



**WEDNESDAY, SEPTEMBER 17<sup>TH</sup>**

**8:00 a.m. – 4:30 p.m.: REGISTRATION**

**7:30 a.m. – 8:45 a.m.: BREAKFAST BUFFET**

**9:00 a.m. – 12:00 p.m. & 1:00 p.m. – 4:30 p.m.: FINANCE NUTS & BOLTS**

*\* Additional Cost & Pre-registration required; Additional Cost: \$100*

**Presenter: Ron Urlaub, Senior Financial Consultant, Nan McKay & Associates**

**Lunch provided- 12:00 P.M. – 1:00 P.M.**

- *VMS, EVMS, RNP Reconciliation*
- *HCV Financial*
- *PHAS*
- *Capital Funds*
- *Account Reconciliation*
- *Financials for everyone*
- *Financials Internal Controls, sample policies that help build internal control systems*
- *Need to know: for accounts receivable and accounts payable*

**9:00 a.m. – 12:00 p.m. & 1:00 p.m. – 4:30 p.m.: RENT CALCULATION**

*\* Additional Cost & Pre-registration required; Additional Cost: \$100 - Certification Exam: \$50*

**Presenter: Molly McKay Williams, Esq., Trainer and Consultant, Nan McKay & Associates**

**Lunch provided- 12:00 P.M. – 1:00 P.M.**

**10:30 a.m. – 10:45 a.m.: Mid-Morning Break**

**2:45 p.m. – 3:00 p.m.: Mid-Afternoon Break**

**1:00 p.m. – 3:00 p.m.: SHARP MEETING**

**3:15 p.m. – 4:15 p.m.: DIRECTORS' MEETING**

**4:30 p.m. – 6:30 p.m.: WELCOME RECEPTION ON THE PATIO**

**ENTERTAINMENT: D.J. MAINTAIN**

## THURSDAY, SEPTEMBER 18<sup>TH</sup>

**7:00 a.m. – 4:30 p.m.: REGISTRATION**

**7:00 a.m. – 10:00 a.m.: EXHIBITOR SET-UP**

**7:30 a.m. – 8:45 a.m.: BREAKFAST BUFFET**

**9:00 a.m. – 4:30 p.m.: CONCURRENT SESSIONS**

**9:00 a.m. – 12:00 p.m. & 1:00 p.m. – 4:30 p.m.: FINANCE NUTS & BOLTS (CONTINUED)**

*\* Additional Cost & Pre-registration required; Additional Cost: \$100*

Presenter: Ron Urlaub, Nan McKay & Associates

**9:00 a.m. – 12:00 p.m. & 1:00 p.m. – 4:30 p.m.: RENT CALCULATIONS (CONTINUED)**

*\* Additional Cost & Pre-registration required; Additional Cost: \$100 - Certification Exam: \$50*

Presenter: Molly McKay Williams, Esq., Trainer and Consultant, Nan McKay & Associates

- *Public Housing*
- *Housing Choice Voucher*
- *W/HOTMA updates*

**9:00 a.m. – 11:50 a.m. & 1:10 p.m. – 4:30 p.m.: RAD PBV vs RAD PBRA**

Presenter: Sarah Molseed, Acting Deputy Director, Office of Recapitalization, HUD - (Virtually)

Cody Bannon, Member, Reno & Cavanaugh

Panel of Experts

- *Evaluating RAD PBV vs RAD PBRA*
- *How to develop PBV programs*
- *What are the requirements*
- *Managing PBV*

**9:00 a.m. – 12:00 a.m. & 1:00 p.m. – 4:30 p.m.: PROCUREMENT BEST PRACTICES**

Presenters: Raise Up (Lorain MHA)

- *Types of solicitations and when to use them*
- *Section 3 requirements*
- *Piggyback and Cooperative Purchasing Agreement Requirements*
- *Contract Management*
- *Contractor outreach*
- *Davis Bacon wage reporting and tracking*
- *Build America Buy America Act (BABAA)*

**9:00 a.m. – 12:00 a.m. & 1:00 p.m. – 4:30 p.m.: ADVOCACY For PHA's**

Panel of Experts:

Gina Wilt, Advocacy Director, Coalition on Housing and Homelessness in Ohio (COHHIO) (tentatively)

Michael Webb, PhD, PHADA Senior Policy Analyst

Matt Sutter, OHFA (tentatively)

Moderator: Joe Pimmel, JP Housing Consultants

- *Local, State, National level*
- *How to Communicate*
- *Step by Step How to Prepare*
- *OHFA update*
- *How to include public officials in events*

**10:30 a.m. – 10:45 a.m.: Mid-Morning Break**

**12:00 p.m. – 1:00 p.m.: VENDOR APPRECIATION LUNCHEON**

**2:45 p.m. – 3:00 p.m.: Mid-Afternoon Break**

**4:30 p.m. – 6:30 p.m.: VENDOR RECEPTION – *VENDOR BINGO DRAWING***

## FRIDAY, SEPTEMBER 19<sup>TH</sup>

**7:30 a.m. – 12:00 p.m.: REGISTRATION**

**7:30 a.m. – 8:45 a.m.: BREAKFAST BUFFET**

**9:00 a.m. – 12:00 p.m.: CONCURRENT SESSIONS**

**9:00 a.m. – 12:00 p.m.: FINANCE NUTS & BOLTS ROUND TABLE**

*\* Additional Cost & Pre-registration required; Additional Cost: \$100*

Presenter: Ron Urlaub, Nan McKay & Associates

**9:00 a.m. – 12:00 p.m.: RENT CALCULATION (CONTINUED)**

*\* Additional Cost & Pre-registration required; Additional Cost: \$100 - Certification Exam: \$50*

Presenter: Molly McKay Williams, Esq., Trainer and Consultant, Nan McKay & Associates

**1:00 p.m. – 4:00 p.m.: RENT CALCULATION OPTIONAL EXAM**

*Additional Cost: Optional Certification Exam: \$50*

**Lunch provided for those taking the exam (12:00 p.m. – 1:00 p.m.)**

**9:00 a.m. – 12:00 p.m.: RAD PBV vs RAD PBRA Q & A**

Presenter: Sarah Molseed, Acting Deputy Director, Office of Recapitalization, HUD - (Virtually)

Cody Bannon, Member, Reno & Cavanaugh

Panel of Experts

**9:00 a.m. – 12:00 p.m.: PROCUREMENT BEST PRACTICES (CONTINUED)**

Presenters: Raise Up (Lorain MHA)

**9:00 a.m. – 12:00 p.m.**

**ADVOCACY/ CHATGPT**

Presenter: Dakota Koonz, Director of Marketing, Kanso Software, Community builder & Executive Coach

- *Effective Prompting with ChatGPT*
- *How to have Conversations that change everything*

*(see attached description)*

**12:00 p.m.**

**END OF CONFERENCE**

### HOTEL INFORMATION

RENAISSANCE, COLUMBUS WESTERVILLE- POLARIS HOTEL  
409 ALTAIR PARKWAY,  
WESTERVILLE, OH. 43240

You may make room reservations by telephoning the group reservations system at (833)-427-0292. Be sure to let the Reservation Agent know you are with the group, “**2025 Ohio Housing Authorities Fall Conference**” to receive the group rate of **\$189**. You may make hotel reservations on-line as well. Here is your link for the guest rooms:

[Book your group rate for Ohio Housing Authorities Conference Sep2025](#)

The **Deadline** for making room reservations is **Tuesday, August 26, 2025**. After August 26<sup>th</sup>, reservations are on a “first-come-first-served” basis and may not be available at the group room rate. You will need a tax-exempt form to present to the hotel agent at the time of check-in.

ADVOCACY/ CHATGPT  
Friday, September 17<sup>th</sup>  
9:00 a.m. – 12:00 p.m.  
*Moderator:*

## **Session 1: Effective Prompting with ChatGPT**

**Subtitle:** Smarter Workflows, Better Outcomes—Using AI in Housing Authorities

### **Description:**

Most people use ChatGPT like a search engine—and get search engine results. But when you use it like a collaborator, you save time, reduce mental load, and produce better outcomes. This session introduces a simple, powerful framework for using ChatGPT to write faster, think more clearly and work more efficiently—no tech background required.

This session will walk you through an 8-step workflow that's already transforming how housing professionals get things done. With over 1,000 hours of hands-on experience using ChatGPT, Dakota shares practical, role-specific ways to bring AI into your day-to-day work—without overwhelm.

### **Attendees will learn:**

- A repeatable process for using ChatGPT to support daily tasks
- How to simplify documentation, planning, and communication
- Real-world examples from operations, compliance, support, and outreach

Whether you're in leadership or supporting others behind the scenes, this session will change how you approach your work.

## **Session 2: How to Have Conversations That Change Everything**

**Subtitle:** A Framework for Leading with Clarity—Even When It's Hard

### **Description:**

Across housing authorities, conversations shape everything—whether you're addressing performance, resolving tension, speaking with commissioners, or aligning with community partners. When conversations are avoided or unclear, they stall progress and fracture trust. This session offers a practical, repeatable framework for handling tough conversations with confidence and clarity—no matter your role.

His approach blends clarity, accountability, and emotional intelligence—helping people lead through tension without avoiding what matters.

### **Attendees will learn:**

- A go-to structure for navigating high-stakes or emotionally charged conversations
- How to reduce resistance and build alignment without forcing agreement
- Tools to lead with purpose, even under pressure

This session is for anyone who needs to move conversations—and relationships—forward, especially when the stakes are high

## **HCV & Public Housing Rent Calculation Training including HOTMA Updates**

- Certification requirements mandate that no attendee may miss two (2) or more cumulative hours of any training class. If two (2) or more hours are missed, the attendee will not be allowed to take an exam or receive the certificate of completion for this class.
- Clients and participants may not record any classes without the express written consent of NMA.
- Materials cannot be duplicated without the express written consent of NMA.

## **Finance Nuts & Bolts**

Ron Urlaub, Senior Financial Consultant, has over 30 years of experience in governmental and nonprofit accounting which includes auditing, consulting, and performing compilation services for housing agencies, municipalities, and nonprofit agencies. He has worked as a contractor for HUD, reviewing stop loss agencies, Financial Data Schedules, and providing technical Finance Nuts & Bolts assistance on financial and management operations. His areas of expertise include training presentations, asset management, internal controls, software conversion projects, financial assessments of Public Housing and HCV programs, and assistance with the preparation of year-end financial statements and FDS submissions to REAC.

- This session will include discussion of HUD Notice 2025-20 and any other critical notices that may come out prior to the conference.
- Attendees who attend the full 2.5 days (15 hours total) will receive a Certificate with CPE credits concluding the training. Missing hours will be adjusted accordingly.