

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 14, 2026

The Board of Directors of the Nevada Affordable Housing Assistance Corporation, a Nevada non-profit corporation (“NAHAC”), held a public meeting on July 14, 2026, beginning at 3:00 p.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 3:03 p.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; Sharath Chandra (*Nevada Department of Business & Industry, Real Estate Division*) Director; Rande Johnsen - Independent Director and Vice President/Vice Chairperson; and Jim Hastings - Independent Director and Treasurer.

Board Members absent: None.

Also present:

- Verise Campbell, Chief Operating Officer/Chief Executive Officer
- David Greg Glover, Contractor
- AJ Gavilanes, Administrator/Corporate Secretary
- Micheline Fairbank (Fennemore Law)
- Brian Hardy (Velez & Hardy)
- Melissa Brooks (Velez & Hardy)

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 29, 2026, Minutes

Director Hastings moved to approve Minutes for June 29, 2026. The Motion was seconded by Director Johnsen and approved by unanimous vote.

4. Approval of July 14, 2026, Agenda

Director Chandra moved to approve Agenda for July 14, 2026. 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 2026 Financials

Mr. Brian Hardy presented.

b. June 2026 Financials

Mr. Hardy advised as of the end of the fiscal year NAHAC was at 111% of the budgeted amount for assistance provided and had been able to provide even more assistance than anticipated due to lien recoveries received and NAHAC utilizing only 68% of the administrative budget. Mr. Hardy reported the balance sheet for unrestricted funds (other) reflected the discovery during the year-end closing of two payoffs under the HAF program which had previously been recorded in error as lien recoveries. The approximate amount of \$3,500 was reflected as a reduction in loan balance owed back to the unrestricted account. Mr. Hardy stated there were also costs related to the NCSHA conference and some travel costs moved to unrestricted.

c. NAHAC Operations

i. Retention reduction for Employment Practices Liability and Third Party Liability Coverage (portion of the Non-Profit Organization Management Liability Policy, which also contains the Directors & Officers Liability coverage)

Ms. Verise Campbell reported following discussion at the previous Board meeting, NAHAC was able to negotiate a reduced retention from \$100,000 to \$75,000 for NAHAC's Employment Practices Liability and Third Party Liability Coverage, which is part of the Non-Profit Organization Management Liability Policy that also contains the Directors & Officers Liability coverage. The additional premium for the year is \$1,480.

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

a. Approval of payment to United States Department of the Treasury for FY26 HAF Interest Repayment in the amount of \$231,797.41.

Mr. Hardy reported under HAF program requirements, any interest earned, except \$500 retained for administrative purposes, must be returned to the United States Department of the Treasury. This amount represents interest earned in fiscal year 2026 (June 1, 2025 through July 31, 2026).

Director Chandra moved to approve payment to United States Department of the Treasury for FY26 HAF Interest Repayment in the amount of \$231,797.41. The Motion was seconded by Director Johnsen and approved by unanimous vote.

b. Authorization for President/Chairperson to execute an agreement between NAHAC and the State of Nevada, Department of Business and Industry, Nevada Housing Division, to administer the Windsor Park Exchange Program (Senate Bill 450 and Senate Bill 6 – Windsor Park Environmental Justice Act) in an amount not to exceed \$465,000.

Ms. Campbell provided a brief overview of the Windsor Park Exchange Program. She stated this would be a coordinated joint effort by NAHAC and the State of Nevada Housing Division. Ms. Campbell advised that the program would be divided into two phases: phase one with approximately 59 homes and phase two with 34 homes. Ms. Campbell also advised the Board that another item related to NAHAC's in-kind contribution to assist with the Windsor Park Exchange Program would be brought to the Board at a future meeting.

Director Johnsen moved to authorize President/Chairperson to execute an agreement between

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Nevada Affordable Housing Assistance Corporation (NAHAC) Board of Directors

NAHAC and the State of Nevada, Department of Business and Industry, Nevada Housing Division, to administer the Windsor Park Exchange Program (Senate Bill 450 and Senate Bill 6 – Windsor Park Environmental Justice Act) in an amount not to exceed \$465,000. The Motion was seconded by Director Hastings and approved by unanimous vote.

- c. Authorization for President/Chairperson to execute an agreement with Advantage ITS, LLC. for IT Support Services in an amount not to exceed \$72,000 annually, for a period of two years.**
Ms. Campbell presented. As a result of the RFP for IT Support Services, Advantage ITS, LLC is the prevailing vendor. It is anticipated that contracting with Advantage ITS will result in a considerable savings for IT services. Mr. Greg Glover has been contracted to facilitate the transition.

Mr. Jaime Leon Jr. and Mr. Jonathan Washburn addressed the board.

Director Hess inquired about the relationship with the current IT vendor as it relates to the impending transition. Ms. Campbell shared NAHAC has been up front with the current IT vendor throughout the process. No service issues have been encountered, nor are any issues anticipated throughout the transition.

Director Hess inquired about how Advantage ITS envisions the transition. Mr. Leon Jr. shared Advantage ITS has completed similar transitions many times and does not anticipate any issues as long required information and access is provided.

Mr. Glover reminded the Board of his role and expects a smooth transition. Ms. Campbell advised Mr. Glover has successfully facilitated several IT transitions for NAHAC and other organizations over the years.

Director Hastings moved to authorize President/Chairperson to execute an agreement with Advantage ITS, LLC. for IT Support Services in an amount not to exceed \$72,000 annually, for a period of two years. The Motion was seconded by Director Hess and approved by unanimous vote.

- d. Increase wage for current Outreach Coordinator to \$25.00 per hour (\$52,000 annually) effective July 20, 2026.**

Ms. Campbell presented.

Director Johnsen moved to approve an increase to the wage for current Outreach Coordinator to \$25.00 per hour (\$52,000 annually) effective July 20, 2026. The Motion was seconded by Director Hess and approved by unanimous vote.

- e. Increase wage for current Accounting Clerk to \$23.50 per hour (\$48,880 annually) effective July 20, 2026.**

Ms. Campbell presented.

Director Chandra moved to approve an increase to the wage for current Accounting Clerk to \$23.50 per hour (\$48,880 annually) effective July 20, 2026. The Motion was seconded by Director Hastings and approved by unanimous vote.

- 7. General Board Comments, Questions, and Items for Future Board Meetings:** Ms. Campbell stated in addition to the Windsor Park Exchange Program item mentioned earlier, she expected to bring an agenda item for a new lease for office space and approval for the budget.

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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 3:29 p.m.

Board approval confirmation:

AJ Gavilanes

AJ Gavilanes (Aug 5, 2026 15:19:49 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.

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Final Audit Report

2026-08-05

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-  Form filled by AJ Gavilanes (agavilanes@nahac.org)
Form filling Date: 2026-08-05 - 10:21:13 PM GMT - Time Source: server
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EXHIBIT A

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

ATTENDANCE SHEET

July 14, 2026

(Attached)

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

Board of Directors

Date & Time of Meeting: July 14, 2026 3:00 PM

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)
Jeneeah (Nia) M. Girma	Nevada Housing Division / NAHAC Board of Directors	Affordable Housing Advocate / NHD Director & President, Chairperson	☐	☐	<i>Jeneeah Girma</i> Jeneeah Girma (Jul 23, 2026 08:58:38 PDT)
Christine Hess	Nevada Housing Division / NAHAC Board of Directors	Chief Financial Officer / NHD Director	☒	☐	
Sharath Chandra	Nevada Real Estate Division / NAHAC Board of Directors	Administrator / Nevada Bus. & Industry Director	☒	☐	
Rande Johnsen	NAHAC Board of Directors	Independent Director, Vice President & Vice Chairperson	☒	☐	
Jim Hastings	NAHAC Board of Directors	Independent Director, Treasurer	☒	☐	
Verise V. Campbell	NAHAC	Chief Executive Officer, Chief Operating Officer	☒	☐	
David Greg Glover	NAHAC	IT Consultant	☒	☐	
A.J. Gavilanes	NAHAC	Administrator / Corporate Secretary	☒	☐	
Micheline Fairbank	Fennemore Law	Legal Counsel	☒	☐	
Brian Hardy	Velez & Hardy, LLC	Financial/Compliance	☒	☐	
Melissa Brooks	Velez & Hardy, LLC	Financial/Compliance	☒	☐	
			☐	☐	
			☐	☐	
			☐	☐	

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

Date & Time of Meeting: July 14, 2026 3:00 PM

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>
Jaime Leon Jr.	Advantage ITS, LLC	Business Development Executive	☒	☐	
Jonathan Washburn	Advantage ITS, LLC	Founder & President	☒	☐	
			☐	☐	
			☐	☐	
			☐	☐	
			☐	☐	

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_20260714

Final Audit Report

2026-07-23

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