



**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:

Pending Board Approval

AJ Gavilanes
NAHAC Corporate Secretary

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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.