2013 Joint Housing Conference
MI NAHRO • MHDA • UPHO

Top Tech Challenge Sponsored by:

September 11-13, 2013
Shanty Creek Resort
Bellaire, Michigan

Gold Sponsor
ahrma insurance program
affordable housing risk management and insurance

Silver Sponsor
HDS
HOUSING DATA SYSTEMS

Bronze Sponsor
Ward Energy, LLC
FIRST CONTRACTING INCORPORATED
## PROGRAM AGENDA

### Tuesday, September 10
- **6:00 p.m. - 9:00 p.m.**
  - **MHDA Executive Board Meeting**
  - President Lauren Essenmacher presiding

### Wednesday, September 11
- **8:30 a.m. - 4:30 p.m.**
  - **2013 JOINT GOLF SCRAMBLE**
    - Everyone welcome . . . men, ladies, and golfers of all abilities! Contact Cheryl Anne Farmer at 734.498.2493 or minahro@minahro.org for details and to reserve a spot before September 5th.
  - **The Summit Golf Course**
  - 18 Holes with a cart - $36/person

### Thursday, September 12
- **8:30 a.m. – 9:00 a.m.**
  - **Registration & Continental Breakfast with Exhibitors**

#### Executive Director Track
- **9:00 a.m. – 10:30 a.m.**
  - **Public Employers Legal Protections & Pitfalls II**
  - Attorney Jack Clary
  - None of us can afford a costly law suit. MI NAHRO is pleased to bring back Attorney Jack Clarey to provide practical guidance on asking the right questions and avoiding unnecessary litigation.

#### NAHRO Training Track
- **9:00 a.m. – 10:30 a.m.**
  - **Eligibility Income and Rent Calculation for the Housing Choice Voucher Program**
  - Deborah Wilson, National Trainer

#### Maintenance Track
- **9:00 a.m. – 10:30 a.m.**
  - **Electrical Training - Sponsored by HD Supply**
  - Stephen Key, HD Supply National Trainer
  - This class is an overview of electricity and how it works. We trace the path of the electricity from the house meter through the entire structure. Topics covered include: Safety, National Electrical Code awareness, OSHA awareness, electrical panel service, and common electrical device installation and troubleshooting.

#### Commissioners Track
- **9:00 a.m. – 10:30 a.m.**
  - **How To Run A Board Meeting**
  - Jim Inglis and Sharon Carlson, National Trainers
  - Learn the basics and proper procedures on how to run a smooth board meeting.

### DAY ONE
- **Click Here for Detailed Description**

### DAY TWO
- **Click Here for Detailed Description**

### Thursday, September 12
- **10:45 a.m.  – 12:00 p.m.**
  - **Legal Protections & Pitfalls II continued...**
  - Attorney Jack Clary
  - Continued...

#### Executive Director Track
- **10:45 a.m. – 12:00 p.m.**
  - **Electrical Training - Sponsored by HD Supply**
  - Stephen Key, HD Supply National Trainer
  - Continued...

#### NAHRO Training Track
- **10:45 a.m. – 12:00 p.m.**
  - **Eligibility Income and Rent Calculation for the Housing Choice Voucher Program**
  - Deborah Wilson, National Trainer
  - Continued...
### Executive Director Track

**1:30 p.m. – 3:00 p.m.**

**Banks, Funding & Financial Tools to Strengthen Your PHA**
- Bruce Johnston, Revitalization Inc.
- Marjorie Green, Federal Home Loan Bank of Indianapolis
- Carlos Sanchez, Grand Rapids Housing Commission

Explore ways of diagnosing your community’s affordable housing needs and learn how to get the necessary funding to make these new developments happen. Examples will be given of Michigan Commissions that have successfully done so with opportunity to get your questions answered.

**OR**

**Evictions, Collections & Bad Debt**
- Linda LaFord, Sault Ste Marie Housing Commission
- Kathy Schuettner, Manistique/Mackinac County HC

Correctly calculating rent is only half the job; you have to make sure you collect all of it. As Congress continues to under fund our agencies it is more critical than ever to not let rent revenue go uncollected. This session will focus on procedures to ensure your agency’s operations do not fall short in this critical area of management.

### Maintenance Track

**1:30 p.m. – 3:00 p.m.**

**Electrical Training - Sponsored by HD Supply**
- Stephen Key, HD Supply National Trainer

### Commissioners Track

**1:30 p.m. – 3:00 p.m.**

**Commissioner Roundtables**
- Moderators - Jim Inglis and Sharon Carlson

### NAHRO Training Track

**1:30 p.m. – 3:00 p.m.**

**Eligibility Income and Rent Calculation for the Housing Choice Voucher Program**
- Deborah Wilson, National Trainer

### Maintenance Track

**3:00 p.m. – 3:15 p.m.**

**Break and Exhibitors**

### NAHRO Training Track

**3:15 p.m. – 5:00 p.m.**

**Eligibility Income and Rent Calculation for the Housing Choice Voucher Program**
- Deborah Wilson, National Trainer

### Exhibit Hospitality and Myk Rise - Solo entertainment direct from Mackinaw Island

6:00 p.m. – 9:00 p.m.

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.
### Friday, September 13

**ED, Staff & Commissioner Track**

- **Breakfast**

**NAHRO Training Track**

- **HUD Update**
  Come meet with Detroit HUD staff and receive up to the minute information regarding budget, section 8 housing, public housing and having your burning questions answered in person.

**OTHER INFORMATION**

- **Conference Attire**
  Casual wear is appropriate throughout the convention.

- **Parking**
  All parking is complimentary at the hotel.

- **Top Tech Challenge**
  All volunteers need to check in at the registration desk on Thursday morning. All maintenance participants need to check in at the front desk to let us know who will be competing and if you have a car that will be racing.

- **Hospitality Room**
  Find out at the conference registration desk where the hospitality room is located.

**HOTEL INFORMATION**

- **Shanty Creek Resort**
  5780 Shanty Creek Road
  Bellaire, MI 49615
  A block of rooms under the name of Joint Housing Conference until **August 11, 2013**

  Make your reservations by filling out the attached room reservation form and sending it directly to the hotel.

  **Room rates:**
  - $99 per night for a Standard Room
  - OR
  - $114 per night for a Parlor Studio Room (single or double occupancy)

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We would like to say a huge THANK YOU to our 2013 Joint Housing Conference Committee!!

- Lauren Essenmacher, Gladwin City HC
- Sheri Graham, Bessemer/Wakefield HC
- Kim Gaines, Livonia HC
- Bruce Johnston, Revitalization, Inc.
- Shanda Johnston, Ingham/Potterville HC
- Linda LaFord, Sault Saint Marie HC
- Kathy Schuetter, Manistique/Mackinac County HC
- Lee Talmage, Battle Creek HC
- Jim Ward, Ward Energy, LLC
- Marcia Zimmerman, Alma HC
REGISTRATION FORM
2013 Joint Housing Conference
Please fill out the information requested below. Please print clearly.

REGISTRANT INFORMATION

Name __________________________________________________________

Title __________________________________________________________

Agency ________________________________________________________

Address ________________________________________________________

City/State/ZIP ________________________________________________________

Phone ________________________________________________________

Email ________________________________________________________

Dietary Restrictions

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 28, 2013. All registrations received after August 28, 2013, 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:
ONLY CHOOSE ONE

Member (MI NAHRO, MHDA, UPHO) $175 $200
Non-Member $200 $225
Guest (i.e. Spouse) $100 $125
HCVEIRC Training $455 $480

Included in all registration: Thursday continental, lunch and hospitality and Friday breakfast. Wednesday continental and lunch for HCVEIRC attendees ONLY!

PLEASE CHECK IF YOU ARE:

☐ NAHRO Member ☐ First-Time Attendee
☐ MHDA Member ☐ Guest
☐ UPHO Member

Session Choices:

☐ Wednesday Roundtables
☐ Executive Director Track ☐ Commissioner Track
☐ Maintenance Track ☐ HCVEIRC Training

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 28, 2013. All registrations received after August 28, 2013, will be charged a $25 late registration fee. Please note: No refunds after September 4, 2013. Cancellations received 7 days prior to Conference will be refunded less a $25.00 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

September 11-13, 2013
Michigan Chapter of NAHRO (212539)
2013 Joint Housing Conference
September 10-13, 2013
Reservations Must Be Received By: August 11, 2013
Reservation requests received after this date will still be accepted provided rooms are available.

PLEASE RETURN THIS FORM BY MAIL (OR) FAX TO:
Reservations Department • Shanty Creek Resorts
5780 Shanty Creek Road • Bellaire, MI 49615
Fax: 231.533.7004
Check-in begins at 6pm, Check-out is 12 Noon.

Name:______________________________________________ ____________________________________________
Address:____________________________________________ __ Home Phone:  _________________________
City:_________________________  State:____     Zip: ____________ Business Phone:________________________
Confirmation Email: _______________________________ _________  Fax:  _________________________________

You are welcome to arrive early or extend your stay following this scheduled event. At times specified accommodations are not available prior to or following your event. If the room type requested is not available, we reserve the right to assign the next available room type and rate.

Arrival Date:  ________________    Departure Date: ________________      # Adults:_______ # Children:________

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Room Type</th>
<th>1 Adult</th>
<th>2 Adults</th>
<th>3 Adults</th>
<th>4 Adults</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Guest Room (2 Beds)</td>
<td>$99</td>
<td>$99</td>
<td>$114</td>
<td>$129</td>
</tr>
<tr>
<td></td>
<td>Parlor Studio (King Bed)</td>
<td>$119</td>
<td>$119</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Additional guest fee is $15.00 per person, per night. Children under 18 may stay free in their parents’ room using existing bedding. The above rates are per room, per day, plus 6% state tax, 9% resort fee and 5% TCCVB fee.

IF YOUR ORGANIZATION IS STATE TAX EXEMPT YOU MUST FURNISH A COPY OF THE STATE TAX EXEMPTION CERTIFICATE WHEN MAKING YOUR RESERVATIONS.

THIS FORM MUST BE MAILED OR FAXED IN TO RECEIVE THE GROUP DISCOUNTED RATES.

Deposit Policy: You must guarantee your room reservation with a major credit card or a check for deposit of 1st nights lodging. Credit card WILL BE charged for the above deposit. Use of Debit cards at the resort for lodging or deposits may cause your financial institution to put a hold on your account for the total amount of the stay plus a $50.00 per night incidental charge. The resort is not responsible for returned check fees resulting from this practice by your financial institution. Refund of your deposit will be made if cancellation occurs at least 5 days prior to arrival, less a $10 handling fee.

Card Number:  _____________________________________ __________     Expiration Date:____________________ _

If Mailing a Check, Please Note on the Line Above. Your reservation will be held for 10 days pending receipt of the check. If credit card deposit is made and organization pays in full by check refunds of credit card are subject to a $10.00 handling fee.

Signature (Required): ____________________________ Printed Name ______________________________

Do you have any special lodging requests?    Barrier Free: ___  Other (Please Indicate): _________________ _________

We do our best to honor special requests, however we cannot guarantee them.

FOR QUESTIONS OR FOR MORE INFORMATION, PLEASE CALL 800.678.4111