

**NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC.**  
**REGULAR COUNCIL MEETING – JANUARY 14, 2017**

***MINUTES***

**I. CALL MEETING TO ORDER**

Ms. Rollings called the meeting to order at 10:03 a.m.

**II. ROLL CALL**

**Members Present**

Ruby Rollings	Humboldt County Representative
Wilverna Reece	Siskiyou County Representative
Trina Mathewson	Humboldt 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

**Members Absent**

Patrick Chapman ( <i>excused</i> )	Trinity County Representative
LaWanda Quinnell ( <i>unexcused</i> )	Del Norte County Representative

**III. INTRODUCTION OF GUESTS**

Misty Case, Linda and Arthur Lang, and Janice (Last Name not provided) were recognized.

**IV. APPROVE AGENDA**

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

**V. APPROVE MINUTES**

Ms. Reece motioned to approve the minutes from December 10, 2016; Ms. Magdaleno seconded; ***MOTION*** carried by unanimous vote.

## VI. STAFF REPORTS

Mr. Coltra was out ill. The Executive 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 January 12, 2017 (*copies in Council packets*). We have 23 enrolled participants, 0 have exited, 8 have been employed, with 0 negative exits. We have 1 On-the-Job Training (OJT) participants, 5 Work Experience (WE), 6 Classroom Training (CRT) for vocational education and 7 direct placements (DP) with supportive services. There was some discussion.

**CSBG** (Community Service Block Grant) – Mr. Gehr and the Council reviewed the executed Standard Agreement for LPA grant number 17F-2103, with terms of January 1, 2017 through December 31, 2017 for \$32,378.00 (*copies in Council packets*). They also reviewed the executed Standard Agreement for Set-Aside grant number 17F-2104, with terms of January 1, 2017 through December 31, 2017 for \$517,217.00 (*copies in Council packets*).

Mr. Gehr and the Council reviewed the Expenditure/Activity Report for LPA grant number 16F-5103 through November 30, 2016, with total expenditures of \$14,705.18 and an advanced repayment of \$10,120.00 (*copies in Council packets*). They also reviewed and discussed the Expenditure/Activity Report for Set-Aside grant number 16F-5104 through November 30, 2016, with total expenditures of \$122,887.66 and an advanced repayment of \$70,000.00 (*copies in Council packets*).

**CSBG Discretionary** – Mr. Gehr and the Council reviewed the Expenditure/Activity Report for Discretionary grant number 16F-5543 through November 30, 2016, with total expenditures of \$1,304.96 (*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*). They also reviewed executed Standard Agreement for Discretionary grant number 16F-5543 Amendment Number 1, with terms of June 15, 2016 through May 31, 2017, which reflected an increase of \$15,078.00 to the original \$17,000.00 for a grant total of \$32,078.00 (*copies in Council packets*). New activities proposed in this amendment included a new copy machine for the Del Norte county office, and additional IT staff time. 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 June 2017, with total expenditures of \$52,966.14 (*copies in Council packets*). There was some discussion.

**Lake Fire** (National Dislocated Worker Grant) – Mr. Gehr and the Council reviewed a Subgrantee Narrative Report outlining that the Participants are currently performing the specific fire disaster related work, such as cleaning, repairing, installing, renovating and reconstructing damage facilities and lands related to the disaster. There was lengthy discussion. They also reviewed a WIA/WIOA Summary of Expenditures for Grant Code 1048 Subgrant Agreement K7104068 (NEG), through March 2017, with total expenditures of \$682,454.85 (*copies in Council packets*). There was some discussion.

**NCIDC Council** – Mr. Gehr and the Council discussed the use of iPads for future council meetings, training on the iPads will be scheduled for after the next council meeting in February. There was some discussion.

**DNIEC** (Del Norte Indian Education Center) – Mr. Gehr and the Council reviewed a California Department of Education Invoice # C-057478. The payment request is for unexpended grant funds from our advance in the FY 2015/2016 grant, They are requesting re-payment in the amount of \$7,802.92. Discussion ensued.

**LIHEAP** (Low Income Housing Energy Assistant Program) – Mr. Gehr and the Council reviewed a Notice of Grant Award for PY 2017 from the Administration for Children and Families, with a term of October 1, 2016 through September 30, 2018 and an allocation of \$254,439 (*copies in Council packets*). They reviewed a list of 48 Tribes that we administer LIHEAP funds to (*copies in Council packets*). There was some discussion.

**Indirect Cost Rate** – Mr. Gehr and the Council reviewed a Copy of the Indirect Cost Rate Agreement from the Department of Health and Human Services Administration for Children and Families. The final rate for last year was approved at 36.70%, and this same rate was set as the provisional rate for this year, with the base being all direct wages and salaries including all fringe benefits. The Indirect Cost Rate is required to charge indirect costs under grants and contracts awarded by the Federal Government (*copies in Council packets*). Discussion ensued.

**Gift Shop** – We are in the black, sales have been better since our return to Old Town.

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

*There was no public comment.*

Mr. Mattz motioned to approve the Executive Director's report for January 14, 2017; Ms. Foster-Olstad seconded; **MOTION** carried by unanimous vote.

**B. Fiscal Report**

Mr. Gehr and the Council reviewed and discussed the November 2016 (*copies in Council packets*).

*There was no public comment.*

Ms. Magdaleno motioned to approve the Financial Reports through November 30, 2016; Mr. Mattz 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 second request from McKinleyville High School Native American Club President, Jonathan Carlson and Advisor, Karen Skoglund in the amount of \$500 to sponsor the cultural presenters at the Native American Youth Conference “Success in Both Worlds” 2017 (*copies in Council packets*).

Mr. Mattz motioned to sponsor in the amount of \$500; Ms. Padgette 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, February 11, 2017 at 10:00 a.m., in the Council room at 241 F Street, Eureka. There will be a Council training session following that meeting.

**XII. ADJOURNMENT**

Ms. Padgette motioned to adjourn the meeting; Ms. Reece seconded; **MOTION** carried by unanimous vote. The meeting was adjourned at 11:09 a.m.

Respectfully Submitted,



Trina Mathewson  
Council Secretary

Prepared By



Cheyenne Souza