

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 JULY 21, 2025

The Board of Directors of the Nevada Affordable Housing Assistance Corporation, a Nevada non-profit corporation (“NAHAC”), held a public meeting on July 21, 2025, beginning at 10:00 a.m. PST at the following location:

Nevada Housing Division, 4th Floor Red Rock Room 3300 W Sahara Ave Ste 300 Las Vegas, NV 89102

1. Call to order, roll call.

The meeting was called to order by Jeneeah M. Girma, Board Chairwoman at 10:04 a.m.
The roll was taken by AJ Gavilanes, Corporate Secretary.

Board Members present: Jeneeah M. Girma (*Nevada Department of Business & Industry, Housing Division*) Board Chairwoman; Christine Hess (*Nevada Department of Business & Industry, Housing Division*) Director; Rande Johnsen - Independent Director and Vice President/Vice Chairperson; and Jim Hastings - Independent Director and Treasurer.

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

Also present:

- Verise Campbell, Chief Operating Officer/Chief Executive Officer
- Veronica Lewis, Contractor
- AJ Gavilanes, Administrator/Corporate Secretary
- Brian Hardy (Ellsworth & Stout)
- Lori Grimm (Ellsworth & Stout)
- Micheline Fairbank (Fennemore Law)
- Sara Hall (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)¹: None.

3. Approval of June 30, 2025, Minutes

Director Hastings moved to approve Minutes for June 30, 2025. The Motion was seconded by Director Johnsen and approved by unanimous vote.

4. Approval of July 21, 2025, Agenda

Director Johnsen moved to approve Agenda for July 21, 2025. 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. May 2025 Financials

Ms. Lori Grimm presented.

b. June 2025 Financials

Ms. Grimm presented.

c. June 2025 Social Media Report

Ms. Sara Hall presented.

d. NAHAC Operations

i. May 2025 Performance Report

Mrs. Veronica Lewis presented.

ii. Update - Senate Bill 305 - Nevada Employee Savings Trust (NEST) program

Mr. Brian Hardy reported NAHAC would be required to participate in the program, but there would be no fees to participate and there would be no contribution matching. Employees would be required to be automatically enrolled but would have the ability to opt out or to change the rate of contribution. NAHAC would remit the elected contributions to the program.

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

a. Approve payment to United States Department of the Treasury for HAF Interest Repayment in the amount of \$1,468,197.02.

Mr. Hardy advised that this was the accumulation of interest from the HAF funds during the 2025 fiscal year required to be remitted to Treasury, less \$500 authorized for administrative expenses. He reported NAHAC was previously remitting interest based on a calendar year, but in June 2024 NAHAC moved to realign with the fiscal year, which was how Treasury calculated, and made a 6-month remittance (approximately \$400K) to cover the first 6 months of the calendar year to make that realignment.

Director Hastings moved to approve payment to United States Department of the Treasury for HAF Interest Repayment in the amount of \$1,468,197.02. The Motion was seconded by Director Hess and approved by unanimous vote.

b. Authorization to transfer approximately \$10,253.73 from unrestricted funds into the HAF account to replenish the HAF account for partial funding of one homeowner loan file.

Mr. Hardy stated there had been a delay in the time it took to accomplish what was needed in order to fund the file, which included Legal Aid, and the amount in excess still fell within the mission of the organization.

Director Hastings moved to authorize to transfer approximately \$10,253.73 from unrestricted funds into the HAF account to replenish the HAF account for partial funding of one homeowner loan file. The Motion was seconded by Director Johnsen and approved by unanimous vote.

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- c. Authorize President/Chairperson to execute renewal of Employee Medical Benefit plans with Health Plan of Nevada/Sierra Health and Life commencing on September 1, 2025.**

Ms. Verise Campbell reported the renewal would include an overall increase of just under 11%, which equated to approximately \$4000 annually for the major medical coverage.

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, 2025. The Motion was seconded by Director Johnsen and approved by unanimous vote.

- d. Updated Organizational Chart**

Ms. Campbell presented.

NOTE: No vote took place on this item, and it will be brought back for vote at a future meeting.

- e. Nomination of two Independent Directors of the Corporation commencing on August 1, 2025, for two years pursuant to the Bylaws.**

Director Hastings nominated Rande Johnsen for Independent Director of the Corporation.

Director Johnsen nominated Jim Hastings for Independent Director of the Corporation.

- f. Appointment of two Independent Directors of the Corporation commencing on August 1, 2025, for two years pursuant to the Bylaws.**

Director Hastings addressed Ms. AJ Gavilanes to inquire if he and Director Johnsen needed to abstain from the vote. Ms. Gavilanes advised they did not need to abstain.

Director Girma moved to appoint Rande Johnsen as Independent Director of Corporation commencing on August 1, 2025, for two years pursuant to the Bylaws. The Motion was approved by unanimous vote.

Director Girma moved to appoint Jim Hastings as Independent Director of Corporation commencing on August 1, 2025, for two years pursuant to the Bylaws. The Motion was approved by unanimous vote.

Ms. Gavilanes addressed Ms. Micheline Fairbank to inquire if the way the appointments were handled was acceptable. Ms. Fairbank confirmed it was acceptable.

- g. Nomination of Vice-Chairperson and Vice-President of Corporation commencing on August 1, 2025, for two years pursuant to the Bylaws.**

Director Hastings nominated Rande Johnsen for Vice-Chairperson and Vice-President of Corporation.

- h. Election of Vice-Chairperson and Vice-President of the Corporation commencing on August 1, 2025, for two years pursuant to the Bylaws.**

Director Girma moved to elect Rande Johnsen as Vice-Chairperson and Vice-President of Corporation commencing on August 1, 2025, for two years pursuant to the Bylaws. The Motion was approved by unanimous vote.

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- i. Nomination of Treasurer of Corporation commencing on August 1, 2025, for two years pursuant to the Bylaws.**

Verise Campbell nominated Jim Hastings for Treasurer of Corporation.

- j. Election of Treasurer of Corporation commencing on August 1, 2025, for two years pursuant to the Bylaws.**

Director Johnsen moved to elect Jim Hastings as Treasurer of Corporation commencing on August 1, 2025, for two years pursuant to the Bylaws. The Motion was seconded by Director Hess and approved by unanimous vote.

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

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

9. Adjournment.

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

The meeting adjourned at 10:36 a.m.

Board approval confirmation:

AJ Gavilanes

[AJ Gavilanes \(Oct 13, 2025 14:26:23 PDT\)](#)

AJ Gavilanes,
Corporate Secretary

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.

EXHIBIT A

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

ATTENDANCE SHEET

July 21, 2025

(Attached)








PubMtgMin_20250721ApprvConfAJG

Final Audit Report

2025-10-13

Created:	2025-10-13
By:	AJ Gavilanes (agavilanes@nahac.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAI_vzAR64bOhBoAHnS__PHKS2nYSskJeu

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-  Document emailed to agavilanes@nahac.org for filling
2025-10-13 - 9:26:24 PM GMT
-  Email viewed by agavilanes@nahac.org
2025-10-13 - 9:53:08 PM GMT
-  Signer agavilanes@nahac.org entered name at signing as AJ Gavilanes
2025-10-13 - 9:53:16 PM GMT
-  Form filled by AJ Gavilanes (agavilanes@nahac.org)
Form filling Date: 2025-10-13 - 9:53:18 PM GMT - Time Source: server
-  Agreement completed.
2025-10-13 - 9:53:18 PM GMT

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

Board of Directors

Date & Time of Meeting: July 21, 2025 10:00 AM

NAHAC Directors, Officers, Employees and Contractors					
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>
Jeneeah (Nia) M. Girma	Nevada Housing Division / NAHAC Board of Directors	Affordable Housing Advocate / NHD Director & President, Chairperson	<input type="checkbox"/>	<input type="checkbox"/>	<i>Jeneeah Girma</i> <small>Jeneeah Girma (Aug 18, 2025 08:41:10 PDT)</small>
Christine Hess	Nevada Housing Division / NAHAC Board of Directors	Chief Financial Officer / 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"/>	
Veronica Lewis	NAHAC	Senior Operations Consultant	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
A.J. Gavilanes	NAHAC	Administrator / Corporate Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Brian Hardy	Ellsworth & Stout CPA's	Financial/Compliance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Lori Grimm	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"/>	
Sara Hall	Braintrust	Marketing	<input checked="" 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: July 21, 2025 10:00 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>
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			<input type="checkbox"/>	<input type="checkbox"/>	
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			<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






Attend_20250721

Final Audit Report

2025-08-18

Created:	2025-08-18
By:	AJ Gavilanes (agavilanes@nahac.org)
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-  Email viewed by Jeneeah Girma (jmgirma@housing.nv.gov)
2025-08-18 - 3:40:50 PM GMT
-  Document e-signed by Jeneeah Girma (jmgirma@housing.nv.gov)
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