



Public Housing Denials, Terminations, Evictions & Grievance Hearings

Tentative Agenda

July 17, 2018 (Tuesday)

Class times: 9:00 a.m. – 4:00 p.m. (Central Time) Lunch: 12:00 p.m. – 1:00 p.m.

- Introduction
- Processing Denials of Admission
 - Documenting Decisions
 - Consideration of Extenuating Circumstances (such as disability, VAWA)
 - Notification Requirements
- Processing Terminations
 - Reasons for Terminations
 - File Documentation and Preparation
 - Escrow Accounts When Rent is Disputed
 - Preparing Termination/Eviction Notices
 - How to Prepare and Process Evictions (*Review of Most Common State Laws*)
 - Due Process Determinations
- Hearing Definitions
 - Informal Hearing
 - Informal Settlement
 - Grievance Hearing
- Background of Regulatory Requirements
- Policy and Procedural Considerations
- Approach and Mindset to Grievance Hearings
- Informal Settlements vs. Grievance Hearings
- Implementing Policies and Procedures
- Grievance Hearing Process
 - Notification to Request Hearing
 - Hearing Date
 - Hearing Officer Selection
 - Notification of Decision
- Post-Hearing Documentation
- Effect of Decision on PHA
- Additional Considerations (*i.e. Legal Aide, Reasonable Accommodations, Limited English Proficiency, VAWA, and Local and State Courts*)
- Review Procedural Guidebook for Hearing Officers (*Provided with Course Materials*)