

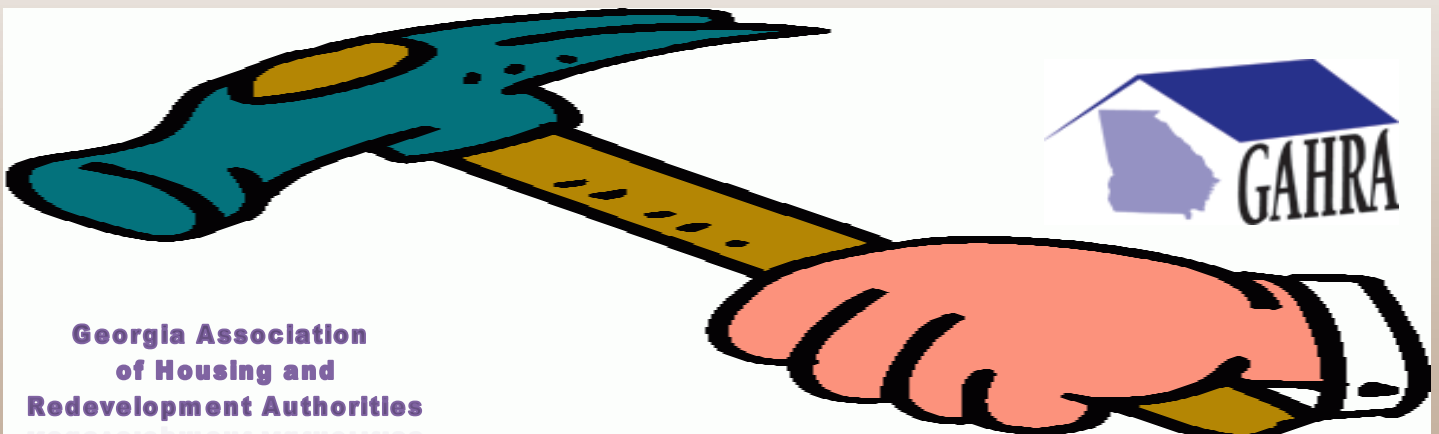


"You can't change the direction of the wind, but you can change the way your Housing Authority operates."

GAHRA SUMMER MAINTENANCE WORKSHOP 2024



July 9-11, 2024
Marriot Macon City Center
Macon, Georgia



**Georgia Association
of Housing and
Redevelopment Authorities**

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Redevelopment Authorities

Greetings from the GAHRA Maintenance Committee

I would like to take this opportunity to welcome all GAHRA and members of SERC-NAHRO, Office Staff, Property Managers and Executive Directors to join us for the 2024 GAHRA Summer Maintenance Workshop that will be held in Macon, Georgia July 9-11, 2024. The Maintenance Committee has been working hard to put together the best training possible to help address changes and problems that your maintenance staff faces on a daily basis. This training will help them acquire the knowledge and have a better understanding of some of the challenges that they face now and in the future. There will be a wide variety of training available that everyone should be able to benefit from and help your maintenance staff excel in their duties as well as their Housing Authority.

Joe Wisniewski

Maintenance Committee Chair

2024 GAHRA MAINTENANCE COMMITTEE



Chair:

Joe Wisniewski

Augusta Housing Authority

Gregory Battle

Tim Frankum

Robert Hawkins

Robert Landreth

Mary Russell

Michael Thomas

Patrick Williams

Vice Chair:

Michael Allen

Sylvester Housing Authority

Ocilla Housing Authority

Northeast Ga. Housing Authority

Americus Housing Authority

Cumming Housing Authority

Sylvester Housing Authority

Douglas Housing Authority

Augusta Housing Authority

The Maintenance Committee is responsible for developing training sessions for maintenance at the Spring Conference, Summer Maintenance Workshop, and the Annual Convention. This committee is responsible for the planning and registrations of the Summer Maintenance Workshop. Works closely with the Professional Development Committee and the Exhibitors Committee. Chairpersons serve on the Professional Development Committee.

2024 GAHRA SUMMER MAINTENANCE WORKSHOP SCHEDULE OF EVENTS

Tuesday, July 9, 2024

7:30am - 12:00 pm	Registration
7:45 am - 8:45 am	Continental Breakfast
9:00 am - 12:00 pm	Opening Session
10:15 am - 10:30 am	Morning Break
12:00 pm - 1:30 pm	Lunch (On Your Own)
1:30 pm - 4:30 pm	Afternoon Sessions
2:45 pm - 3:00 pm	Afternoon Break

Wednesday, July 10, 2024

7:30 am - 12:00 pm	Registration
7:45 am - 8:45 am	Continental Breakfast
9:00 am - 12:00 pm	Morning Session
10:15 am - 10:30 am	Morning Break
12:00 pm - 1:30 pm	Lunch (On Your Own)
1:30 pm - 4:30 pm	Afternoon Session
2:45 pm - 3:00 pm	Afternoon Break
6:00 pm - 8:30 pm	Exhibits
6:30 pm - 8:00 pm	Dinner / Prize Drawings

Thursday, July 11, 2024

7:45 am - 9:00 am	Registration
7:45 am - 8:45 am	Continental Breakfast
9:00 am-12:00 pm	Closing Session
9:00 am - 12:00 pm	NSPIRE Training
10:15 am - 10:30 pm	Morning Break
12:00 pm	Grand Prize Drawing
130 pm - 4:30 pm	NSPIRE Exam Testing

Tuesday, July 9, 2024

Opening Session 9:00am—12:00 pm Ballroom AB

Maintenance Committee – Introduction of speakers and opening comments from the Maintenance Committee.

Marie Harris GAHRA President - Welcome and greeting from GAHRA .

John Emery- U.S. Inspection Group, Inc. - REAC NSPIRE Updates 2024 This is a session where every Housing Authority will benefit for attending. It will discuss recent REAC changes and talk about how you ways to improve your NSPIRE scores.

Tuesday, July 9, 2024 Afternoon Sessions 1:30 - 4:30 pm

Plumbing Repair - This class will talk about and cover problems associated with plumbing service requests that most Housing Authorities deal with on a daily basis. Topics will include major fixture components such as commodes, bath and shower fixtures, kitchen and bath sinks and associated drains. It will talk about the different components of each and explain the operation and how to replace and maintain them as necessary. It will discuss different types of chemicals, drain openers, and how to use them safely. This session should be very helpful to anyone who has to maintain and troubleshoot them in a safe manner.

Instructor: TBA 1:30 pm - 4:30 pm.

Reasonable Accommodations - This session will cover Reasonable Accommodation requirements that we must follow whenever we receive requests from residents or staff in order to try to give residents and staff the proper accommodations that they may need to perform everyday activities or work. This will help us understand what is reasonable and what is not when it comes to the work and money that may be required to honor the requests. This should help everyone have a better understanding of these requirements.

Instructor : Brandon Little, HUD General Engineer, 1:30 pm- -4:30 pm.

How can Housekeeping affect your NSPIRE score - How can Housekeeping affect your NSPIRE score ? NSPIRE was designed to promote HUD's goal of reducing health and safety hazards within our communities. The focus now will be more directed toward the inside of the units. NSPIRE will require even more now for the office staff and the maintenance staff to work together as a team to promote and improve the living conditions of the units. This class will help staff to master HUD's new physical inspection and safeguard affordable and healthy housing for families.

Instructor - Michael Allen, CEO Sylvester Housing Authority / Mary Russell, COO, Sylvester Housing Authority 1:30 pm - 4:30 pm .

Appliance Repair - This class will help you understand and troubleshoot various types of appliances. It will help you understand the basic functions of both gas and electric ranges in addition to other appliances that you maintain. It will help you understand the various stages of operation so that it will help you know if it is operating properly and how to check it. **Kirk Gatch, Fox Appliance 1:30 pm - 4:30 pm.**

Refrigerator Repair -. This class will help you troubleshoot and understand how a refrigerator operates. This will explain how a refrigerator works and walk you thru each component in order to make sure it is working properly. It gets very costly to just replace parts that doesn't need replacing or replacing a refrigerator that can be repaired.

Instructor: Kevin Terry, G.E. Appliances 1:30 pm - 4:30 pm.

Wednesday, July 10, 2024 Morning Sessions

NSPIRE Certification - Day One of this training will include an overview of the UPCS/NSPIRE coupled with in-depth study for the most critical inspectable areas. Using hundred of actual photos, our instructor will educate you on what to look for when entering every apartment. This training and checklist will ensure you are ready for your next REAC inspection. **This is a two day class and requires separate registration and additional fees.**

Instructor: John Emery 9:00 - 4:30 pm.

Air Conditioning Mechanical and Electrical - This 3 hour training is an introduction and overview for HVAC technicians no matter what his or her skill level. It will discuss air conditioning systems and the fundamental of the refrigeration cycle. It will cover the 4 major components of an AC system, how they work and how to maintain them. The class covers topics such as preventative maintenance and troubleshooting skills needed to work on and understand how the equipment operates. It will cover safety procedures, Lock out tag Out, Electrical and Mechanical components of AC system, Schematic Design of components, preventative maintenance and troubleshooting common problems..

Instructor: TBA 9:00 am - 12:00 pm.

Electrical - This class is designed to be an overview of electricity and how it works. We will trace the path of electricity from the house meter to the panel box to each electrical device in the morning session. Topics includes: Safety, National Code awareness, electrical panel, and common electrical device installation and trouble shooting. The afternoon session will be hands on where you will actually get to wire several of the common electrical devices that is commonly used on a daily basis. This is a all day class.

Instructor - Josh Minyard, Augusta Housing Authority 9:00 am - 4:30 pm.

Lock Repair- - This class will show attendees the most common type locks that we have on our properties as well show them how to properly maintain them. It will show the advantages of using as well as the disadvantages of using the core lock with the removeable core verses the standard dead bolt lock. It will show you how to save money by having a key system in place. Locks and keys are a very important part of keeping our residents safe and keep your Authority out of liability issues.

Instructor: Charlie McCracken, Landlord Locks.com,Inc. 9:00 am - 12:00 pm.

Drywall and Paint Repair - **This session** will show the attendees how to properly make drywall and painting repairs in order to save time and money. It will show you some things on how to cut down on time, ways to do a proper patch and repair that you need before painting. All Authorities has to deal with this issue and learn how to do it properly and have a finished job you can be proud of. This will help in keeping your units looking good as well as helping your NSPIRE score.

Instructor: Pedro Soto, Augusta Housing Authority 9:00 am - 12:00 pm.

Refrigerator Repair - This class will help you troubleshoot and understand how a refrigerator operates. This will explain how a refrigerator works and walk you thru each component in order to make sure it is working properly. It gets very costly to just replace parts that doesn't need replacing or replacing a refrigerator that can be repaired.

Instructor: Kevin Terry, G.E. Appliances 9:00 am - 12:00 pm.

Wednesday July 14, 2021 Afternoon Sessions

Appliance Repair - This class will help you understand and troubleshoot various types of appliances. It will help you understand the basic functions of both gas and electric ranges in addition to other appliances that you maintain. It will help you understand the various stages of operation so that you know if it is operating properly and how to check it.

Trainer: Kirk Gatch Fox Appliance Parts 1:30 - 4:30 pm

Water Heaters - This class will help you understand how the water heater works and how to properly troubleshoot in order to make sure it is working properly. It will show you the pros and cons for both gas and electric water heaters on the operation, repairs, maintenance and replacement if necessary. It will talk about tankless water heaters and the operation and maintenance that will be needed. Every Housing Authority has water heaters and this class will be helpful to anyone who has to work on or maintain them in good operating condition.

Instructor - Jeff Oliver, Navien 1:30 pm - 4:30 pm

Wednesday July 14, 2021 Afternoon Session Continued 1:30 pm - 4:30 pm

Preventative Maintenance - This session is designed as a introduction and overview for technicians no matter his or her skill level. It begins with safety and the fundamentals of keeping your residents and equipment running at its best. The class covers the importance of starting a P/M schedule, maintaining records, and how residents and how properly maintaining equipment saves money. This class will cover preventative maintenance(tools and techniques) an troubleshooting skills needed to work on and operate the equipment typically found in our authorities. With the cost of replacing equipment and funding levels it is more important than ever to keep our equipment running and operating properly.

Instructor - TBA 1:30 pm - 4:30 pm

HUD Lead Base Paint Requirements - This session This class will cover the HUD requirements on lead base paint requirements that HUD will be looking when you have your next NSPIRE Inspection from HUD. All construction that was built before 1978 will be required to have proper documentation to show that the lead paint has been abated and this session will bring you up to date on the required paperwork and documentation you must present at your next NSPIRE inspection.

Instructor - Brandon Little, HUD General Engineer 1:30 pm - 4:30 pm

Wednesday July 14, 2021 Dinner with the Vendors 6:00 pm - 8:30 pm

Come and visit with the vendors that help support our Maintenance Workshop. This is time where you can see new products that are available. There will be prize drawings given away during this time. Afterward we will be having a dinner with the vendors where we will also giving away more cash prizes from GAHRA.

Thursday, July 15, 2021

NSPIRE Certification - Our training will include an overview of the UPCS coupled with in-depth study for the most critical inspectable areas. Using hundred of actual photos, our instructor will educate you on what to look for when entering every apartment. This training and checklist will ensure you are ready for your next REAC inspection. It will cover all the new changes to the UPCS/NSPIRE that HUD has recently came out with. This is the second day and conclusion of the two day training. An exam will be given at the end of the training.

Instructor : John Emery, US Inspection Group 9:00 am - 4:30 pm

Closing Session - Thursday July 11, 2024 9:00 am - 12:00 pm Drug Awareness / Drug Education - This training will be very helpful to educate concerning situations where drugs are concerned. Some of the topics will be : The impact of Substance Abuse in the Workplace,, Understanding Substance Abuse & Addiction,, Signs and Symptoms of Substance Abuse, Requirements of a Drug Policy, How to recognize the link between poor performance and Alcohol / Drug Abuse, The Progressions of Addition, The Hazards of Drug Exposure and What are your current Protocols for incidental Contact? Instructor - Donnie Bolemon, Police Chief City of Royston



HOTEL INFORMATION

GAHRA has negotiated a special rate at the hotel for training participants. To reserve a room at this special rate, contact the hotel directly before the cutoff date of June 14, 2024 and use the group name Georgia Association of Housing and Redevelopment Authorities. Rooms are available for the nights of July 8th, 9th 10th, and 11th. 2024.

Marriot Macon City Center

Macon, Georgia

478-621-5300

or

1-800-228-9290

or

Go to gahra.org and click on hotel link

King or double bed—\$149 / Per Night

Payment Method:

Credit Card or Company Check

In order to receive the special rate, hotel reservations must be made by June 14, 2024, in order to receive the special rate of \$149/Nightly.



Located in Macon, Georgia, "the Cherry Blossom Capitol of the World" the Macon Marriott City Center is an ideal downtown hotel with convenient access to all of Macon's historical sites, museum district, art galleries, and trendy night spots. Our Macon, Georgia hotel's guestrooms and suites feature luxurious bedding, wireless internet and a 37" flat panel TV. For business travelers, our Macon hotel is conveniently connected to the Macon Centreplex convention center. Our Macon, GA hotel offers 5,000 sq. ft. of meeting space and a state-of-the-art business center in addition to the meeting space at the Macon Centreplex convention center. After a day of conferences, meetings or sightseeing unwind and enjoy our indoor pool, whirlpool and fitness center. Meet up with colleagues at the Vintage restaurant and bar before your night out. Unique among luxury hotels in Macon, GA, our warm and inviting environment makes the Marriott the best choice for business travel, weekend getaways or family vacations.

REGISTRATION

Early Bird Registration fee is \$275 for GAHRA or SERC members. Deadline for Early Bird Registration is June 21, 2024. The registration fee includes: training materials, continental breakfast, breaks, exhibitors reception, and banquet. Lunch is on your own.

Registration Fees:

Early Bird Registration on or before June 21st, 2024

GAHRA & SERC-NAHRO Members \$275

Nonmembers—\$300.00

Registration on or before July 1, 2024

GAHRA & SERC-NAHRO Members \$300

Nonmembers—\$325

Late Registration After July 1, 2024

GAHRA & SERC-NAHRO Members \$325

Nonmembers—\$350

NSPIRE Certification Training requires an additional fee of \$145 plus Registration fee. Deadline for registration for the NSPIRE Class is July 2nd (Maximum of 60 people for INSPIRE Class).

**2024 GAHRA Summer Maintenance Workshop
Registration Form
GA Housing Authority
July 9 - 11, 2024**

Two ways to register:

1. To pay by check on-line or by credit card, click the following link or go to www.gahra.org/2024-maintenance-workshop/ and follow the instructions.
2. Print registration form from website. Complete registration form. Mail along with check payable to GAHRA to:

Joe Wisniewski
Augusta Housing Authority
1435 Walton Way
Augusta, Georgia 30901

PLEASE USE ONE FORM PER REGISTRANT AND BLOCK PRINT OR TYPE INFORMATION

Name – Please print or type Preferred name for name badge

Business mailing address or check here if home address

City State Zip

Home phone Work phone Fax

E-mail Address

Position Organization/Employer

UPCS Certification Training Registration Fee(s):

Fee for GAHRA and SERC/NAHRO members.....\$420 _____ Fee for nonmembers.....\$445__

Note: Registering for NSPIRE Certification training also registers attendee for entire conference. This training is a two day class with a maximum of 60.

Conference Registration Fee(s):

Early fee paid on or before 6/21/24 ... for members.....\$275 _____ Fee for nonmembers...\$300 _____

Regular fee paid on or before 7/1/24. for members.....\$300 _____ Fee for nonmembers...\$325 _____

Late fee paid after 7/1/24 for members.....\$325 _____ Fee for nonmembers... \$350 _____

Total: \$ _____

Substitutions for registered participants may be made at any time. Refunds will be made for cancellations less a \$25 cancellation fee if a notice of cancellation is received in writing, by fax (706) 722-4522 or by e-mail (jwisniewski@augustapha.org) no later than 5:00 p.m. on July 1, 2024. **No refunds will be made after July 1, 2024.**

Should you have any questions concerning registration, please call Joe Wisniewski at (706) 724-3710 e-mail jwisniewski@augustapha.org or Michael Allen at (229) 206-5373 or e-mail mallen@shauthority.com