

HQS SEMINAR

The OHAC Training & Conference Committee is sponsoring a three-day HQS Seminar with proficiency exam to be presented by Dennis Morgan, DL Morgan & Associates

COST: **\$595 per person** (This will cover 3 breakfasts, 3 lunches, all breaks, training & materials.)
\$ 50 Proficiency Exam (optional)
 Space is limited to 50 attendees.

DATE: February 12 – 14, 2018

LOCATION: Embassy Suites by Hilton Columbus
 2700 Corporate Exchange Drive
 Columbus, OH 43231
 614-890-8600
<http://embassysuites3.hilton.com/en/hotels/ohio/embassy-suites-by-hilton-columbus-CMHCEES/index.html>
Room Rate: \$119.00 – single
 \$119.00 – double

You may make reservations by calling the hotel directly at 614-890-8600 or on the OHAC Group Page, http://embassysuites.hilton.com/en/es/groups/personalized/C/CMHCEES-OHC-20180211/index.jhtml?WT.mc_id=POG
 Please let the reservation agent know you are with the "Ohio Housing Authorities" to receive the group room rate. **Hotel deadline is Monday, January 22, 2018.**

AGENDA:

2/12	7:30 A.M. – Registration
	8:30 A.M. – 4:30 P.M.
2/13	8:30 A.M. – 4:30 P.M.
2/14	8:30 P.M. – 12:00 P.M.
	1:00 P.M. – 3:30 P.M. HQS Proficiency Exam

DESCRIPTION: See attached program description

REGISTRATION FORM

ORGANIZATION _____			
ADDRESS _____			
CITY _____	STATE _____	ZIP _____	
PHONE _____	FAX _____	E-MAIL _____	
1) NAME _____	TITLE _____	<input type="checkbox"/> EXAM	
2) NAME _____	TITLE _____	<input type="checkbox"/> EXAM	
3) NAME _____	TITLE _____	<input type="checkbox"/> EXAM	
4) NAME _____	TITLE _____	<input type="checkbox"/> EXAM	

Please check if you would prefer a vegetarian/gluten-free meal. _____ Please check for special needs accommodations. _____
name name

PAYABLE TO: Ohio Housing Authorities Conference (OHAC)

MAIL/FAX/E-MAIL TO: OHAC Corporate Office
 P. O. Box 1029
 Mansfield, OH 44901-1029
 FAX (419) 524-1535
OHACOFFICE@EMBARQMAIL.COM



DEADLINE: **Monday, February 5, 2018**

CANCELLATIONS: Cancellations must be received by Wednesday, February 7th.
No refunds will be given AFTER February 7th.

TOTAL REGISTRATION AMOUNT (# _____ X \$595)	\$ _____
TOTAL (OPTIONAL) EXAM AMOUNT (# _____ X \$50)	\$ _____
TOTAL AMOUNT ENCLOSED	\$ _____

PLEASE CONTACT SHERRY HILL AT THE OHAC CORPORATE OFFICE WITH ANY QUESTIONS.
 (419) 524-9116 – OFFICE ♦ (419) 989-1133 - CELL ♦ OHACOFFICE@EMBARQMAIL.COM

INTRODUCTION:

D L Morgan & Associates Housing Quality Standards (HQS) Seminar is a three-day class with an accompanying (optional) pass/fail Proficiency Exam. Participants learn how to improve the level of your HCV Inspections and meet SEMAP requirements by identifying related work skills, presenting procedures and forms impacting standards, and evaluating current operations to identify strengths and challenges all within the changing environment. Learn the latest options including biennial inspections and more recent regulatory changes.

Each participant will receive a Housing Quality Standards Resource Manual., Certificate of Completion will be awarded to participants who complete the course requirements. A Certificate of Proficiency will be awarded to each person who passes the exam.

WHO SHOULD ATTEND?

HCV Housing Inspectors, Preventative Maintenance Inspectors, Quality Control Inspectors, and New and Seasoned Inspectors.

WHAT YOU WILL LEARN:

Through expert instruction, you will learn to conduct a thorough inspection to illustrate or rediscover details that must be observed, and actions to be taken. Specific topics to be addressed are:

- *HCV Pre-Inspection and Inspection Preparation and Procedures*
- *Negotiation and Arbitration - How to Successfully Come to Agreement with Landlords and Residents*
- *Problem Solving and Conflict Resolution*
- *Consistency – How to Achieve Unfailing Inspections, Even When HUD Arrives for a Surprise Review*
- *Re-inspection - How to Avoid Pitfalls*

HOUSING QUALITY STANDARDS AGENDA:

Monday, February 12th

8:30 a.m. – 4:30 p.m.

- Introduction and Overview
- HCV Housing Inspection Responsibilities
- Expectations
- Pre-inspection Preparations
 - Inspector's Knowledge
 - Inspector's Image
 - Inspector's Safety
 - Inspector's Tools
- Pre-Inspection Procedures
- Site Inspection Procedures
- Biennial Inspections
- Compliance and Approval Procedures
- SEMAP and Inspection Requirements
- Inspection Checklist and Other HUD Forms
- Life Threatening Conditions
- Conforming Rule Changes
- HQS Protocol
- Case Study
- Rent Reasonableness

Tuesday, February 13th

8:30 a.m. – 4:30 p.m.

- General Room Conditions
 - Electricity
 - Security
 - Windows
 - Interior Surfaces
 - Lead Paint
 - Mold
 - Kitchen
 - Bathroom
- Building Exterior
- Heating and Plumbing
- General Health and Safety
- Interior and Exterior Slides
- Lead-based Paint and Mold
- Sample Quiz

Wednesday, February 14th

8:30 a.m. – 3:30 p.m.

- IG Reports
- Mock Inspection
- Prioritizing
- Review
- HQS Proficiency Examination (Optional)