



**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
OF NEVADA AFFORDABLE HOUSING ASSISTANCE CORPORATION ON JANUARY 17, 2019**

The Board of Directors of the Nevada Affordable Housing Assistance Corporation, a Nevada non-profit corporation ("NAHAC"), held a public meeting on January 17, 2019 beginning at 9:30 a.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 at 9:30am.  
Roll was taken by AJ Gavilanes, Secretary.

**Board Members present:** Timothy Whitright (*Nevada Department of Business & Industry, Housing Division*) Board Chairperson; Michael Holliday (*Nevada Department of Business & Industry, Housing Division*) Director; Sharath Chandra (*Nevada Department of Business & Industry, Real Estate Division*) Director; Mohammad Nemati - Independent Director; and Rande Johnsen - Independent Director.

**Board Members absent:** None.

**Also present:**

- Verise Campbell, Chief Operating Officer/Chief Executive Officer
- AJ Gavilanes, Office Administrator / Secretary
- Joel Jarvis (Kaercher Insurance), Insurance Broker

**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)<sup>1</sup>: None.**

**3. Approval of Agenda for January 17, 2019**

Director Johnsen moved to approve Agenda for January 17, 2019. The Motion was seconded by Director Holliday and approved by unanimous vote.

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<sup>1</sup> 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.



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

- a. Authorization for President/Chairperson to bind renewal coverage with Travelers Casualty and Surety Company of America for an annual commercial crime policy commencing on January 30, 2019 in an amount of \$1,650.**

Joel Jarvis of Kaercher Insurance presented.

Director Chandra moved to approve authorization for President/Chairperson to bind renewal coverage with Travelers Casualty and Surety Company of America for an annual commercial crime policy commencing on January 30, 2019 in an amount of \$1,650. The Motion was seconded by Director Johnsen and approved by unanimous vote.

- b. Authorization for President/Chairperson to bind renewal coverage with AmTrust North America for an annual professional liability & cyber liability policy commencing on January 30, 2019 in an amount of \$15,419.**

Joel Jarvis of Kaercher Insurance presented.

Director Nemati moved to approve authorization for President/Chairperson to bind renewal coverage with AmTrust North America for an annual professional liability & cyber liability policy commencing on January 30, 2019 in an amount of \$15,419. The Motion was seconded by Director Johnsen and approved by unanimous vote.

#### **5. General Board Comments, Questions and Items for Future Board Meetings: None.**

#### **6. 2nd period of Public Comment and Discussion<sup>2</sup>: None.**

#### **7. Adjournment.**

Director Chandra moved to adjourn the meeting. The Motion was seconded by Director Holliday.

The meeting adjourned at 9:40am.

#### **Board approval confirmation:**

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AJ Gavilanes  
NAHAC Corporate Secretary

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**5. General Board Comments, Questions and Items for Future Board Meetings: None.**

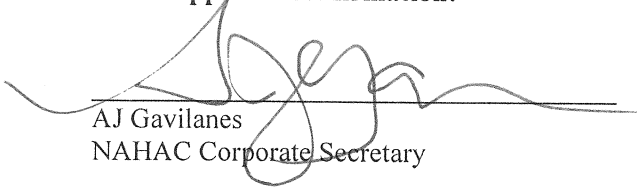
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**Board approval confirmation:**

  
AJ Gavilanes  
NAHAC Corporate Secretary

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**EXHIBIT A**

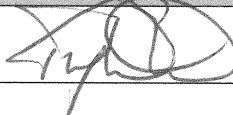
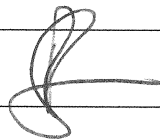
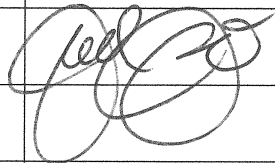
**ATTENDANCE SHEET JANUARY 17, 2019**

**(Attached)**

## PUBLIC MEETING ATTENDANCE RECORD & SIGN-IN

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

Date & Time of Meeting: January 17, 2019 9:30 AM

<b>NAHAC Directors, Officers, Employees and Contractors</b>					
Attendee Name	Organization(s) <i>(N/A if none)</i>	Title(s) <i>(N/A if none)</i>	Attended via Phone	Not In Attendance	Signature <i>(In-Person Only)</i>
Timothy Whitright	Nevada Housing Division / NAHAC Board of Directors	Deputy Administrator / NHD Director & President, Chairperson	<input 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 type="checkbox"/>	<input type="checkbox"/>	
Mo Nemati	NAHAC Board of Directors	Independent Director, Vice President & Vice Chairperson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Rande Johnsen	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"/>	
A.J. Gavilanes	NAHAC	Office Administrator & Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Tyre Gray	Fennemore Craig P.C.	NAHAC Legal Counsel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Joel Jarvis	Kaercher Insurance	NAHAC Insurance Broker	<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
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### Board of Directors - Nevada Affordable Housing Assistance Corporation (NAHAC)

Date & Time of Meeting: January 17, 2019 9:30 AM

NAHAC Directors, Officers, Employees and Contractors (continued)					
Attendee Name	Organization(s) <i>(N/A if none)</i>	Title(s) <i>(N/A if none)</i>	Attended via Phone	Not In Attendance	Signature <i>(In-Person Only)</i>
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	

Members of the General Public				
Attendee Name	Organization(s) <i>(N/A if none)</i>	Title(s) <i>(N/A if none)</i>	Number(s) of agenda item(s) to comment on	Signature