



**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
OF NEVADA AFFORDABLE HOUSING ASSISTANCE CORPORATION ON JULY 19, 2018**

The Board of Directors of the Nevada Affordable Housing Assistance Corporation, a Nevada non-profit corporation ("NAHAC"), held a public meeting on July 19, 2018 beginning at 1:00 p.m. PST at the following location:

Housing Division, 3rd Floor Conference Room: 3300 W Sahara Ave Ste 300 Las Vegas, NV 89102

1. Call to order, Roll call.

The meeting was called to order by Timothy Whitright, Board Chairperson.
Roll was taken by AJ Gavilanes, Secretary.

Board Members present: Timothy Whitright - Board Chairperson; Michael Holliday - Nevada Housing Division Director; Sharath Chandra - Nevada Business & Industry Director; and Rande Johnsen - Independent Director.

Board Members absent: Mohammad Nemati - Independent Director

Also present:

- Verise Campbell, Chief Operating Officer/Chief Executive Officer – NAHAC
- Veronica Lewis, Operations Manager – NAHAC
- Tony Cammisio, Call Center Manager & Payroll Manager – NAHAC
- AJ Gavilanes, Office Administrator / Secretary – NAHAC
- Tyre Gray (Fennemore Craig P.C.), Legal Counsel – NAHAC
- Katie Hoffman (Fennemore Craig P.C.), Legal Counsel
- Robert Pusateri (Capstone | Risk Management & Insurance)
- Debbie Kohl (Navicore Solutions)
- Jodi Mobley (Nevada Partners, Inc.)
- Estelina Garnett (Community Services of Nevada)
- Michele Johnson (Financial Guidance Center/Money Management International, Inc.)
- Michelle Villero (Neighborhood Housing Services of Southern Nevada)

Members of the public attending in person were asked to sign in, and the sign-in-sheet is attached to the original minutes as Exhibit A.



2. Public comment (1st period)¹: None.

NOTE: Director Chandra joined the meeting

3. Approval of Agenda for July 19, 2018

Director Johnsen moved to approve Agenda for July 19, 2018. The Motion was seconded by Director Chandra and approved by unanimous vote.

4. Items for Board Information, Discussion and Possible Action:

- a. Authorization for President/Chairperson to execute an engagement agreement with Houldsworth, Russo & Company, P.C. for the audit of financial statements, agreed upon procedures and Form 990 for NAHAC for the year ended June 30, 2018 in an amount not to exceed \$42,800.**

Director Holliday moved to approve authorization for President/Chairperson to execute an engagement agreement with Houldsworth, Russo & Company, P.C. for the audit of financial statements, agreed upon procedures and Form 990 for NAHAC for the year ended June 30, 2018 in an amount not to exceed \$42,800. The Motion was seconded by Director Chandra and approved by unanimous vote.

- b. Authorization for President/Chairperson to execute the renewal of the Employee Medical Benefit plan with Health Plan of Nevada.**

Verise Campbell presented.

Chairman Whitright inquired as to which of the plans was being renewed. Ms. Campbell advised it was the major medical, which included the HMO and the buy-up HMO plan. Ms. Campbell also stated that the broker was able to find a comparable PPO so that an additional base plan could be offered.

Legal Counsel Hoffman clarified that the action item was just renewals today and not the addition of a new plan. The PPO plan will have to come before the board for approval at a future meeting.

Director Johnsen moved to approve authorization for President/Chairperson to execute the renewal of the Employee Medical Benefit plan with Health Plan of Nevada. The Motion was seconded by Director Holliday and approved by unanimous vote.

¹ This public comment agenda item is provided in accordance with NRS 241.020(2)(d)(3) which requires an agenda provide for a period devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Comments by the public may be limited to five minutes person as a reasonable time, place and manner restriction, but may not be limited based upon viewpoint.



5. **General Board Comments, Questions and Items for Future Board Meetings:** None.
6. **2nd period of Public Comment and Discussion²:** None.
7. **Adjournment.**

Board approval confirmation:


AJ Gavilanes
NAHAC Corporate Secretary

² This public comment agenda item is provided in accordance with NRS 241.020(2)(d)(3) which requires an agenda provide for a period devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Comments by the public may be limited to five minutes person as a reasonable time, place and manner restriction, but may not be limited based upon viewpoint.



5. **General Board Comments, Questions and Items for Future Board Meetings:** None.
6. **2nd period of Public Comment and Discussion²:** None.
7. **Adjournment.**

Board approval confirmation:

AJ Gavilanes
NAHAC Corporate Secretary

² This public comment agenda item is provided in accordance with NRS 241.020(2)(d)(3) which requires an agenda provide for a period devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Comments by the public may be limited to five minutes person as a reasonable time, place and manner restriction, but may not be limited based upon viewpoint.




EXHIBIT A

ATTENDANCE SHEET JULY 19, 2018

(Attached)

PUBLIC MEETING ATTENDANCE RECORD & SIGN-IN **Board of Directors - Nevada Affordable Housing Assistance Corporation (NAHAC)**

Date & Time of Meeting: July 19, 2018 1:00PM

NAHAC Directors, Officers, Employees and Contractors					
Attendee Name	Organization(s) (N/A if none)	Title(s) (N/A if none)	Attended via Phone	Not In Attendance	Signature (In-Person Only)
Timothy Whitright	Nevada Housing Division / NAHAC Board of Directors	Deputy Administrator / NHD Director & President, Chairperson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Michael Holliday	Nevada Housing Division / NAHAC Board of Directors	CFO / NHD Director & Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sharath Chandra	Nevada Real Estate Division / NAHAC Board of Directors	Administrator / Nevada Bus. & Industry Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Mo Nemati	NAHAC Board of Directors	Independent Director, Vice President & Vice Chairperson	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Rande Johnson	NAHAC Board of Directors	Independent Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Verise V. Campbell	NAHAC	Chief Executive Officer & Chief Operating Officer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Veronica Lewis	NAHAC	Operations Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tony Cammiso	NAHAC	Call Center Manager & Payroll Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
A.J. Gavilanes	NAHAC	Office Administrator & Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Brian Hardy	Ellsworth & Stout CPA's / NAHAC	CPA / NAHAC CPA Firm	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Chantell Legacy	Ellsworth & Stout CPA's / NAHAC	Auditor / NAHAC CPA Firm	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Tyre Gray	Fennemore Craig P.C. / NAHAC	Associate Director / NAHAC Legal Firm	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TYRE GRAY
Robert Pusateri ✓	Capstone Risk Management & Insurance / NAHAC	Benefits Consultant / NAHAC Insurance Firm	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Katie Hoffman	Fennemore Craig PC NAHAC	Director / NAHAC Legal Firm	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

PUBLIC MEETING ATTENDANCE RECORD & SIGN-IN

Board of Directors - Nevada Affordable Housing Assistance Corporation (NAHAC)

Date & Time of Meeting: July 19, 2018 1:00PM

Attendee Name	Organization(s) (N/A if none)	Title(s) (N/A if none)	Attended via Phone	Not In Attendance	Signature (In-Person Only)
Hasanin Rogers	NACA	Housing Can	<input type="checkbox"/>	<input type="checkbox"/>	<i>[Signature]</i>
DEBBIE KOHL	NAHACORE Solutions	Housing Counselor	<input type="checkbox"/>	<input type="checkbox"/>	<i>[Signature]</i>
Jodi Mobley	Nevada Partners Inc	Director of Housing Po	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Estelina Gamett	CSNV	Executive Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Michele Johnson	FGC	President/CEO	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Michelle Villero	NHSSN	President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Members of the General Public

Attendee Name	Organization(s) (N/A if none)	Title(s) (N/A if none)	Number(s) of agenda item(s) to comment on	Signature
Jeffrey Wiltse	N/A	Homeowner	Non-agenda items	<i>NOT IN ATTENDANCE</i>
Dante Jackson	NACA	—	—	Phone