



PUBLIC MEETING NOTICE
Nevada Affordable Housing Assistance Corporation (NAHAC)
Board of Directors

DATE: Fri, Jun 9, 2017
TIME: 1:00 PM PDT
LOCATION: Nevada Affordable Housing Assistance Corporation (NAHAC)
Conference Room
3016 W. Charleston Blvd., Suite 160, Las Vegas, Nevada 89102

The public is invited to attend in person.

AGENDA

Items 3, 4 and 6 are action items for the Board to consider. The Board may discuss a matter when it is brought up, but no action may be taken on it unless it has been specifically included on an agenda as an action item.

Public comment at the Board meeting will be allowed on agenda items as well as non-agenda items. Persons are invited to submit comments in writing on agenda items and/or attend and make comment on that item at the Board meeting. Requests to speak on a particular item should be submitted to the Clerk of the Board before the item is called by the Chairman.

Public Comment is limited to 5 minutes per person, per item.

1. Call to order and roll call of the NAHAC Board of Directors
2. Public comment. **(Limited to 5 minutes. Discussion Only)** *No action may be taken on any matter raised under this item of the agenda until the matter itself has been included specifically on an agenda as an item upon which action will be taken.*
3. Approval of Minutes for
 - a. April 27, 2017
 - b. May 05, 2017
 - c. May 25, 2017
4. Approval of Agenda for June 9, 2017
5. Items to be Presented for Information and Discussion:
 - a. Review of Financials for May 2017
 - b. NAHAC Operations and Performance Report
6. Items for Board Information, Discussion and Possible Action:
 - a. Authorization for CEO/COO to execute amendment to Housing Credit Counseling Agency Participation Agreement for Nevada Hardest Hit Funds to amend the Scope of Service & Compensation Schedule (a) to change Counseling Session Completed payment from \$100.00 to \$50.00 (b) change Level One Review payment from \$150.00 to \$400.00 and (c) change the Successfully Funded payment from \$150.00 to \$50.00.
 - b. Authorization for President/Chairperson to bind coverage with Philadelphia Indemnity for an annual commercial property and commercial general liability policy commencing on June 18, 2017 in an amount of \$971.

- c. Authorization for President/Chairperson to bind Directors & Officers liability coverage either through extension with current carrier Ironshore or with recommended replacement carrier in an amount not to exceed \$30,000 annually.
- d. Approval of proposed revisions of Policy and Procedure 700.A.03-GOA HR Employee Handbook to Section V(b) Paid Time Off (PTO).
- e. Approval of proposed revisions of Policy and Procedure 600.E.06.-ACCT E AP Expense/Travel Request and Reimbursements.
- f. Authorization for President/Chairperson to execute a 12 month agreement in an amount not to exceed \$60,000 annually for an armed security guard.
- g. Authorization for NAHAC to settle the matter of Nedra Wilson v. Nevada Affordable Housing Assistance Corporation, U.S.D.C. Nevada Case No. 2:15-cv-01387-APG-CWH in an amount not to exceed \$65,000 and for President/Chairperson to execute the settlement agreement on such additional terms and conditions as may be recommended by counsel.
- h. Authorization for NAHAC to reimburse The United States Department of the Treasury Hardest Hit Fund Depository Account (as defined in the HFA Participation Agreement) in the amount of the settlement, not to exceed \$65,000 for the matter of Nedra Wilson v. Nevada Affordable Housing Assistance Corporation, U.S.D.C. Nevada Case No. 2:15-cv-01387-APG-CWH from NAHAC's unrestricted account.
- i. Adoption of Resolution No. 1018: A Resolution to Amend Bylaws Section 4.03(b)(iv)(2) to read: Deposit and disbursement of money and valuables. The Treasurer shall disburse, or cause to be disbursed, the funds of the Corporation as may be ordered by the Board; shall render to the Board Members, whenever they request it, an account of all transactions as the Treasurer and of the financial condition of the corporation; In the absence or disability of both the Chairman of the Board/President, and the Vice-Chairman of the Board the Treasurer shall perform all the duties of the Chairman of the Board/President, and when so acting shall have all the powers of, and be subject to all the restrictions upon the Chairman of the Board/President; and shall have such other powers and perform such other duties as may be prescribed by the Board or the Bylaws.
- j. Authorization for President/Chairperson to change the annual salary for the Operations Manager from \$60,000.20 to \$65,000.20, which is a \$5,000 per year increase.

7. General Board Comments, Questions and Items for Future Board Meetings.

8. Public comment. **(Limited to 5 minutes. Discussion Only)** *No action may be taken on any matter raised under this item of the agenda until the matter itself has been included specifically on an agenda as an item upon which action will be taken.*

9. Adjournment

Items will not necessarily be considered in the sequence listed. This meeting may be continued if all of the items are not covered in the time allowed. If the meeting is to be continued, the time and place will be announced at the end of the portion of the meeting to be continued.

Supporting material for this meeting may be found at http://www.nevadahardesthitfund.nv.gov/Public_Meetings.html, requested from AJ Gavilanes, NAHAC Office Administrator at (702) 675-6635 (agavilanes@nahac.org) or requested in person at the NAHAC office located at 3016 W. Charleston Blvd., Suite 160, Las Vegas, Nevada 89102 and at the scheduled meeting.

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify AJ Gavilanes, NAHAC Office Administrator in writing at 3016 W. Charleston Blvd., Suite 160, Las Vegas, Nevada 89102 or by calling (702) 675-6635 or emailing agavilanes@nahac.org prior to the meeting date.

In accordance with NRS 241.020, this public notice and agenda was posted on or before 9:00 AM on the third working day before the meeting on: the NAHAC website, <http://www.nahac.org>; at the NAHAC office located at 3016 W. Charleston Blvd., Suite 160, Las Vegas, Nevada 89102; on the following web site: <http://notice.nv.gov>; and at the following other checked location(s):

- Las Vegas City Hall | 495 S Main St | Las Vegas, NV 89101
- Clark County Government Center | 500 S Grand Central Pkwy | Las Vegas, NV 89155
- West Charleston Library | 6301 W Charleston Blvd. | Las Vegas, NV 89146
- Washoe County Courthouse | 75 Court St | Reno, NV 89501