

## CoC Charter Review Workgroup

2/2/24, 10:00-12:00 via Zoom

Meeting Minutes

Prepared by: Nicole Stewart

In attendance: Eric Braun (Chair), Wanda Hunter, John Niffenegger, Nicole Stewart, and Johnnie Thomas  
Missing: Kathy Johnson

The Workgroup approved the [minutes](#) from the last meeting on 1/12/24. John made the motion, and Johnnie seconded; the motion carried. Nicole will send the minutes to our Collaborative Applicant so they can be uploaded to the CoC website.

The Workgroup's discussion of the working draft charter and edits that should be made follows, categorized by the charter's section:

### Definitions:

- Coordinated Assessment - call Coordinated Entry or Coordinated Assessment (clean it up).
- Remove definitions for Permanent Supportive Housing and Rapid Rehousing

### General Provisions:

- Orientation: Each calendar year, the Nominations Committee will confer with the Collaborative-Applicant to provide an orientation.... (Adding "will confer with the Collaborative Applicant.")

### COC Membership

- : Membership Meetings & Communications: Removing 3 lines that were duplicative.
- : Actions without a meeting subsection: Move this under the Board section
- : Voting: Spell out that the Membership votes to approve Board Members
- : Voting: The Workgroup voted to substitute a majority vote in a new alternative voting process; which would give members 10 days to vote electronically, providing greater accountability and transparency on votes.

### Wake CoC Governing Board:

- : Roles & Responsibilities - swapping out long list with current charter language
- : Composition & Leadership - refine the municipalities representation to better reflect that we want two representatives from the 5 different wake county districts

### To Do:

- Nicole will copy-edit the charter
- Nicole will send the draft charter to Heather Dillashaw, HUD TA for her review; CC the group
- Nicole will send the draft charter to Stephen Gruver, Chair for his review
- Nicole will send minutes from 1/12/24 meeting to our Collaborative Applicant

### Next meeting:

- Our next meeting will be Wednesday, February 21, 10a-12.