

Wake County Continuum of Care

Membership Meeting

January 26, 2026

Attendees – See sign-in sheet at the end of this document.

Meeting start: 2:05 PM

Welcome

Eileen Rosa started the meeting by reviewing the agenda.

2026 Affordable Housing Annual Action Plan

Diana Youssef, Housing Grants Administrator for Wake County Housing Affordability and Community Revitalization (HACR) Department, shared an overview of Wake County HACR's Affordable Housing Annual Action Plan for 2026.

See PowerPoint for more information.

Questions and Discussion:

John Duren: Do you have funding outside of HUD funding?

Diana Youssef: Yes, this is only a small portion of our department's funding. The department's funding is approximately \$40 million.

Caroline Seydi: What do the enhanced services entail?

Diana Youssef: They include our South Wilmington Street shelter services.

Momma Kai: As far as resilient homes, what does that mean? Do any of these programs do the same thing as gap financing like City of Raleigh?

Diana Youssef: **Resilient Homes** is a new housing rehabilitation program that will launch on July 1, 2026. It consolidates and re-imagines the County's existing Elderly & Disabled, Emergency Repair, and Major Repairs programs into a single, streamlined rehab program focused on improving housing stability, safety, and long-term resilience for homeowners.

Gap Financing: Gap financing is offered to affordable housing developments through the Affordable Housing Development Program (AHDP). AHDP offers gap financing for affordable housing projects, including Low-Income Housing Tax Credit (LIHTC) developments, as well as other non-LIHTC projects through County and HOME funds.

Audrey Hopkins: For the HOPWA program, who administers?

Diana Youssef: The HOPWA program is administered by the HACR department, specifically under Erin Yates' team, Permanent Housing Division who coordinates with Stephen Gruver's Homeless and Prevention Service Division.

Wake Prevent

Stephen Gruver, Homeless and Prevention Services Division Director, and Cassandra Dabbs, Housing Support Supervisor at Wake County HACR presented program criteria, updates and changes to the Wake Prevent program.

See PowerPoint for more information.

Questions and Discussion:

Daphne Moore: For clarification, does the individual seeking assistance need to provide an eviction notice, or is the demand letter sufficient for that requirement? Additionally, will they need to go through the Oak City Cares referral system to access this support?

Stephen Gruver: Yes, either or are sufficient. If they have both, both would be great but they only have to provide one or the other. They do not need to go to Oak City Cares, they can just apply online. We are training all service providers in how to assist with the application process.

John Niffenegger: Contact info for Campbell Blanchard Community Law Clinic (they also provide eviction prevention legal assistance): <https://law.campbell.edu/advocate/clinical-programs/the-community-law-clinic/>, phone: 919-865-4471

Emily Downing: Is there a flyer for this program?

Stephen Gruver: Yes, the CoC has a copy they can share.

Daphne Moore: What is the typical response time from Oak City Cares once an individual reaches out for assistance?

Momma Kai: If I'm not mistaken, Oak City Cares is the original touch point but then there's no further communication from them. The individual has to wait until a service provider has space or can provide assistance. That time varies.

Momma Kai: For those who don't know, there's also the Cooper Foundation that helps with financial assistance. The person has to have a case manager that refers them to Oak City Cares (or something like that): <https://cooperfoundation.com/>

Sara Baart: What are some reasons a landlord wouldn't accept payment?

Cassandra Dabbs: The household could be in writ status, damages done to property could outweigh the amount the household owes, they don't want to accept partial payment or third-party payment - there could be many reasons.

Barkley Sample: How would an applicant receive a referral without CE?

Stephen Gruver: They do not need a CE referral for Wake Prevent.

Karla Jackson: Are individuals already receiving assistance from the county, such as a PSH voucher, still eligible for this assistance?

Audrey Hopkins: For clarification, if someone is a Section 8 Housing Choice Voucher participant, are they eligible for the eviction prevention assistance? Or any form of housing subsidy?

Stephen Gruver: Yes, they are eligible for the Wake Prevent program if they meet all of the other criteria, even if they are receiving federal assistance.

Chantel Humphrey: Is there a prioritization system?

Stephen Gruver: Yes, there is. Typically putting people who are closer to eviction at the top of the list.

Cassandra Dabbs: Prioritize folks actively fleeing domestic violence.

Teena Baker: If someone is on the list and they do not provide documentation within the timeframe, do they start again at the end of the list?

Stephen Gruver: Yes, that is correct, but we are working on a system where it doesn't lock down the client's original application within that timeframe.

Katrina Wayne: If the person is not eligible, does it redirect them to another resource?

Cassandra Dabbs: There is an automatic email and reaching out to help find them resources/getting them connected.

Laura Clark: Are undocumented renters disqualified from assistance?

Cassandra Dabbs: Undocumented households are welcome to apply for services.

Stephen Gruver: They just have to be Wake County resident and, on the lease, along with the screening documentation.

Laura Clark: Is the application available in Spanish?

Cassandra Dabbs: Yes, Neighborly has a Spanish version of the application. Once the client creates their username, they can click the upper right-hand corner and select either the English or Spanish version.

Chantel Humphrey: If they are unable to provide BS/paystubs because they get paid under the table is there a certification of income form?

Cassandra Dabbs: We will provide income verification form for them to sign.

Chantel Humphrey: Is there a question or section prompting them to the form. I just don't want their application to be closed because they did not submit all required documents.

Stephen Gruver: Yes, all the documentation is required to upload before they can move forward with the application on the system. However, often they upload the wrong documentation or aren't official documentation. We reach out to them with an email and timeframe for them to correct the documentation for us to get them screened in.

Chantel Humphrey: One last question, is there other languages available besides Spanish and English?

Cassandra Dabbs: No, these are the only two versions available for now. We are still working with the Neighborly administrators to adjust and add additional features.

CoC Lead Agency Updates

Coordinated Entry (CE) Updates

Katrina Wayne, CE Manager for the Wake CoC, shared that coordinated entry now has a resource page on the [Wake CoC website](#).

Katrina also shared that there are four training courses coming up:

Allison Sickels, BNL Coordinator for the Wake CoC, shared that there is a new Veterans Workgroup established that reports up to the Coordinated Entry System Committee.

Katrina Wayne shared that all direct referrals were paused to allow a referral clean-up to occur.

Katrina lastly shared that the CE team for the Wake CoC is hiring an [Administrative Coordinator](#).

HMIS Updates:

Thurston Alexander-Smith, HMIS Manager with the Wake CoC, shared that a new HMIS Data Analyst was hired – Hannah Lundy.

Thurston shared that HMIS administration has moved to the Wake CoC team, and all questions/needs can be sent to HMIS@wake.gov.

Additionally, Wake County Legal is reviewing the sharing agreements and ROI, no timeline yet, HMIS Software RFP has been through an initial pass through with County IT. RFP team will begin reviewing applications soon.

Thurston added that SPMs are due March 4th and that the Longitudinal Systems Analysis (LSA) was submitted on January 16th.

HUD CoC Update:

Eileen Rosa shared that HUD reopened the FY24-25 NOFO with an adjusted renewal process. Status is that the Funding Review Committee will meet January 26th to review renewal eligibility and compliance to ensure CoC can move forward without a new Priority Listing.

2026 Point-In-Time Count Update:

Eileen Rosa gave a quick overview of the 2026 PIT Count that occurred Thursday, January 22 into Friday, January 23, 2026. Preliminary numbers are looking at over 300 surveys conducted.

Winter Storm Fern:

Eileen Rosa updated that operation shifts had to take place due to unforeseen issues such as plumbing and capacity. White Flag operations are returning to normal as County winds down storm response.

Annual Renewal of Membership

Erin Flynn shared that per the Wake CoC Charter every Organizational and Individual Member of the Wake CoC must renew their membership. Two separate forms for Organizational Members to complete and a form for Individual Members to complete. All organizations and individual members who do not complete this form by February 28th will be reviewed by the Nominations Committee for active status.

2026 Governance Board Update:

Eileen Rosa welcomed our new Governance Board and updated that their first meeting will be next Thursday, February 5, 2026.

Adjourn

Next Meeting:

- **Date and Time:** February 23, 2026, from 2 - 3:30 PM
- **Location:** Raleigh Housing Authority (Community Room) - 971 Harp Street, Raleigh, NC 27601

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