

Board Retreat

Two-Day Training Program for Housing Authority Commissioners

Course Description

The New Jersey Local Redevelopment and Housing Law of 1992 requires all commissioners of housing authorities and redevelopment agencies to complete a comprehensive training program.

The training program has been replicated and condensed into a two-day Board Retreat to meet the needs of housing authority commissioners across the nation. It will provide commissioners an opportunity to enhance the knowledge and skills necessary to oversee and administer the operations of the housing authority. The program is designed to clarify the scope of authority and the decision-making responsibilities of the board. Teambuilding activities have been incorporated to help unify the board.

The program is customizable to the needs of the authority.

The **Skills for Commissioners** section will clarify the roles and responsibilities of the commissioner and will highlight management and communication skills.

The **Ethics** section will focus on the nature of the public trust and the “rules” for ethical behavior that are relevant to housing authority officials. HUD regulations will be examined and applied to ethical issues using a case study approach.

The **Financial Issues and Procedures** section will cover basic accounting and legal requirements imposed by HUD and help commissioners understand their fiduciary obligations on behalf of the housing authority.

The **PHAS/SEMAP** section will explain the indicators in both evaluation systems including how each is measured and graded. The use of PHAS and SEMAP as management tools for improving housing authority performance is highlighted.

The **Tearingbuilding** section will provide an opportunity for commissioners to understand their motivations for serving on the board. Commissioners will take a self-evaluation to assess how the board is performing collectively and individually.

Questions? Contact:

Christine Cicio

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Board Retreat Booking Form

Housing Authority: _____

Contact Name: _____ **Contact Phone Number:** _____

Contact Email: _____

Address where Board Retreat will take place: _____

Preferred Dates (2 consecutive days): _____

Preferred Times: _____

What A/V equipment is available at your location? __Projector __Screen __ Laptop __ Clicker

What is your top reason for hosting a Board Retreat?

What would you like commissioners to learn during the training?

Are there any special considerations that the instructor should be aware of?
(Move to Work, RAD conversion, board dynamics, etc.)

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