******PAHMA 2023 SPRING TRAINING EXPO**

**WHEN: WEDNESDAY MAY 3RD / THURSDAY MAY 4TH**

**** [**RLA Learning & Conference Center, 800 Cranberry Woods Dr., Cranberry Twp, PA**](https://www.therla.org/) **16066**

**SEATING IS LIMITED**

**REGISTER TODAY!**

**DISCOUNTED**

**EARLY-BIRD PRICE *thru* APRIL 19th**

***(Price increases starting 4/20/23)***

**SPRING IS IN THE AIR** and PAHMA has planned an innovative à la carte style Spring Training lineup designed to give you options to meet your needs. We continue our mission to

provide quality education, while maintaining affordability for our members.

**The Spring Training Expo will span two days with several sessions and you choose the trainings**

**that work for you. Come two full days, one full day, a half-day, or mix it up!**

*Brief descriptions are below, and additional info can be found at* [*www.pahma.org*](https://www.pahma.org/education-events/spring-maintenance-conference/)

 **WHO SHOULD ATTEND** All levels of experience and years of service for Management, Maintenance, Service Coordinators and on-site staff.

 **WHAT’S INCLUDED** Refreshments & Pastries; Lunch Buffet; Free Parking; HUD Rep Updates

**OCCUPANCY (TRACS, MORs, EIV)** – ***FULL DAY* –** Understanding, Navigating & Implementing HUD’s TRACS system, pending upgrade, EIV & common discrepancies, understanding the MOR process/changes coming. **\***Changes rolled out prior to training (HOTMA, TRACS 203A, Disaster Preparedness) will be discussed. Watch your email or our website for any updates or further developments. More info [here (Ctrl click).](https://www.pahma.org/education-events/spring-maintenance-conference/)

*Presenter: Kerri Wise, Paulhus & Associates:**Kerri Wise has been with Paulhus & Associates for 16 years, currently servicing as the Director of Operations.. Kerri is an expert in the HUD 4350.3 Handbook and applies real world examples in her training. Topics include Secure Systems, TRACS, EIV, MORs, and Tenant File Management. See Kerri’s full Bio on our website* [*here (Ctrl click)*](https://www.pahma.org/education-events/spring-maintenance-conference/)

**ELEC/HVAC/APPLIANCE WORKSHOP** – ***HALF DAY –*** Interactive Workshop including Electrical Fundamentals & Troubleshooting Best Practices. Fundamentals of the refrigeration cycle, functions of an HVAC system, appliance repairs and better understanding of refrigerators, ranges, ovens, dishwashers, and some microwave repairs. **See more info & suggested list of items to bring to the workshop** [here (Ctrl click)](https://www.pahma.org/education-events/spring-maintenance-conference/)

*Presenter: Mark Cukro, Plus One Consulting, Inc & Founder of Service Team Training: Mark is a national speaker & a leading resource in the field of service team development & training. His certifications include, CAPS, CAMT I, CAMTII, CPO, CPO Instructor with the NSPF, EPA proctor for the NEW 608 certification as well as all HVAC Excellence courses. See Mark’s full Bio on our website* [*here (Ctrl click)*](https://www.pahma.org/education-events/spring-maintenance-conference/)

**FAIR HOUSING** – ***HALF DAY –* Newly Updated Course!** Violations could be the biggest disasters waiting to happen to your property and YOU! Stevewill provide a brief review of protected classes and also discuss assistance animals, accommodating residents with allergies, residents who may pose a threat, Fair Housing and advertising, and Fair Housing testers. (3.5 hours of CEC available – see registration form)

*Presenter: Steve Chupinka, Academy of Real Estate Careers:**Steve is a Real Estate Broker, Manager, Educator and Developer. Licensed since 1995 – Real Estate Educator and Real Estate Consultant since 2006. His areas of specialties include Pre-License, Broker Students, Continuing Education, Fair Housing, Diversity & Inclusion, General Real Estate Studies, Property Management and Maintenance.*

**PAHMA 2023 SPRING TRAINING EXPO @ RLA, CRANBERRY – Registration Form**

**DEALING WITH DIFFICULT PEOPLE & PROPERTY MANAGER & SERVICE COORDINATOR RELATIONS** – ***HALF DAY –***

Dealing With Difficult People: We will discuss tips and techniques for working with difficult tenants as well as co-workers effectively.

Part 2: Panel Discussion - When Property Managers and Service Coordinators work together effectively, it increases productivity, profitability and it’s the right thing to do for our residents.

*Presenter: Steve Chupinka, Academy of Real Estate Careers - Panel: Steve Chupinka, Eric Graham, CJ Management & Sheila Goode, Beaver County Housing Auth.*

**LIHTC – REDUCE RISK OF NON-COMPLIANCE & UNDERSTANDING NAUR (NEXT AVAILABLE UNIT RULE) / UVR (UNIT VACANCY RULE)** - ***HALF DAY*** Real world training and discussions on preparing for a Low-Income Housing Tax Credit Compliance audit.  Understanding the file, eligibility, vacant units and physical findings that can generate non-compliance and/or 8823’s as well as understanding the rules of NAUR/UVR for LIHTC & Mixed properties and avoiding violations. See more info [here (Ctrl click).](https://www.pahma.org/education-events/spring-maintenance-conference/)

*Presenter: Kathi Garrone, Vice President of Compliance and Kurt Fredenburgh, Director of Compliance for Pennrose Management Company*

*Kathi and Kurt will be conducting this real-world training.  PHFA representatives will be in attendance to facilitate any property specific questions.*

**SENIOR BULLYING** – ***HALF DAY –*** During this seminar there will be interactive activities among participants in problem solving for various types of bullying behaviors. A packet of activities will be provided for participants to implement with seniors to promote a pro-social and caring environment among residents. See more info [here (Ctrl click).](https://www.pahma.org/education-events/spring-maintenance-conference/)

*Presenter: Pamela E Countouris, TCB Training & Consultants****:*** *Pamela Countouris has a BA in Psychology/Education/Child Development from Chatham College & has been an educator of the young child for over 30 years. In 2012, Pam graduated from the Workplace Bullying Institute/University in Seattle Washington & has presented seminars for various organizations on bullying prevention in the workplace. See Pamela’s full Bio on our website* [*here (Ctrl click)*](https://www.pahma.org/education-events/spring-maintenance-conference/)

**Management Company:** Click or tap here to enter text.

**Management Company Contact Person**: Click or tap here to enter text.

**Management Company Mailing Address**: Click or tap here to enter text.

**Business Phone:** Click or tap here to enter text. **Contact Person** **E-Mail:** Click or tap here to enter text.

**SPECIAL NEEDS**: Click to enter special accommodations or dietary needs.

|  |  |  |
| --- | --- | --- |
| **Full** **Name of Attendee** | **Attendee Email address** (Required for registration) | **√ for CEC** |
| Click or tap here to enter text. | Click or tap here to enter text. |[ ]

**\*SELECT YOUR SESSION(S): Click or check your selections *(must check LUNCH and free HUD Update session, if attending)***

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| **WEDNESDAY MAY 3rd**  |  | **THURSDAY MAY 4th**  |
| [ ]  **9:00 am – 12:00 pm****OCCUPANCY (Part 1)**TRACS, MORs, EIV |  | [ ]  **9:00 am – 12:00 pm****ELEC/HVAC/APPLIANCE WORKSHOP**(info at [www.pahma.org](https://www.pahma.org/education-events/spring-maintenance-conference/)) | [ ]  **9:00 am – 12:00 pm****FAIR HOUSING**(\*CEC Available) |  | [ ]  **9:00 am – 12:00 pm****SENIOR BULLYING** |
| [ ]  *Lunch 12:00 – 1:00**(No addt’l charge - must select to attend)* | [ ]  *Lunch 12:00 – 1:00**(No addt’l charge - must select to attend)* |
| [ ]  **1:00 pm – 4:00 pm****OCCUPANCY (Continued)**TRACS, MORs, EIV *CONT.* |  | [ ]  **1:00 pm – 4:00 pm****FAIR HOUSING**(\*CEC Available) | [ ]  **1:00 pm – 4:00 pm****LIHTC**Compliance/NAUR/UVR |  | [ ]  **1:00 pm – 4:00 pm****PM/SC RELATIONS** *AND***DIFFICULT TENANTS** |
| [ ]  ***4:00 pm – 4:45 pm*** *(****free*** *for paid attendees)*HUD Rep: New Updates for Ch 38 MF Emergency/Disaster Guide | [ ]  ***4:00 pm – 4:45 pm*** *(****free*** *for paid attendees)*HUD Rep: New Updates for Ch 38 MF Emergency/Disaster Guide |

**CANCELLATION POLICY**: no refunds will be given for cancellations within seven days of the event or for registrants who fail to attend. policy may be waived if cancellation is due to “force majeure” reasons. all cancellation requests must be made in writing to: pahma, po box 486, Oakmont, pa 15139 or to info@pahma.org

**FOR YOUR COMFORT**: since room temperatures are difficult to regulate to everyone’s satisfaction, layered clothing is strongly recommended

**EVENT ETIQUETTE**: all attendees are required to abide by the Event Etiquette and Standards of Behavior Policy which can be found on our website

**IN THE EVENT OF SPEAKER CANCELLATION**: pahma reserves the right to substitute the speaker/topic and/or reschedule the training.

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| **\*CALCULATE PAYMENT: Click/check applicable** | **REGISTRATION****THRU 4/19/23** | **Rates if Registration received after 4/19/23 🡫** |  **REGISTRATION AFTER 4/19/23** |
| **MEMBERS** | *PAHMA Member:* ***TWO******FULL*** *Days* | [ ]  $324 | [ ]  $366 |
| *PAHMA Member:* ***ONE******FULL*** *Day (or two ½ days)*  | [ ]  $199 | [ ]  $224 |
| *PAHMA Member: Single* ***HALF*** *Day Only*  | [ ]  $110 | [ ]  $125 |
| **NON-MEMBERS\***  | *NON-Member:* ***TWO FULL*** *Days* | [ ]  $424 | [ ]  $479 |
| *NON-Member:* ***ONE FULL*** *Day (or two ½ days)* | [ ]  $299 | [ ]  $324 |
| *NON-Member: Single* ***HALF*** *Day Only* | [ ]  $210 | [ ]  $237 |
| **CEC** | *Real Estate CEC* *(3.5 Hrs. Fair Housing Only)* | [ ]  $25 | [ ]  $30 |
| ***ENTER GRAND TOTAL DUE:***  | $Click to enter | $Click to enter |

*\*ATTENTION NON-MEMBERS: SAVE $100 for EACH attendee! Visit our website at* [*www.pahma.org/membership/*](http://www.pahma.org/membership/) *for information on becoming a member.*

**FOR CHECKS:** Make payable to **PAHMA** and send to: **PO Box 486, Oakmont, PA 15139-0486 (NEW ADDRESS! Please update your files)**

**FOR CREDIT CARD PAYMENTS:** Complete below & **EMAIL** (secure VPN) to info@pahma.org or **FAX** to Marianne at (412) 927-2631

Total amount of charge: **$** Click to enter text.

Name as it appears on the card: Click to enter text. Credit Card Number: Click to enter text.

Expiration Date: Click to enter text. Billing ZIP Code: Click to enter text. CVC Code: Click to enter text.

Email Address for Receipt: Click to enter text.

**PAHMA 2023 SPRING TRAINING (CRANBERRY TWP)**

**WHEN: MAY 3 or MAY 4, 2023**

**RLA Learning & Conference Center, 850 Cranberry Woods Dr., Cranberry Twp PA 16066**

*with the* ACADEMY OF REAL ESTATE CAREERS, LLC

110 Whitaker Way, Suite A, Whitaker, PA 15120

(412) 461-3006 Fax (412) 461-3008

[www.academyofrealestatecareers.com](http://www.academyofrealestatecareers.com)

***CONTINUING EDUCATION ACCREDITATION ENROLLMENT AGREEMENT***

**NAME** (As it appears on license)**:** Click or tap here to enter text.

**FULL ADDRESS:** Click or tap here to enter text.

**PHONE** (work): Click or tap here to enter text. (cell): Click or tap here to enter text.

**EMAIL**: Click or tap here to enter text.

**BROKER/AGENCY**: Click or tap here to enter text.

**REAL ESTATE LICENSE #** (Required <http://www.licensepa.state.pa.us>)**:** Click or tap here to enter text.

**CONTINUING EDUCATION CREDIT(S):**

 **FAIR HOUSING UPDATES** **3.5 Hours** Continuing Education Credits

 Location: Regional Learning Alliance, 850 Cranberry Woods Dr., Cranberry Twp PA 16066

 Date: May 3rd or May 4th, 2023

**FEE $25.00 If Paid By April 19, 2023** ($30.00 after April 19, 2023)

REFUND POLICY: Courses are non-refundable. If scheduled courses are cancelled (not postponed) by Academy of Real Estate Careers, fee will be refunded.

***I HAVE READ AND AGREE TO THE TERMS OF THIS APPLICATION****:*

***SIGNATURE****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* ***DATE:***Click or tap here to enter text.

**ATTENTION Important Update on CEC Certificates:** PA has “gone green” & trainers will no longer generate individual CEC certificates unless you are selected for audit. Contact PAHMA or the trainer directly if you are notified of an audit.

Keep a copy of this form in your file to track your completed CEC.

[ ]  **CHECK HERE** if payment included on PAHMA registration form. Otherwise, see below for payment instructions:

**FOR CHECKS:** Make payable to **PAHMA** and send to: **PO Box 486, Oakmont, PA 15139-0486 *(NEW ADDRESS! Please update your files)***

**FOR CREDIT CARD PAYMENTS:** Complete below & **EMAIL** (secure VPN) to info@pahma.org or **FAX** to Marianne at (412) 927-2631

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Email Address for Receipt: Click to enter text.

***Photo ID is required on day of sign in***