



**2017-2019 Board of Ethics and Credentialing Trustees  
(BECT) Meeting  
Saturday, April 21, 2018  
Arlington, Virginia**

**Minutes**

1. Meeting was called to order by BECT Chair Carrie Riley.
2. Trustees Present: Carrie Blackburn Riley (BECT Chair), Carol Branham (BECT Vice-Chair), Paul Chaiken, Richard Laferte, Lee Talmage, Shannon Biggs, Marilyn Medley, Raymond Bender, Patricia Wells, Donna Dunwoody, Mark Thiele, Pamala Thompson, Joan Smith, Shaunté Evans, Brenda Strom.
3. Trustees Absent: Leo Lara, Arthur Kurrasch, Dorothy Carty-Daniel, Karen Wallace.
4. Approval of the agenda was moved, seconded and approved by unanimous voice vote.
5. Revisions to the DRAFT minutes from 4/21/2018 were presented by staff with input on other revisions by Trustees. Approval of the minutes with revisions was moved, seconded and approved by unanimous voice vote.
6. Discussion of the timing of the BECT meetings in conjunction with NAHRO National Conferences commenced.
  - a. It was noted that although not scheduled against Standing Committee meetings, the current schedule still creates conflicts with task-force and other meetings, causing Trustees to choose one over the other.
  - b. Differences of opinion were offered on whether it should be required that Trustees not participate in other groups if it means missing meetings and other obligations of the BECT.
  - c. Staff was requested to endeavor to find a time for the next meeting in July 2018 that does not coincide with committee or task-force meetings and possibly does not occur until the conference officially commences.
7. Sally Stang from the Professional Development Committee and Lori Barringer, Interim Director of Professional Development addressed the board.
  - a. Sally Stang noted the PD Committee reviewed the BECT proposals to establish two new certifications (NAHRO Certified Specialist of Project-Based Vouchers (CPBV) and NAHRO Certified Specialist of RAD Project-Based Vouchers (CRPBV) and modify the NAHRO Certified Specialist of Occupancy certifications and the PD Committee has a positive view of the changes and no other comments.
  - b. Lori Barringer noted that Sally Stang and one other member of the PD Committee are happy to join the Ethical Leadership Working Group formed by the BECT also with representatives from the Member Services Committee.

8. The NAHRO Certification™ Report was presented by Blake Pavlik, Director of Certification and Accreditation.
9. Discussion regarding revisions to the BECT By-Laws commenced including:
  - a. Changes that may need to be made to the previous revisions approved by the BECT in March 2017 including:
    1. The use of the term “Summer Conference” as its elimination is possible.
    2. Attendance policies for Trustees.
    3. The ability for the BECT to remove Trustees for cause.
  - b. There was confusion regarding the revisions approved by the BECT in March 2017 and the existing By-Laws which are still in force as the NAHRO Board of Governors tabled the revisions.
  - c. It was proposed to simply submit the revisions approved by the BECT in March 2017 without the language regarding increasing BECT’s autonomy and powers to create policies for NAHRO Certification Programs.
    1. Staff noted that no such possible resolution was presented in the Preliminary Agenda to the Board of Governors as NAHRO Administrative Staff requested that if the BECT was going to submit revised By-Laws in April 2017 and again in July 2017 that only one submission be completed.
    2. Chair requested that staff provide the BECT with a more detailed and comprehensive “red-lined” document that incorporates the existing By-Laws, the By-Laws revisions approved by the BECT in March 2017 and the current revisions discussed. Staff noted it will do.
10. Chair of the NAHRO Examination Boards Richard Herrington presented a NAHRO Examination Boards update.
11. Working Group reports commenced:
  - a. Carol Branham, Chair of the *Assessment of Needs* working group reported on the group’s activities and after a summary presented and moved for approval to establish four new NAHRO Certifications:
    1. Certified Specialist of Project-Based Vouchers (CPBV)
    2. Certified Specialist of RAD Project-Based Vouchers (CRPBV)
    3. Certified Specialist of Project-Based Rental Assistance (CPBRA)
    4. Certified Specialist of RAD Project-Based Rental Assistance (CRPBRA)

and to expand the current occupancy certifications (CSO) into four certifications:

    5. Certified Specialist of Eligibility and Calculation-Housing Choice Vouchers (CSEC-HCV)
    6. Certified Specialist of Eligibility and Calculation-Public Housing (CSEC-PH)
    7. Certified Specialist of Occupancy-Housing Choice Vouchers (CSO-HCV)
    8. Certified Specialist of Occupancy-Public Housing (CSO-PH)
  - b. Motion was seconded and approved by unanimous voice vote.

- c. Carrie Riley noted that the *Ethical Leadership* working group has been formed and requested they meet and begin their work prior to the 2018 Summer Conference.
  - d. Carrie Riley, Chair of the *Credentialing Statement* working group, reported on the group's activities and began discussion on the *BECT Statement on Accreditation of NAHRO Certification Programs* continued later in meeting.
12. NAHRO CEO Adrienne Todman addressed the board.
13. It was moved to go into Executive Session, seconded and approved by unanimous voice vote.
14. The board returned from Executive Session.
15. It was moved, seconded and passed by unanimous voice vote to sanction Lorena Loren by revoking their NAHRO Public Housing Manager (PHM) Certification for actions in violation of the NAHRO Professional Code of Conduct while at the Saint Clair (Michigan) Housing Commission.
16. NAHRO President Carl S. Richie, Jr. and Senior Vice-President Sunny Shaw addressed the board.
17. Discussion of the BECT goal of providing a statement of position on pursuing third-party accreditation of some of NAHRO's Certification Programs commenced.
- a. It was moved, seconded and approved by unanimous voice vote to submit the presented (with revisions discussed) statement in support of pursuing third-party accreditation of some of NAHRO's Certification Programs. Due to time constraints, it was accepted that a select group of Trustees and staff would further refine the language before submitting the statement.
  - b. Staff was instructed to present the statement to the NAHRO President and CEO prior to the start of the next NAHRO Board of Governors Meeting scheduled for April 22, 2018. The statement is to be included in the minutes.
18. It was briefly discussed and decided by the Chair to move the agenda item regarding report of Trustee Joan Smith and staff's visit with the Commissioners Committee to a future meeting.
19. Carrie Riley thanked the Trustees and adjourned the meeting.