

Minutes
Specialist in Housing Credit Management
Special Advisory and Technical Advisory Committees
Meeting via Conference Call – April 22, 2015 @ 3 pm EST

Members participating: Jonathan Gershen, chair; Heather Staggs, Deborah Gershen, Nancy Evans, Christine Bennett, Gianna Solari, Michael Johnson

Staff participating: Kris Cook, Natasha Patterson, NAHMA; Shana Tregor, NAAEI

The meeting was called to order at 3 pm EST. Jonathan Gershen, Chair, welcomed all in attendance and introductions were made on the call.

Program Statistics:

NAHMA reported on the SHCM statistics as of 3/31/2015:

- 612 grandfathered since beginning of program (8 since November meeting).
- 1529 total applications have been submitted (64 since November meeting).
- 2133 total SHCM certifications have been awarded (72 since November meeting).
- 1621 total active SHCM certifications (484 since November meeting).
- 82 total candidacy applications (5 since November meeting).
- 2995 total exams have been offered (78 since November meeting).
 - 2108 have passed the exam (59 since November meeting)
 - 887 have failed the exam (19 since November meeting).
 - 70% total pass rate.
- 178 total exam events have taken place (5 since November meeting).
- States with the most SHCMs are Massachusetts (279), California (268), Ohio (172), Montana (120) and New Jersey (111).

Review – 2014 Year-end SHCM Program Financial Report (Unaudited):

At the end of fiscal year / calendar year 2014, NAHMA reported a net positive income of \$101,283 for the SHCM program in revenue versus direct expense. This represented a positive variance of \$33,683 versus FY 2014 budget for NAHMA. These SHCM program expense figures do not include NAHMA's related salary or other overhead expense for administering the program. In addition, this data represents NAHMA revenue and direct expense only and not that of NAAEI or LeadingAge. NAHMA reported it will be conducting its annual financial audit for FY 2014 before the end of April 2015.

Discussion –Current Activities

National Apartment Association Education Institute

- NAAEI hosted the most recent semi-annual SHCM Compliance Webinar in early April, and the attendance was so high (176) that the program was over-subscribed. All participants and those who were not able to log-in received copies of the Webinar slideshow.
- NAAEI is lining up two four-week SHCM blended learning courses – one for May 2015 and the second for September 2015.

- NAAEI provided copy for the SHCM Newsbriefs.
- NAAEI provided various marketing opportunities for the SHCM program, including on its website, and by publishing new SHCM certificants in Units magazine.

LeadingAge

- LeadingAge held their annual meeting in late 2014, and included tax credit sessions.
- LeadingAge is exploring potential new opportunities to advertise SHCM throughout their membership.
- LeadingAge is looking into more ways to link to and promote the SHCM webpages at the NAHMA website
- LeadingAge provided copy for the SHCM Newsbriefs.

NAHMA

- NAHMA continues to promote SHCM designation in all its course materials.
- NAHMA continues to manage all daily operations related to the program, including working with TesTrac on the new online exam process, sending materials to new certificants, managing publication of SHCM Newsbriefs, managing the renewal process, etc.
- NAHMA offers the SHCM booth to AHMAs.
- NAHMA conducts outreach to SHCMs with bad emails to reconnect to SHCM Newsbriefs.
- NAHMA conducts outreach to individuals that have not applied for their SHCM designation after passing the exam.
- NAHMA manages the exam maintenance process with HumRRO.
- NAHMA provided copy for the SHCM Newsbriefs.
- NAHMA plans to participate in the NCSHA tradeshow with a SHCM booth in June 2015.

Exam Maintenance Activities

Regular SHCM exam maintenance activities remain in place, with support of the SHCM Technical Advisory Committee and Maggie Collins of HumRRO.

Old business:

a) Update from Task Force updating the SHCM Guidebook – it was reported that the project was successfully completed and a new guidebook has been published. All of the contributing authors were thanked for their outstanding efforts and support in revising the book.

b) New online SHCM exam – it was reported that to date, AHMAs who have offered the new online SHCM exam, administered through TesTrac, have had a very positive experience.

New business:

There was no new business to discuss.

Next Meeting:

The next meeting will be held on Friday, June 26, 2015 in Room Reef E in the Mandalay Bay Casino and Resort, Las Vegas, at 11:15 am Pacific, in conjunction with the collocated NAHMA and NAA June conferences. A dial-in number will also be provided for committee members who wish to participate via conference call.

The meeting adjourned 3:35pm.

Respectfully submitted, NAHMA staff