



Home Means Nevada, Inc.

*A Non-Profit Entity Established by the
State of Nevada, Department of Business and Industry*

Board of Directors

*President – Shannon Chambers
Vice-President– Perry Faigin
Board Member– Jennifer Yim
Board Member – Robin Sweet
Board Member – Verise Campbell*

Home Means Nevada, Inc.

Notice & Agenda of Public Meeting
Home Means Nevada, Inc. (HMN)
Board of Directors Public Meeting

Wednesday, September 12th, 2018, at 9:30AM

Meeting Locations Videoconference and Teleconference between:

Nevada Housing Division
Conference Room
3300 W Sahara Ste. 300
Las Vegas, NV 89102

And

Nevada Housing Division
Director's Office Conference Room
1830 College Parkway, Suite 200
Carson City, Nevada 89706

Meeting Minutes

1. Call to order, Roll Call.

President, Shannon Chambers, called the meeting to order at approximately 9:37 a.m. The Roll Call was taken and a Quorum was present and the properly noticed meeting proceeded.

The following were in attendance:

President, Shannon Chambers (Carson City-in person)
Board Member, Robin Sweet (Not Present)
Board Member, Verise Campbell (By Telephone)
Board Member, Jennifer Yim (By Telephone)
Vice President (VP)/Treasurer, Perry Faigin (Carson City-in person)
Platt Law Group, Colleen Platt, Esq. (Carson City-in person)

2. Public Comment

None.

3. “For Discussion and Possible Action” Approval of Minutes from March 14th 2018.

President, Shannon Chambers called for the approval of the Minutes from the March 14, 2018 meeting. Board Member, Verise Campbell, made a Motion to approve the minutes and Vice President Perry Faigin, seconded the Motion. All Board members voted in favor of the Motion and it passed unanimously.

4. Update on Financial Status and Budget. *Shannon Chambers, Home Means Nevada.*

President, Shannon Chambers, provided an update on the financial status of Home Means Nevada, Inc. (HMN). President Chambers informed the members of the Board that an outside audit was performed of the financials for fiscal year 2018, which covered July 1, 2017 through June 30, 2018. The audit found that HMN had over \$500,000.00 in the HMN bank account plus \$139,000.00 in the old HMN bank account, and that the expenses for fiscal year 2018 averaged around \$316,000.00. There is an expected increase in expenditures for fiscal year 2019, with a full year of Portal costs, but it appears there are sufficient funds to cover operations through June 2019. President Chambers also informed the Board that she met with the Legislative Counsel Bureau on September 10, 2018, to go over the fiscal status of HMN. President Chambers indicated that additional information on HMN's financial status would be presented towards the end of the year or early in 2019. There were no further comments or questions.

5. For Discussion and Possible Action” HMN Fiscal Year 2018 Financial Audit. *Shannon Chambers, Home Means Nevada and Michelle Crumby, Home Means Nevada.*

President, Shannon Chambers, presented the audit findings of the outside audit for fiscal year 2018, which were presented to the Board and contained in the meeting Agenda packet. A Motion to approve the outside audit of HMN was made by Board Member, Jennifer Yim, and seconded by Board Member, Verise Campbell. All Board members voted in favor of the Motion and it passed unanimously.

6. Update on Program Statistics from Home Means Nevada. *Michelle Crumby, Home Means Nevada.*

Michelle Crumby, Operations Manager, HMN, presented program statistics on the Foreclosure Mediation Program for fiscal year 2018. Ms. Crumby noted that (464) Petitions for Mediation were filed in the District Courts and that (1,989) Certificates were issued by HMN.

Based on the information available to HMN during fiscal year 2018, (124) Petition for Mediation cases were completed in the District Courts. Out of those cases, the following were the results: [Nine (9) cases where an agreement was reached before Mediation and no Certificate was issued; Thirty Four (34) where an agreement was reached through mediation and no Certificate was issued; Twenty Eight (28) where a Court Order was signed and a Certificate would issue then or at a later date; Five (5) cases ineligible for the Foreclosure Mediation Program and a Certificate was issued then or at a later date; Thirty Six (36) cases where there was no agreement and the case was dismissed and a Certificate would issue then or at a later date; and Twelve (12) cases where an agreement was reached that a Certificate would issue then or at a later date.

Ms. Monica Martinez, from the Nevada Attorney General's Office, Home Again Program, inquired about the difference between the Petitions filed of (464) and the Petition for Mediation cases completed of (124) and if there was a breakdown of those that decided not to go forward with Mediation after the Petition for Mediation had been filed.

Ms. Crumby, Operations Manager, replied that the difference is because some cases are still in court and have not been completed. President, Shannon Chambers, also stated that some cases could also drop off if people decide not to go forward with Mediation and that HMN was doing its best to obtain data from the District Courts on the actual cases that proceed to Mediation and go through the Mediation process.

No other questions.

7. Update on the State of Nevada Foreclosure Mediation Program Portal with HLP. *Michelle Crumby, Home Means Nevada.*

Michelle Crumby, Operations Manager, for HMN presented an update on the Foreclosure Mediation Portal. Ms. Crumby informed the members of the meeting that Phase #1 of Hope Loan Portal was launched on July 2, 2018, with demonstrations in July 2018 for HMN Staff, Stakeholders, Trustees, Servicers, Attorneys, and other interested parties. Phase #1 provided the ability for Stakeholders, Trustees, Servicers, Attorneys, and other interested parties to register and begin using the Portal. It allowed HMN and these parties to create cases within the Portal, capture relevant information, input data and information, and log documents into the data library. It also allowed for the mapping of pre-populated information into different documents and forms, and provided for the issuance of Certificates by HMN. HMN and Hope Loan Port started offering training Webinars in July 2018 on the Portal that will continue as additional phases are rolled out and implemented. In August 2018, the Portal was expanded to provide for Mediator access and the exchange of information on the Mediation Process.

Phase #2 of the Portal is set to be released September 29, 2018. Phase #2 will provide a reporting function for interested parties to capture cases and report on large amounts of cases. Homeowners will also have access to the Portal in Phase #2.

Matt Dayton, of Tiffany & Bosco, questioned the controls in place to prevent duplicate cases with two Deeds of Trust, and whether the Homeowner would have two opportunities to Petition for Mediation, with two Notice of Defaults (NOD's) occurring on the same property? Michelle Crumby, Operations Manager, stated that there will be controls in place to avoid this situation, and that the current system is set up to be Homeowner and loan specific, and that it can also identify if a case is in an open or closed status, with multiple Deeds of Trust and multiple Notices of Defaults.

A discussion was held on the responsiveness and satisfaction regarding Hope Loan Port and the implementation of the Portal. Michelle Crumby, Operations Manager, provided information that Hope Loan Port has been very responsive overall and was addressing issues and problems that came up during the implementation. The Board complimented Ms. Crumby on her work in implementing the Portal.

8. "For Discussion and Possible Action" HMN Policies and Procedures. *Shannon Chambers, Home Means Nevada and Michelle Crumby, Home Means Nevada.*

President Chambers presented the revised HMN Policies and Procedures and noted that the old HMN Policies and Procedures were still in effect.

Board Member, Verise Campbell, asked whether the new HMN Policies and Procedures followed the State policies and procedures if applicable. President Chambers indicated that where applicable, the new HMN Policies and Procedures followed the State Policies and Procedures and that HMN completed transaction testing based on the Division of Internal Audits, Self-Assessment Questionnaire.

There were no further questions or comments. Board Member, Verise Campbell, made a Motion to approve the revised HMN Policies and Procedures, and Vice President, Perry Faigin, seconded the Motion. All Board members voted in favor of the Motion and it passed unanimously.

9. "For Discussion and Possible Action" One year performance review of Operations Manager, Michelle Crumby. *Shannon Chambers, Home Means Nevada.*

President, Shannon Chambers, presented the one year performance review of the Operations Manager, Michelle Crumby. All members received a copy of the review that was performed on Ms. Crumby. President Chambers recommended an increase in salary to \$70,000.00. A Motion was made to increase the salary of Michelle Crumby, Operations Manager, to \$70,000.00, the maximum yearly salary amount approved for the Operations Manager position by Board Member, Verise Campbell, and seconded by Vice President, Perry Faigin. All Board members voted in favor of the Motion and it passed unanimously.

10. "For Discussion and Possible Action" One year performance review of Project Assistants, Cynthia Ravenholt and Lana Smith. *Shannon Chambers, Home Means Nevada.*

President, Shannon Chambers, presented the evaluations on the Project Assistants that were completed by Michelle Crumby, Operations Manager, and noted that they were completed prior to the one year period, but that Ms. Crumby will perform the final evaluation at the one year mark. Based on the evaluations, President Chambers recommended a five percent (5%) increase in the salary of the Project Assistants. Vice President, Perry Faigin, made a Motion for the Board to approve the 5% salary increase for the Project Assistants and for Michelle Crumby, Operations Manager, to complete the one year reviews and move forward with implementing the salary increases. The Motion was seconded by Board Member, Jennifer Yim. All Board members voted in favor of the Motion and it passed unanimously.

11. Public Comment

None.

12. Adjournment