

**Michigan Chapter  
National Association of  
Housing and Redevelopment Officials**

# **Facing the Future – Together**



**September 10-12, 2014**

**DoubleTree  
Bay City, Michigan**

**Hosted by: Bay City Housing Commission**

# PROGRAM AGENDA

## Wednesday, September 10

### Track 2 - Staff - \*\*ADDITIONAL COST\*\*

**8:30 a.m. – 4:30 p.m.**

### **NAHRO TRAINING - Public Housing Eligibility, Income and Rent Calculation (PHEIR)**

*Sharon Carlson, NAHRO Trainer*

Curriculum for this three-day training is comprehensive and provides participants with the knowledge and skills necessary to evaluate eligibility and income and calculate rents accurately. Tips on preparing for a RIM Review are also provided. (1.95 CEUs) Go to <http://www.nahro.org/pheir> for more information..

### Track 3 - Commissioners

### **Commissioners Ethics - Wednesday ONLY**

*Deborah Wilson, NAHRO Trainer*

*Jim Inglis, NAHRO Trainer*

Ethics plays a significant role in the life of a commissioner. This seminar increases the commissioner's understanding of professional conduct guidelines, and the ability to recognize and appropriately address ethics-related issues and problems that may occur. Participants learn about industry laws and regulations that may impact ethical conduct, and how to build capacity as a board member. This course, intended for the new commissioner and a refresher for the veteran, uses practical applications and skills assessment exercises to reinforce ethical concepts. (.65 CEUs)

**10:00 a.m.**

### **2014 NAHRO FALL GOLF SCRAMBLE**

Everyone welcome . . . men, ladies, and golfers of all abilities! Contact Cheryl Anne Farmer at 734.498.2493 or [minahro@minahro.org](mailto:minahro@minahro.org) for details and to reserve a spot before April 7th. **We will golf 18 holes!**

**Bay City Country Club**

**7255 3 Mile Rd.**

**Bay City, MI 48706**

**ph 989-684-6313**

**[www.baycitycountryclub.com](http://www.baycitycountryclub.com)**

**3:00 p.m.**

### **Hotel Check-in**

**6:00 p.m. – 9:00 p.m.**

### **MI NAHRO Executive Board Meeting**

President Lee Talmage presiding

## Thursday, September 11

**8:30 a.m. – 9:00 a.m.**

### **Registration & Continental Breakfast with Exhibitors**

**9:00 a.m. – 10:30 a.m.**

### Track 1 - Executive Directors, Commissioners & Staff

### **Sustainable Asset Management Planning**

**Marc Retish, Ameresco, Business Manager**

Every organization suffers from the same issue: buildings are aging and there isn't enough funding for maintenance and renewal. Developing a Sustainable Asset Management Plan is critical to address this common crisis. A Sustainable Asset Management Plan is a decision development framework that looks at the risk associated with aging infrastructure, reviews current funding appropriation versus future needs using life cycle analysis, and creates a 1-30 year capital plan to ensure preservation. A Sustainable Asset Management Plan establishes targets for organizations to manage towards, and includes a communication component for all stakeholders.

### Track 2 - Staff - \*\*ADDITIONAL COST\*\*

### **NAHRO TRAINING - (PHEIR) continued...**

*Sharon Carlson, NAHRO Trainer*

### Track 3 - Commissioners - \*\*ADDITIONAL COST\*\*

### **Commissioners Fundamentals -**

### **Thursdsy/Friday**

*Jim Inglis, NAHRO Trainer*

The commissioner has many roles and responsibilities. Participants who attend this session will enhance their understanding of the commissioner's multi-faceted position as an advocate, leader, team-builder, strategist—and more. Among other topics, the course explores the intricacies of board-staff relationships and boundaries. This program provides an excellent training foundation and is designed for new, as well as seasoned commissioners who would like to update their current knowledge. (1.2 CEU)

### Track 4 - Maintenance Staff

### **Energy Savings**

*Yvonne Lewis, CLEAResult*

Come learn low cost / no cost energy savings measures that can be implemented by all housing commissions and save your tenants money.

**10:30 a.m. – 10:45 a.m.**  
**Break and Exhibitors**

**10:45 a.m. – 12:00 p.m.**

**Track 1 - Executive Directors, Commissioners & Staff**  
**HUD Labor Relations Contract Requirements**

Update from HUD Labor Relations staff on contracting requirements for federally-funded construction/renovation projects including Davis-Bacon wage requirements and Fair Labor Standards Act for minimum wage determinations and overtime requirements as well as contractor reporting obligations and employee interviews.

**Track 2 - Staff** - \*\*ADDITIONAL COST\*\*

**NAHRO TRAINING - (PHEIR) continued...**

*Sharon Carlson, NAHRO Trainer*

**Track 3 - Commissioners** - \*\*ADDITIONAL COST\*\*

**Commissioners Fundamentals continued...**

*Jim Inglis, NAHRO Trainer*

**Track 4 - Maintenance Staff**

**Maintenance Roundtables**

*Bruce Johnston, Facilitator*

Discuss ideas from then Energy Savings session as well as share other helpful learning experiences and challenges you have had at your properties.

**12:00 p.m. – 1:30 p.m.**

**Lunch** - Hosted by Bay City Housing Commission -  
Introductions by Chapter President  
Luncheon Speaker

**1:30 p.m. – 3:00 p.m.**

**Track 1 - Executive Directors, Commissioners & Staff**

**Public Housing Financing 101**

An overview of what you should know and are responsible for in terms of your financial reporting, annual audit, cost allocations and how it all fits in with funding and your PHAS score.

**Track 4 - Maintenance Staff**

**Maintenance Roundtables continued...**

*Bruce Johnston, Facilitator*

Discuss ideas from then Energy Savings session as well as share other helpful learning experiences and challenges you have had at your properties.

**Track 2 - Staff** - \*\*ADDITIONAL COST\*\*

**NAHRO TRAINING - (PHEIR) continued...**

*Sharon Carlson, NAHRO Trainer*

**Track 3 - Commissioners** - \*\*ADDITIONAL COST\*\*

**Commissioners Fundamentals continued...**

*Jim Inglis, NAHRO Trainer*

**3:15 p.m. – 3:45 p.m.**  
**Break and Exhibitors**

**3:15 p.m. – 4:30 p.m.**

**Track 1 - Executive Directors, Commissioners & Staff**  
**Turning IDEAS into Action: Developing an Effective Advocacy Plan**

Whether you're just getting started with advocacy or you've been at it for years, this interactive training session is sure to provide practical tips on how to improve! Learn about the key concepts and essential steps in developing an advocacy plan. Participants will receive a step-by-step Advocacy Planning and Resource Guide to prepare and execute their own local plan, and tools and resources to create more effective messages and launch successful advocacy campaigns.

**Track 2 - Staff** - \*\*ADDITIONAL COST\*\*

**NAHRO TRAINING - (PHEIR) continued...**

*Sharon Carlson, NAHRO Trainer*

**Track 3 - Commissioners** - \*\*ADDITIONAL COST\*\*

**Commissioners Fundamentals continued...**

*Jim Inglis, NAHRO Trainer*

**Track 4 - Maintenance Staff**

**Top Tech Challenge**

Top Tech Challenge is a program presented by HD Supply, where maintenance technicians are able to compete against each other in various skill-based games. There will be 6-8 stations for maintenance engineers to compete in. Prizes for the top 3 winners will be awarded. We encourage the rest of the conference attendees to cheer on the maintenance participants. If you are interested in being a judge of a station please contact Cheryl Anne Farmer at minahro@minahro.org. Make sure you start working on building your cars for the race track. If you need wheels contact the MI NAHRO office.

**6:00 p.m. – 9:00 p.m.**

**Exhibitor Hospitality**

Come join us as we thank the exhibitors for sponsoring this conference. Everyone is encouraged to enjoy the food and hospitality. Don't miss out on a fun time to be had by all! This opportunity to network and socialize is partially sponsored by the exhibitors.



Remember to Thank our  
SPEAKERS, SPONSORS & EXHIBITORS  
for participating in our conference!

## Friday, September 12

**8:00 a.m. – 9:30 a.m.**

**Breakfast and Business Meeting**

**9:30 a.m. – 11:30 p.m.**

**HUD UPdate**

Track 2 - Staff - \*\*ADDITIONAL COST\*\*

**8:00 a.m. – 4:30 p.m.**

**NAHRO TRAINING - (PHEIR) continued...Exam 1/2 half of day**

*Sharon Carlson, NAHRO Trainer*

Track 3 - Commissioners - \*\*ADDITIONAL COST\*\*

**8:00 a.m. – 12:00 p.m.**

**Commissioners Fundamentals continued...**

*Jim Inglis, NAHRO Trainer*

## HOTEL INFOMRATION

### **DoubleTree Hotel**

One Wenonah Park Place

Bay City, MI 48708

Tel: (989) 891-6000 Fax: (989) 891-9680

### **Reservations:**

989-891-6000

or

800-222-TREE

A block of rooms under the name of Michigan NAHRO until

**August 20, 2014.**

Room rates: \$99++ per night  
(single or double occupancy)

# REGISTRATION FORM

## 2014 MI NAHRO Fall Conference

Please fill out the information requested below. Please print clearly.

### REGISTRANT INFORMATION

Name

Title

Agency

Address

City/State/ZIP

Phone

Email

Dietary Restrictions

September 10-12, 2014



**Facing the Future – Together**

### PLEASE CHECK IF YOU ARE:

- ☐ First-Time Attendee
- ☐ NAHRO Associate Member
- ☐ Guest

### Session Choices:

- ☐ Track 1 - ED's, Commissioners, Staff
- ☐ Track 2 - Staff
- ☐ Track 3 - Commissioners
- ☐ Track 4 - Maintenance Staff

### PAYMENT INFORMATION

TOTAL: \$ \_\_\_\_\_

Please add the section totals and place sum in space provided above.

Check # \_\_\_\_\_

Please make checks payable to Michigan Chapter of NAHRO.

### EARLY REGISTRATION DEADLINE

is **August 27, 2014**. All registrations received after **August 27, 2014**, will be charged a \$25 late registration fee. Please note: No refunds after **September 3, 2014**. Cancellations received 7 days prior to Conference will be refunded less a \$15.00 cancellation fee. Requests for refunds for extenuating circumstances within 7 days of conference must be in writing to the State Service Officer, 169 Templar, Pinckney, MI 48169 within two weeks of the ending date of conference. Questions? Call the MI NAHRO office at **734.498.2493**.

Return registration form and payment to:  
MI NAHRO, 169 Templar, Pinckney, MI 48169  
Ph: 734.498.2493 or Fax: 734.498.8415

You can also register online at

**[www.minahro.org](http://www.minahro.org)**

### REGISTRATION FEES

Registration fees include refreshment breaks, Thursday lunch and hospitality and Friday breakfast. Early registration rates apply to all registrations received by the office no later than **August 27, 2014**. All registrations received after **August 27, 2014**, will be charged a \$25 late registration fee.

*Executive Directors attending their first Michigan NAHRO Conference may be eligible to have the fee waived. Please contact Angela Stephens at 616.642.9832 to see if you qualify for a free conference.*

### FULL CONFERENCE:

	Early	Late
PHEIR Training/Exam	<input type="checkbox"/> \$550	<input type="checkbox"/> \$575
Comm. Ethics	<input type="checkbox"/> \$350	<input type="checkbox"/> \$375
Comm. Fundamentals	<input type="checkbox"/> \$350	<input type="checkbox"/> \$375
Comm. Ethics & Fund.	<input type="checkbox"/> \$600	<input type="checkbox"/> \$625
Member	<input type="checkbox"/> \$125	<input type="checkbox"/> \$150
Non-Member	<input type="checkbox"/> \$150	<input type="checkbox"/> \$175
Maintenance (Thurs. Only)	<input type="checkbox"/> \$90	<input type="checkbox"/> \$115
Guest	<input type="checkbox"/> \$75	<input type="checkbox"/> \$100

Included in registration: Thursday lunch, breaks, hospitality and Friday breakfast. Maintenance registration includes Thursday lunch & breaks ONLY. PHEIR Training includes lunch on Wednesday, Thursday and Friday.