cheryl Seidner opened with a heartfelt prayer and Terry Supahan kicked off the event with a beautiful song. Our presenters included Christina Snider, tribal advisor to the Governor's Office, Kayla Hilario, Tribal Affairs Specialist with CA Complete Count, Lindsay McCovey and Jesse Fraire with California Native Vote Project, Josh Standing Horse and Bernie Pollard, with the US Census Bureau (*copies in Council packets*). There was some discussion.

### **C. 403(b) Plan Resolution 20.02**

Mr. Gehr and the Council reviewed and discussed the resolution authorizing Mr. Gehr as the Executive Director to implement, maintain, and administer the 403(b) plan (*copies in Council packets*). There was some discussion.

Mr. Landry motioned to approve The 403(b) Plan Resolution 20.02; Ms. Mathewson seconded; Ms. Reece abstained; MOTION carried.

### **D. Personnel Policies and Procedures**

Mr. Gehr, Ms Strong and the Council discussed the recent memo distributed to staff regarding the changes made around the office due to the Covid-19 Virus. We have asked clients coming into the office to wash their hands before a meeting can take place. We will be asking clients exhibiting symptoms of sickness to leave and phone in to do their intakes over the phone. We have staff frequently washing their hands and cleaning their work stations with disinfectants.

Mr. Gehr and Ms. Strong asked to have an ad hoc committee form to help her revise the current personnel policies and procedures which need to be revised every five years. The Council discussed and agreed to form a personnel policies and procedures Ad Hoc Committee. Ms.Rollings, Ms. Mathewson and Mr. Landry offered to form the committee and we will reach out to the Council Members that were unable to attend today's meeting to see if they are interested in joining the personnel policies and procedures ad hoc Committee.

## **IX. REQUESTS FOR ASSISTANCE**

Mr. Gehr and the Council reviewed the donation requests we received, however we are unable to assist with funding for group gatherings at this time and requested that each of the donors re submit their request for funding when the Governors declaration has been lifted to shelter in place and we are able to gather in groups again.

## **X. PUBLIC COMMENT / INFORMATION / THANK YOU**

**Thank You** – Mr. Gehr and the Council reviewed a thank you card from The Humboldt Area Foundation and Wild Rivers Community Foundation for our generosity and support (*copies in Council packets*).

**Information** – Mr. Gehr and the Council reviewed a card from Changing Tides addressed to our chairperson Ruby Rollings, They are celebrating their 45<sup>th</sup> Year!

**XI. EXECUTIVE SESSION**

The Council entered into a closed executive session to discuss a personnel matter. The Closed executive session ended at 3:15.

Ms. Rollings announced there was nothing to report out of executive session.

**XII. SCHEDULE NEXT MEETING**

The next Regular Council Meeting is scheduled for Friday, April 10, 2020 at 1:00 p.m., by teleconference.

**XIII. ADJOURNMENT**

Mr. Case motioned to adjourn the meeting; Ms. Reece seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 3:19 p.m.

Respectfully Submitted,



Trina Mathewson  
Council Secretary

Prepared By



Cheyanne Souza  
Executive Assistant