



Wake County CoC Governance Board Meeting

Thursday, July 3rd

9 – 10:30 am

NCWorks Career Center: 1830 Tillery Pl # B, Raleigh, NC 27604

AGENDA

- Welcome/Roll Call
- Meeting Minutes*
- Committee Work Plan*
- CoC Charter and Associated Policies*
- Lead Agency Updates
- Meeting At-A-Glance



Roll Call

Nicole Stewart, Chair

Roll Call

Member	Present	Member	Present
Wayne Beatty		Onia Royster	
Eric Braun		Rebekah Shamberger	
Doris Bullock		Nicole Stewart	
Chad Essick		Pat Sturdivant	
Stephen Gruver		Emila Sutton	
Ashley Lommers-Johnson		Johnnie Thomas	
Quentin Miles		Derwin Willoughby	
Ann Oshel		Nicole Wilson	
Imogen Rhodenhiser		Michele Woodson	
Kayla Rosenberg Strampe		Meredith Yuckman	

Meeting Minutes (May and June)

Nicole Stewart

Board Membership Update

Nicole Stewart

Emergency Shelter Board Seat

- **Overview:**

- Nominations Committee recommended Amanda Blue for the Emergency Shelter seat formerly filled by Stephen Gruver.
- CoC Membership Vote via Google Form 06/26 – 07/07.
- Simple majority of 50%+1 needed.

- **Status:** As of 07/02, 62 of 114 member votes received in favor.

- **Next Steps:**

- Schedule an orientation session with CoC staff, Board Chair, Vice Chair.
- Amanda to attend Governance Board in August.

Committee Work Plans

Committee Chairs

Racial Equity Committee

- **Committee Chairs:** DaQuanta Copeland, Johnnie Thomas
- **Recap and Status**
- **Work Plan Goals:**
 - Goal 1: Have a representative on each CoC Committee.
 - Goal 2: Conduct an analysis and focus group/survey with individuals accessing and participating in homeless services and housing programs to understand satisfaction and areas of improvement.
 - Goal 3: Review all CoC policies set forth by other committees to ensure *compliance and consistency* with fair housing principles.

Options for Moving Forward

- Rename to “CoC Fair Housing Advisory Committee” and 2025 Work Plan as is, convening quarterly
 - Requires significant education to clarify that the CoC is not responsible for receiving or processing Fair Housing complaints.
- Rename to another option and approve 2025 Work Plan as is, convening quarterly
- Distribute 2025 Work Plan goals and objectives to other Committees;
 - Assign Committee members to each CoC Committee
 - Assign Work Plan goals to other Committees as appropriate:
 - Data review → Data Advisory Committee
 - Customer survey and engagement → Lived Experience Committee
 - Develop framework for reviewing policies and procedures → Leadership Council/Charter Review

*Board decision on this issue is required today to ensure Charter Review update is approved in time for ESG and NOFO funding competitions.

Charter and Associated Policies

Nicole Stewart

Charter Review

- **HUD Requirement:** Charter must be reviewed at least annually, and updated as needed, to ensure it remains relevant to and reflective of the work being conducted in the geographic area.
- **Status:** Charter Review complete. Pending Board approval before public comment and Membership review.

Activity/Deliverable	Forum/Staff	Date
TA Consultation and CoC Staff Review	CoC Staff	06/16
Committee Final Review	Charter Review Workgroup	06/23
CoC Governing Board Presentation and Review	CoC Board	07/03
Public Comment Period	CoC Membership	07/07 – 07/21
Review and Address Public Comments	Charter Review Workgroup	Week of 07/21

Summary of Charter Changes

1. Added new Board seat: Community Member (p 7-8)
2. Added Past Chair as new Executive Committee position (p 9-10)
3. Emphasizing that regular Board meetings will be in-person (p 7 & 10)
4. Updated Committees – added Youth Action Board and Lived Experience Committee (p 15-16)
5. Meets federal language restrictions throughout
6. Other grammatical, consistency updates throughout

[Charter: Mark Up of Changes Made >](#)

Associated Policies

1. Written Standards
2. Grievance Policy
3. Conflict of Interest Policy
4. Antidiscrimination Policy
5. Lead Agency MOU (no changes)
6. Violence Against Women Act (VAWA) Policy
7. Ensuring Continuing Education Policy

Lead Agency & System Updates

Eileen Rosa

Lead Agency Updates

- **Funding:** Conditional award of \$76,500 from the City of Raleigh for HMIS administration (passthrough ESG funds).
- **Staffing & Hiring:** Interviews underway for five (5) positions.
- **Transitional TA:** Scope of work drafted for FY26. Awaiting contract initiation.
- **Collaborative Applicant:**
 - ESG RFA response in progress (Due 08/25).
 - HUD CoC Grants Inventory Worksheet (GIW) in progress (Due 07/29).
- **HMIS:**
 - Pursuing 6-month contract addendum with Bitfocus.
 - Draft RFP to be distributed 07/07 for community (Data Advisory CMTE) review. Aim to publish by 07/30.
- **CE:** Focus of July CoC Membership meeting.

Lead Agency Performance Monitoring & Strategic Planning Process

- **Purpose:** Define areas of support and oversight for CoC Lead Agency.
- **Proposed Approach:** Leverage Governing Board meetings to discuss Lead Agency core services and inform Strategic Planning Process.

	Focus	Board Meeting Date
Deep Dive	HMIS	June
	Collaborative Applicant	August
	Coordinated Entry	September
CoC Strategic Planning Process	Review Previous Efforts and Reports	October
	Define Goals and Desired Outcomes of Strategic Planning Process	November
	Propose Approach and Prepare for RFP	December

White Flag Annual Response Plan

- **MOU Responsibility:** Establish a White Flag annual response plan in collaboration with the Wake CoC Governing Board, to include notification of declared White Flag nights and Cooling Centers and the creation of a community-wide plan for severe weather.
- **Status:** In progress.

Activity/Deliverable	Forum	Date
Plan Markup	HERC	07/07
Faith Based Partner Engagement Event	HERC Chair & CoC Staff	07/08 – register here!
Clean Draft	HERC	07/17
Draft Plan for Feedback/Public Comment	CoC Membership	07/28 – 08/15
Updated Clean Draft	HERC	08/21
Final Plan Presentation	CoC Membership	08/25
Presentation and Vote	CoC Board	09/04

Adjourn

Next Meeting:

August 7th from 9 – 10:30am

Location:

NCWorks Career Center, 1830 Tillery Pl # B