

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 AUGUST 13, 2024

The Board of Directors of the Nevada Affordable Housing Assistance Corporation, a Nevada non-profit corporation (“NAHAC”), held a public meeting on August 13, 2024, beginning at 10:00 a.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 10:06 a.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; and Rande Johnsen - Independent Director; and Jim Hastings - Independent Director.

Board Members absent: Sharath Chandra (*Nevada Department of Business & Industry, Real Estate Division*) Director

Also present:

- Verise Campbell, Chief Operating Officer/Chief Executive Officer
- Jennifer Varsallona, Operations Manager
- Terris Foley, Information Technology Manager
- AJ Gavilanes, Administrator/Payroll Manager/Corporate Secretary
- Brian Hardy (Ellsworth & Stout)
- Micheline Fairbank (Fennemore Law)

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)¹: None.

3. Approval of July 31, 2024, Minutes

Director Hastings moved to approve Minutes for July 31, 2024. The Motion was seconded by Director Johnsen and approved by unanimous vote.

4. Approval of August 13, 2024, Agenda

Director Johnsen moved to approve Agenda for August 13, 2024. The Motion was seconded by Director Hastings 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 to 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 per person as a reasonable time, place, and manner restriction, but may not be limited based upon viewpoint.

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5. Items to be Presented for Information and Discussion:

a. NAHAC Operations

Ms. Verise Campbell advised there was nothing to report.

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

a. Authorization for President/Chairperson to execute renewal of Employee Medical Benefit plans with Health Plan of Nevada/Sierra Health and Life commencing on September 1, 2024.

Ms. Campbell advised there was an expected increase, but it was below the budgeted amount.

Chairman Whitright inquired if there was negotiation. Ms. Campbell advised NAHAC's broker negotiates, but the benefits are age-banded so there is not much flexibility.

Director Hastings moved to authorize President/Chairperson to execute renewal of Employee Medical Benefit plans with Health Plan of Nevada/Sierra Health and Life commencing on September 1, 2024. The Motion was seconded by Director Girma and approved by unanimous vote.

b. Authorization for President/Chairperson to execute agreement with Code 4 Private Security Inc. not to exceed \$80,000 annually.

Mr. Terris Foley presented.

Director Johnsen moved to authorize President/Chairperson to execute agreement with Code 4 Private Security Inc. not to exceed \$80,000 annually. The Motion was seconded by Director Girma and approved by unanimous vote.

c. Approval to hold appreciation event for Housing Counseling Agencies not to exceed \$1000.00 utilizing unrestricted funds.

Ms. Jennifer Varsallona advised the event would be to appreciate the four Housing Counseling Agencies (HCA's) as well as Legal Aid Center for all their efforts toward the success of the program and would include beverages, refreshments (from Costco) and awards.

Ms. Campbell advised no HAF funds will be used for this event.

Director Hastings moved to approve to hold appreciation event for Housing Counseling Agencies not to exceed \$1000.00 utilizing unrestricted funds. The Motion was seconded by Director Girma and approved by unanimous vote.

7. General Board Comments, Questions, and Items for Future Board Meetings: Mrs. AJ Gavilanes advised a future meeting would include record retention, program changes and ancillary benefit renewal.

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

² This public comment agenda item is provided in accordance with NRS 241.020(2)(d)(3) which requires an agenda to 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 per person as a reasonable time, place, and manner restriction, but may not be limited based upon viewpoint.

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9. Adjournment.

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

The meeting adjourned at 10:29 a.m.

Board approval confirmation:



AJ Gavilanes,
NAHAC Corporate Secretary

EXHIBIT A

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

ATTENDANCE SHEET

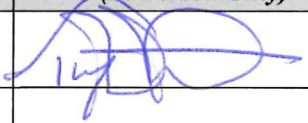
August 13, 2024

(Attached)

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

Board of Directors

Date & Time of Meeting: August 13, 2024 10:00 AM

NAHAC Directors, Officers, Employees and Contractors					
Attendee Name	Organization(s) (N/A if none)	Title(s) (N/A if none)	Attended via Phone	Not In Attendance	Signature (In-Person Only)
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 type="checkbox"/>	<input checked="" 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"/>	
A.J. Gavilanes	NAHAC	Administrator/Payroll Manager & Corporate Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Brian Hardy	Ellsworth & Stout CPA's	Financial/Compliance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Micheline Fairbank	Fennemore Law	Legal Counsel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	

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

Date & Time of Meeting: August 13, 2024 10:00 AM

NAHAC Directors, Officers, Employees and Contractors (continued)					
Attendee Name	Organization(s) (N/A if none)	Title(s) (N/A if none)	Attended via Phone	Not In Attendance	Signature (In-Person Only)
Jose Barajas	Code 4 Private Security	Security	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Albert Bass	Code 4 Private Security	Security	<input type="checkbox"/>	<input type="checkbox"/>	Signature not available
JK Guzman	Code 4 Private Security	Security	<input checked="" 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) (N/A if none)	Title(s) (N/A if none)	Number(s) of agenda item(s) to comment on	Signature