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Tennessee Association of Housing and Redevelopment Authorities

ANNUAL MEETING

AUGUST 12-14, 2018

You are invited to attend the 79th Annual Meeting of the
Tennessee Association of Housing and Redevelopment Authorities (TAHRA)

August 12-14, 2018

Cool Springs Marriott
Franklin, Tennessee

Topics to "NAVIGATE" your future.
Hope to see you there.

ANDIAMO!



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TAHRA Annual Meeting Schedule

Sunday, August 12, 2018

- 8:00 John Acuff Golf Scholarship Tournament
- 10:00 am – 2:00 pm Exhibit Hall set-up
- 2:00 pm – 6:00 pm Registration
- 2:00 pm – 3:00 pm Social with Exhibitors
- 4:00 pm – 6:00 pm TAHRA Board Meeting
- 6:00 pm – 8:00 pm Opening Reception with Exhibitors

Monday, August 13, 2018

- 7:00 am – 8:00 am Continental Breakfast with Exhibitors
- 7:30 pm – 12 noon Registration
- 8:00 am – 10:00 am Concurrent Sessions
- 10:00 am – 10:15 am Break
- 10:15 am – 12:00 noon Concurrent Sessions
- 12:00 pm – 1:15 pm Lunch
(Exhibitors will be recognized during the lunch)
- 1:15 pm – 2:45 pm Concurrent Sessions
- 2:45 pm – 3:00 pm Break in Exhibit Hall
- 3:00 pm – 4:30 pm Concurrent Sessions
- 5:00 pm – 7:00 pm Reception in Exhibit Hall



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Tuesday, August 14, 2018

7:30 am – 9:30 am	Breakfast & Business Meeting
9:30 am – 9:45 am	Break with Exhibitors
9:45 am – 12 Noon	Concurrent Sessions
12:00 pm – 1:15 pm	Lunch
1:15 pm – 2:45 pm	Concurrent Sessions
2:45 pm – 3:00 pm	Break
3:00 pm – 4:30 pm	Concurrent Sessions

Hotel Information

All sessions and the exhibit hall will be located at the **Cool Springs Marriott**, 700 Cool Springs Blvd., Franklin, TN 37067. Reservations can be made by calling Marriott Central Reservations at 1-888-403-6772 or (615) 261-6100 and requesting a room for the TN ASSOCIATION OF HOUSING & REDEVELOPMENT AUTHORITIES.

Click on the link below to:

[Book your group rate for TAHRA Annual Conference 2018](#)

The group code is TEATEAA.

Cutoff date for hotel reservations within the group block is 5:00 PM on **Monday, July 16, 2018**. The nightly rate is \$149 plus tax, and complimentary self-parking is available onsite.



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SESSION AGENDA:

Round Table with National Leaders:

Join national leaders NAHRO CEO, Adrienne Todman; PHADA Executive Director, Tim Kaiser; and The Schiff Group, Inc. President, Joseph Schiff for an informative roundtable discussion on current affordable housing issues from various perspectives.

RAD Hands On:

Agencies are still evaluating if The Rental Assistance Demonstration is an option to be considered. Hear first-hand about actual considerations, issues and how it has changed agency operations from a variety of converted agencies and perspectives on converting to Project Based Rental Assistance (PBRA) and Project Based Vouchers (PBVs).

Public Housing Updates:

Nan McKay will fill two full days of all the program basics and related changes from Lease Up to Move Out. Eligibility, Tenant Selection, Income Verifications, Rent Calculations, Leasing, Continued Occupancy, and Terminations will be covered.

Section 8:

Mike LaRicca, Office of Public Housing Field Operations Program Advisor, HUD will cover the latest changes and options to consider in your Section 8 Programs. Utilizing the Forecasting Tool and recent changes, Payment Standard Tool, and Project Based Vouchers to do or not, will be covered. Also Small Area Fair Market Rents – how to use and how to request will be covered. There will also be a round table discussion so bring your questions!

Reasonable Accommodations & the Fair Housing Act:

Back by popular demand, Zachary Blair, Senior Equal Opportunity Specialist, HUD, will provide participants with a working background on the reasonable accommodations and modifications under the Fair Housing Act and Section 504 of the Rehabilitation Act and addresses questions related to service animals and accommodation verification.

Accounting:

Updates and FDS~ Chad Porter, Managing Partner, Smith Marion & Co, LLP, will provide participants with an understanding of FDS and what goes into each line, common errors and mistakes. Structured to be beneficial to seasoned accountants and those just learning.

Coffee shop Audit ~ Chad Porter, Managing Partner, Smith Marion & Co, LLP, will provide the down and dirty of how to prepare for an audit, what you or your fee accountant should be doing, and actual role of auditor. Will also include an in-depth look at FDS reporting and common errors noted by HUD REAC.



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Non-Profit 101:

Chad Porter, Managing Partner, Smith Marion & Co, LLP, will discuss benefits of a Non-Profit Organization (NPO) how to determine if your housing authority would benefit, how to create and run your NPO from start to finish. Session will cover the 1023 Form for tax exempt status, annual tax returns required form 990 and the major difference between a Housing Authority (government) and a NPO (corporation).

Procurement A-Z:

Mike Gifford, C.P.M, CPSD, Housing Agency Procurement Assistance, will cover every aspect you need to know regarding procurement in two days of various sessions on:

- 40 Things You May Not Know About Housing Agency Procurement (But Need To)
- Section 3~ Not as Complicated As You Think
- Quotes and Bids and Proposals ~ Similarities and Differences
- Independent Cost Estimates (ICE) and Cost Price Analysis (CPA)
- To Bid or Not to Bid
- Cooperative Purchasing Concepts
- Formulating a Construction Bid (Effective and Efficient Techniques)

Low Income Housing Tax Credits:

Staff from Reno & Cavanaugh, THDA, and others will cover the basics (and maybe not so basic) points on how to put a tax credit deal together. How do you start, the various parties and structures, and all the steps you will need to know in putting your "deal" together.

Commissioner's Training:

Katie Anderson, Director of Housing, Central Texas Council of Governments, will present a great history on affordable housing and how it is repeating itself. Also discussion on the roles and responsibilities of a board member and how they differ from housing authority personnel while working together as a team; and Policy vs. Regulations. An excellent overview for all Commissioners especially as agencies explore various options and opportunities for expansion or conversion.

Cyber Security:

Dave Morgan, D.L. Morgan and Associates – Stop leaving your agency vulnerable to cyberattacks. A discussion of the basics of security, potential vulnerabilities and remedies. Participants will learn the different types of attacks, how to recognize the attack and securing the agency.

Employee Performance Plans and GAP Analysis:

Dave Morgan, D.L. Morgan and Associates – Instead of employee reviews, we will take a forward-looking approach for improving employees and the agency as a whole. Employee performance plans consider the goals of the agency and individual employees to create a shared vision of success.



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Branding and Public Relations:

Dave Morgan, D.L. Morgan and Associates – Participants will create the story for their agency and learn to share it with the community. The course will cover the basics of branding, social media, public relations and press releases. Being strategic with the dissemination of information will enhance the reputation and further the mission.

Managing Millennials:

Gary Minor, Executive Director, 21st Century Leadership Institute – As your team evolves, more and more team members are coming from the age group who are now, as old as 35. They are the single largest generation in the workforce, and by 2020, will be over 1/2 of all employees. Yet, Boomers and X'ers are still puzzled by this group of over 80 million Americans. Come learn how to effectively engage and harness their skills and unique capabilities will create the story for their agency and learn to share it with the community. The course will cover the basics of branding, social media, public relations and press releases. Being strategic with the dissemination of information will enhance the reputation and further the mission.

Strategic Thinking:

Gary Minor, Executive Director, 21st Century Leadership Institute – As our business changes, (yes, our business, not government program) to more of a business model, we need to be prepared for new changes and new challenges, in a strategic way. Come learn the vital skill of strategic thinking and why it matters, in order to keep up with the ever changing marketplace of affordable housing.

Workplace Harassment & EEOC Update:

Fred J. Bissinger, Regional Managing Member, Wimberly Lawson – Workplace Harassment has existed for decades, but in today's world with social media and electronic communications, identifying and appropriately addressing this issue has become more difficult. Failure to address in a timely, effective manner can lead to public shaming and significant liability exposure. Learn practical tips on how to navigate this difficult issue. Also, the EEOC is aggressively pursuing certain strategic enforcement initiatives regardless of who is occupying the White House. Employers need to know what issues are likely to result in charges of discrimination and lawsuits being filed. We will identify those topics the EEOC has identified as their strategic priorities and the preventive measures that will help employers avoid such liability exposure.