

Directions to:
Weymouth Commons East Club House
80 Donald Street
Weymouth, MA 02188
781-335-4773

WEYMOUTH COMMONS: From Route 3 South, take exit 16B, Route 18. Follow exit to the right. At the first set of lights, take a left, that is Middle Street. Follow Middle Street until Weymouth Commons signs, the complex is on the right hand side of the street.

From Route 3 North, take exit 16, Route 18. Take left at the end of the exit ramp. Follow Route 18, until the first set of lights. Take a left, that is Middle Street. Follow Middle Street until Weymouth Commons signs, the complex is on the right hand side of the street.

Please Note:

Upon entering Weymouth Commons you are traveling on Rockway Ave. Follow straight through the intersection (do not follow signs for the Rental Office), this eventually turns into Audubon. Follow Audubon for approximately 200 yards. The Weymouth Commons East Club House will be set down on your left.



NEAHMA
400 Washington Street, Suite 210
Braintree, MA 02184

neahma
NEW ENGLAND
AFFORDABLE HOUSING
MANAGEMENT ASSOCIATION

Weymouth, MA

1/2 Day Fair Housing for
Maintenance , RSC's and Site
Managers
March 25, 2010

Weymouth Commons
80 Donald Street
Weymouth, MA

Fair Housing Basics

“For all site staff that want to understand fair housing laws as related to onsite practices.”

Earn 4 CEUs that are required for
NAHMT or NAHMS
Credentials

Presenter:
Debbie Piltsch
Piltsch Associates, Inc.

Program Overview

This important workshop is for:
All Office, Maintenance Staff
& RSC/RADs

This training is for all site staff that want to understand fair housing laws as related to onsite practices. The training will provide an overview of fair housing laws and all protected classes, but the focus of the training will be residents with disabilities and topics that relate directly to maintenance and custodial staff:

- How to respond to resident requests for assistance that are outside the scope of your work, snow removal, trash removal
- What questions you can/can't ask a resident what information you are allowed to know about residents and what information you aren't allowed to know
- Assisting residents after work hours, responding to work orders, and companion/service animals While all housing personnel require training in fair housing laws, it is particularly important for front line maintenance and custodial staff to be trained because they often have the most contact with residents. The training will be very practical, interactive, and provide significant time for ques-

This organization complies with the Title III of the Americans with Disabilities Act (ADA). The site is accessible for individuals with disabilities and if a registrant requires special accommodations please contact the NEAHMA office at least ten days prior to the date of the course.



Agenda

Registration

8:30 am - 9:00 am

(Continental breakfast included)

Morning Presentation

9:00 am—1:00 pm

Fair Housing Workshop

Questions & Answers

Help support our charity foundation, Team NEAHMA, by bringing us your old cell phones and ink cartridges.

A collection box will be provided at this workshop.

NEAHMA proudly thanks Corcoran Management and the staff at Weymouth Commons for hosting this workshop.

REGISTRATION FORM

Fax In Registration (781) 380-4842

Registration Deadline: **March 19, 2010**

**Weymouth, MA Maintenance FHC Workshop
Thursday, March 25, 2010**

Please complete a separate form for each registrant and fax registration. Mail a hard copy along with your payment to: NEAHMA, 400 Washington Street, Suite 210, Braintree, MA 02184

Online payment option available at www.neahma.org

Registration Fees:

_____ Member \$ 169 _____ Non Member \$219

_____ TAP \$169

Name: _____

Title: _____

Management Co: _____

Property Name: _____

Address: _____

City: _____ State: _____

Zip: _____ Phone: _____

E-mail: _____

Cancellation Policy:

There is a \$50 administrative fee for cancellation 15 working days prior to the course. After this date, fees are *non-refundable*. A substitute may be sent in the place of the registrant. Class space is limited; therefore your registration must be accompanied by full payment in order to confirm your space for this course.

Outstanding Collection Policy:

Payment for trainings and workshops are payable upon receipt. Registrants with outstanding balances that exceed 90 days will be suspended from attending future trainings and workshops until payment is received in full.