

CICCH – EDUCATION
 3300 W. Sahara Ave.
 Las Vegas, NV 89102
 (702) 486-4480

TO: Common-Interest Community and Condominium Hotels Commission
FROM: Gary Little – Program Training Officer
SUBJECT: Education Summary – Approvals from **February 2022 through April 2022**

NEWLY APPROVED COMMUNITY MANAGER CONTINUING EDUCATION COURSES (8)

1.

<p>Sponsor: Better Reserve Consultants, LLC Course Title: Understanding the Reserve Study Request: 3 hours General Classroom/Distance Objective: To understand component costs and useful lives, funding calculations and the importance of a customized reserve study. Standards: Complies with the following provisions of NAC 116A.232: 2(d) reserve studies; and 2(g) Accounting, including, without limitation, the preparation and monitoring of budgets, the monitoring of expenditures and reserves and the use of financial statements. Instructors: Mari Jo Betterley, RSS Determination: Approved – 3 Hours – General – Classroom/Distance</p>	
Content Overview:	Minutes:
1 Photo Presentation	10
2 An accurate Reserve Study will influence the condition of your association	5
3 Where to Begin	5
4 The Reserve Study is Made up of 2 Part	5
5 Importance of meeting with the RS	5
6 The Reserve Study Specialist will need “The Facts”	5
7 The Component List is the most important element of the Reserve study	5
Break	10
8 When to Begin the Study	5
9 A Reserve Study Update is required Per NRS	5
10 The Executive Board Shall	5
11 NRS 116.3115	5
12 NRS 116B.605...submission of summary of study to Division	10
13 Form 609 Exercise	10
14 NRS/NAC Handout	5
15 What’s Required to be Included in a Reserve Study?	10
16 What is the Board Member’s Role in the Reserve Study?	5
17 What is the Reserve Study Specialist’s Role in the Reserve Study?	10
18 How Does the RSS Obtain the Replacement Cost?	5
19 Who are the Experts in the Field	5
20 Variables That Affect the Study	5
21 What to Look for in the RS Contract/Proposal	5
Break	10

22	Ways to Save the Association Money	5
23	Are you Adequately Funded?	10
24	There are 3 Funding Methods Recognized by the State of Nevada	5
25	Percent Funding	5?
26	Closing/Additional Resources	5
TOTAL		180

2.

<p>Sponsor: Christopher B. Anthony, Esq – Boyack, Orme, Anthony & McKiever Course Title: How to Handle FHA Accommodation Request and Preparing for HUD Claims Before they Happen Request: 1 hour Law Classroom/Distance Objective: Learn how to handle FHA requests; limit HOA/CAM liability in discrimination claims Standards: Complies with the following provisions of NAC 116A.232: 1(a) Contains current information on the management of a common-interest community or an association of a condominium hotel that will improve the professional knowledge of a community manager and enable a community manager to give better service to his or her clients; 2(b) Contains information that relates to pertinent Nevada laws and regulations; and 2(i) Federal laws pertinent to the management of a common-interest community or the association of a condominium hotel, including, without limitation, the Fair Housing Act, 42 U.S.C. §§ 3601 et seq., and the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq. Instructors: Christopher B. Anthony, Esq Determination: Approved – 1 Hour – Law – Classroom/Distance</p>		
Content Overview:	Minutes:	
1 Introduction	5	
2 Reasonable Accommodations vs Reasonable Modifications	10	
3 Evaluating the Request	15	
4 Support Animals	10	
5 A note on discrimination	5	
6 Preparing for HUD claims before they happen	10	
7 Questions	5	
TOTAL	60	

3.

<p>Sponsor: Leach Kern Grochow Anderson Song Course Title: Insurance: Deductibles & Distribution of Insurance Proceeds Request: 1 hour Law Classroom/Distance Objective: Understand insurance deductibles and distribution of insurance proceeds. Standards: Complies with the following provisions of NAC 116A.232: 1(a) Contains current information on the management of a common-interest community or an association of a condominium hotel that will improve the professional knowledge of a community manager and enable a community manager to give better service to his or her clients; 1(b) Contains information that relates to pertinent Nevada laws and regulations; 2(e) Insurance and risk management in common-interest communities and condominium hotels; 2(g) Accounting, including, without limitation, the preparation and monitoring of budgets, the monitoring of expenditures and reserves</p>		
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and the use of financial statements; 2(h) Inspecting a common-interest community or condominium hotel for the purposes of maintenance, planning or enforcing the governing documents; and 2(j) Health and safety issues in common-interest communities and condominium hotels.	
Instructors: Donna A. Zanetti, Esq.; Gayle A. Kern, Esq.; Cheri A. Hauer, Esq.; John E. Leach, Esq.; Kirby C. Gruchow, Esq.; Edward J. Song, Esq., Betsi Williams and Patrick Ward	
Determination: Approved – 1 Hour – Law – Classroom/Distance	
Content Overview:	Minutes:
1 Introduction	3
2 Class Purpose and Overview	2
3 CAM Insurance Obligations	5
4 Deductibles	10
5 Handling Water/Sewer Line Leaks	10
6 Insurance Company Payment and Distribution	15
7 Miscellaneous Issues	8
8 Best Practices	2
9 Questions	5
TOTAL	60

4.

Sponsor: Boyack Orme Anthony & McKiever	
Course Title: How to Manage your Attorney	
Request: 1 hour General Classroom/Distance	
Objective: Understand how boards should utilize their corporate counsel more effectively.	
Standards: Complies with the following provisions of NAC 116A.232: 1(a) Contains current information on the management of a common-interest community or an association of a condominium hotel that will improve the professional knowledge of a community manager and enable a community manager to give better service to his or her clients.	
Instructors: Edward D. Boyack, Esq.; Patrick A Orme, Esq.	
Determination: Approved – 1 Hour – General – Classroom/Distance	
Content Overview:	Minutes:
1 Overview	3
2 When to Engage An Attorney	9
3 Role of Attorney	9
4 Attorney Client Privilege Issues	9
5 Conflicts of Interest	9
6 How Much Legal Advice Do You Want?	9
7 How to Limit Attorneys Fees	9
9 Questions	3
TOTAL	60

5.

Sponsor: Wolf, Rifkin, Shapiro, Schulman & Rabkin, LLP	
Course Title: Types of Committees in a CIC	
Request: 1 hour General Classroom/Distance	
Objective: Understand how boards should utilize their corporate counsel more effectively.	

<p>Standards: Complies with the following provisions of NAC 116A.232: 1(a) Contains current information on the management of a common-interest community or an association of a condominium hotel that will improve the professional knowledge of a community manager and enable a community manager to give better service to his or her clients; 1(b) Contains information that relates to pertinent Nevada laws and regulations; and 2(b) Legislative issues concerning community managers and the management of a common-interest community or the association of a condominium hotel, including, without limitation, pending and recent legislation.</p> <p>Instructors: Gregory P. Kerr, Lara Knipmeyer-Garrell</p> <p>Determination: Approved – 1 Hour – General – Classroom/Distance</p>	
Content Overview:	Minutes:
1 Introductions and why the class is being taught	10
2 Formation of a Committee/Committee Charters	10
3 Types of Committees in a Common Interest Community	10
4 Fiduciary Duties of Committee Members	10
5 Apparent Authority	10
6 Conclusion/Questions	10
TOTAL	60

6.

<p>Sponsor: Community Solutions, Inc.</p> <p>Course Title: NV Administrative Code Regarding Directors and Some NRS 116 Provisions</p> <p>Request: 3 hours Law Classroom/Distance</p> <p>Objective: Help managers keep directors out of trouble.</p> <p>Standards: Complies with the following provisions of NAC 116A.232: 1(a) Contains current information on the management of a common-interest community or an association of a condominium hotel that will improve the professional knowledge of a community manager and enable a community manager to give better service to his or her clients; 1(b) Contains information that relates to pertinent Nevada laws and regulations; 2(b) Legislative issues concerning community managers and the management of a common-interest community or the association of a condominium hotel, including, without limitation, pending and recent legislation; 2(c) The administration of laws and regulations concerning community managers and the management of a common-interest community or the association of a condominium hotel, including, without limitation, licensing and enforcement; and 2(d) Reserve studies;</p> <p>Instructors: John E. Leach, Esq., Michael T. Schuloman, Esq., Greg Kerr, Esq., Cheri Hauer, Esq., Donna Zanetti, Esq., Ed Song, Esq., Sara E. Barry, CAM</p> <p>Determination: Approved – 3 Hours – Law – Classroom/Distance</p>	
Content Overview:	Minutes:
1 Introductions and why the class is being taught	5
2 Executive Board – What do the laws say about how they are defined	15
3 Discussion of types of associations to ensure board conform	15
4 Election of Members of the board and officers, Removal & Defense	20
5 Board’s Fiduciary Duty NAC 116.395	20
6 Powers and responsibility of the board	15
7 NRS 116.31031 Powers of the board	20
8 Responsibility to properly fund and monitor reserves and the reserve study	20
9 Public Inspection of Records	10

10 Questions	10
TOTAL	150

7.

<p>Sponsor: GKL Consulting, LLC</p> <p>Course Title: CIC Stormwater Management in the Truckee Meadows</p> <p>Request: 3 hours General Distance</p> <p>Objective: To better educate HOA managers, board members, and homeowners about floods/stormwater management.</p> <p>Standards: Complies with the following provisions of NAC 116A.232: 1(a) Contains current information on the management of a common-interest community or an association of a condominium hotel that will improve the professional knowledge of a community manager and enable a community manager to give better service to his or her clients; 1(b) Contains information that relates to pertinent Nevada laws and regulations; 2(a) The ethics of managing a common-interest community or the association of a condominium hotel; 2(b) Legislative issues concerning community managers and the management of a common-interest community or the association of a condominium hotel, including, without limitation, pending and recent legislation; 2(d) Reserve studies; 2(e) Insurance and risk management in common-interest communities and condominium hotels; 2(h) Inspecting a common-interest community or condominium hotel for the purposes of maintenance, planning or enforcing the governing documents; 2(j) Health and safety issues in common-interest communities and condominium hotels; 2(k) Issues pertaining to declarants and developers of common-interest communities and condominium hotels; 2(l) Planning and zoning for land use and other local laws and regulations pertinent to common-interest communities and condominium hotels; and 2(m) The disclosures required in a transaction involving a unit in a common-interest community or condominium hotel.</p> <p>Instructors: Lara Knipmeyer-Garrell, Daniel Moss, P.E., Carrie Jensen, Donna Zanetti, Esq.</p> <p>Determination: Approved – 3 Hours – General – Distance</p>		
Content Overview:	Minutes:	
1 Introductions	15	
2 Watershed Overview	5	
3 Storm Drain System	10	
4 Stormwater Impacts	15	
5 Review Session: Poll Quiz	5	
Break	10	
6 Stormwater BMPs	40	
7 Review Session: Breakout Group	15	
Break	10	
8 HOA Stormwater Liability Issues	20	
9 Review Session: Group Q/A	15	
10 Conclusions	10	
11 Questions	10	
TOTAL	180	

8.

<p>Sponsor: Leach Kern Gruchow Anderson Song</p> <p>Course Title: The Calm After the Storm: Interpreting and Implementing SB186</p>	
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<p>Request: 1 hour Law Classroom/Distance</p> <p>Objective: To assist managers & board members in understanding and implementing the changes which have occurred/will occur due to SB186.</p> <p>Standards: Complies with the following provisions of NAC 116A.232: 1(a) Contains current information on the management of a common-interest community or an association of a condominium hotel that will improve the professional knowledge of a community manager and enable a community manager to give better service to his or her clients; 1(b) Contains information that relates to pertinent Nevada laws and regulations; 2(b) Legislative issues concerning community managers and the management of a common-interest community or the association of a condominium hotel, including, without limitation, pending and recent legislation; 2(c) The administration of laws and regulations concerning community managers and the management of a common-interest community or the association of a condominium hotel, including, without limitation, licensing and enforcement; and 2(j) Health and safety issues in common-interest communities and condominium hotels.</p> <p>Instructors: John E. Leach, Esq., Cheri A. Houer, Esq., Kirby C. Gruchow, Esq., Edward J. Song, Esq., Gayle A. Kern, Esq., and Donna A. Zanetti, Esq.</p> <p>Determination: Approved – 1 Hour – Law – Classroom/Distance</p>	
Content Overview:	Minutes:
1 Introduction	2
2 Relevance of Topic to CAMs	8
3 History to SB 186	5
4 SB 186	15
5 Exceptions to the Rule	10
6 Application to Other Notices or Communications	15
7 Questions	5
TOTAL	60

9.

<p>Sponsor: Leach Kern Gruchow Anderson Song</p> <p>Course Title: The Calm After the Storm: Interpreting and Implementing SB186</p> <p>Request: 1 hour Law Classroom/Distance</p> <p>Objective: To assist managers & board members in understanding and implementing the changes which have occurred/will occur due to SB186.</p> <p>Standards: Complies with the following provisions of NAC 116A.232: 1(a) Contains current information on the management of a common-interest community or an association of a condominium hotel that will improve the professional knowledge of a community manager and enable a community manager to give better service to his or her clients; 1(b) Contains information that relates to pertinent Nevada laws and regulations; 2(b) Legislative issues concerning community managers and the management of a common-interest community or the association of a condominium hotel, including, without limitation, pending and recent legislation; 2(c) The administration of laws and regulations concerning community managers and the management of a common-interest community or the association of a condominium hotel, including, without limitation, licensing and enforcement; and 2(j) Health and safety issues in common-interest communities and condominium hotels.</p> <p>Instructors: John E. Leach, Esq., Cheri A. Houer, Esq., Kirby C. Gruchow, Esq., Edward J. Song, Esq., Gayle A. Kern, Esq., and Donna A. Zanetti, Esq.</p> <p>Determination: Approved – 1 Hour – Law – Classroom/Distance</p>	
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Content Overview:	Minutes:
1 Introduction	2
2 Relevance of Topic to CAMs	8
3 History to SB 186	5
4 SB 186	15
5 Exceptions to the Rule	10
6 Application to Other Notices or Communications	15
7 Questions	5
TOTAL	60