Registration Information

Climbing the Mountain of Change

2015 Joint Housing Conference
MI NAHRO • MHDA • UPHO

September 9-11, 2015
Crystal Mountain Resort
Thompsonville, Michigan

Gold Sponsor

[Logo]
2015 Joint Housing Conference
MI NAHRO • MHDA • UPHO
Conference Agenda

Wednesday, September 9, 2015

10:00 a.m.
2015 Joint Housing 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 8, 2015.
Betsie Valley, 18 Holes with a cart, $40/person

1:00 p.m. - 4:30 p.m.
Afternoon Roundtables
Afternoon Roundtables provide attendees with an intimate and informal forum for discussing new trends, issues, and other emerging topics of interest to the housing community.

Executive Management and Board Relations
(NAHRO TRAINING extra $$)
Jim Inglis, NAHRO Trainer
The most successful organizations are ones where there exists a harmony of collaboration and mutual respect between administration and policy. Participants who attend NAHRO’s Executive Management and Board Relations Seminar will learn what defines a healthy agency, as well as best practices on how policy/governance and administration can collaborate in order to have a high performing agency defined by its character and ethical policy and environment. This class explores policymakers and executives’ expectations of each other. It defines the roles and responsibilities for each and delves into best practices for effective collaboration and conflict resolution. (.65 CEUs are offered for the one-day version of this seminar.)

5:00 p.m. - 10:00 p.m. Exhibitor Set-Up
6:00 p.m. - 9:00 p.m.
MI NAHRO Executive Board Meeting
President Lee Talmage Presiding

Thursday, September 10, 2015

8:00 a.m. - 8:30 a.m.
Registration and Continental Breakfast

8:30 a.m. - 10:00 a.m.

<table>
<thead>
<tr>
<th>General Track</th>
<th>General Track</th>
<th>Commissioners Track</th>
<th>Training Track</th>
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| Emergency Preparedness and Disaster Planning
  Gary Valentine
Discuss the different types of workplace violence and identification of potential problems, security issues, and what to look for and response to violent incidents. | OMB’s New Uniform Guidance- the Super Circular
  John DiPiero
New guidance, known as ‘Uniform Guidance’ will be in effect on December 31, 2015 and will replace all current auditing guidelines (A-87, A-110, etc.). | Resident Commissioner Expectations & Role
  Sharon Carlson
Do you find it difficult to wear two hats at the same time? This session will discuss the very different roles of living as a resident while serving as a commissioner at your agency, and offer helpful information for navigating the challenging but complimentary responsibilities of residency and oversight. Executive Directors may also benefit from this session. | Executive Management and Board Relations Continued... |

10:00 a.m. - 10:30 a.m.
Break with Vendors

10:30 a.m. - 12:00 p.m.

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<tr>
<th>General Track</th>
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| Retirement Plan Updates and Trends
  Marne Carlson, Regional Manager
Join MERS of Michigan for an overview of the retirement plan landscape and current trends. | Going Paperless
  Scott Gleason
Discuss different issues regarding going paperless. Topics to be will include Why Go Paperless, How Paperless Are You Already?, and various strategies for implementing a paperless system in your office. | Executive Management and Board Relations Continued... |
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<tbody>
<tr>
<td>Time</td>
<td>Lunch</td>
<td>General Track</td>
<td>General Track 2</td>
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<td>12:00 p.m. - 1:30 p.m.</td>
<td>Lunch</td>
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<tr>
<td>1:30 p.m. - 3:00 p.m.</td>
<td>12:00 p.m. - 1:30 p.m. Lunch</td>
<td>General Track</td>
<td>General Track 2</td>
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<td></td>
<td><strong>Disability Discrimination and Assistance</strong></td>
<td><strong>Davis Bacon</strong></td>
<td><strong>Gwen Tolbert</strong></td>
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<td><strong>Animals as Reasonable Accommodations</strong></td>
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<td>This session will cover the essentials for housing professionals when presented with a reasonable accommodation request, particularly requests for assistance animals. What kind of documentation is required to establish a disability and the need for a reasonable accommodation? What animals may serve as assistance animals? Is special training or certification needed for an animal to be considered an assistance animal? Are breed restriction policies at a property allowed? These are just some of the questions that will be answered during the session.</td>
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<td>Break with Vendors</td>
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<td><strong>Davis Bacon</strong></td>
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<tr>
<td>3:30 p.m. - 5:00 p.m.</td>
<td>3:00 p.m. - 3:30 p.m. Break with Vendors</td>
<td><strong>Workers Compensation: What it is, how it works, and how to take advantage of your history of safety and excellent loss history.</strong></td>
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<td><strong>Stephen R. Zurawski, President Hantz</strong></td>
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<td>An overview of the basics of workers compensa-</td>
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<tr>
<td>6:00 p.m. - 10:00 p.m.</td>
<td>Vendor Reception &amp; Entertainment</td>
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**Friday, September 11, 2015**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>8:00 a.m. - 9:00 a.m.</td>
<td>Breakfast &amp; MI NAHRO Business Meeting</td>
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<tr>
<td>9:00 a.m. - 11:00 a.m.</td>
<td>HUD Update - Doug Gordon</td>
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**Thank You BRONZE SPONSORS**

[First Contracting Incorporated Logo]

[Ward Energy LLC Logo]

[Forum Architects Logo]
REGISTRATION FORM

September 9-11 MI NAHRO • MHDA • UPHO
2015 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 26, 2015. All registrations received after August 26, 2015, 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

<table>
<thead>
<tr>
<th></th>
<th>Early</th>
<th>Late</th>
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<tbody>
<tr>
<td>Member (MI NAHRO, MHDA, UPHO)</td>
<td>$175</td>
<td>$200</td>
</tr>
<tr>
<td>Non-Member</td>
<td>$200</td>
<td>$225</td>
</tr>
<tr>
<td>Guest (i.e. Spouse)</td>
<td>$100</td>
<td>$125</td>
</tr>
<tr>
<td>Exc. Mgt. Board Relations</td>
<td>$375</td>
<td>$400</td>
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</table>

Included in all registration: Wednesday afternoon break. Thursday continental, lunch and hospitality and Friday breakfast.

PLEASE CHECK IF YOU ARE:

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

Session Choices:

- Wednesday Roundtables
- General Track
- Commissioner Track
- Executive Management & Board Relations 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 26, 2015. All registrations received after August 26, 2015, will be charged a $25 late registration fee. Please note: No refunds after September 2, 2015. 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
Group #: 45U7Q3  Please Print

Reservations may be made by utilizing this form or by booking online at Book Online Here.

Reservations must be made by August 10, 2015, reservations received after this date will be taken on a space-available basis. If room type requested is not available, the next available room type and rate will be confirmed. Crystal Mountain does its best to accommodate requests, however cannot guarantee specific rooms/units. Please inquire with reservation staff for additional unit types available beyond those listed.

### Check-in: 5:00pm  Check-out: 11:00am

<table>
<thead>
<tr>
<th>Room</th>
<th>Includes Taxes &amp; Service Fee*</th>
<th>Tax Exempt**</th>
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<tbody>
<tr>
<td></td>
<td>Single/Double Rate</td>
<td>Single/Quad Rate</td>
</tr>
<tr>
<td>Studio/Hotel Room</td>
<td>$127.53</td>
<td>$120.99</td>
</tr>
<tr>
<td>Suite</td>
<td>$150.93</td>
<td>$143.19</td>
</tr>
<tr>
<td>One Bedroom Condo</td>
<td>$186.03</td>
<td>$176.49</td>
</tr>
<tr>
<td>One Bedroom Kinlochen</td>
<td>$256.23</td>
<td>$243.09</td>
</tr>
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</tr>
<tr>
<td>Three Bedroom Condo/Resort Home</td>
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<td>$287.49</td>
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<tr>
<td>Three Bedroom Cottage/Kinlochen/Bungalow</td>
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<td>$409.59</td>
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<td>$409.59</td>
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*Quoted rates include 6% state tax, 2% local assessment and 9% service fee.
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Package Includes: Lodging Only (per unit, per night)
- Up to 2 children ages 17 & under sleep free when occupying same room with 1 paying adult.
- There is a $20.00 plus tax, per person, per night charge for additional adults above the quoted occupancy.
- Credit card imprint is required at check-in for all guests.
- There are no refunds on unused portions of lodging or package stays.

Deposit / Cancellation Policy: A deposit equal to the first night’s lodging is required with each reservation. Please make check or money order payable to Crystal Mountain or include a credit card number below. Do not send cash. Deposit is fully refundable if cancellation is made 14 days prior to your arrival date. If cancelled or changed within 14 days of arrival, you are responsible for your entire lodging or package stay.

Group Name: 2015 Joint Housing Conference
Dates: September 8, 2015-September 11, 2015

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Group #: 45U7Q3  Please Print

Arrival Date: ___________ Departure Date: ___________ Number of: Adults in Party: _______ Children 17 & under: _______

Mr.  Mrs.  Ms.  Dr. (circle one): Name: ________________________________________________________________________________

Address: __________________________________________________________________________________________________________

City: ____________________ State: ___________ Zip: ___________ Telephone #: ______________________ (Home)

E-mail Address: ________________________________________________________________________________________________ (Work)

Conference attendees sharing same room: _______________________________________________________________________________

Special requests: (handicap accessible, etc.): ___________________________________________________________________________

Would you like to be contacted for dining, lesson, recreation, tee time or spa reservations?  Yes _______  No ________

Signature: _________________________________________________________________ Date: ___________________________________

Tax exempt individual: If your agency is tax exempt you may qualify for exemption from the 6% state use tax; reservations are not exempt from the 2% local assessment and 9% service fee. Please include a state tax exempt form #3372, (IRS authorized letter with 501(c)(3) or 501(c)(4) organizations) and indicate your method of payment below. (Personal funds do not qualify for exemption from state tax, local assessments or service fee.)

Agency check enclosed.
Agency credit card completed below (MUST include credit card authorization form).
Please use my personal credit card to guarantee the reservation. Payment with agency funds will be provided prior to arrival.

AUTHORIZATION NOTE: I authorize and acknowledge that all of the charges below will be processed to my payment card as detailed above.

Credit Card #: ________________________________ Expiration Date: _______/______ Billing Zip Code: __________________

Agency or individuals name as it appears on Card: __________________________________________________________________________

(Agency credit card or copy MUST be presented upon check in)

Please mail or fax to: Crystal Mountain ~ 12500 Crystal Mountain Drive ~ Thompsonville, MI 49683

BG
CRYSTAL MOUNTAIN ACCOMMODATIONS

Our accommodations offer a unique guest experience with a variety of different lodging options and conveniently allow houseguests to take advantage of our houseguest perks during their stay. All accommodations are non-smoking and feature daily stay-over service, air conditioning, satellite television, microwave, coffee maker, toaster, video player, hairdryer, iron and ironing board. Please visit our Lodging and Package Details and Resort Map for more information.

Guest Room, Hotel and Suite Options

PINEHURST STUDIO ROOMS ~ Guest Rooms are nestled among the pines and situated along the 9th fairway of our Betsie Valley golf course. Pinehurst offers a convenient location near Kinlochen and the Buck Quad chairlift, while remaining only a short distance from the village core. ~ Lodging Amenities • Sleeps 2 guests • One queen bed • Private bath with jetted tub in select units • Efficiency kitchen • Two-story building with exterior doorways; no elevator

HAMLET HOTEL OR CRYSTAL COLONY HOTEL ~ Hotel accommodations are conveniently located in the heart of the resort near the Kinlochen and Crystal Spa, and just a short distance away from the slopes. Park at Water’s Edge and the Crystal Conference Center. ~ Lodging Amenities • Sleeps up to 4 guests • Two queen beds OR one queen bed and one queen Murphy bed • One bath with jetted tub in select units • Efficiency kitchen • Community ice machine available in building • Two or three-story building with interior hallways; no elevator; luggage service available at Front Desk

INN AT THE MOUNTAIN SUITES ~ Suites are located in the heart of the village core, next to the Crystal Conference Center, across from the Park at Water’s Edge Outdoor Pool and close to the slopes. ~ Lodging Amenities • Sleeps up to 4 guests • Private bedroom with king bed • One queen Murphy bed in living area • Private bath with jetted tub for two • Efficiency kitchen • Electronic work station with voice and data ports • Private outdoor balcony • Community ice machine, washer and dryer available in building • Two-story building with interior hallways; has an elevator • Barrier free accommodations upon request

1-5 Bedroom Condo Options

PINEHURST ~ One, two or three Bedroom Condos nestled among the pines and situated along the 9th fairway of our Betsie Valley golf course. Pinehurst boasts beautiful views and offers a convenient location near Kinlochen and the Buck Quad chairlift, while remaining only a short distance from the village core. ~ Lodging Amenities • Sleeps 4-6 guests • Unit layout and bedding configuration varies • 1 or 2 baths • Full kitchen and dining area • Living room with fireplace • Two-story building with exterior doorways; no elevator

WINTERGREEN ~ One, two or three bedroom condos are beautifully situated along our Betsie Valley golf course and just steps away from the Park at Water’s Edge Outdoor Pool, walking distance to the Crystal Conference Center and the slopes. ~ Lodging Amenities • Sleeps 4-8 guests • Unit layout and bedding configuration varies • 1 or 2 baths • Full kitchen and dining area • Living room with fireplace • Private outdoor patio or deck • Washer and dryer in select units • Two-story building with exterior doorways; no elevator

KINLOCHEN ~ One, two or three bedroom condos are located just steps from the slopes and the first tee of the Betsie Valley golf course. Kinlochen is home to the Thistle Pub & Grille and the Pro Shop/Nordic Center. ~ Lodging Amenities • Sleeps 6-10 guests • Unit layout and bedding configuration varies • 1 or 2 baths • Full kitchen with dining area • Living room with fireplace • May have a private outdoor deck • Community ice machine, washer and dryer available in building • Three-story building with interior hallways; has an elevator

MOUNTAINTOP ~ Two bedroom accommodations, with breathtaking panoramic views, and ski-in/ski-out convenience in select units, are perched on the top of Crystal Mountain overlooking the beautiful Betsie River Valley and beyond. ~ Lodging Amenities • Sleeps 8-12 guests • Master bedroom with king • Unit layout and bedding configuration varies bed • Master bath with jetted tub for two • 1 1/2 guest baths • Full kitchen and dining area • Living room with fireplace • Washer and dryer • Walkout deck • Summer private outdoor pool • Three-story building with exterior doorways; no elevator

MOUNTAINSIDE ~ Located on the side of Crystal Mountain, our four and five bedroom condos are nestled on our Mountain Ridge or Betsie Valley golf courses, these accommodations are perfect for your family retreat. ~ Lodging Amenities • Sleeps 9-14 guests • Unit layout and bedding configuration varies • Master suite with king bed and jetted tub • 2 or 3 guest baths • Full kitchen and dining area • Living room with fireplace • Walkout deck • Gas grill available in the summer • May have a washer and dryer • Two or three-story building with exterior doorways; no elevator

2-4 Bedroom Stand Alone Home Options

COFFEE AT WATER’S EDGE ~ This unique neighborhood offers two and three bedroom cottages surrounded by gently flowing streams and waterscapes, just steps away from the slopes, Park at Water’s Edge and Crystal Conference Center. ~ Lodging Amenities • Sleeps 6-9 guests • Master bedroom with king bed • Unit layout and bedding configuration varies • 1 or 2 baths • Full kitchen and dining area • Living room with gas-log fireplace or gas woodstove • Screened porch and sun deck • Washer and dryer • 1 3/4 or 2 baths • One or two-story building with exterior doorways; no elevator

BUNGALOWS AT CRYSTAL GLEN ~ Three and four bedroom Bungalow residences are located at the base of the slopes and just steps away from Crystal Spa, Peak Pool and Fitness Center, Kinlochen, and the Lodge. ~ Lodging Amenities • Sleeps 9-10 guests • Master bedroom with king bed • Unit layout and bedding configuration varies • 2 or 2 3/4 baths • Full kitchen and dining area • Living room with fireplace • Walkout deck • Washer and dryer • Two-story building with exterior doorways; no elevator

RESORT HOMES ~ Three and four bedroom private Resort Homes are furnished with all you need for the perfect retreat. Accommodations are located a short drive to the slopes, golf courses and Park at Water’s Edge outdoor pool. ~ Lodging Amenities • Sleeps 8-16 guests • Unit layout and bedding configuration varies • 2 or 3 baths • Full kitchen and dining area • Living room with fireplace • Accommodations may have a deck • One to three-story building with exterior doorways; no elevator • Wireless internet is only available in select resort homes