



## **NAHMA Committee Descriptions**

### **Affiliate Members:**

The NAHMA Affiliates Committee is comprised of NAHMA members that provide services to affordable property management professionals. It is the mission of this group to support the NAHMA organization while providing our affiliate members a forum to discuss and implement activities that benefit all NAHMA's members.

### **AHMA Liaison Committee:**

The purpose of the AHMA Liaison Committee is to convene AHMA leaders and members so that they may exchange information on AHMA-related activities and develop strategies to implement these activities. The AHMA Liaison Committee serves as an opportunity to coordinate the activities, communications policies and procedures between the AHMAs and NAHMA. This committee is automatically chaired by NAHMA's President-Elect, and a NAHMA Vice President serves as Vice Chair.

### **Budget & Finance Committee:**

The Budget and Finance Committee is responsible for development of the budget with the NAHMA Executive Director for presentation to the Board of Directors and the Executive Council, and other duties as outlined in the Bylaws. This committee is automatically chaired by NAHMA's Treasurer.

### **Certification Review Board:**

The CRB is responsible for the following: establishing strict guidelines for NAHMA designation programs, oversight and approval of all applications for the National Affordable Housing Professional (NAHP<sup>®</sup>) and NAHP-Executive certification, on-going communication with designation candidates and recipients of NAHMA designations, and communicating the importance of professional ethics.

### **Contract Administration:**

This committee has been merged with the TRACS Committee – please see the writeup under TRACS.

### **Education & Training Committee:**

The purpose of this committee is to provide guidance and recommendations for the courses that support NAHMA's designation programs, and other NAHMA courses to be developed, as appropriate. The committee is responsible for ensuring that NAHMA course offerings are current in content and reflect appropriate business practices and regulatory guidelines. The committee will also establish training protocol to certify NAHMA trainers in order to meet the highest standards possible, and maintain the integrity of both course delivery and the designation exams. The committee provides

oversight of NAHMA course offerings at the AHMA level to ensure compliance with established training protocol.

**Fair Housing Committee:**

(This committee does not meet in person at every NAHMA meeting; its meeting schedule is dependent on whether there are current issues of concern in this arena.) The Fair Housing Committee is responsible for monitoring those issues relating to fair housing and housing for persons with disabilities and assessing the impact that these issues will have on the management of the affordable housing industry.

**Federal Affairs Committee (committee of the whole):**

The Federal Affairs Committee shall be responsible for developing and recommending to the Board of Directors and the Executive Council, NAHMA's position on federal legislation affecting affordable housing. The committee shall, within the policies adopted by the Executive Council, direct the activities of the Executive Staff in dealing with Congress, its committees and its members. This committee must be chaired by an Executive level member per NAHMA's Bylaws.

**Marketing Committee:**

This committee has been merged with the Membership Committee – please see below.

**Membership and Marketing Committee:**

The Membership and Marketing Committee is responsible for recommending policies and procedures related to the memberships of NAHMA, as well as for implementation, oversight and review of the association's overall marketing initiatives. The Membership Committee must be chaired by an Executive level member per NAHMA's Bylaws.

**Nominating Committee:**

The purpose of this committee is to make nominations for election to Officer and Board of Directors positions. The Nominating Committee must be chaired by NAHMA's immediate Past President per NAHMA's Bylaws.

**Regulatory Affairs Committee (committee of the whole):**

The Regulatory Affairs Committee shall be responsible for developing and recommending to the Board of Directors and the Executive Council, NAHMA's position on regulatory issues and related matters. The Regulatory Affairs Committee will act on issues pertaining to its area of responsibility within policies adopted by the Executive Council when meeting with representatives of regulatory bodies. This committee must be chaired by an Executive level member per NAHMA's Bylaws.

**Resolutions and Bylaws Committee:**

(This committee does not meet in person; rather, it conducts its business via email and conference call as needed.) This committee is responsible for reviewing all resolutions recommended for adoption prior to their presentation to the Board of Directors and the Executive Council. The committee is charged with monitoring and protecting the governing rules or bylaws of NAHMA. Once directives or suggested bylaw changes are

referred to the committee from the Board of Directors, it reviews the directives for propriety and for any proposed potential impact to the existing bylaws. This committee must be chaired by an Executive level member per NAHMA's Bylaws.

**Rural Housing Committee:**

The Rural Housing Committee will act as an association liaison to the Rural Housing Service of the Department of Agriculture and will advise the Executive Council on matters of particular interest to the management and provision of affordable housing in rural areas.

**Senior Housing Committee:**

The Senior Housing Committee will advise the Executive Council on matters of particular interest to the management and provision of Senior Housing, as well as how federal, state or local mandates impact housing for seniors.

**Tax Credit Committee:**

The Tax Credit Committee will act as an association liaison to the Internal Revenue Service and other organizations which implement and/oversee the Low Income Housing Tax Credit (Section 42) program. The committee will advise the Executive Council on how federal, state or local mandates impact the housing credit program and the management thereof.

**TRACS and Contract Administration Committee:**

(This committee does not meet in person at every NAHMA meeting; its meeting schedule is dependent on whether there are current issues of concern in this arena.) The purpose of this committee is to work with NAHMA members and the industry to monitor and review performance standards of the Tenant Rental Assistance Certification System and Contract Administrators. The work of the committee also provides input to HUD and stakeholders from the practitioner perspective.