



# Board of Commissioners Training

## Tentative Agenda

Class times: 9:00 a.m. – 4:00 p.m. Lunch: 12:00 noon – 1:00 p.m.

### Introduction to Public Housing programs

- How does the Housing Authority work?
- Accountability
- Funding
- Organization

### Board Governance

- Ethics
- Conflicts of Interest
- Public Information

### Roles and Responsibilities

- Regulatory requirements and importance of clear policies
- The Role of the Board
- The Role of the Executive Director
- Annual Contributions Contract and other Legal Documents
- Compliance with State and Local Laws

### Board of Commissioners Role & Responsibility in Procurement

- Roles/Responsibilities/Ethics/Conflict of Interest
- Delegating Authority

### Effective Monitoring Techniques

- What information should be provided to the Board monthly
- Routine financial monitoring
- Monitoring the Section 8 Program (SEMAP)
- Monitoring the Public Housing Program (PHAS)
- Types of audits and what the Board should look for in audit reports