

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.  
REGULAR COUNCIL MEETING – JUNE 12, 2020**

***MINUTES***

**I. CALL MEETING TO ORDER**

Ms. Foster-Olstad called the meeting to order at 1:15 p.m.

**II. ROLL CALL**

**Members Present**

Dena Magdaleno  
Denise Padgette  
Fred Case  
Lonyx Landry  
Tracy Foster-Olstad  
Trina Mathewson  
Wilverna Reece

Member at Large  
Del Norte County Representative  
Siskiyou County Representative  
Trinity County Representative  
Trinity County Representative  
Humboldt County Representative  
Siskiyou County Representative

**Members Absent**

Mindy Natt  
Ruby Rollings

Del Norte County Representative  
Humboldt County Representative

**III. INTRODUCTION OF GUESTS**

*There were no guests.*

**IV. APPROVE AGENDA**

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

**V. APPROVE MINUTES**

Mr. Case motioned to approve the regular meeting minutes from May 8, 2020; Ms. Padgette 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 Set-Aside grant number 19F-4104 through April 30, 2020, with total expenditures of \$55,631.54 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed an Expenditure/Activity Report for CSBG LPA grant number 20F-3103 through April 30, 2020, with total expenditures of \$7,928.88 (*copies in Council packets*). There was further discussion.

Mr. Gehr and the Council reviewed the standard agreement amendment number one for set-aside grant number 20F-3104. The amendment changed the amount of the contract to reflect an increase of \$74,820.300 (*copies in Council packets*). There was further discussion.

**Nonprofit Rate Agreement** – Mr. Gehr and the Council discussed and reviewed the NCIDC's current nonprofit rate agreement which is 40% for all programs (*copies in Council packets*). There was further discussion.

**Humboldt County Covid-19 Plan Approval** – Mr. Gehr, Ms. Strong and the Council discussed and reviewed the Humboldt County Covid-19 Plan Approval. Ms. Strong submitted all of our Humboldt County Covid-19 Plans. We had to submit three separate plans; for the Giftshop (retail employers), the Office(Office Workspaces), and The Carson Block building(limited services). We received all three of our plan approval certificates and they were posted at all of the building entrances. The approval certificates state that we have an approved worksite plan, we wear facial

covering before entering the premises, we have Covid-19 trainings, we implement temperature screening, we disinfect surfaces, and we observe physical distancing guidelines (*copies in Council packets*). There was further discussion. Ms. Strong is currently working on the Crescent City offices and Ed Center plans thru the Del Norte County.

**DNIEC (Del Norte Indian Education Center)** – The Council was asked to share their opinions related to the Del Norte Indian Education Center’s re opening procedures. The council suggested that we follow Del Norte counties and the Del Norte School’s lead for how to proceed and also consider limited groups sizes and go thru the protocols such as temperature checks, facial coverings, sanitizing, and social distancing as much as possible. Ms. Flynn informed the council that she would draft an opening plan to reflect on the current information as it becomes available. Ms. Flynn and the Council discussed with the Council how the Education Center may need to make further changes depending on the Del Norte County plans regarding re-opening possibilities. Some of the ideas include staggering the students for less capacity at once, separate by age range, and offer online services tutoring etc. They have continued to print packets for students and share cultural presentations thru virtual platforms. There was further discussion.

**SUD (Youth Substance Use Disorder Prevention Program)** – Ms. Flynn, Ms. Richeson and the Council discussed several ideas for changing the acronym for the program. We are currently still accepting applications for both the Youth SUD Prevention Clinical Social Worker and the Youth SUD Program Coordinator positions. We have received several for the Youth SUD Program Coordinator and we have not received any applications for the licensed clinical social worker (LCSW). If you know of any LCSW workers looking for job opportunities please share this info with them. There was further discussion.

**United Way** – Ms. Flynn and the Council reviewed and discussed the United Way of Wine Country Reporting template, which listed our scheduled census PSAs (public service announcements) releases schedule as well as our scheduled census meetings. (*copies in Council packets*).

**CIMC California Complete Count Census** – Mr. Gehr and the Council discussed the CIMC California Complete Count Census contract (*copies in Council packets*). There was some discussion. Mr. Gehr and the Council also discussed the recently released PSA about “group quarters” which featured Rosemary Pimentel from our Fiscal department. She discussed the fact that incarcerated natives are not being counted in our census, and how we are working to count them (*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 May 2020 (*copies in Council packets*). There are 48 enrolled participants, 31 have exited, 41 have been employed, with 0 negative exits. There are no On-the-Job Training (OJT) participants at this time, there are two Work Experience (WE), and five 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, fourteen have exited, fourteen have been positive placements with 0 negative exits (*copies in Council packets*). There was further discussion.

**CA WILDFIRES** (National Dislocated Worker Grant code 1125) – Mr. Gehr and the Council reviewed the Monthly Report for the 2017 CA Wildfires for the month of May 2020 (*copies in Council packets*). The work crews had previously been shut down due to the Covid-19 shelter in place guidelines, but restarted in May. 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 April 2020, with total expenditures of \$132,281.96 (*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 May 2020 (*copies in Council packets*). This program is starting to get up and running, one of the crews was able to start working they could travel together because they lived in the same house. The sheltering mandate says only two people per truck, however they signed a release stating they lived together so they could form a work crew of three. (*copies in Council packets*). There was further discussion. Mr. Gehr and the Council reviewed a close out WIA/WIOA Summary of Expenditures for Grant Code 1135 Sub grant Agreement K9111522, through April 2020, with total expenditures of \$400,000.00 (*copies in Council packets*). There was further discussion. Mr. Gehr and the Council reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1186 Sub grant Agreement AA011047, through April 2020, with total expenditures of \$5,951.64. This is the second increment of funding (*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 month of May 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 commended Ms. Jones and her staff for their excellent job covering both aspects of this demanding program. 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 April 2020, with total expenditures of \$195,819.69 (*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 month of March 2020 for 2018 Megafires Temporary Jobs Component grant code 1143, the

second component of the megafires program (*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 April 2020, with total expenditures of \$468,860.79 (*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 report for May 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 April 2020, with total expenditures of \$0.00 (*copies in Council packets*). The Soboba area recently had a broken levy which caused damage and we are hoping to have fifteen crew members or so to do the required work in these areas. We have requested extensions on these programs due to the Covid-19 shelter orders. There was further discussion.

Mr. Gehr also discussed that Ms. Richeson and Ms. Strong have been working on training components and found a virtual training named microbial warrior training specific to the Covid-19 sanitization training. We are currently working with EDD to correctly code and offer this training so it is an allowable expense. 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 April 2020, with total expenditures of \$98,480.22 (*copies in Council packets*). Ms. Thomas recently did a presentation regarding services offered thru our rapid response program, due to the increased layoffs throughout the area. There was further discussion.

**IWDB** (Indian Workforce Development Board) –Mr. Gehr also discussed with the Council a virtual staff planning session which will be held next week to discuss what it would take to form a specific Indian Workforce development board. The planning session will be formed with Nick Summerfield former deputy director of EDD, John Woolley, Ms. Thomas, Ms. Flynn, Ms. Richeson, and of course any Council members are welcome to join us.

**WDB** (Workforce Development Board) –Ms. Flynn and the Council discussed her current status with the WDB. She stated that she has not been officially seated yet, they have several steps to be formally placed on the board. Ms. Flynn stated that she will hopefully be officially seated on the Board during the upcoming July meeting. Ms. Flynn also let them know she has joined the Humboldt County Business Re-certification Task Force, they were tasked with reviewing the opening plans. There was further discussion.

**Covid-19 Reginal Response Fund of the Humboldt Area Foundation** – Mr. Gehr and the Council discussed and reviewed a check from HAF in the amount of \$50,000.00 in order to purchase supporting vouchers for food, rent, and utilities. This funding is to help native people supplement getting thru the Covid-19 emergency. We

are extremely great full for funding (*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. The LIHEAP program also will be receiving a Covid-19 funding increase during this emergency the funding will be applied to each tribal allocation for distribution (*copies in Council packets*). There was further discussion.

**Greater Eureka Chamber of Commerce Member Survey** – Mr. Gehr and the Council reviewed and discussed the survey which asked if we would support an increase of 1.25% sales tax for the city of Eureka. The new total sales tax rate for Eureka would be 9.25% They asked us to choose yes, we support the increase or no we do not support the increase. The council was polled and the majority said yes they were in support of the 1.25% tax increase (*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. Reece motioned to approve the Executive Director’s report for June 12, 2020; Mr. Landry seconded; **MOTION** carried by unanimous vote.

## **B. Fiscal Report**

Mr. Byfield and the Council reviewed and discussed the April 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 April 2020 Financial Report; Ms. Mathewson seconded; **MOTION** carried by unanimous vote.

## **VII. OLD BUSINESS**

*There was no old business.*

## **VIII. NEW BUSINESS**

**CSBG Standing Resolution 20.04** – Mr. Gehr and the Council discussed and reviewed the CSBG Standing Resolution which will cover all CSBG programs and is not specific to one CSBG program (*copies in Council packets*). There was further discussion.

Ms. Reece motioned to approve the CSBG Standing Resolution 20.04; Ms. Padgett seconded; **MOTION** carried by unanimous vote.

**Executive Director Annual Evaluation** – Mr. Gehr and the Council discussed the Executive Director’s Annual Evaluation which was done online thru question pro. They also discussed Mr. Gehr’s contract renewal. There was further discussion.

Ms. Reece motioned to approve the Executive Directors Contract Renewal with a 2.5% increase; Mr. Landry seconded; Mr. Case abstained, **MOTION** carried.

**IX. REQUESTS FOR ASSISTANCE**

*There were no requests for assistance.*

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

*There were no public comments, information, or thank you cards/letters.*

**XI. EXECUTIVE SESSION**

The Council entered into Executive Session to discuss personnel matters, upon exiting the Executive Session, Ms. Foster-Olstad announced the Council had nothing to report out of the Executive Session.

**XII. SCHEDULE NEXT MEETING**

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

**XIII. ADJOURNMENT**

Ms. Foster-Olstad motioned to adjourn the meeting; Mr. Lonyx seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 4:21 p.m.

Respectfully Submitted,



Trina Mathewson  
Council Secretary

Prepared By



Cheyenne Souza  
Executive Assistant