



PIH.RHIIP.TA Message # 2012-9 Distributed on March 13, 2012

The Office of Public and Indian Housing (PIH) is pleased to announce the 2<sup>nd</sup> monthly EIV Roundtable Teleconference session with PIH EIV system owner, Nicole Faison. The session will provide you with the latest and greatest on EIV and provide PIH EIV system users with the opportunity to ask EIV questions.

Mark your calendar! The 2<sup>nd</sup> EIV Roundtable sessions will be held on the following dates and times. Please limit your participation to only one session so that we may maximize participation by all that desire to participate.

**EIV Roundtable Sessions:**

- **Monday, March 19, 2012, from 9:00AM, EDT to 10:00AM, EDT**
- **Monday, March 19, 2012, from 11:00AM, EDT to 12:00PM, EDT**
- **Monday, March 19, 2012, from 1:00PM, EDT to 2:00PM, EDT**
  
- **Tuesday, March 20, 2012, from 9:00AM, EDT to 10:00AM, EDT**
- **Tuesday, March 20, 2012, from 11:00AM, EDT to 12:00PM, EDT**
- **Tuesday, March 20, 2012, from 1:00PM, EDT to 2:00PM, EDT**
  
- **Friday, March 23, 2012, from 9:00AM, EDT to 10:00AM, EDT**
- **Friday, March 23, 2012, from 11:00AM, EDT to 12:00PM, EDT**
- **Friday, March 23, 2012, from 1:00PM, EDT to 2:00PM, EDT**
  
- **Monday, March 26, 2012, from 9:00AM, EDT to 10:00AM, EDT**
- **Monday, March 26, 2012, from 11:00AM, EDT to 12:00PM, EDT**
- **Monday, March 26, 2012, from 1:00PM, EDT to 2:00PM, EDT**
  
- **Tuesday, March 27, 2012, from 9:00AM, EDT to 10:00AM, EDT**
- **Tuesday, March 27, 2012, from 11:00AM, EDT to 12:00PM, EDT**
- **Tuesday, March 27, 2012, from 1:00PM, EDT to 2:00PM, EDT**
  
- **Wednesday, March 28, 2012, from 9:00AM, EDT to 10:00AM, EDT**
- **Wednesday, March 28, 2012, from 11:00AM, EDT to 12:00PM, EDT**
- **Wednesday, March 28, 2012, from 1:00PM, EDT to 2:00PM, EDT**



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To join the session, simply call toll-free number **(877) 848-7030**, enter access code **5187883**, press “#”, and then press “#” again to join the teleconference as a participant.

To ensure an effective teleconference session, all participants are required to adhere to the following rules:

1. If more than one individual from your agency will participate in the teleconference, please dial in from **one telephone**. This will ensure that as many as possible can join the call, as there are a limited number of lines available to dial in.
2. Once you join the call, **press the mute button on your phone** or press “\*6” to **mute your phone**. This will prevent background noise from disturbing or interrupting the teleconference session. To unmute your phone, press the mute button on your phone or press “\*6”.
3. Do not put the call on hold if your agency’s phone system plays music or recorded information, as this will disturb and interrupt the teleconference. Instead, leave your phone line open and muted.
4. Ask questions related only to the covered topics and only when prompted by the host.
  - a. Other questions may be sent to [PIH.RHIIP.TA@HUD.GOV](mailto:PIH.RHIIP.TA@HUD.GOV).
5. If the conference line is full, you may participate in a later session.

**Topics\* to be discussed include:**

1. How your agency can be a designated EIV star for the quarter ending March 31, 2012
2. How to use EIV’s Debts Owed to PHAs & Termination module
3. What’s on Your Mind?

\*A handout for the session will be distributed prior to March 19, 2012.

**Note:** These sessions are **not** applicable to Multifamily Housing (MFH) program administrators that use the MFH EIV system.

Please direct all inquiries regarding this message to [PIH.RHIIP.TA@HUD.GOV](mailto:PIH.RHIIP.TA@HUD.GOV).