

# GOVERNANCE BOARD MEETING MINUTES



**Date:** 9/12/24

**Started:** 11: 00 AM

**Facilitator:** Stephen Gruver

**Location:** Oak City Cares

## In Attendance

Stephen Gruver, Nicole Stewart, John Niffenegger, Danielle Butler, Kathy Johnson, Eric Braun, Richard Averitte, Johnnie Thomas, David Harris, Barkley Sample, Priscilla Batts, Sheryl Cromedy, Nicole Wilson

## Absent

Ann Oshel, Derwin Willoughby, Chandra Hyacinth

## Approval of August Minutes

Eric Braun motioned to approve the August Governance Board minutes.

Nicole Stewart seconded the motion.

Vote Yay: Stephen Gruver, Nicole Stewart, Priscilla Batts, Eric Braun, Danielle Butler, Sheryl Cromedy, David Harris, Kathy Johnson, John Niffenegger, Johnnie Thomas, Nicole Wilson

No nays or abstains. Motion unanimously approved.

## Board Member Update

Stephen Gruver called for Board Member Updates. Danielle Butler explained that she is leaving Triangle Family Services to work for the Orange County CoC. Danielle will be stepping down from the Governance Board but will stay with the Wake County CoC as a member.

Stephen Gruver announced that Chandra Hyacinth has stepped down from the Governance Board as she has relocated to Texas. Stephen also reminded everyone that in the last Governance Board meeting, Wendy Clark announced that she is leaving ACORNs and will be stepping down from the Governance Board. Stephen explained that the seats will not be filled for now based on what the Nominations Committee is working on, then passed it over to Nicole Stewart to explain more.

Nicole Stewart explained the work the Nominations Committee has done, including creating a new Governing Board selection process. She reviewed the process, including the dates application period will be open (September 23-October 25). Nicole also announced that soon, she will be stepping down and Stephen Gruver will be stepping onto the Committee to help Chair this process. Nicole also announced that she has been speaking with John Niffenegger about joining the committee.

Nicole Stewart announced that she will be stepping off the Nominations Committee as she is interested in volunteering to serve as Chair of the Governance Board next year and wanted to be transparent, while keeping the process ethical.

## HMIS ROI Addition

Stephen Gruver asked Thurston Alexander-Smith to recap the HMIS ROI that is being brought to the Governance Board for a vote. Thurston gave a quick overview of the ROI and called for questions. No questions.

Kathy Johnson motioned to approve the HMIS ROI addition.

Barkley Sample seconded the motion.

Vote Yay: Stephen Gruver, Nicole Stewart, Richard Averitte, Priscilla Batts, Eric Braun, Danielle Butler, Sheryl Cromedy, David Harris, Kathy Johnson, John Niffenegger, Barkley Sample, Johnnie Thomas, Nicole Wilson

No nays or abstains. Motion unanimously approved.

## Coordinated Entry Policies and Procedures

Stephen Gruver began the discussion of the updated Coordinated Entry Policies and Procedures and said that these policies will need to be recommended by the Governance Board to send to the CoC Membership. He also explained that there will be some major changes over the next year.

Kathy Johnson pointed out that on page 5 there is a sentence referencing Access Sites, but no sites are listed. Thurston Alexander-Smith stated that it is at the end. Kathy stated that the page does not reference that and probably should. Kathy Johnson also pointed out on page 5 that we currently do not have access sites across the county and should change the language to reflect that we will make every effort to assure access across the county. Kathy Johnson pointed out on page 13 in section 12, it talks about a script for CE assessment tool, she asked if there is one. Thurston Alexander-Smith said there was. Kathy Johnson asked for the language to be cleared up as the tool she last saw was from COVID. She also asked that there be a more consistent word for “case conferencing”. On page 22 it talks about re-screening, and it is not clear if it is going through an intake again or a VISPADAT again; asked for more clarity.

Kathy Johnson also added that the Access Site Addendum does not have Oak City Cares included and asked to be.

Kathy motioned to approve recommendations for these policies and procedures to be voted on by the CoC Membership with the minor changes she recommended.

Barkley Sample seconded the motion

Vote Yay: Stephen Gruver, Nicole Stewart, Richard Averitte, Priscilla Batts, Eric Braun, Danielle Butler, Sheryl Cromedy, David Harris, Kathy Johnson, John Niffenegger, Barkley Sample, Johnnie Thomas, Nicole Wilson

No nays or abstains. Motion unanimously approved.

## Wake County MOU Update

Stephen Gruver pointed out that there were only two minor changes to the MOU by Wake County. Eric Braun stated that they were two small changes that make no difference to the process of the Wake CoC. Stephen Gruver stated that the County Commissioners unanimously approved the transition for Wake County Government to take on the roles of Collaborative Applicant, HMIS, and Coordinated Entry lead. Stephen Gruver announced that the MOU will be effective November 1, 2024, to not interfere with the NOFO application process.

## Committee Updates

Stephen Gruver called for committee updates. Thurston Alexander-Smith stated that the DAC is working on HMIS policies and procedures. He also shared that the short-term data quality plan is attempting to be executed but there have been some issues in getting responses. The DAC is also working to get HMIS training from BitFocus but it has been a challenge. Thurston Alexander-Smith is hoping to have some more updated information to the membership soon. David Harris asked if there was an estimate for the training. Thurston said they have a quote. David stated that this is an ask for Wake County to prioritize.

Erin Flynn went over the Collaborative Applicant updates on the NOFO.

Kathy Johnson wanted to take a moment to recognize all the committees and work that has come from these committees to help in Coordinated Entry.

John Niffenegger with the City of Raleigh announced that The City has dropped an RFP for XYZ that has opened.

**Adjourned: 12:35 PM**

## Next Meeting

Thursday, October 10<sup>th</sup> @ 11 AM

Location: Oak City Cares