



FINAL AGENDA - BOARD OF GOVERNORS MEETING
Sunday, March 26, 2017 8:30 to 11:30 a.m.
Crystal Gateway Marriott Hotel – Arlington, VA
Salon I, II – Arlington Ballroom -- First Floor

Saturday, March 25, 8 p.m.	Final Board Agenda will be posted on BOG Web page
Sunday, March 26, 7:45 a.m., Salon I,II	Please arrive early to peruse hard copy of the final agenda and enjoy continental breakfast

CALL TO ORDER--President Steve Merritt

ROLL CALL--La Tonya Rajah

WELCOME, INTRODUCTIONS, ACKNOWLEDGEMENT OF GUESTS AND STAFF--President Merritt

ASSOCIATES' COMMENT PERIOD – three minutes per speaker

REMARKS:

Bryan Duncan, Board Chair-Community Action Partnership

Executive Director-I-Care, Inc., Statesville, N.C.

Denise Harlow, CEO-Community Action Partnership, Washington, D.C.

Moises Loza, Executive Director-Housing Assistance Council, Washington, D.C.

APPROVAL OF MINUTES AND RATIFICATION OF ACTION TAKEN BY STEERING COMMITTEE ON BEHALF OF THE BOARD OF GOVERNORS

- Approval of Minutes: October 15, 2016, Board and Annual Business Meeting
- Ratification of Action taken by Steering Committee:
November 28: Authorized NAHRO to enter into contract with JDG Associates to perform the CEO Search for NAHRO
- **January 11:** Approved San Francisco as the site for the 2018 Summer Conference: July 27-29
Approved Atlanta as the site for the 2018 National Conference: October 25-27
- **March 1:** Approved the 2017 Legislative and Regulatory Agenda
- **March 23:** Approved the addition of Sunny Shaw to the CEO Search Committee

CONSENT AGENDA

President Merritt will identify ALL items on the Consent Agenda. He will ask if any Board member wishes to move any items **from the Consent Agenda to the Discussion Agenda, followed by motion to approve all items on the Consent Agenda.**

COMMISSIONERS COMMITTEE

#1 Spot On Advocacy Program

Resolution: Board of Governors adopt the Spot On Advocacy program, incorporate a permanent booth at the National Conference and Exhibition and provide adequate space at the NAHRO Center during the Washington and Summer Conferences.

COMMUNITY REVITALIZATION AND DEVELOPMENT COMMITTEE

#1 Support for the United States Interagency Council on Homelessness

Background:

The United States Interagency Council on Homelessness (USICH) was created by Congress in the Steward B. McKinney Homeless Assistance Act of 1987. USICH is an independent agency within the executive branch tasked with the goal of coordinating the federal response to homelessness. USICH fosters national partnerships between all levels of government and the private sector and since its creation, the body has grown to include nineteen Cabinet secretaries and agency heads. In 2010, USICH published Opening Doors: Federal Strategic Plan to Prevent and End Homelessness which set goals for ending homelessness in America, as its first goal, the end of veteran homelessness, and laid out best practices and policy priorities to achieve it.

The Council has helped to reduce both homelessness and veteran homelessness. Increased collaboration amongst federal agencies and tools (such as HUD-VASH) provided by Congress have helped to make this possible. USICH was last authorized by Public Law 113-325 and will sunset at the end of Fiscal Year 2017. USICH has played a very positive role in the reduction of homelessness and making the council permanent would continue this positive trend.

Resolution: Be it resolved, NAHRO supports a long term or permanent authorization and funding for the United States Interagency Council on Homelessness.

INTERNATIONAL RESESEARCH AND GLOBAL EXCHANGE COMMITTEE

#3: NAHRO-IRGE Delegation for Study Exchange in Sydney, Australia

Resolution: WHEREAS, A Memorandum of Understanding (MOU) that set forth the terms and understanding between the Australasian Housing Institute (AHI), and the National Association of Housing and Redevelopment Officials (NAHRO) has been established, and

WHEREAS, The purpose of the MOU is to formalize the goal of the AHI and NAHRO to build a mutually beneficial collaboration and through this collaboration, there is an aim to promote

opportunities and new ideas by sharing information and opening events, publications and professional development opportunities to each other's membership, and

WHEREAS, an invitation has been extended by AHI to host a NAHRO-IRGE Delegation for a Study Exchange in Sydney, Australia and other surrounding areas in close proximity in conjunction with attending the AHURI National Housing Conference from November 29 to December 1, 2017, and

WHEREAS, IRGE has a goal to support research into matters of interest and value to other standing committees of NAHRO.

NOW, THEREFORE, BE IT RESOLVED that NAHRO supports formation of a NAHRO-IRGE Delegation for a Study Exchange in Sydney, Australia and other surrounding areas in 2017.

MEMBER SERVICES COMMITTEE

#1 Southwest Regional Council (SWRC)

The SWRC proposes the following addition and change to its bylaws below in red:

* Section 10. Vacancies of members of SWRC who serve on the boards of the SWRC Retirement or Hospitalization plans shall be filled by the President of SWRC. When a vacancy occurs, the SWRC President shall contact each SWRC state President and ask for nominations from their state. All nominees are required to be active participating members of SWRC NAHRO and members of the Retirement or Hospitalization plan for which they are being nominated for. Nominees must also meet the requirements of the hospitalization or retirement program of which they are being nominated for. Appointed members will be required to attend all SWRC board meetings and conferences. The President will make a selection from the nominees submitted. This appointment will be voted on at the next meeting of the Executive Committee.

* Section 11. There shall be a Steering Committee of the Executive Committee consisting of the elective officers of SWRC [Regional President, Senior Vice-President, Vice Presidents with portfolio, Secretary and Treasurer], and the President of each chartered NAHRO Chapter within the Region. The Steering Committee shall be chaired by the Regional President and shall be empowered to act for and on behalf of the Executive Committee between meetings, and shall be available for consultation as needed.

Resolution: The Member Services Committee moves the acceptance of the addition and change to the SWRC bylaws.

#2 2019 Summer Conference

Background: The conference department provided several sites for the Member Services Committee to consider for the 2019 Summer Conference in the NERC Region including New York, Boston and Providence. Because Providence would need the use of a convention center and several hotels, the conference director suggested they not consider that site. She also said although New York is a great location, because their food and beverage minimum would amount to the same amount of money NAHRO normally spends on a National Conference which is twice as large, she could not recommend New York. It then came down to the three properties in Boston. All of the properties offer similar packages, but since the Boston Park Plaza was a newly renovated space, had a more flexible meeting

room layout, and NAHRO would be the only group in house, she recommended the committee accept the Boston Park Plaza as the site of the 2019 Summer Conference.

Resolution: The Member Services Committee moves the acceptance of the conference department's recommendation to hold the 2019 Summer Conference in Boston, MA at the Boston Park Plaza.

#3 Conference Site Selection Process

Background: After the decision to accept Boston as the site of the 2019 Summer Conference the committee discussed the viability of continuing to hold a summer conference. Because the conference continues to make money for the organization and it is a convenient venue to conduct committee meetings they decided the conference is still viable, however they expressed interest in becoming more involved in the site selection process to make sure NAHRO selects popular cities.

Resolution: Be it resolved that the Member Services Committee be charged with reviewing the current NAHRO Conference site selection process and to make recommendations for appropriate changes to be reported out at the October 2017 National Conference.

#4 Emerging Leaders Application

Background: The Emerging Leaders are a self-identified, diverse group of professionals who are interested in advancement in the housing and community development field. The Emerging Leader Subcommittee created an Emerging Leaders Award in 2009, which was approved by the BOG, to recognize someone who was emerging as a leader at the national level. The subcommittee would like to change the focus of the award so it now nationally recognizes someone who is emerging as a leader through the chapter and regional levels instead. Major changes to the award include the number of years involved with NAHRO at all three levels and more emphasis will be placed on the candidate's participation at the regional, chapter and local levels instead of solely at the national level as it was before. A revised application is attached. The changes are listed in red.

Resolution: The Member Services Committee moves the acceptance of the change in intent of the Emerging Leaders Award and the revised application and scoring process.

#5 NAHRO National Merit Scholarship Program Administered by Housing America Task Force

Background: In 2016, NAHRO President Steve Merritt envisioned a national scholarship fund. He wanted pilot program for the first year of \$15,000. He asked Senior Vice President Carl Richie to take the lead and raise funds for such a program. The funds have been raised for the first years and some funds have been raised for the second year. President Merritt charged the Housing America Task Force with the creation of the NAHRO National Merit Scholarship Program. The goal of the program is for it to work in conjunction with the already established regional awards. Applications for the awards program will be submitted by each region and a panel comprised of Housing America Task Force members will review the submissions and make the awards selection. Submissions will be accepted starting in April. The scholarships will be presented in July, with the money being directed to the various academic institutions for fall enrollment. Eight scholarships will be awarded, one from each

region, with eight applicants receiving \$1000 and two exemplary applicants receiving an additional \$2,000 and \$5,000 respectively.

As mentioned previously, money for 2017 has been raised and solicitations for future years will begin shortly using the attached solicitation letter. The Housing America Task Force is also finalizing a checklist/application process which the regions will need to follow when submitting their candidates for consideration. They are asking the Member Services Committee to approve their concept for the NAHRO National Merit College Scholarship Program so they can continue their work in developing this new service.

Resolution: The Member Services Committee moves to approve the creation of the NAHRO National Merit Scholarship Program administered by the Housing America Task Force.

DISCUSSION AGENDA

Committee chairs will present each item and the Board will vote on each item separately.

BOARD OF ETHICS AND CREDENTIALING TRUSTEES

#1: Summary of proposed revisions to the NAHRO Code of Professional Conduct Rules of Procedure - 3/25/2017): The existing Rules of Procedure and proposed changes were submitted with the BOG's preliminary agenda.

The NAHRO Board of Ethics and Credentialing Trustees (BECT), on 3/25/2017 approved revisions to the NAHRO Code of Professional Conduct (CPC) Rules of Procedure and submits the following Rules for the NAHRO Board of Governors consideration and approval.

1. The NAHRO Board of Ethics and Credentialing Trustees (BECT) modified the rules several times over the past few years to address issues preventing the BECT from acting on alleged violations of the CPC. Rules were approved by the Board of Governors that allowed the BECT to initiate a process to issue sanctions for violations of the CPC for instances in which a court, HUD or other governmental entity had completed due process and a guilty verdict, plea or determination was made and all appeals completed. This version compiles those previously approved changes in a streamlined version.
2. Order of the document was revised to provide an easier to understand rules with order of articles revised.
3. Multiple processes were combined, and appeals processes strictly defined.
4. Additional definition regarding reinstatement procedures to allow those persons sanctioned to apply for reinstatement.
5. ADDED SINCE INITIAL DISTRIBUTION: Language revised in Article 4.3 to address eligibility for reinstatement or sanction to be permanent.

6. END OF ARTICLE 7 CHANGED TO: "Records of each case shall be retained by the BECT for indefinite period after closing the case without appeal or the approval by the Board of Governors of any termination of NAHRO membership or the final disposition of a case on appeal, whichever occurs last."

#2: Summary of (note not comprehensive) proposed revisions to the NAHRO Board of Ethics and Credentialing Trustees (BECT) By-Laws. The existing Bylaws and proposed changes were submitted with the BOG's preliminary agenda.

The NAHRO Board of Ethics and Credentialing Trustees (BECT), on 3/25/2017 approved revisions in order to strengthen its By-Laws to be able to properly administer accredited certification programs, submits the following By-Laws for the NAHRO Board of Governors consideration and approval.

1. NAHRO is seeking third party accreditation of NAHRO Certification Programs. As such the certification board is required to have autonomy in decision-making for all essential certification policies and activities. These revised By-Laws strengthen the BECT's responsibilities and the ability to create and structure the BECT plus any boards, committees or groups and members of them necessary to satisfy accreditation requirements if the full BECT is unable to fulfill the requirements.
2. Additional stipulations added to ensure that responsibility for all other NAHRO credentialing programs and related activities remains with the NAHRO Board of Governors (BOG).
3. BECT elections procedures are modified to ensure the BECT members are able to be seated at the start of their terms and participate fully including election of officers. Currently Trustees elected by Board of Governors were not seated until the first full meeting of the BOG in the following year with the President's appointees not able to be seated until the BOG acted.
4. Nomination and appointment procedures are refined to explicitly state the responsibilities of the NAHRO Regional Councils, the NAHRO Board of Governors and the NAHRO President.

BUDGET AND ADMINISTRATION COMMITTEE

#1 2017 Revised Budget (attached)

BACKGROUND:

At the 2016 National Conference Board of Governors meeting the B&A Committee recommended that the Board adopt the 2017 budget proposal as presented with the requirement that staff work with the B&A committee to review and adjust the budget where needed. The requirement was to address the operating concerns related to current performance in all operating divisions within the organization focusing on the revenue-generating divisions of Professional Development, Conferences, and Membership Dues.

Staff and the B&A Committee have meet numerous time since the National conference and have worked diligently on crafting the revised budget presented at the Washington Conference. The major changes in the revised budget include the reductions in revenue projections in certain PD product lines as well as the addition of expenses related to the CEO search process.

RESOLUTION:

The B&A Committee recommends that the BOG approve the revised 2017 Budget proposal.

STRATEGIC PLANNING ADVISORY GROUP

#1: Diversity Task Force

Background:

In 2013, then-President Betsey Martens created a Diversity Task Force because of the apparent lack of diversity within the NAHRO leadership. Diversity Fellows Tina Akers-Brown and Austin Simms led conversations at the national, regional and chapter levels about diversity; facilitated conversations at Board of Governors (BOG) meetings; participated in conference sessions; examined regional by-laws, discussed the value of diversity and encouraged incoming regional presidents to consider diversity in appointing members in leadership positions. Based on their findings, the NAHRO BOG adopted a [NAHRO Diversity Statement](#).

At the 2016 Leadership Retreat, diversity issues surfaced in numerous conversations throughout the retreat. Specifically, the BOG (a) voted unanimously to add diversity as a value; (b) adopted this strategy statement: "Support the adoption and build-out of a consistent organizational structure to support leadership and internship programs at the regional and state chapter levels that respect and promote diversity;" and (c) assigned the Strategic Planning Advisory Group (SPAG) this strategic idea: "Diversity! Don't lose sight of the ball. Encourage regions and chapters to be conscious of diversity. How do we translate the value of diversity? The national Senior Vice President should include this strategic idea in conversations with Regional Senior Vice Presidents."

At its July 2016 meeting, SPAG formed a Diversity Task Force. It was tasked with several questions to examine in-depth. One question examined how other associations are addressing diversity. It was noted the organizational structure of most associations included a committee that focused on diversity. Today, the reality is that there still is a need for greater diversity among the NAHRO leadership.

SPAG's Diversity Task concluded the best way for NAHRO to bridge this gap and to address the myriad of issues related to diversity and "not lose sight of the ball," was to recommend a permanent place in the NAHRO organizational structure to address these issues: the creation of a standing committee--*Diversity, Equity and Inclusion*. The Task Force recognized that diversity provides the potential for greater innovation and creativity. Inclusion is what enables organizations to realize the benefits of this potential. Equity embraces the association's commitment to fair and equal treatment of its members.

The Diversity Task Force submits the following recommendations:

Recommendation 1: Create a Position of Vice President with portfolio of Diversity, Equity and Inclusion at the level of the Board of Governors (BOG).

There are two recommended concurrent administrative processes to meet this goal:

- a. Create a Standing Committee. Amend the NAHRO Constitution to create a standing committee-- Diversity, Equity and Inclusion. To effect this, the BOG in March would direct the SPAG, in coordination with the Member Services Committee (MSC), to draft a committee description and language for a constitutional amendment that would be submitted to both the MSC and BOG for action at their July meetings. If passed by both groups, the amendment could be included with the 2017 election ballots for NAHRO president and senior vice president.
- b. Ask President Merritt to appoint immediately a Diversity, Equity and Inclusion Task Force that will continue the work of the SPAG task force, which would transition to the Standing Committee.

Task force members will be appointed by the President in consultation with the Senior Vice President, current and incoming Regional Presidents. The newly established Task Force should provide the standing committee with a transition report, which may include specific recommendations for changes to the existing Diversity Statement.

Recommendation 2: Request that the BOG direct the NAHRO staff and conference planning committees to proactively include a broad range of diverse speakers in the compilation of the conference panels and at other NAHRO events and encourage regions and chapters to do the same.

It is recommended that calls for session proposals require respondents to describe their panelists and state how they comply with the NAHRO Diversity Statement.

(Note: The NAHRO staff currently includes this statement in calls for session proposals: "NAHRO seeks to meet the goals of its Diversity Statement by encouraging diverse panelists (including race, ethnicity, gender, age and sexual orientation) for all its conference sessions. We ask moderators/speakers to be mindful of this objective when submitting recommendations for moderators and speakers.")

Recommendation 3: Recommend and emphasize that the CEO interview process include attention to candidates' background, experience and efforts to support Diversity, Equity and Inclusion.

Due to timing issues, a Task Force member who is also on the CEO Search Committee has already relayed this recommendation directly to President Merritt.

HIGHLIGHTS

Standing Committees: Presented by Vice Presidents

- Professional Development: **Duane Hopkins**
- Member Services: **Donna Brown-Rego**
- International Research and Global Exchange: **Julie Brewen**
- Community Revitalization and Development: **Donovan Duncan**
- Commissioners: **Rick Leco**
- Housing: **Regina Mitchell**

National Committees, Task Forces and Ad Hoc Groups: Presented by Chairs

- Budget & Administration: **DeeAnna Peterson**
- Legislative Network: **Don May**
- Strategic Planning Advisory Group: **Michael Gerber**
- Diversity Task Force*
- Housing America Task Force: **Clif Martin**
- Small Agencies Task Force: **Sharon Carlson**
- Housing and Education Task Force: **Preston Prince**
- Board of Ethics and Credentialing Trustees: **Dan Trozzi**
- Housing and Development Law Institute: **Vivian Bryant***

REGIONAL COMMENTS AND HIGHLIGHTS

Presented by Regional Presidents -- *Three Minutes per Speaker*

SERC: **David Baldwin**

MPRC: **Dianne Hovdestad**

SWRC: **Darrin Taylor**

PSWRC: **Ed Mayer**

PNRC: **Sunny Shaw**

NERC: **Joseph D'Ascoli**

MARC: **David Allen Brown**

NCRC: **DeeAnna Peterson**

PRESENTATION OF:

- President's Report
- Senior Vice President's Report
- Acting Chief Executive Officer's Report
Status Report on Resolutions adopted at the 10/15/2016 Board and Annual Business Meeting*

NEW BUSINESS

EXECUTIVE SESSION

- Report from the CEO Search Committee

ANNOUNCEMENTS: 2017 CONFERENCES

Summer Conference: July 15-17: Indianapolis, Indiana

National Conf. /Exhibition: Oct. 27-29: Pittsburgh, Pennsylvania

ADJOURNMENT

*Background information is provided.