



**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
OF NEVADA AFFORDABLE HOUSING ASSISTANCE CORPORATION ON AUGUST 1, 2019**

The Board of Directors of the Nevada Affordable Housing Assistance Corporation, a Nevada non-profit corporation (“NAHAC”), held a public meeting on August 1, 2019 beginning at 2:00 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 Rande Johnsen, Board Vice Chairperson at 2:00 p.m.
Roll was taken by AJ Gavilanes, Secretary.

Board Members present: Michael Holliday (*Nevada Department of Business & Industry, Housing Division*) Director; Rande Johnsen - Independent Director; and Jim Hastings - Independent Director.

Board Members absent: Timothy Whitright (*Nevada Department of Business & Industry, Housing Division*) Board Chairperson; and Sharath Chandra (*Nevada Department of Business & Industry, Real Estate Division*) Director.

Also present:

- Verise Campbell, Chief Operating Officer/Chief Executive Officer
- Veronica Lewis, Operations Manager
- Tony Cammisio, Call Center Manager & Payroll Manager
- AJ Gavilanes, Office Administrator / Secretary
- Brian Hardy (Ellsworth & Stout CPA’s) Financial and Compliance
- Tyre Gray (Fennemore Craig P.C.), Legal Counsel

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.
- 3. Approval of Minutes for July 10, 2019** This item is tabled.
- 4. Approval of Agenda for August 1, 2019**

Item 3 and item 6(c) are tabled.

Director Hastings moved to approve Agenda for August 1, 2019 as noted above. 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. Items to be Presented for Information and Discussion:

a. Clerical correction to Page 2 of Internal Compliance Review Report for 3rd Quarter of Fiscal Year 2019

Mr. Brian Hardy with Ellsworth & Stout CPA's advised this correction resolved the period end date to reflect one quarter instead of one year. Vice-Chairman Johnsen inquired if any other changes had to be made to that document and Mr. Hardy confirmed there had not been any other changes.

b. NAHAC Operations

Ms. Verise Campbell shared NAHAC was recently advised the Office of the Special Inspector General for the Troubled Asset Relief Program (SIGTARP) has closed all open audits for NAHAC.

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

a. Authorization for President/Chairperson to execute the renewal of the Employee Medical Benefit plans with Health Plan of Nevada / Sierra Health and Life effective September 1, 2019.

Director Holliday moved to approve authorization for President/Chairperson to execute the renewal of the Employee Medical Benefit plans with Health Plan of Nevada / Sierra Health and Life effective September 1, 2019. The Motion was seconded by Director Hastings and approved by unanimous vote.

b. Authorization for President/Chairperson to execute the renewal of the Employee Ancillary Benefit plans with Principal Life Insurance Company effective October 1, 2019.

Vice-Chairman Johnsen inquired as to the difference in the effective dates on item 6(a) and item 6(b). Ms. Campbell advised this was due to NAHAC having had the opportunity in the previous year to renew early and get a better rate on the Medical Benefit plans, causing the renewal dates to be split.

Director Hastings moved to approve authorization for President/Chairperson to execute the renewal of the Employee Ancillary Benefit plans with Principal Life Insurance Company effective October 1, 2019. The Motion was seconded by Director Holliday and approved by unanimous vote.

c. Authorization for President/Chairperson to execute an Independent Contractor Agreement with Lamar Wyse in an amount of \$40 per file, not to exceed a total of \$6,800 for Quality Check of dispositioned files for the period of January 2019 through April 2020.

This item is tabled.

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



8. **2nd period of Public Comment and Discussion²:** None.

9. **Adjournment.**

Director Johnsen moved to adjourn the meeting. The Motion was seconded by Director Hastings.

The meeting adjourned at 2:14 p.m.

Board approval confirmation:

Pending Board Approval

AJ Gavilanes
NAHAC Corporate Secretary

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