

# Agenda

Wednesday, February 17, 2010					
7:30a.m. – 8:30 a.m.	<b>Registration</b> ( <i>Continental Breakfast</i> ) <b>Registration – Cheryl Lord</b>				
8:30 a.m. – 9:00 a.m.	<i>Welcome and Orientation</i>				
9:00 a.m. – 10:15 a.m.	<b>Workshop #1 Commissioners</b> The 9 Principles of Policy Governance <i>Commissioners Training: Level 1</i>  <b>Trainer: Roman Palomares</b>	<b>Workshop #7 Property Based Management</b> Budget Preparation and Monitoring for Property Managers  <b>Trainer: Georgia Towner</b>	<b>Workshop #13 Section 8 Project Based Voucher/Mixed Finance Property Development</b>  Learn the essentials from the PHA standpoint of how to develop and/or contract PBV/Mixed Finance Properties  <b>Trainers: Judson Brown and Mark Vogeler</b>	<b>Workshop #2 Capital Fund Program</b>  <b>Trainer: William Thorson</b>	<b>Workshop #5 Maintenance Technical Skills</b>  Troubleshooting Refrigerator Controls  <b>Trainer: Jim Waterman</b>
10:15 a.m. – 10:30 a.m.	<i>Break</i>				
10:30 a.m. – 11:45 a.m.	<b>Workshop #1 Commissioners</b> The Chairperson's Role and Effective Board Meetings <i>Level II</i>  <b>Trainer: Roman Palomares</b>	<b>Workshop #7 Property Based Management</b> Waiting List Management  Smoke Free Public Housing  <b>Trainers: Janice Gibbons and Vicki Brower</b>	<b>Workshop #13 Section 8 Project Based Voucher/Mixed Finance Property Development</b>  Learn the essentials from the PHA standpoint of how to develop and/or contract PBV/Mixed Finance Properties  <b>Trainer: Judson Brown</b>	<b>Workshop #2 Capital Fund Program</b>  <b>Trainer: William Thorson</b>	<b>Workshop #5 Maintenance Technical Skills</b>  Troubleshooting Refrigerator Controls <i>(continued)</i>  <b>Trainer: Jim Waterman</b>
12:00 p.m.– 1:30 p.m. Lunch ( <i>included in hotel pkg</i> )	<b>Lunch Entertainment: Brent Webb – The Mentalist</b>				
1:45 p.m. – 3:00 p.m.	<b>Workshop #8 Going Green:</b> How Your Agency Can benefit from "Going Green"  <b>Trainer: James Rodriguez</b>	<b>Workshop #9 Grievance Hearings, Informal Hearings and Informal Reviews</b> <i>Preparing for, Conducting, and Documenting the Process</i>  <b>Trainers: Mark Vogeler and Janice Gibbons</b>	<b>Workshop #4 Human Resources, Part I: Interviewing and Hiring the Right People</b>  <b>Trainer: Priscilla Higgins</b>	<b>Workshop #2 Capital Fund Program</b>  <b>Trainer: William Thorson</b>	<b>Workshop #5 Maintenance Technical Skills</b>  Troubleshooting 3-Way Switches  <b>Trainer: Jim Waterman</b>
3:00 p.m. – 3:15 p.m.	<i>Break</i>				
3:15 p.m. – 4:45 p.m.	<b>Workshop #10 Commissioners</b> <i>New Administration Initiatives</i>  <b>Trainers: Valencia Barber</b>	<b>Workshop #11 Information Technology</b> <i>Maximizing your PHA Website and Making it Work for You; Navigating HUD's New Websites</i>  <b>Trainers: Joshua Rodriguez, JARCO Ventures and Jeremy Spence</b>	<b>Workshop #4 Human Resources, Part II: Interviewing and Hiring the Right People</b>  <b>Trainer: Priscilla Higgins</b>	<b>Workshop #2 Capital Fund Program</b>  <b>Trainer: William Thorson</b>	<b>Workshop #5 Maintenance Technical Skills</b>  Troubleshooting 3-Way Switches <i>(continued)</i>  <b>Trainer: Jim Waterman</b>

Thursday, February 18, 2010					
8:00 a.m.–8:30 a.m.	Continental Breakfast				
8:30 a.m. – 10:00 a.m.	<b>Workshop #10 Commissioners Procurement Basics</b>  <i>Public Housing Procurement and Contract Administration is Changing...Important Facts I must Know!</i>  <b>Trainer: Nelson Rodriguez or Georgia Towner</b>	<b>Mini-Workshop #3 Update: New PHAS Rule and Impact on Asset Management</b>  <i>Update and review for latest changes and impact on PHAS and Asset Management</i>  <b>Trainer: Vicki Brower and Janice Gibbons</b>	<b>Workshop #4 Human Resources, Part III: File Requirements</b>  <i>The Musts and Must Nots of HR File Maintenance</i>  <b>Trainer: Priscilla Higgins</b>	<b>Workshop #12 Resident Services</b>  <i>Distribution &amp; Uses of Operating Subsidy Add-on; Strategies for Forming Resident Organizations; Enhancing Residents Role in Project Administrations; Tracking Community Service</i>  <b>Trainers: Valencia Barber and Jeremy Spence</b>	<b>Workshop #5 Maintenance Technical Skills</b>  <b>Troubleshooting Air Conditioning Systems</b>  <b>Trainer: Jim Waterman</b>
10:00 a.m. –10:15 a.m.	Break				
10:15 a.m. – 11:45 a.m.	<b>Workshop #10 Commissioners</b>  <i>Strategic Planning – Gathering Data for Your Plan</i>  <b>Trainer: Mark Vogeler</b>	<b>Workshop #6 Income and Rent Determinations Avoiding On-Going Rent Determination Errors</b>  <i>EIV/SAVE Updates - Income and Rent Final Rule</i>  <i>Conquering Challenges in Processing Earned Income Disallowance</i>  <b>Trainer: Jeremy Spence</b>	<b>Workshop #4 Human Resources, Part IV: Disciplinary Actions</b>  <i>Progressive Discipline and Documentation</i>  <b>Trainer: Priscilla Higgins</b>	<b>Workshop #14 Developing An Internal Compliance Program</b>  <b>Trainer: Eileen Rogers</b>	<b>Workshop #5 Maintenance Technical Skills Troubleshooting Air Conditioning Systems (continued)</b>  <b>Trainer: Jim Waterman</b>
12 p.m. – 1:30 p.m. Lunch (included in hotel pkg)	<b>Lunch Entertainment: BLUZMEN... a Tribute to The Blues Brothers</b>				
1:45 p.m. – 3:30 p.m.	<b>Workshop #10 Commissioners</b>  <i>Fair Housing for Commissioners</i>  <b>Trainer: Kiana Faucette</b>	<b>Workshop #6 Income and Rent Determinations Avoiding On-Going Rent Determination Errors</b>  <i>Accurately Processing and Reporting Minimum Rent Hardship Exemptions and Imputed Welfare in Public Housing and HCVP</i>  <b>Trainer: Jeremy Spence</b>  <b>New Section 8 HAP Budgeting, Funding and VMS Information</b>  <b>Trainer: Mark Vogeler</b>	<b>Workshop #4 Need and Benefits of a Retirement Plan</b>  <i>The PHA's responsibilities in administering a retirement plan; How to stay in compliance and be prepared for Department of Labor audits</i>  <b>Trainer: Sharon Austin, Pension Solutions, Inc.</b>	<b>Workshop #14 Developing An Internal Compliance Program</b>  <b>Trainer: Eileen Rogers</b>	<b>Workshop #5 Maintenance Technical Skills Troubleshooting Air Conditioning Systems (continued)</b>  <b>Trainer: Jim Waterman</b>
3:30 p.m.	<b>Texas Public Information Training Video and Certification* and Texas Open Meetings Training Video and Certification*</b> <b>Facilitator: Cheryl Lord</b>				
3:45 p.m.	<b>Certification Testing</b> If you have taken training previously or if you feel that you have sufficient knowledge to pass a certification test without the training, you may take a certification test for \$149. Those passing will receive their certificate mounted on a marbled plaque within 30-45 days after the conference. Testing will be available for: HQS Inspections, UPCS/Annual Inspections, Public Housing Rent Calculations, HCVP Rent Calculations, HCVP Occupancy, Public Housing Occupancy, Commissioner -Level I, Commissioner-Level II, and Supervisory Maintenance				