

Minutes
NAHMA Education & Training Committee
Washington, DC
Sunday, October 26, 2014- -10:30 -11:15 a.m.

1. Welcome

Deb Piltch called the Meeting to order and welcomed all attendees.

- a. Attendees were asked to sign the sign in sheet
- b. Request for approval of the Committee Minutes was deferred for this meeting.
- c. Doreen Donovan took the minutes for the meeting

Natasha Patterson proceeded to provide the Course Reports.

2. Course Reports

Please refer to the handouts provided by NAHMA Staff regarding statistics for courses.

- a. Fair Housing Certification (FHC): There have been three (3) classes since the June meeting and more scheduled to occur October 28, 2014 in Long Beach, CA.
- b. Certified Professional of Occupancy (CPO): 6 CPO classes were held since the last meeting, 1 course results was not available at the meeting and Natasha will follow up with AHMA on their results; three (3) are pending and four (4) are scheduled for October in Detroit and November for NJ, SC and CA.
- c. Specialist in Housing Credit Manager (SHCM): Since June there have been six (6) courses held and 6 exam results. There are seventy-two (72) new applicants.
- d. Green Credential: fifteen (15) new applicants for the Credential for Green Property Management. Need to follow up with HUD since NAHMA is not listed as source on HUD web site. It maybe that we only have credential not courses. Issue on course is related to the firewall platform. We need to see if access is possible to Barry Weaver materials and the link.
- e. Maintenance Tech /Super Credential: We have sixteen (16) NAHMT and fifteen (15) new NAHMS applicants for this category. Discussion was held on the process for going from an NAHMT to a NAHMS and what is process since the NAHP to NAHPe process was available on website. It was agreed that in order for a NAHMT to move to a (S) they must complete an additional year of experience with one year as a supervisor to become a NAHMS.
- f. Chairperson, Deb Piltch as the question if it made sense to distribute the educational summary results rather than read them individually during the meeting and the members agreed that this should be process going forward.

3. Old Business

- a. Advanced Issues in HUD Occupancy Report. NAHMA staff provided the course update. She started by expressing thanks to YARDI for sponsoring the development of the course, SAHMA for hosting the first course in Florida. Special thanks were given to Anita Moseman who was not able to attend the meeting but she completed a tremendous amount of work as the first instructor and worked closely with Nan McKay in finalizing needed changes. We were fortunate several CPO Trainers and CRB committee members attended the course and we want to get feedback from those in attendance. The response was it was excellent. Concern that there would not be adequate information was initial thought but pleasantly surprised at the content and information provided.

Secondly, the discussion was raised as to why this is not a designation. It would be easier for the AHMA's to market the product if the course could be an ACPO (Advance Certified Profession of Occupancy) rather than take class and test but get certificate. It provides individuals who have the CPO to grow similar to the NAHMT to NAHMS and the NAHP to NAHPe. Question asked from owner's perspective what cost is and they stated like the other process only pay for application fee to request change and one annual fee for new designation. The AHMA's have to agree this is the approach they wish to take and it was agreed that we would pursue this approach.

- b. FHC Update Task Force; A meeting was held by telephone in September. Good group of FHC Trainers headed up by Larry, sent out material with assignments for each of the members for a deadline of 10/20 and about 50% of those assignments were received. Anticipate scheduling another conference call in November to get all updates, and goal is to have all material by March.
- c. NAHMA staff shared the positive feedback of the NAAEI Blended Learning on line format rolled out in September. The test results in an instant gratification of the success of the applicant taking the test. Individual organizations can arrange to set up their own proctor (NAHP certified) to monitor applicants taking the test. The exam is user friendly on line and paper free.

4. New Business

- a. Discussion

There being no further business before the committee, the meeting was adjourned at 11:10 a.m.

Respectfully Submitted,
Doreen M. Donovan, Vice Chair