

# September 2016

## PROGRAM TRAINING OFFICER EDUCATION CALENDAR

Send Email questions or requests to [OMBCLASSES@red.nv.gov](mailto:OMBCLASSES@red.nv.gov)

Check Division website for the most current schedule- subject to change

08/19/2016

Date	Time	Class Name	Description	Location
09/05/2016		Labor Day Holiday	State Building Closed	State Building Closed
09/06/2016	1:30pm-3:30pm	Elections	<p>A basic understanding of the following election issues:</p> <ul style="list-style-type: none"> <li>◦ Elections and the transition of control from the declarant to unit owners</li> <li>◦ How elections are typically conducted in a CIC/HOA</li> </ul>	<p>Grant Sawyer Building 555 E. Washington Avenue Las Vegas, NV 89101 Room 1412</p>
09/07/2016	1:30pm-3:30pm	Hiring Experts	Understanding how to prepare to hire experts, asking the tough questions and understanding the bid process	<p>Department of Employment, Training and Rehabilitation (DETR) 2800 E. St. Louis Ave. Las Vegas, NV 89104 Conference Room C</p>
09/08/2016	1:30pm-3:30pm	20 Questions (General Knowledge)	Take a 20 question quiz and learn about NRS116 statutes	<p>Bradley Building 2501 E. Sahara Avenue Las Vegas, NV 89104 2<sup>nd</sup> Floor Conference Room</p>
09/13/2016	1:30pm-3:30pm	How to file Intervention Affidavit	Educate on how to file an Intervention Affidavit	<p>Sun City Desert Vista 10360 Sun City Blvd. Las Vegas, NV 89134 Room #3</p>
09/14/2016	1:30pm-3:30pm	Governing Documents	A basic understanding of... The HOA's governing documents	<p>Department of Employment, Training and Rehabilitation (DETR) 2800 E. St. Louis Ave.</p>

				Las Vegas, NV 89104 Conference Room A-B
09/16/2016	1:30pm-3:30pm	New Board Member	Brief overview of the areas of importance which a new board member should focus their attention.	Grant Sawyer Building 555 E. Washington Avenue Las Vegas, NV 89101 Room 1412
09/20/2016	1:30pm-3:30pm	Bringing Harmony to the Associate	Learning how to respect the relationship between the unit owner and the board and how to focus on what actions can be taken for the best interest of the association	Bradley Building 2501 E. Sahara Avenue Las Vegas, NV 89104 2 <sup>nd</sup> Floor Conference Room
09/21/2016	1:30pm-3:30pm	Do you Know?	Basic understanding of board 's responsibility to the Association <ul style="list-style-type: none"> <li>• Volunteering</li> <li>• Know the associations bylaws</li> <li>• Frustrations of the board</li> <li>• Renters</li> <li>• Violations</li> <li>• Bullying/ Harassment</li> </ul>	Sun City Desert Vista 10360 Sun City Blvd. Las Vegas, NV 89134 Room #3
09/22/2016	1:30pm-3:30pm	2016 Five Hot Topics	A condensed overview of the following topics: <ul style="list-style-type: none"> <li>• Powers of the board</li> <li>• Violations</li> <li>• Removal of Board Members</li> <li>• Bylaws</li> <li>• Meetings</li> </ul>	Sun City Aliante 7394 Aliante Parkway, North Las Vegas, NV 89084 Conference Room
09/27/2016	1:30pm-3:30pm	Executive Board Responsibilities	Provide a basic understanding of the responsibilities of any board members	Bradley Building 2501 E. Sahara Avenue Las Vegas, NV 89104 2 <sup>nd</sup> Floor Conference Room
09/29/2016	1:30-3:30pm	Violations	Learn the Violation Process	Department of Employment, Training and Rehabilitation (DETR) 2800 E. St. Louis Ave. Las Vegas, NV 89104 Conference Room C

09/30/2016	9:00am-11:00am	NRS Monthly	Monthly NRS Discussion	Bradley Building 2501 E. Sahara Avenue Las Vegas, NV 89104 2 <sup>nd</sup> Floor Conference Room