

HOUSING AND DEVELOPMENT LAW INSTITUTE PRESENTS:



FRONT-BURNER FAIR HOUSING TRAINING

***A Customized, Interactive Training Course Addressing the
Many Current And Complex Fair Housing Responsibilities
of Assisted Housing Providers***

Hosted by:

[ABC] Housing Authority:

WHERE: 111 Main Street

Town, USA 20000

[PHONE]

WHEN: [DATE/TIME]

Who should attend?

- ***Public housing site managers & managerial staff***
- ***Section 8 leasing officers & managerial staff***
 - ***Maintenance staff & supervisors***
 - ***Hearing Officers***
 - ***Executive Staff***
- ***Attorneys – in house and outside counsel***
- ****Attorney CLE credits available! Contact HDLI for details****
- ***Housing Authority Commissioners***
- ***Management companies managing assisted housing sites***
- ***EVERYONE with a need to know these concepts***

~~REGISTER NOW ON PAGE 5~~

Objectives of This Course:

Trainees will be able to:

- ✓ Understand how applicable **federal, [your state], and [your local]** fair housing laws, **regulations, and HUD guidance** apply to the work of your organization at ALL LEVELS of your agency: maintenance staff, applications departments, housing managers, leasing officers, site managers, supervisory staff, executive staff, commissioners, attorneys, etc.
- ✓ Understand HUD's newly-recognized **protected classes (sexual orientation, sexual identity, marital status)**, etiquette, sensitivity, and staff interactions with persons in these classes.
- ✓ Effectively use **fair housing disclosures**.
- ✓ Specifically understand and be able to resolve complex issues arising with regard to **Reasonable Accommodations and Modifications** for applicants and clients with disabilities, including the complex intake, transfer, and accommodation issues that arise in everyday PHA work days, including but not limited to **Accessible Units, Live-in Aides, Assistance Animals, Accessible Parking, Direct Threats, Undue Financial and Administrative Burdens**, and other reasonable accommodation issues; Utilize proper etiquette to avoid fair housing claims.
- ✓ Understand and gain strategies for implementing your PHA's responsibilities with regard to **Limited English Proficiency (LEP)**, considerations for the selection and use of **foreign language interpreters**, and understand important HUD guidance and judicial decisions in this area.
- ✓ Understand and gain strategies for implementing your PHA's responsibilities with regard to **domestic violence under the Violence Against Women Act (VAWA)**, and understand important HUD guidance and judicial decisions in this area.
- ✓ Understand the PHA's role in **"Affirmatively Furthering Fair Housing"** and **avoiding Disparate Impact Liability**.
- ✓ Ensure legal and effective fair housing-related **documentation**, understand applicable document **confidentiality** principles and proper placement of confidential information into PHA files.
- ✓ Have the opportunity to engage in **extensive one-on-one Q&A** with the instructor to address specific concerns and bring the concepts to life. The trainer's bio detailing her experience in training housing agencies and their partners is on page 4 of this flyer.
- ✓ Receive useful **written training materials** and **personalized certificates of training**.



FRONT-BURNER FAIR HOUSING TRAINING

****SAMPLE**FULL DAY TRAINING SCHEDULE (\$249 per person)**

<u>Time</u>	<u>Training Topic</u>
8:30 – 8:35 AM	Welcome & Objectives of This Training
8:35 – 9:45 AM	Key Fair Housing Issues for Your PHA: Review of Federal State, Local, and HUD-recognized Fair Housing Laws: The Protected Classes, Exemptions, Effective Use of Disclosures.
9:45 – 10:45 AM	Strategies to Implement the Duty to “Affirmatively Further Fair Housing” & Avoid Disparate Impact Liability – Understanding HUD’s Regulations and Implementation Challenges.
10:45 – 11:00 AM	*****Short Break*****
11:00 -12:00 PM	HOT TOPIC DISABILITIES ISSUES PART 1: Integration, the “Interactive Process,” Undue Burdens, Reasonable Modifications to Units, Accessible Parking
12:00 – 1:00 PM	*****Lunch Break*****
1:00 -2:00 PM	HOT TOPIC DISABILITIES ISSUES PART 2: Live-in Aides, Assistive Animals v. Pets, and Other Reasonable Accommodations.
2:00 – 3:00 PM	Best Practices For Addressing Domestic Violence & the Violence Against Women Act (VAWA) – Key Implementation Challenges & Strategies, Avoiding Fraud, etc.
3:00 – 3:15 AM	*****Short Break*****
3:15 – 4:15 PM	Best Practices For Addressing Limited English Proficiency (LEP) – Key Implementation Challenges & Strategies, Use of Interpreters, etc.
4:15 – 4:30 PM	Final Issues & End of Training Wrap-up.

****Each training is customized to our client’s needs. Additional subject areas available to add/substitute are: Fair Housing Enforcement, Effective Communication, Sexual Harassment, and Etiquette & Excellence in Customer Service to Avoid Fair Housing Claims. Other topics at your request.**

[See Sample Half Day Training Program on Next Page]

FRONT-BURNER FAIR HOUSING TRAINING

****SAMPLE** HALF DAY TRAINING SCHEDULE (\$189 per person)**

<u>Time</u>	<u>Training Topic</u>
8:30 – 8:35 AM	Welcome & Objectives of This Training
8:35 – 9:15 AM	Key Fair Housing Issues for Your PHA: Review of Federal State, Local, and HUD-recognized Fair Housing Laws: The Protected Classes, Exemptions, Effective Use of Disclosures.
9:15 - 11:00 PM	Hot Topic Disabilities Issues: Integration, the “Interactive Process,” Undue Burdens, Reasonable Modifications to Units, Accessible Parking, Live-in Aides, Assistive Animals v. Pets, and Other Important Disability Issues.
11:00 – 11:45 PM	Best Practices For Addressing Domestic Violence & the Violence Against Women Act (VAWA) – Key Implementation Challenges & Strategies, Avoiding Fraud, etc.
11:45 – 11:50 AM	*****Short Break*****
11:50 – 12:20 PM	Best Practices For Addressing Limited English Proficiency (LEP) – Key Implementation Challenges & Strategies, Use of Interpreters, etc.
12:20 – 12:30 PM	Final Issues & End of Training Wrap-up

****Each training is customized to our client’s needs. Additional subject areas available to add/substitute are: Duty to Affirmatively Further Fair Housing, Avoiding Disparate Impact Liability, Fair Housing Enforcement, Effective Communication, Sexual Harassment, and Etiquette & Excellence in Customer Service to Avoid Fair Housing Claims. Other topics at your request.**

PLEASE KEEP IN MIND THAT HDLI’S TRAININGS ARE NOT CANNED.

They all are customized to suit the unique needs of our clients. Clients can add or delete topics, as desired.

HDLI also incorporates our clients’ actual policies into the training!

BIOGRAPHY OF LISA L. WALKER – Fair Housing Trainer

HDLI, 630 Eye St., NW, Washington, DC 20001; lwalker@hdli.org (email); (202) 289-3400 (office)



Since July 2002 Lisa Walker has been the Executive Director and General Counsel of the Housing and Development Law Institute (“HDLI”), a legal think tank and training organization in the public and affordable housing industry.

Ms. Walker designed and implements HDLI’s successful interactive fair housing training program, directed toward the unique job responsibilities and challenges of public housing and redevelopment agencies, their management companies, and development partners. She has trained more than 4,000 front-line, maintenance, managerial, executive, and legal staff of housing agencies and developers of all sizes, including the CT Group, (D.C.), Dwayne Henson Investments, Inc. (TX), KG Residential, LLC (TX), HFI Management Company (TX), LBK Limited (TX), Dallas Housing Authority (TX), Houston Housing Authority (TX), Fort Worth Housing Authority (TX), Abilene Housing Authority (TX), Candletree Apartments (TX), Denton Housing Authority (TX), Integrated Housing Solutions LLC (TX), Monarch Properties (TX), Orion Residential Properties (TX), Overton Park Townhomes (TX), Pace Realty (TX), Tarrant County Housing Assistance (TX), Seattle Housing Authority (WA), Housing Authority of the City of Los Angeles (CA), Los Angeles County Community Development Commission (CA), Housing Authority of the County of Ventura (CA), Housing Authority of the City of Ventura (CA), and Housing Authority of the City of Oxnard (CA), Orlando Housing Authority (FL), Tampa Housing Authority (FL), Sanford Housing Authority (FL), Pinellas County Housing Authority (FL), Owensboro Housing Authority (KY), Bowling Green Housing Authority (KY), Beaver Dam Housing Authority (KY), Housing Authority of Henderson (KY), Housing Authority of Madisonville (KY), Charleston Housing Authority (SC), Newark Housing Authority (NJ), North Bend City/Coos-Curry County Housing Authorities (OR), Henry County Housing Authority (IL), Richland County Housing Authority (IL), St. Mary’s County Housing Authority (MD), Harrisburg Housing Authority (PA), Denver Housing Authority (CO), Cambridge Housing Authority (MA), Housing Authority of New Orleans (LA), St. Bernard Parish Government (LA), Public Housing Authorities Directors Association (PHADA-nationwide), Pacific Northwest Regional Council, and states of Michigan (MI), Indiana (IN), and Nebraska (NE) affiliates of the National Association of Housing and Redevelopment Officials (NAHRO), and the Virginia Association of Housing and Community Redevelopment Agencies (VAHCDO). Ms. Walker also has a broad knowledge of federally-assisted public and affordable housing programs, applicable federal regulations (such as those implemented by HUD and the Justice Department), and the fair housing obligations implicit therein. Ms. Walker is certified as a fair housing trainer by the Texas Department of Housing and Community Affairs (TDHCA).

Prior to joining HDLI, Ms. Walker was a partner at Whiteford, Taylor & Preston, L.L.P, a large regional law firm servicing the Washington, D.C.-Maryland-Virginia corridor. Developing a particular interest in and knowledge of fair housing issues, Ms. Walker actively represented the Housing Authority of Baltimore City and City of Baltimore in *Thompson v. HUD*, major federal public housing reform litigation, and with respect to a wide variety of fair housing issues.

Ms. Walker is licensed to practice law before the United States Supreme Court, the federal Fourth and Fifth Circuit Courts of Appeals, and the state and federal courts of Maryland and the District of Columbia. Ms. Walker holds a Bachelor of Science degree in Finance from the University of Maryland, College Park, where she received a four-year academic scholarship from the university. She holds a Juris Doctor from the University of Maryland School of Law, where she received a three-year academic fellowship and was a member of the competitive Moot Court Board. Ms. Walker serves as *pro bono* counsel to the Miss Black U.S.A. Pageant & Scholarship Foundation, Inc. She also is a frequent speaker, trainer, and presenter at industry meetings across the country.

HDLI FAIR HOUSING TRAINING REGISTRATION FORM

Yes! Our agency wants to register for HDLI's 2016 Fair Housing Training
hosted by [your agency].

Registration Includes:

- More than seven (7+)/ four (4) hours of Timely, Industry-Tested, Fair Housing Training
 - Interactive PowerPoint Presentation with extensive Q&A
 - Written Training Materials
 - Personalized Certificates of Training

► people from this agency will attend the Fair Housing Training.
Insert number

Please list the registrants: (substitutions may be made, if necessary): ***Continue on reverse of form, if necessary**

Name	Date They Will Attend <u>[Add date(s)]</u> (Maximum of <u>XXX</u> people per session)	Registrant's Email Address

Training Registration Fee:

\$249/\$189 per person*

*HDLI also charges the host actual travel expenses

*Ask HDLI about
inviting nearby
agencies and
receiving a generous
host credit!*

Your Method of Payment:

(Please fax or send this page to HDLI as indicated at the very bottom of this page)

 CHECK ENCLOSED -OR-

VISA/MASTERCARD/AMERICAN EXPRESS NO.

EXPIRES

QUESTIONS?

Contact Timothy Coyle @ HDLI: tcoble@hdli.org or (202) 289-3400
www.hdli.org website

**HDLI accepts substitutions and will provide a future credit. Regrettably, HDLI cannot provide refunds.*