

Minutes
Specialist in Housing Credit Management
Special Advisory and Technical Advisory Committee
Meeting Held via Conference Call & In Person Friday, June 17, 2016

Members participating: Jonathan Gershen, chair; Anita Moseman, Gwen Volk, Michael Johnson, , Nancy Evans, Peter Lewis

Staff participating: Natasha Patterson, Brenda Moser NAHMA, Shana Treger, NAAEI

The meeting was called to order at 11:15 am. Jonathan Gershen, Chair, welcomed all in attendance and Introductions were made on the call.

Program Statistics:

NAHMA reported on the SHCM statistics as of 06/17

- ▣ 621 grandfathered since beginning off (3 since April meeting).
- 1733 total applications have been submitted (27 since April meeting).
- 2354 total SHCM certifications have been awarded (30 new since April meeting).
- 1524 total active SHCM certifications (active or adjusted for renewals)
- 103 total candidacy applications (1 since April meeting).
 - 8 total SHCM Companies
- 3590 total exams have been offered (129 since April meeting).
- 2557 have passed the exam (109 since April meeting)
- 1033 have failed the exam (20 since April meeting).
- 70% total pass rate.
- 214 total exam events have taken place since the programs inception (3 since April meeting).
- States with the most SHCMs are Massachusetts (311), California (302), Ohio (191), Montana (122) and New Jersey (129).

Review – 2015 Year-end SHCM Program Financial Report (Unaudited):

As of April 30, 2016 NAHMA reported a variance to the YTD budget of -4,571 for the SHCM program in revenue versus direct expense. Renewals will likely improve the financial growth of the program, and keep the program within its budget. This report did not include NAHMA's related salary or other overhead expense for administrating the program. In addition, this data represents NAHMA revenue and direct expense only and not that of NAAEI or LeadingAge.

Discussion –Current Activities

National Apartment Association Education Institute

- NAAEI reported that it hosted the CEU in May where 145 attendees participated
- NAAEI provided copy for the SHCM Newsbriefs.
 - NAAEI provided a comp booth to the SHCM program for the June, tradeshow.
 - NAAEI is looking to schedule a blended learning session in the fall/spring
 - NAAEI provides a copy of Units Magazine to all SHCM certificate holders
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LeadingAge

- LeadingAge staff was not present to give a report, NAHMA staff was able to give a brief report on the activities Leading Age have been able to provide.

- 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 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 manages the entire renewal process which will begin in Sept 2016

Exam Maintenance Activities

Brenda shared with the committee that a new test form has been created and will be launched in the next few months. Planning underway for the October maintenance workshop held in conjunction with the October Meeting.

Old business:

NAHMA staff shared a brief update on the new exam process, since the exam had become available in the online format only 6 months prior. The AHMA's have been adapting to the new process, and the students love the immediate results

New business: None

Next Meeting:

Will be held in June at NAA conference

The meeting adjourned 11:35am

Respectfully submitted, NAHMA staff