

# **MEETING MINUTES**

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

### **MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF NEVADA AFFORDABLE HOUSING ASSISTANCE CORPORATION ON OCTOBER 25, 2023**

The Board of Directors of the Nevada Affordable Housing Assistance Corporation, a Nevada non-profit corporation (“NAHAC”), held a public meeting on October 25, 2023, beginning at 1:30 p.m. PST at the following location:

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

#### **1. Call to order, roll call.**

The meeting was called to order by Timothy Whitright, Board Chairperson at 1:39 p.m.  
The roll was taken by AJ Gavilanes, Corporate Secretary.

**Board Members present:** Timothy Whitright (*Nevada Department of Business & Industry, Housing Division*) Board Chairperson; Jeneeah M. Girma (*Nevada Department of Business & Industry, Housing Division*) Director; Sharath Chandra (*Nevada Department of Business & Industry, Real Estate Division*) Director; Rande Johnsen - Independent Director; and Jim Hastings - Independent Director.

**Board Members absent:** None.

#### **Also present:**

- Verise Campbell, Chief Operating Officer/Chief Executive Officer
- Jennifer Varsallona, Operations Manager
- Terris Foley, Information Technology Manager
- David Greg Glover, Contractor
- Veronica Lewis, Contractor
- Kamelah Flintroy, Administrator/Human Resources Generalist/Corporate Assistant Secretary
- AJ Gavilanes, Administrator/Payroll Manager/Corporate Secretary
- Brian Hardy (Ellsworth & Stout)
- Lori Grimm (Ellsworth & Stout)
- Micheline Fairbank (Fennemore Craig)
- Kurt Ouchida (Braintrust)
- Cheri Kern (Braintrust)
- Leiana Lujan (Braintrust)
- Dustin Klein (Braintrust)

**Participating members of the public are asked to identify themselves and are noted on the attendance sheet attached to the original minutes as Exhibit A.**

#### **2. Public comment (1st period)<sup>1</sup>: None.**

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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.

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#### **3. Approval of September 15, 2023, Minutes**

Director Johnsen moved to approve Minutes for September 15, 2023. The Motion was seconded by Director Chandra and approved by majority vote with Director Hastings abstaining as he had not been in attendance.

#### **4. Approval of October 25, 2023, Agenda**

Director Hastings moved to approve Agenda for October 25, 2023. The Motion was seconded by Director Johnsen and approved by unanimous vote.

#### **5. Items to be Presented for Information and Discussion:**

##### **a. July 2023 Financials**

Ms. Lori Grimm presented.

##### **b. August 2023 Financials**

Ms. Lori Grimm presented.

##### **c. September 2023 Financials**

Ms. Lori Grimm presented.

##### **d. September 2023 Digital Marketing Report**

Mr. Dustin Klein presented.

##### **e. September 2023 Social Media Report**

Ms. Leiana Lujan presented.

##### **f. NAHAC Operations**

##### **i. September 2023 Performance Report**

Ms. Jennifer Varsallona presented.

##### **ii. Update - Clark County Community Land Trust (CLT) proposal**

Ms. Verise Campbell reported after submitting the requested proposal, Clark County advised they are now moving in a different direction. They were advised to reach out if there is anything NAHAC can do to assist them in their endeavors.

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

##### **a. Approval of the Internal Compliance Review Report for 4th Quarter of Fiscal Year 2023.**

Mr. Hardy presented.

Director Hastings moved to approve the Internal Compliance Review Report for 4th Quarter of Fiscal Year 2023. The Motion was seconded by Director Johnsen and approved by unanimous vote.

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**b. Proposed Program Changes - Authorization to change the Unemployment Mortgage Assistance (UMA) Program as follows:**

- i. Add homeowners' insurance for up to one year.**
- ii. HAF assistance of \$6,000 or less will be in form of a grant in lieu of a forgivable lien.**

Mrs. Veronica Lewis advised these changes are being proposed for both the Mortgage Reinstatement and Unemployment Mortgage Assistance Programs.

Mrs. Lewis reported assistance is currently able to reinstate homeowners' insurance, however, the request to add homeowners' insurance for up to one year would allow for coverage of future homeowners' insurance for up to one year with a cap amount of \$1,800.

Regarding allowing no lien or early lien extinguishment on assistance of \$6,000 or less NAHAC, Ms. Campbell advised there has been pushback from homeowners regarding accepting assistance for lower amounts because of the three-year lien. The hope is this would be an incentive for homeowners on the lower end of the funding scale to be comfortable with accepting the assistance. Ms. Lewis advised all files will be reviewed after this program change and files funded for \$6,000 or less would qualify for accelerated lien forgiveness. Preliminary research indicates this could impact roughly 100 files.

Director Johnsen cautioned that not all properties would be insurable, and no guarantees should be made. Director Hastings inquired if these changes were acceptable to Treasury and Mrs. Lewis affirmed.

Ms. Campbell advised this agenda item is intended to be retroactive and she inquired of Legal Counsel if the agenda item needed to be amended. Counsel Micheline Fairbank confirmed the vote should include the ability for subpart (ii) to be retroactive.

Director Hastings moved to changing the Unemployment Mortgage Assistance (UMA) Program as shown on the agenda with addition of an amendment to make subpart (ii) retroactive. The Motion was seconded by Director Johnsen and approved by unanimous vote.

**c. Proposed Program Changes - Authorization to change the Mortgage Reinstatement Assistance Program (MRAP) as follows:**

- i. Add homeowners' insurance for up to one year.**
- ii. HAF assistance of \$6,000 or less will be in form of a grant in lieu of a forgivable lien.**

Director Hastings moved to approve changing the Mortgage Reinstatement Assistance Program (MRAP) as shown on the agenda with addition of an amendment to make subpart (ii) retroactive. The Motion was seconded by Director Johnsen and approved by unanimous vote.

**d. Authorization for President/Chairperson to execute an amendment to the agreement with CoreLogic to provide onetime mailing list of homeowners that completed a COVID-related deferral in a total one-time amount not to exceed \$2,500.**

Mrs. Lewis presented. She reported the ability to pay off COVID-related partial claims or deferrals was implemented in June. Target joint marketing efforts with servicers are in progress. None of the Servicers have been able to provide a holistic list specific to homeowners that have a partial claim. CoreLogic, one of NAHAC's vendors that accumulates housing related data, is able to produce a list of homeowners that received a partial claim. The list includes approximately 9600 Nevada homeowners, with an average partial claim being approximately \$20,300.

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Mrs. Lewis stated if approved, mailers would be sent to these homeowners advising them of the partial claim component of the Nevada Homeowner Assistance Fund.

Director Girma moved to authorize President/Chairperson to execute an amendment to the agreement with CoreLogic to provide onetime mailing list of homeowners that completed a COVID-related deferral in a total one-time amount not to exceed \$2,500. The Motion was seconded by Director Hastings and approved by unanimous vote.

- e. Authorization for President/Chairperson to execute an amendment to the agreement with Integrita Systems for virtual Chief Security Officer (vCSO) Services in the amount of \$67,800 and Third-party Penetration Testing, Analysis, Vulnerability Monitoring in the amount of \$7,800 for a total amount not to exceed \$75,600 per year.**

Mr. Terris Foley advised there is an ever-increasing concern for the expanding number of cyber-attacks occurring in the United States, which recently hit close to home with the attack at The MGM (estimated at \$100 million) as well as the hack of Clark County School District systems. The global average cost of any data breach is approximately \$4.5 million estimated in 2023, which is an increase over three years. Director Johnsen shared this is happening in the financial industry daily.

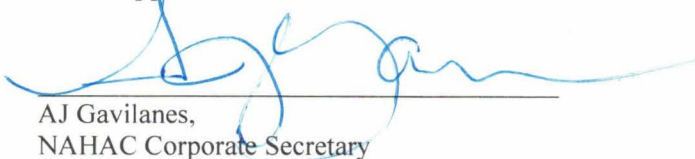
Director Hastings moved to authorize President/Chairperson to execute an amendment to the agreement with Integrita Systems for virtual Chief Security Officer (vCSO) Services in the amount of \$67,800 and Third-party Penetration Testing, Analysis, Vulnerability Monitoring in the amount of \$7,800 for a total amount not to exceed \$75,600 per year. The Motion was seconded by Director Johnsen and approved by unanimous vote.

- 7. General Board Comments, Questions, and Items for Future Board Meetings:** None.
- 8. 2nd period of Public Comment and Discussion<sup>2</sup>:** None.
- 9. Adjournment.**

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

The meeting adjourned at 2:37 p.m.

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



AJ Gavilanes,  
NAHAC Corporate Secretary

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<sup>2</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.

**EXHIBIT A**

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

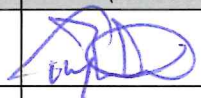
**ATTENDANCE SHEET  
OCTOBER 25, 2023**

**(Attached)**

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

**Board of Directors**

**Date & Time of Meeting: October 25, 2023 1:30 PM**

<b>NAHAC Directors, Officers, Employees and Contractors</b>					
<b>Attendee Name</b>	<b>Organization(s) (N/A if none)</b>	<b>Title(s) (N/A if none)</b>	<b>Attended via Phone</b>	<b>Not In Attendance</b>	<b>Signature (In-Person Only)</b>
Timothy Whitright	Nevada Housing Division / NAHAC Board of Directors	Deputy Administrator / NHD Director & President, Chairperson	<input type="checkbox"/>	<input type="checkbox"/>	
Jeneeah (Nia) M. Girma	Nevada Housing Division / NAHAC Board of Directors	Affordable Housing Advocate / NHD Director	<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"/>	
Rande Johnsen	NAHAC Board of Directors	Independent Director, Vice President & Vice Chairperson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Jim Hastings	NAHAC Board of Directors	Independent Director, Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Verise V. Campbell	NAHAC	Chief Executive Officer, Chief Operating Officer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Jennifer Varsallona	NAHAC	Operations Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Terris Foley	NAHAC	Information Technology Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
David Greg Glover	NAHAC	Contractor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Veronica Lewis	NAHAC	Senior Operations Consultant	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Kamelah Flintroy	NAHAC	Administrator/Human Resources Generalist & Corporate Assistant Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
A.J. Gavilanes	NAHAC	Administrator/Payroll Manager & Corporate Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Brian Hardy	Ellsworth & Stout CPA's	NAHAC Financial/Compliance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Lori Grimm	Ellsworth & Stout CPA's	NAHAC Financial/Compliance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

**PUBLIC MEETING ATTENDANCE RECORD & SIGN-IN**  
**Nevada Affordable Housing Assistance Corporation (NAHAC)**  
**Board of Directors**  
**Date & Time of Meeting: October 25, 2023 1:30 PM**

<b>NAHAC Directors, Officers, Employees and Contractors (continued)</b>					
<b>Attendee Name</b>	<b>Organization(s)</b> <i>(N/A if none)</i>	<b>Title(s)</b> <i>(N/A if none)</i>	<b>Attended via Phone</b>	<b>Not In Attendance</b>	<b>Signature</b> <i>(In-Person Only)</i>
Micheline Fairbank	Fennemore Craig P.C.	NAHAC Legal Counsel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Kurt Ouchida	Braintrust	NAHAC Marketing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Cheri Kern	Braintrust	NAHAC Marketing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Leiana Lujan	Braintrust	NAHAC Marketing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Dustin Klein	Braintrust	NAHAC Marketing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	

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