

GOVERNANCE BOARD MEETING MINUTES



Date: 9/4/25

Started: 9:05 AM

Facilitator: Nicole Stewart

Location: NCWorks Career Center

In Attendance

Wayne Beatty; Amanda Blue; Eric Braun; Doris Bullock; Chad Essick; Stephen Gruver; Quentin Miles; Imogen Rhodenhiser; Kayla Rosenberg Strampe; Nicole Stewart; Pat Sturdivant; Nicole Wilson; Michele Woodson; Meredith Yuckman

Absent

Ashley Lommers-Johnson (unexcused); Ann Oshel (unexcused); Onia Royster (excused); Emila Sutton (unexcused); Johnnie Thomas (excused); Derwin Willoughby (unexcused)

August Meeting Minutes – Vote

Wayne Beatty motioned to approve the August Governance Board meeting minutes.

Pat Sturdivant seconded the motion.

Approved: Wayne Beatty; Amanda Blue; Eric Braun; Chad Essick; Kayla Rosenberg Strampe; Nicole Stewart; Pat Sturdivant; Nicole Wilson; Michele Woodson; Meredith Yuckman

Disapprove: None

Abstain: None

Board Selection Process

Meredith Yuckman, CoC Vice Chair and Chair of the Nominations Committee, reviewed the 2026 Governance Board Selection Process, including the timeline and list of Board Members whose terms are up at the end of the year. Michele Woodson asked that the brief be updated in the second section of the table listing seats vacant or expiring to state “2026” to correctly reflect the Board Members whose terms do not expire until the end of 2026. Nicole Stewart added that there is recruitment to be done for the new Community Member seat and the now-vacant Non-Raleigh Wake County Locale seat.

Kayla Rosenberg Strampe asked if there are any specific qualifications the Board should be looking for in the Non-Raleigh Locale seat. Nicole Stewart noted that ideally, Board Members would have experience in homeless services and affordable housing in any Wake County municipality.

Role of Coordinated Entry (CE) Lead

Eileen Rosa reviewed the role of the Lead Agency in Coordinated Entry and the oversight of the process that assists clients in access, assessment, prioritization, and referral to housing and services for individuals experiencing or at risk of homelessness. **See PowerPoint for more information.**

Kayla Rosenberg Strampe asked for more communication between the housing providers and property management teams about what is going on in the community, especially if there is anything she can do to assist in that goal.

Stephen Gruver asked what the key first steps are. Eileen Rosa emphasized that system mapping and inventory would be critical to assessing gaps and informing recommendations. In addition, a focus on data management to understand need through the CE By-Name List (BNL).

A break was taken to meet Max, the therapy dog, with the Wake County Sheriff's Department.

CoC Priorities and Strategic Planning

Eileen Rosa moved into reviewing the Lead Agency's performance monitoring and strategic planning process. She shared that the goal is to have a draft plan ready by December. Eileen briefly reviewed previous planning efforts and reports conducted with the CoC since 2019 that will be helpful context in creating a strategic plan. **See PowerPoint for more information.**

Lead Agency Updates

Staffing Update

Eileen Rosa shared that the Lead Agency is onboarding an HMIS Manager, CE Manager, and CE BNL Coordinator. The HMIS Specialist position is pending a signed offer letter and official start date. The HMIS Data Analyst position will need to be reposted, and the CoC Department Business Officer will be posted in the coming weeks. The remaining three positions will be posted later in the year once the CE Manager is fully onboard.

Emergency Solutions Grant (ESG)

Eileen Rosa updated the Board that the ESG Regional Application was submitted to the NC ESG office on Friday, August 22, 2025. The CoC expects state ESG decisions by October 3, 2025.

White Flag Response Plan

Eileen Rosa gave an update on the White Flag Response Plan development and review process. Currently the plan is open for comment and review under the Homelessness Emergency Response Committee (HERC) and CoC Membership. The next step is for the CoC Board review and approval at October meeting.

See PowerPoint for more information on the Lead Agency Updates.

Meeting At-A-Glance for September

Eileen Rosa reviewed the tentative agendas for CoC Committees and the Membership meeting in September.

See the Meeting at-a-Glance for September, now on the [Wake CoC website!](#)

Adjourned: 10:15 AM

Next Meeting

Date and Time: October 2, 2025; 9:00-10:30am

Location: NC Works Career Center; 1830 Tillery Place, Suite B, Raleigh, NC