

Hearing Officer Specialist Webinar, March 23 - 24, 2022

AGENDA

Day One

- 8:00 **Registration**
- 8:30 **Welcome and Overview**
Introductions and seminar objectives
- 8:45 **Introduction**
Purpose of reviews and hearings
Basic responsibilities of the hearing officer
- HUD Regulations – HCV Program**
§ 982.554 Applicants
§ 982.555 Participants
Learning activity
- HUD Regulations – Public Housing**
§ 960.208 Applicants
24 CFR Part 966– Public housing lease and grievance procedures
Learning activity
- 10:15 **Break**
- 10:30 **PHA Administrative Plan and ACOP**
Case study
- Hearing/Grievance Internal Processes**
Learning activity
- 12:00 **Lunch**
- 1:00 **Coordinating Hearings**
Reasonable Accommodation Requests
Working with the 504 Coordinator
- Working with Advocacy Groups**
Learning activity
- Program Elements Most Commonly Heard**
Learning activity–scenarios
- 2:15 **Break**
- 2:30 **Preparing for the Hearing**
Conducting Orderly Hearings
Preparation
Controlling the hearing
- 5:00 **End of Day One**

Day Two

- 8:00 **Making and Writing Decisions**
The decision–evidence
Timeliness, precision, clarity–and citations
- Hearing Officers’ Ongoing Education**
Case study – learning activity
- What Happens After the Hearing**
The participants’s rights
The PHA’s rights
- Case Studies**
Group exercises
- 10:00 **Break**
- 10:15 **Case Studies (continued)**
Making group decisions with citation
Individual exercises
Review case, make decision with citation, explain decision
- 12:00 **Lunch**
- 1:00 **Summary and Review**
- 1:45 **End of Seminar**
- (Certification exam is available online; additional fee required.)