

## 2025 Executive Retreat Agenda

Wednesday, February 19

**All Day**      **Minnesota NAHRO Day at the Capitol in St Paul**  
**5:30pm**      **Meet and Greet at Wild Cats**

Thursday, February 20

**8:00am**      **Event Check In**  
**8:30am**      **Welcome & Event Overview**  
**8:40am**      **The Definitive Guide for HRA Leaders**  
*National Trainer: Cliff Martin, NAHRO*  
**12:00pm**      **Working Lunch (onsite)**  
**12:30pm**      **The Definitive Guide for HRA Leaders (continues)**  
**5:30pm**      **Adjourn Day 1**  
**6:00pm**      **Dinner at Mad Cow Eatery in Eagan, MN**  
*(1288 Promenade Pl, Eagan, MN 55121)*

Friday, February 21

**9:00am**      **Cybersecurity for Your HRA – Strategies & Best Practices for Agencies of All Sizes**  
*Guest Speaker: Randy Romes, Clifton Larson Allen*  
**11:00am**      **Executive Roundtable**  
**12:30pm**      **Lunch (onsite)**  
**1:30pm**      **Closing & Adjourn**

### The Definitive Guide for HRA Leaders

Leading an HRA can be daunting and isolating. This training is specifically designed to support executive leaders in housing agencies regardless of whether you are new to the role, recently transitioned to leadership or have led your agency for years.

This information packed training focuses on the role, responsibilities, daily operational supervision, training programs, and requirements for an HRA leader. This course focuses on the paradigms and strategies critical to successful management and leadership of today's housing agencies.

## **The Definitive Guide for HRA Leaders Training Overview**

### **By the end of this training, participants will be able to:**

- Recognize the shift from bureaucracy to business in housing agencies
- Recall common housing programs and requirements for operation
- Describe the role and relationships of the Board and the Executive Director
- Detect and avoid ethical dilemmas and conflicts of interests and learn how to promote ethical work cultures
- Understand and utilize key federal resources, programs and assessment systems that are critical to agency operations
- Identify strategies, training, and resources to support the Executive Director in their new role

### **Topics Include:**

- The Agency as a Business: Transition of agencies from bureaucracies to businesses
- An Overview of the Programs: History and important functions of Public Housing, Housing Choice Vouchers, Family Self-Sufficiency, and other critical programs
- Working with the Board: Understanding the relationship between the executive leader and the board; roles and responsibilities of each
- The Agency Plan and Critical Components: Reviewing the importance of the Agency Plan, Admin Plan and ACOP  
-Using those documents as planning and growth tools
- Ethical Behavior: Understanding that Ethics is a critical component of every decision and action within the agency
- Federal Requirements of Executive Leaders: Understanding the systems, requirements, and expectations of the executive at the local, state, and federal level
- Procurement and Financial Requirements: A general overview of the expectations of the executive to implement correct procurement and financial protocol for each federal program
- Understanding the Federal Assessment Systems: HUD assessment protocols such as PHAS and SEMAP upon agencies
- Financial Functions at the Agency: Understanding budgeting and audit requirements. Review of key financial functions and reporting
- Training Suggestions for HRA Leaders: Various critical areas that new executives should become well versed in and trained in.