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](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 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 - Thursday/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 multifaceted 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 at 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.
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

8:00 a.m. – 4:30 p.m.
NAHRO TRAINING - (PHEIR) continued...Exam 1/2 half of day
Sharon Carlson, NAHRO Trainer

Track 2 - Staff - **ADDITIONAL COST**

Track 3 - Commissioners - **ADDITIONAL COST**

8:00 a.m. – 12:00 p.m.
Commissioners Fundamentals continued...
Jim Inglis, NAHRO Trainer

HOTEL INFORMATON

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 __________________________________

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.

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

FULL CONFERENCE:

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<th>Early</th>
<th>Late</th>
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<tbody>
<tr>
<td>PHEIR Training/Exam</td>
<td>$550</td>
<td>$575</td>
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<tr>
<td>Comm. Ethics</td>
<td>$350</td>
<td>$375</td>
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<td>Comm. Fundamentals</td>
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<td>Maintenance (Thurs. Only)</td>
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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.