



Board of Commissioners:

William McCurdy II, Chairperson
Tick Segerblom, Vice-Chairperson
Marissa Brown, Commissioner
Nancy E. Brune, Commissioner
Richard Cherchio, Commissioner
Carrie Cox, Commissioner
Michael Dismond, Commissioner
LuChana Turner, Commissioner
Lewis Jordan, Executive Director

**NOTICE OF THE REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF
THE SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
TO BE HELD ON THURSDAY, JULY 18, 2024
AT 12:00 PM
IN THE COMMISSION CHAMBERS
340 N. 11TH STREET, LAS VEGAS, NEVADA**

If you wish to speak on an item marked "For Discussion and Possible Action" appearing on this agenda, please fill out a Public Comment Interest Card, which is located in front of the Commission Chambers, and submit the comment card to staff sitting in the Commission Chambers. If you wish to speak to the Board about items within its authority but not appearing as an "Action" item on this agenda, you must wait until the "Comments by the General Public" period listed at the end of this agenda. Comments will be limited to three minutes. Please step up to the speaker's podium, clearly state your name and address, and spell your last name for the record. If any member of the Board wishes to extend the length of a presentation, this will be done by the Chairperson or the Board by majority vote.

The agenda is available on the Southern Nevada Regional Housing Authority website, <http://www.snrha.org>. For copies of agenda items and supporting backup materials, please contact Ms. Jessica Walker, Executive Coordinator, at (702) 477-3110 or jwalker2@snvrha.org. A recording of the meeting is posted on the agency's website or can be obtained on a flash drive by contacting Mr. Tommy Albert, Information Technology Specialist, at (702) 477-3160 or talbert@snvrha.org. For more information regarding the Southern Nevada Regional Housing Authority, you may call (702) 477-3100 or visit our website at <http://www.snrha.org>.

To practice social distancing, a limited number of seats will be available to the public. If you would like to provide public comment or citizen participation, please provide your statements to include your name and address to Ms. Jessica Walker, Executive Coordinator, at jwalker2@snvrha.org before 9:00 AM on Monday, July 18, 2024. Your comments and participation will be read into the record.

The meeting has been properly noticed and posted in the following locations:

Southern Nevada Regional Housing Authority
Administrative Office (North Campus)
340 N. 11th Street
Las Vegas, NV 89101
(Principal Office)

Southern Nevada Regional Housing Authority
Housing Programs Office
380 N. 11th Street
Las Vegas, NV 89101

Southern Nevada Regional Housing Authority
Administrative Office (South Campus)
5390 E. Flamingo Rd
Las Vegas, NV 89122

Clark County Government Center
500 S. Grand Central Pkwy.
Las Vegas, NV 89155

City of Las Vegas
495 S. Main Street
Las Vegas, NV 89101

City of Henderson
240 Water Street
Henderson, NV 89015

City of North Las Vegas
2250 N. Las Vegas Blvd.
North Las Vegas, NV 89030

SECTION 1. OPENING CEREMONIES

CALL TO ORDER

1. ROLL CALL

2. PUBLIC COMMENT

Public comment during this portion of the Agenda must be limited to matters on the agenda for action. If you wish to be heard, come to the podium and give your name for the record. The amount of discussion, as well as the amount of time any single speaker is allowed, will be limited to three (3) minutes. If any member of the Board wishes to extend the length of a presentation, this will be done by the Chairperson or the Board by majority vote. Public comment that is repetitious, slanderous, offensive, and inflammatory amounts to personal attacks or interferes with the rights of other speakers is not allowed. Any person who acts in violation of these rules will be excused for the remainder of the meeting.

3. APPROVAL OF MINUTES:

- Approval of the Regular Board Meeting Minutes on June 24, 2024.

4. APPROVAL OF AGENDA WITH THE INCLUSION OF ANY EMERGENCY ITEMS AND DELETION OF ANY ITEMS. (FOR DISCUSSION AND POSSIBLE ACTION)

SECTION 2. BUSINESS ITEMS

5. Receive report from the Executive Director on administrative and operational activities of the agency

SECTION 3. CONSENT AGENDA: ITEM NO. 06

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| <ul style="list-style-type: none">• The Board of Commissioners for the Southern Nevada Regional Housing Authority may remove an item from the agenda or delay discussion and action relating to an item at any time.• Consent Agenda - The Board of Commissioners considers all matters in this sub-category to be routine and may be acted upon in one motion. Most agenda items are phrased for positive action. However, the Board may take other actions such as hold, table, amend, etc.• Consent Agenda items are routine and can be taken in one motion unless a Commissioner requests that an item be taken separately. The Chair will call for public comment on these items before a vote. For all items left on the Consent Agenda, the action taken will be the staff's recommendation as indicated on the item.• Items taken separately from the Consent Agenda by Commission members at the meeting will be heard following the Commissioners'/Executive Director's Recognition Section. |
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Finance

6. Approval of Request to Write-Off Outstanding Tenant Accounts Receivable/Vacated Accounts for the Periods Ending May 31, 2024

Background: After review of all vacated tenant accounts, the SNRHA Finance Department recommends that the vacated tenant accounts totaling \$39,697 or 3.69% of May 2024 rental income, be written off as uncollectible. This includes \$38,850 or 6.69% of May 2024 Public Housing Program rental income and \$847 or 0.17% of May 2024 Affordable Housing Program rental income. Each of the accounts proposed for write-off is itemized and a summary is provided in the backup documentation.

Action Requested: The Executive Director requests the Board to review and approve to write off the proposed vacated tenant accounts for May 2024 totaling \$39,697 as uncollectible. Once approved, the write-off report will be submitted to the collection agency.

END OF CONSENT AGENDA

SECTION 4. COMMISSIONERS’/EXECUTIVE DIRECTOR’S RECOGNITIONS

7. Acknowledgement of our Departed

SECTION 5. ITEMS TAKEN SEPARATELY FROM THE CONSENT AGENDA

For Discussion and Possible Action:

Items under this Section are open for discussion and possible action.

Development & Modernization – Frank Stafford

8. Approve Acceptance of Nomination for Three (3) SNRHA Buildings

Background: According to our recently updated building naming protocol, the Southern Nevada Regional Housing Authority (SNRHA) is responsible for naming buildings based on specified criteria. The submission deadline is Thursday, August 1, 2024, by 6 PM. The three (3) developments are located at:

28th & Sunrise
Duncan & Edwards
Former Rose Gardens

SNRHA’s naming protocol includes engaging the community and honoring individuals or entities that have made significant contributions.

**Criteria for the names can be found in the backup documentation.*

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1. Each person may only submit one name for each building by completing all required documents. Incomplete documents will be returned; however, the deadline will not be changed to allow for resubmission of incomplete documents.
 2. In the event that more than one name is received by a nominator, the nomination received first will be accepted. If the deadline has not passed, the nominator may indicate in writing which name they choose to submit.
 3. Submissions must be in writing and all paperwork required must be completed in its entirety and sent to the designated location. Submission will be date/time stamped.
 4. Submissions are to include the following: (a) full name of the nominee (b) full address of the nominee or his/her estate (c) full contact information of the nominee or their estate (d) a biography that describes the nominee's contribution to the city and/or state and/or nation (e) most recent photo of the nominee and (f) full contact information of the person submitting the nomination (g) completed summary information as described in the directions as to why the person should receive this recognition. All submissions shall be provided within 14 days of the Board meeting notifying the public of the naming opportunity.
 5. No anonymous submissions will be accepted.
 6. The executive assistant to the executive director will open each submission as received to ensure that it is completed properly and to verify that all documents are present. All submissions will be date/time stamped.
 7. The executive assistant shall send a letter verifying receipt of the nomination within 72 hours of opening the submission.
 8. The executive staff shall develop a scoring form for each submission.
 9. Each Board member shall have one vote for each proposed name during this process.
 10. The Board shall decide by a majority vote of the eligible submissions presented at the August 2024 Board meeting until a name has been selected.
 11. After board confirmation, the finalist or his/her estate will be notified via U.S. mail.

Action Requested: The Executive Director requests the Board to approve accepting nominations for the naming of three (3) SNRHA buildings located at Duncan & Edwards, 28th & Sunrise, and the Former Rose Gardens.

Human Resources – June Fleming

9. Authorize the Negotiation and Execution of Broker Services with Doroshow Insurance Inc. for Employee Benefits: Group Medical, Life, and Supplemental & Worker’s Compensation Insurance Services

Background: Based on the on-going need for the above-stated insurance services, the Southern Nevada Regional Housing Authority (SNRHA) solicited and accepted proposals (RFP No. P25000), in accordance with its Procurement Policy. A total of 737 firms received the RFP Document, 17 firms actually downloaded the solicitation, and 2 firms submitted responsive proposals prior to the submittal deadlines. As a result of the evaluations conducted, the top-rated proposer was determined to be Doroshow Insurance, Inc., for these Broker Services, and background checks were performed. It should also be noted that the SNRHA does not specifically pay Doroshow Insurance for these services – they are commissioned by the carriers. Doroshow is aware of the SNRHA’s Section 3 Program and is willing to comply with Section 3 should any positions become available.

The source of funds is all Programs and the services are eligible expenditures. Doroshow is a 100% woman-owned company and the owner is Robyn Doroshow. A representative from Doroshow will be available to answer any questions the Board may have.

Action Requested: The Executive Director requests the Board to authorize the execution of a contract with Doroshow Insurance to provide Broker Services to garner group medical, life, workers' compensation, and supplemental insurance for the SNRHA for an initial year up to a five-year period, based on SNRHA’s loss runs and or payroll changes.

Housing Choice Voucher (HCV) – Rosa Elaine Garcia

10. Approval to Increase Contract c23034 in the Amount of \$130,000 for ViaTRON Systems, Inc.

Background: On March 16, 2023, the Procurement Department advertised a solicitation through Nevada Government eMarketplace, (NGEM), website at www.NGEM.gov, for Document Scanning Services for HCV Department, using a Request for Proposal (RFP), solicitation method. The RFP was advertised on March 16, 2023, and closed on April 20, 2023 at 10AM.

On the opening date of the RFP, on April 20, 2023, 6,453 companies were contacted directly, whereby 10 companies actually downloaded the RFP through the Nevada Government eMarketplace, (NGEM). Additionally, SNRHA advertised for these services in the following newspapers: Las Vegas Review Journal, Las Vegas Asian Journal, Latin American Press, El Mundo, Culturally Diverse Advertising and placed the Solicitation on the Agency’s website at www.snrha.org and NGEM website at www.NGEM.gov. Additionally, Notices were sent to local non-profits and the Governor of Nevada’s Emerging Small Business Program office.

The Question and Answer Period was from March 16 – April 6, 2023. On the final closing date of the Solicitation of April 20, 2023, 10:00 AM, the SNRHA received a total of eight

(8) proposals. The proposals were evaluated in part by the Procurement Department, which evaluated Criteria 1, 5 and 6 and a team of 3 individual evaluators, chosen by the HCV Department evaluated Criteria 2, 3, and 4 of the proposal.

Listed below are the 8 responsive proposals received in ranking order for and cost for 5 years:

COMPANY/FIRM	RANKING
ViaTRON Systems, Inc.	1
Litigation Services LLC	2
omni pro, inc	3
e-Docs USA, Inc.	4
Government Marketing & Procure	5
Ray Morgan Company, Inc.	6
Graphic Imaging Services, Inc.	7
Padder LLC	8

Action Requested: The Executive Director requests the Board to review and approve to increase contract c23034 for VIATRON, LLC, for Document Scanning Services for the HCV Department, in the amount of \$130,000 and a total contract amount of NTE \$280,000.

VIATRON has received 494 boxes, and we estimate that we will need to submit 430 additional boxes to complete the scanning project.

SECTION 6. NEW BUSINESS ITEMS - *New business items may be brought up during this time by any board member using the proper motion procedure. Items under this Section are open for discussion and possible action.*

END OF ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION

COMMENTS BY THE GENERAL PUBLIC

Items raised under this portion of the Agenda cannot be deliberated or acted upon by the Board of Commissioners for the Southern Nevada Regional Housing Authority until the notice provisions of the Open Meeting Law have been complied with. If you wish to speak on matters not listed on the posted Agenda, please step to the podium and clearly state your name and address, and please spell your last name for the record. The amount of time any single speaker is allowed will be limited to three (3) minutes. Public comment that is repetitious, slanderous, offensive, and inflammatory amounts to personal attacks or interferes with the rights of other speakers is not allowed. Any person who acts in violation of these rules will be excused for the remainder of the meeting. All comments by speakers should be relevant to the Board of Commissioners of the Southern Nevada Regional Housing Authority.

ADJOURNMENT