



## **Nebraska NAHRO 2023 Fall Conference**

*National Association of Housing & Redevelopment Officials– NE Chapter*

***September 12th - 14th, 2023***

***Holiday Inn Hotel &  
Convention Center,  
Kearney, Nebraska***

***Registration Packet***

# Conference Schedule

(Schedule may be subject to change.) \*See last 3 pages for Session Descriptions

## Tuesday, September 12, 2023

9:00 am - 12:00 pm  
**Commissioner Ethics Training  
&  
New Staff Training**

12:00 pm - 1:30 pm  
**Executive Board Meeting**

1:30 pm - 4:30 pm  
**Commissioner Ethics Training  
&  
New Staff Training**

3:00 pm - 6:00 pm  
**Conference Registration**

4:30 pm - 5:30 pm  
**Meet & Greet**  
Enjoy some time networking.



## Wednesday, September 13, 2023

7:00 am - 4:00 pm  
**Conference Registration**

8:30 am - 9:00 am  
**Opening - Welcome**

9:00 am - 10:30 am  
**General Session –  
Derek Tennant**

11:00 am - 4:45 pm  
**Commissioner Fundamentals Training**

11:00 am - 4:45 pm  
**Breakout Sessions**

12:15 pm - 1:45 pm  
**Lunch, Vendor Recognition**

4:45 - 6:00 pm  
**Social hour**

6:10 pm  
**Orville Stanton Award**

6:00 pm - 7:30 pm  
**Awards Banquet**  
**Awards:**

Emerging Leader  
Resident of the Year  
Maintenance Person of the Year  
Outstanding Staff Award  
Commissioner of the Year  
Best Newsletter of the Year under 100 units  
Best Newsletter of the Year over 100 units  
Scholarships  
Poster winners

## Thursday, September 14, 2023

8:30 am - 9:45 am  
**General Session - Eric Oberdorfer**

8:30 am - 4:00 pm  
**Commissioner Fundamentals Training**

10:15 am - 4:00 pm  
**Breakout Sessions**

11:30 am - 1:00pm  
**Lunch, Annual Board Meeting**

4:00 pm  
**Closing & Grand Prize Drawing**

*Here are a few of the Sessions  
we are working on for the  
2023 NE NAHRO Fall Conference*

**Holiday Inn Hotel & Convention Center  
110 2nd Ave, Kearney, N E 68847**



- Derrick Tennant - Motivational Speaker
- New Staff Training
- Commissioner Fundamentals Training
- Commissioner Ethics Training
- 5 Year Public Housing Agency Plan
- Understanding Immigration Documents
- How Operating Subsidy is calculated
- Washington Report
- AFFH Update
- HOTMA Update
- New Staff Roundtable
- PH Roundtable
- HCV Roundtable
- PIC Fatal Errors
- Capital Funds & EPIC
  - Session 1: Introduction to the Capital Fund Planning Process & EPIC
  - Session 2: Capital Fund Eligible Activities, Reporting Requirements & EPIC
  - Session 3: Capital Fund Grant Lifecycle & EPIC
- HCV Chit Chat Session
- Multifamily EIV Requirements
- Multifamily MORs
- Section 3 Requirements
- What are Assets and What do we do with them?

*The planning committee continues to work on bringing you a conference jammed packed with educational sessions and up to date information all the while having some fun in the process.*

*Please join us!*

# 2023 NE NAHRO FALL CONFERENCE HOTEL RESERVATIONS AND INFORMATION



Room Reservations must be made directly with the hotel.  
Reservations must be made by **August 11, 2023**  
to receive the group rate.  
Reminder: Bring Form 13 to defer taxes.

**Holiday Inn**  
**110 2nd Ave, Kearney, NE 68847**  
**308.237.5971**

Group Rate \$109.95 plus tax per night. Link: [NENAHRO](#)

## **SILENT AUCTION** (SCHOLARSHIP FUNDRAISER )

**YES** \_\_\_\_\_ My agency will provide a Silent Auction item \$25+ value– *Please complete attached (pg. 7) form to describe item donated. Attach this form to donated item & bring to conference.*

**NO** \_\_\_\_\_ My agency will not provide a Silent Auction Item

### **REFUND POLICY** *(see attached refund policy page 5)*

- Cancellations must be in writing and postmarked by September 5, 2022 to receive a full refund.
- Cancellations received in writing and postmarked after September 5, 2022 and before September 20, 2022 will receive a refund based on costs incurred by NE NAHRO plus a \$25 processing fee.

NO refunds after September 20, 2022 except 50% for death/hospitalization in the immediate family.

## NE NAHRO REFUND POLICY

The following policy will be followed for all Nebraska NAHRO sponsored Training and Conference Registrations. Payment is required upon registration. Registration fee does not include hotel, accommodations or travel costs. Any meals included in the registration fee shall be so stated on the Registration Forms. Checks should be made payable to NE NAHRO and mailed to the State Service Officer.

### I. FULL REFUND:

NE NAHRO reserves the right to cancel, reschedule or change the location of any Training, Workshop or Conference at any time. If cancellation occurs, NE NAHRO will credit the full amount toward another NE NAHRO sponsored Training, Workshop or Conference held within a one year period following the cancellation or provide the registrant a full refund at his/her option.

Cancellation and Request for Refund by registrant must be in writing and postmarked, emailed or faxed with time/date fifteen ( 15) days prior to scheduled training or conference and received by the State Service Officer.

An Agency may substitute another employee at any time rather than cancel the registration and pay the cancellation fee.

### 2. PARTIAL REFUND:

Cancellation or Request for Refund by registrant NOT postmarked, emailed or faxed with time/date fifteen (15) days prior to training or conference but received by the State Service Officer prior to the training or conference start date will receive a refund less a cancellation fee of:

The actual cost to NE NAHRO for materials and non-refundable expenses incurred by NE NAHRO, plus a \$25.00 processing fee.

If the registrant does not attend the training because of death or hospitalization of participant or immediate family member, they are eligible for refund of 50% of the registration fee upon written request to the State Service Officer within 15 days after the conference opening date.

In such cases a request for a 50% refund must be submitted in writing from the participant's organization and must be received by the State Service Officer within fifteen (15) days after the start of the training.

### 3. NO REFUND

Registrants who do not cancel in writing and who do not attend are still responsible for the entire registration fee. Paid registrants are entitled to training materials (if applicable) but NO refund.

### 4. REFUND POLICY:

All Nebraska NAHRO training and/or conference registration forms must state the Refund Policy using applicable dates and amounts.

### 5. TRAINING REGISTRATION FEE FORMULA:

The formula below is used for all Nebraska NAHRO Sponsored Training.

Nebraska NAHRO offers a Member and Non-Member Registration Fee schedule established to cover training fees, materials, hotel costs, meals, etc.. plus a reasonable profit margin to meet budget needs of NE NAHRO.

6. TRAINING MATERIALS: If there are unused training materials or manuals after a Training or Conference has been held, requests may be submitted to the State Service Officer for purchase of those materials by members or non-members. Cost of the training materials will be figured on a formula of:

Actual Material Costs  
Plus \$20.00 Handling Charge

*Revised and approved by NE NAHRO Board 6/11/2010.*

# 2023 NE NAHRO Fall Conference Registration Form SEPTEMBER 12-14, 2023



## ATTENDEE INFORMATION

Attendee Name \_\_\_\_\_ Job Title \_\_\_\_\_

Agency Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/ZIP \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Or you can register online at: <https://nenahro.org/event-5151694>

### REGISTRATION FEES:

Early Registration deadline is July 31, 2023. All registrations received after July 31st will incur a \$75 late fee.  
Meals are included with full and day registrations.

For questions, please contact Renee Williams, David City HA at [sc40406@windstream.net](mailto:sc40406@windstream.net) (402) 367-3587

Event:	Fee:	Late:	Total:	
NE NAHRO <b>Full</b> Registration	\$300	\$375		<b>If you have registered for a Full Conference Package please help us to not waste food and indicate your attendance at the following.</b>  Wednesday Lunch __ Yes __ No Wednesday Banquet __ Yes __ No Thursday Lunch __ Yes __ No
Non-NE NAHRO <b>Full</b> Registration	\$375	\$450		
<b>One Day</b> NE NAHRO Registration Only	\$225	\$300		
<b>One Day</b> Non-NE NAHRO Registration Only	\$300	\$375		
NE NAHRO Commissioner Fundamentals Training Only <b>Preregistration Required</b>	\$300	No registrations accepted after <b>August 10, 2023</b>		See Page 5 for cancellation and refund information
Non-NE NAHRO Commissioner Fundamentals Training Only <b>Preregistration Required</b>	\$400			Contact NE NAHRO Service Officer, <a href="mailto:ne_nahro_sso@hotmail.com">ne_nahro_sso@hotmail.com</a>
NE NAHRO Commissioner Ethics Training Only <b>Preregistration Required</b>	\$250			Questions? Call NE NAHRO 402.435.0941
Non-NE NAHRO Commissioner Ethics Training Only <b>Preregistration Required</b>	\$350			Return Registration form & payment to: <b>NE Chapter of NAHRO</b> <b>% Heather Loper</b> <b>9131 Mustang Drive</b> <b>Lincoln, NE 68507</b>
New Staff Training	\$100			
Full Conference Meal Package	\$125			
Wednesday Lunch Only	\$35			
Wednesday Banquet Only	\$55			
Thursday Lunch Only	\$35			
<b>Total Due:</b>				

**2023 NE NAHRO Fall**  
**SEPTEMBER 12-14, 2023**



Please Complete If you are donating Silent Auction Item with a value of \$25.00 or more.  
Attach the card below to item donated for Silent Auction. Thank you for supporting NE  
NAHRO Scholarship Fund.

**SILENT AUCTION ITEM**

Donated By: \_\_\_\_\_

Description of Item: \_\_\_\_\_

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## Conference Breakout Descriptions

*\*Not all session descriptions are in.*

### **Commissioner Fundamentals Training** *\*Pre-registration Required*

**Patricia Hosick, E.D. Cozad HA**

This course explores the roles and responsibilities of commissioners, enhancing understanding of the commissioner's multi-faceted position as advocate, leader, team-builder, strategist-and more. Increase your effectiveness as a board member and leader, while exploring the intricacies of board-staff relationships and boundaries. Provides an excellent training foundation for the new commissioners.

### **Commissioner Ethic's Training** *\*Pre-registration Required*

**Instructor: Anita Doggett, E.D.**

Ethics plays a significant role in the life of a commissioner. 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. Learn about industry laws and regulations impacting ethical conduct and build your 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.

#### **Course Topics**

- Introductions and Expectations, Program Purpose and Objective
- Global Perspectives on Ethics
- Defining Ethics and Ethical Conduct
- Ethical Dilemmas
- Ethics and Housing and Community Development
- Ethical Leadership: Improving Ethical Conduct

### **New Staff Training** *\*Pre-registration Required separate registration fee*

**Patricia Hosick, E.D. Cozad HA**

An overview of rolls and responsibilities of staff and commissioners. Responsibilities to community. Summary of required policies. The session is to provide a better understanding of the entire agency and how staff and commissioners are the key components..

### **General Session**

**Guest Speaker: Derrick Tennant**

### **General Session**

**Guest Speaker: Eric Oberdorfer, Washington Report**

#### **General Session**

Come join National NAHRO to hear insights and the latest updates on everything housing related that is happening in Washington. There will be much to discuss including what's happening with the federal budget, new regulations and guidance, including AFFH, BABA, inspections, PHAS/SEMPA, and other topics. Come and learn about everything happening at HUD and in Congress!

### **AFFHA Update Session**

**Eric Oberdorfer, NAHRO**

Learn everything you need to know about HUD's Affirmatively Furthering Fair Housing (AFFH) proposed rule. This class will help you better understand the proposed actions that program participants must take to meet their Fair Housing Act duties. Learn about HUD's proposed Equity Plan, public participation requirements, submission requirements, and compliance. Plenty of time will be provided at the end of the session for Q&A. The proposed rule applies to PHAs and jurisdictions and insular areas that must submit consolidated plans.

### **HOTMA Update Session**

**Eric Oberdorfer, NAHRO**

Don't miss this overview of HUD's recently released rule implementing Sections 102, 103, and 104 of the Housing Opportunity Through Modernization Act of 2016 (HOTMA). The session will provide a high-level overview of the most important provisions of the new rule and how they will update the Public Housing and Housing Choice Voucher programs, among other programs. The update will broadly describe changes to reexaminations, the handling of asset limitations, and interacting with over-income families among other topics.



## **Understanding Immigration Documents**

**Becky Mathis, E.D., South Sioux City Housing Authority**

This session will show a variety of Immigration documents, teach how to read them and how to determine if the individual is eligible for housing assistance under Section 214 of the Housing and Community Development Act of 1980, amended.

## **HCV Roundtable**

**LaNundra Colbert, Portfolio Management Specialist, HUD**

**Gena Hagemann, Portfolio Management Specialist, HUD**

**Felicia Jackson, Portfolio Management Specialist, HUD**

HCV Roundtable Discussion.

## **How is PH Operating Subsidy Calculated and Understanding PH Financial Statements**

**Rick Schwartz, Managing Partner, Loucks & Schwartz**

This session will give a general overview on how Operating Subsidy is calculated, and how to read key components of Public Housing Financial Statements.

## **PIC Fatal Errors**

**Charlie House, Program Analyst, HUD**

In this session we will briefly go over the PIC Error Dashboard, finding the 50058 fatal errors in PIC, deciphering the fatal error messages, correcting the fatal errors, and how to delete the fatal errors off the PIC Error Dashboard.

## **5 Year Public Housing Agency Plan**

**Julie Steadman, Supervisory management Analyst, HUD**

This training will equip housing authority staff with the knowledge and tools necessary to create a well-written and compliant 5-Year Public Housing Agency (PHA) Plan. Topics include the statutory/regulatory framework, the Plan development process and submission cycle, the 5-Year PHA Plan requirements and the 50075-5Y template.

## **Capital Fund & EPIC Overview Sessions 1, 2, and 3**

**Chris Granger, HUD and Tom Shelton, HUD**

The Capital Fund provides funds, annually, to Public Housing Agencies (PHAs) for the development, financing, and modernization of public housing developments and for management improvements. HUD has moved the management of Capital Funds to a more paperless process through using the Energy Performance Information Center (EPIC). PHAs are required to manage their Capital Fund grants in EPIC. These sessions are presented by HUD staff from the Office of Capital Improvements, which oversees the award of more than \$3 billion annually in Capital Funds to PHAs nation-wide and non-formula grants, including Emergency/Disaster Capital Fund Grants, Emergency Safety & Security Capital Fund Grants, Lead-Based Paint Capital Fund Grants, and Housing-Related Hazards Capital Fund Grants. Participants should attend all three sessions covering Capital Fund & EPIC, as each session will build upon the last.

### **Session 1: Introduction to The Capital Fund Planning Process & EPIC**

In this breakout session, participants will become acquainted with the Capital Fund planning principles and necessary steps behind the workflows in EPIC. PHAs are responsible for the long-term viability of the PHA and its properties. The Capital Fund plays a pivotal role in financing activities to achieve the PHA's mission and goals as it concerns their public housing properties. Annually PHAs are also required to complete the Capital Fund Submission and planning is major component, which is largely completed in EPIC. We will provide an overview of each of the modules in EPIC and explain how they relate to the Capital Fund submission and planning process.

### **Session 2: Capital Fund Eligible Activities, Reporting Requirements & EPIC**

In this breakout session, we will also cover different budget line items and which activities are eligible under the Capital Fund and how fulfill the reporting requirements in EPIC. We will review each module in EPIC. For example, we will learn how to submit a document package and the 5-year action plan. Participants will also learn about making revisions to the 5-Year Action Plan and Annual Statement/Budget.

### **Session 3: Capital Fund Grant Lifecycle & EPIC**

In this breakout session, participants will learn about the importance of Capital Fund Obligation, Expenditure, and Fiscal Closeout. We will touch on procurement and contract management. In this session will cover additional features in EPIC such as how to use EPIC to exercise fungibility, how to report on RAD transactions, or Debt Service Obligations. We will briefly discuss when and how to submit Performance and Evaluations Reports, and the newer features available such as Monitoring and Close-out Packages. We will cover how to use EPIC for non-formula Capital Fund Grants, including Emergency/Disaster Capital Fund Grants, Emergency Safety & Security Capital Fund Grants, Lead-Based Paint Capital Fund Grants, and Housing-Related Hazards Capital Fund Grants. Finally, we will touch upon how to request to use Operating Funds for Capital Fund purposes

### **What are Assets and What do we do with them?**

**Patti Reick, E.D., Schuyler & Clarkson Housing Authority**

Discussion on what is considered an asset, how do they affect income, how is HOTMA going to affect assets and income from assets.

### **Section 3 Requirements**

**Patti Reick, E.D., Schuyler & Clarkson Housing Authority**

An introduction to HUD's Section 3 requirements and how it applies to your PHA. All of the who, what where, when and why of what you need to do to be in compliance and reporting. Ok maybe not ALL, but we'll discuss a lot! Don't think you need to worry about it because you might be a small PHA, you might want to attend this session and find out more. This session is for PHAs of all sizes.

### **New Staff Roundtable**

**Patti Reick, E.D., Schuyler & Clarkson Housing Authority**

New Staff Roundtable – Gives new directors and staff the opportunity to talk about sessions and trainings they attended during the conference, discuss topics they'd like more information/training on and the last chance to network.