



NEVADA AFFORDABLE HOUSING ASSISTANCE CORPORATION

PUBLIC MEETING NOTICE

Nevada Affordable Housing Assistance Corporation (NAHAC) Board of Directors

DATE: January 27, 2021
TIME: 2:00 p.m.
LOCATION: Meeting via teleconference only pursuant to NRS 241.023
Dial-In Number: (646) 749-3112
Access Code: 489-804-397

The public is invited to attend.

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 telephonically 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 (AJ Gavilanes, Office Administrator) at agavilanes@nahac.org 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 November 18, 2020
4. Approval of Agenda for January 27, 2021
5. Items to be Presented for Information and Discussion:
 - a. October 2020 Financials
 - b. November 2020 Financials
 - c. December 2020 Financials
 - d. NAHAC Operations
 - October 2020 Performance Report
 - November 2020 Performance Report
 - December 2020 Performance Report
6. 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, 2021 in an amount of \$1,682.

- b. Authorization for President/Chairperson to bind renewal coverage with AmTrust North America / Wesco Insurance Company for an annual professional liability and cyber liability policy commencing on January 30, 2021 in an amount of \$17,316.
- c. Authorization for President/Chairperson to execute an Amendment to Professional Services Agreement with BTMC, LLC (dba BRAINtrust) in an amount not to exceed \$3,000 for a period of 6 months from March 1, 2021 through August 31, 2021 for Website hosting and management (\$500 per month).
- d. Annual review and approval of NAHAC policies and procedures.
- e. Approval of the Internal Compliance Review Report for 1st Quarter of Fiscal Year 2021.
- f. Approval to establish and fill new “Analyst” position - Regular Full-Time Employee - Exempt - Not to exceed \$65,000 annually.
- g. Approval to implement new “Analyst” job description.
- h. Approval of updated Organization chart.

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. The NAHAC Board of Directors may combine two or more agenda items for consideration; remove an item from the agenda; or delay discussion relating to an item on the agenda at any time. 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 <https://nahac.org/public-meetings>, or requested from AJ Gavilanes, NAHAC Office Administrator at (702) 675-6635 (agavilanes@nahac.org)

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.

Public Notice: Pursuant to Section 3 of the Declaration of Emergency Directive 006 (“Directive 006”), the requirement contained in NRS 241.023(1)(b) that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and participate has been suspended until April 16, 2020. Moreover, pursuant to Section 3 of Directive 006, the requirements contained in NRS 241.020(4)(a) that public notice agendas be posted at physical locations within the State of Nevada has likewise been suspended. See, http://gov.nv.gov/uploadedFiles/govnewnv.gov/Content/News/Emergency_Orders/2020/DeclarationofEmergencyDirective006reOML.3-21-20.pdf

This agenda has been electronically posted in compliance with NRS 241.020(3) at <http://www.nahac.org>, and NRS 232.2175 at <https://notice.nv.gov/>.