

HEARING OFFICER WORKSHOP

For Public Housing Authorities



**NEW YORK STATE
PUBLIC HOUSING AUTHORITY
DIRECTORS ASSOCIATION**

October 2nd & 3rd, 2018

**White Plains Housing Authority
Resident Resource Center
223 Dr. Martin Luther King Blvd.**

(If using GPA, Use 2 Fisher Court)

White Plains, New York 10601

Training Agenda

The New York State Public Housing Authorities Directors Association (NYSPHADA) is pleased to inform you of an up-coming two-day training opportunity for Hearing Officer Training that will be given by Nan McKay Associates and will be held at the White Plains Housing Authority in White Plains, New York.

This training by Nan McKay is essential for hearing officers, members of hearing panels, managers who represent the PHA or Housing Agency in hearings and policy analysts. Upon completion, attendees should have developed and mastered the skills needed to conduct hearings and write decisions with hands-on case studies and best-practice strategies. Attendees will be tested and certified upon completion of the training.

HOTEL ACCOMODATIONS & REGISTRATION

Hotel Reservations and Accommodations:

For those that need Hotel Accommodations, NYSPHADA has contracted with the Crowne Plaza Hotel.—1-800-291-9434

Each housing agency or representative must make their own hotel arrangements and identify yourself as part of the **New York State Public Housing Group (NYSPHADA)** to get the government rate of **\$ 146.00** per night for standard rooms.

The cut-off date for rooms being held is **September 3, 2018.**

You must also bring a signed letter on Authority letterhead listing all individuals authorized for attendance from your Authority for occupancy tax exemption purposes **and** tax-exempt certificate for sales tax exemption.

Please note that there will be a \$15 per night charge for self-parking and \$24 for valet parking.

Hotel Location: 66 Hale Avenue, White Plains, NY 10601

Training Reservations:

Register & Pay On-Line at NYSPHADA.org or use the attached registration form to send a check in the mail.

Cost—\$650 including exam.—NYSPHADA Members
\$750 including exam—Non-Members



NYSPHADA—HEARING OFFICER TRAINING

**REGISTER ON-LINE AT NYSPHADA.ORG
OR MAIL IN THIS FORM ALONG WITH PAYMENT TO THE ADDRESS BELOW**

Authority: _____

Name: _____

First Name for Badge: _____

Title: _____

Name: _____

First Name for Badge: _____

Title: _____

Name: _____

First Name for Badge: _____

Title: _____

This two-day training session is a HUD approved expense.

The registration fee includes all training materials, morning & afternoon breaks.

Breakfast, Lunch & Dinners are on your own.

Registration necessary.

All refunds for cancellations are subject to a 15% Administration fee.

Registration and other costs:

Member \$ 650

Non-member \$ 750

Any Questions please contact:

NYSPHADA

ATTN: Andrew Tyman

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