



# PAHMA 2023 SPRING TRAINING EXPO

WHEN: WEDNESDAY MAY 3<sup>RD</sup> / THURSDAY MAY 4<sup>TH</sup>



[RLA Learning & Conference Center, 800 Cranberry Woods Dr., Cranberry Twp, PA 16066](#)

**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](http://www.pahma.org)

**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

**SEATING IS LIMITED  
REGISTER TODAY!**

**DISCOUNTED  
EARLY-BIRD PRICE  
thru APRIL 25<sup>th</sup>**

*(Price increases starting 4/26/23)*

**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 \(Ctrl click\)](#).

*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 \(Ctrl click\)](#)*

**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 \(Ctrl click\)](#)**

*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 \(Ctrl click\)](#)*

**FAIR HOUSING – HALF DAY – Newly Updated Course!** Violations could be the biggest disasters waiting to happen to your property and YOU! Steve will 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.*

**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 \(Ctrl click\)](#).

*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 \(Ctrl click\)](#).

*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 \(Ctrl click\)](#)*

**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.

*Steve Chupinka, Academy of Real Estate Careers - Panel: Steve Chupinka, Eric Graham, CJ Management & Sheila Louise Good, Housing Management Services.*

EDUCATING AND SUPPORTING THE AFFORDABLE HOUSING INDUSTRY

PAHMA | PO BOX 486, Oakmont, PA 15139-0486 (ATTN-NEW Address) | 412-445-8357 | [www.pahma.org](http://www.pahma.org) | Email to [info@pahma.org](mailto:info@pahma.org)

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

Management Company: \_\_\_\_\_

Management Company Contact Person: \_\_\_\_\_

Management Company Mailing Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Contact Person E-Mail: \_\_\_\_\_

SPECIAL NEEDS: \_\_\_\_\_

Full Name of Attendee	Attendee Email address (Required for registration)	<input checked="" type="checkbox"/> for CEC  <input type="checkbox"/>

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

WEDNESDAY MAY 3 <sup>rd</sup>		THURSDAY MAY 4 <sup>th</sup>	
<input type="checkbox"/> 9:00 am – 12:00 pm <b>OCCUPANCY (Part 1)</b> TRACS, MORs, EIV	<input type="checkbox"/> 9:00 am – 12:00 pm <b>ELEC/HVAC/APPLIANCE WORKSHOP</b> (info at <a href="http://www.pahma.org">www.pahma.org</a> )	<input type="checkbox"/> 9:00 am – 12:00 pm <b>FAIR HOUSING</b> (*CEC Available)	<input type="checkbox"/> 9:00 am – 12:00 pm <b>SENIOR BULLYING</b>
<input type="checkbox"/> Lunch 12:00 – 1:00 (No add'l charge - must select to attend)		<input type="checkbox"/> Lunch 12:00 – 1:00 (No add'l charge - must select to attend)	
<input type="checkbox"/> 1:00 pm – 4:00 pm <b>OCCUPANCY (Continued)</b> TRACS, MORs, EIV <i>CONT.</i>	<input type="checkbox"/> 1:00 pm – 4:00 pm <b>FAIR HOUSING</b> (*CEC Available)	<input type="checkbox"/> 1:00 pm – 4:00 pm <b>LIHTC</b> Compliance/NAUR/UVR	<input type="checkbox"/> 1:00 pm – 4:00 pm <b>PM/SC RELATIONS AND DIFFICULT TENANTS</b>
<input type="checkbox"/> 4:00 pm – 4:45 pm <i>(free for paid attendees)</i> HUD Rep: New Updates for Ch 38 MF Emergency/Disaster Guide		<input type="checkbox"/> 4:00 pm – 4:45 pm <i>(free for paid attendees)</i> HUD Rep: New Updates for Ch 38 MF Emergency/Disaster Guide	

**\*CALCULATE PAYMENT:** Click/check applicable

		REGISTRATION THRU 4/25/23
<b>MEMBERS</b>	<i>PAHMA Member: TWO FULL Days</i>	<input type="checkbox"/> \$324
	<i>PAHMA Member: ONE FULL Day (or two ½ days)</i>	<input type="checkbox"/> \$199
	<i>PAHMA Member: Single HALF Day Only</i>	<input type="checkbox"/> \$110
<b>NON-MEMBERS*</b>	<i>NON-Member: TWO FULL Days</i>	<input type="checkbox"/> \$424
	<i>NON-Member: ONE FULL Day (or two ½ days)</i>	<input type="checkbox"/> \$299
	<i>NON-Member: Single HALF Day Only</i>	<input type="checkbox"/> \$210
<b>CEC</b>	<i>Real Estate CEC (3.5 Hrs. Fair Housing Only)</i>	<input type="checkbox"/> \$25
<b>ENTER GRAND TOTAL DUE:</b>		<b>\$</b>

REGISTRATION AFTER 4/25/23
<input type="checkbox"/> \$366
<input type="checkbox"/> \$224
<input type="checkbox"/> \$125
<input type="checkbox"/> \$479
<input type="checkbox"/> \$324
<input type="checkbox"/> \$237
<input type="checkbox"/> \$30
<b>\$</b>

Rates if Registration received after 4/19/23 ↓

**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](mailto: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.

*\*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](mailto:info@pahma.org) or FAX to Marianne at (412) 927-2631

Total amount of charge: \$ \_\_\_\_\_

Name as it appears on the card: \_\_\_\_\_ Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Billing ZIP Code: \_\_\_\_\_ CVC Code: \_\_\_\_\_

Email Address for Receipt: \_\_\_\_\_



**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): \_\_\_\_\_

**FULL ADDRESS:** \_\_\_\_\_

**PHONE** (work): \_\_\_\_\_ (cell): \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**BROKER/AGENCY:** \_\_\_\_\_

**REAL ESTATE LICENSE #** (Required <http://www.licensepa.state.pa.us>): \_\_\_\_\_

**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 3<sup>rd</sup> or May 4<sup>th</sup>, 2023

**FEE** **\$25.00 If Paid By April 25, 2023** (\$30.00 after April 25, 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:** \_\_\_\_\_

**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](mailto:info@pahma.org) or **FAX** to Marianne at (412) 927-2631

Total amount of charge: \$ \_\_\_\_\_

Name as it appears on the card: \_\_\_\_\_ Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Billing ZIP Code: \_\_\_\_\_ CVC Code: \_\_\_\_\_

Email Address for Receipt: \_\_\_\_\_

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

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