

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of Disability Rights



Responses to Fiscal Year 2015-2016 Performance Oversight Questions

Alexis Taylor
Director, Office of Disability Rights

Submission to

Committee on Health and Human Services
Chairwoman Yvette M. Alexander
Councilmember, Ward 7

March 10, 2016

Committee on Health and Human Services
John A. Wilson Building
1350 Pennsylvania Ave., NW, Suite 115
Washington, DC 20004



Agency Organization

1. Please provide a complete, up to date organizational chart for each division within the agency, including a list of the employees (name and title) for each subdivision and the number of vacant positions in each subdivision.

Name	Title
Alexis Taylor	Director
Sheryll Streets	Receptionist and Staff Assistant
Christina Mitchell	Chief Administrative Officer
Haydn Demas	ADA Compliance Specialist-Employment
Susie McFadden-Resper	ADA Compliance Specialist-Public Works and Transportation
Anwar Mahmood	Architect
Kali Wasenko	Public Affairs Specialist and PIO
Jessica Hunt	Attorney Advisor
Subdivision: The Developmental Disabilities Council (DDC)	
Mathew McCollough	Executive Director, Developmental Disabilities Council
Sudie Johnson	Program Analyst, Developmental Disabilities Council
Denice McCain	Staff Assistant, Developmental Disabilities Council

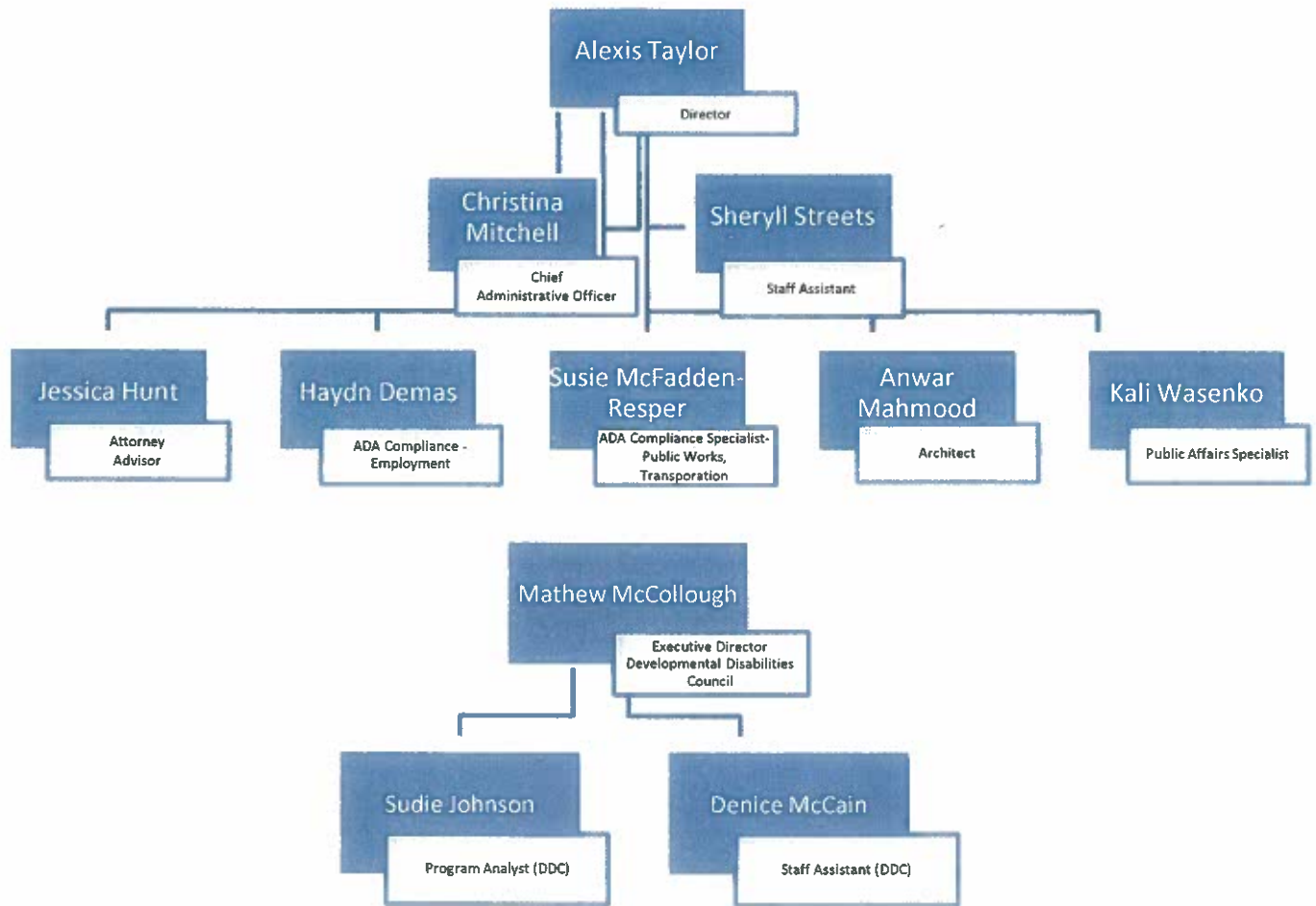
- a. Please include explanation of the roles and responsibilities for each division and subdivision; and

The Developmental Disabilities Council (DDC) is a subdivision of the Office of Disability Rights. The DDC is a Mayoral appointed body established in accordance with the mandates of the D.C. Developmental Disabilities Basic State Grant Program. The grant program is authorized by the Developmental Disabilities Assistance and Bill of Rights Act of 2000, Public Law 106-402 (42 USC 15001), dated October 30, 2000. The DDC is entirely funded by the United States Department of Health and Human Services (DHHS), Administration on Intellectual and Developmental Disabilities (AIDD), and is charged with identifying and addressing the most pressing needs of people with developmental disabilities in the District of Columbia. Deliverables, initiatives, and outcomes are identified in the DDC’s 5 Year State Plan (2012–16)¹ and approved by AIDD. ODR serves as the Designated State Agency for the DDC.

¹ 5 Year State Plan (2012-16): <http://ddc.dc.gov/publication/ddc-five-year-plan-2012-2016>

- b. For any organizational changes made during the previous year, please provide a narrative explanation of any organizational changes made during the previous year.

ODR did not have any organizational changes in FY15.



2. Please provide an up to date position listing for your agency, which includes the following information:
- a. Title of position;
 - b. Name of employee or statement that the position is vacant, unfunded, or proposed;
 - c. Date employee began in position;
 - d. Salary and fringe, including the specific grade, series, and step of position; and
 - e. Job status (continuing/term/temporary/contract).

*List information by the division and subdivision

Title	Employee	Start Date	Grade	Step	Salary	Fringe	Status
Director	Alexis Taylor	08/04/2014	N/A	N/A	\$149,350.00		Executive Service
Staff Assistant	Sheryll Street	12/7/2007	DS-11	7	\$65,839.00		Career Service Continuing
Administrative Officer	Christina Mitchell	09/14/2008	CS-13	6	\$86,253.00		Career Service Continuing
ADA Compliance Specialist	Haydn Demas	07/25/2008	CS-13	6	\$91,297.00		Career Service Continuing
ADA Compliance Specialist	Susie McFadden-Resper	9/29/2008	CS-13	6	\$91,297.00		Career Service Continuing
Architect	Anwar Mahmood	5/27/2008	CS-13	7	\$93,819.00		Career Service Continuing
Public Affairs Specialist	Kali Wasenko	07/14/2014	CS-12	2	\$70,414.00		Career Service Continuing
Attorney Advisor	Jessica Hunt	09/26/2011	CS-13	4	\$88,553.00		Career Service Continuing
Subdivision							
Executive Director	Mathew McCollough	02/04/2008	MS-14	4	\$100,530.88		Career Service Continuing
Program Analyst	Sudie Johnson	05/06/2002	CS-13	7	\$96,341.00		Career Service Continuing
Staff Assistant	Denice McCain	10/10/1991	DS-11	7	\$65,839.00		Career Service Continuing
Agency Fringe Total (LOCAL)						\$153,630	
Agency Fringe Total (FEDERAL)						\$56,102	





3. Please provide the number of vacancies for FY15 and FY16 to date, by program and activity. Please also note the number of vacancies at the close of FY14, by program and activity, and current vacancy information. For each vacant position, please note how long the position has been vacant, the efforts undertaken to recruit the position, and whether or not the position has since been filled.

Program	Filled FTEs	Vacant FTEs
Agency Management Program (AMP)		
Performance Management (1090)	3.0	0
Training & Technical Assistance (2010)	1.6	0
Evaluation & Compliance (2020)	3.0	0
AMP Total	7.6	
Disability Rights Program (DRP)		
Investigations (2030)	0.4	0
State Developmental Disabilities Council (2040)	3	0
DPR Total	3.4	
JR0 Total	11.0	

ODR currently has 11 FTEs, no vacancies.

4. Please update the Committee on the agency's key performance indicators for FY15.

KEY PERFORMANCE INDICATORS

	KPI	Measure	FY 2014 YE Actual	FY 2015 YE Target	FY 2015 YE Revised Target	FY 2015 YE Actual	FY 2015 YE Rating	Budget Program
	1.1	Number of DC employees, contractors, and grantees receiving ADA training	1,121	1,000	Not Applicable	5,103	510.30%	Disability Rights (Operations)
	1.2	Percentage of accessibility reports which are completed within 30 days of the request.	39	85%	Not Applicable	97%	114.12%	Agency Management Program (AMP)
	2.1	Percentage of technical assistance calls/complaints/resource requests handled within 30 days	Not Applicable	85%	Not Applicable	96%	112.89%	Agency Management Program (AMP)
	2.1a	Number of technical assistance calls/complaints/resource	389	Not Applicable	Not Applicable	380	Not Applicable	Agency Management Program (AMP)

		requests handled within 30 days ²						
3.1		Percent of Sign Language Interpretation requests that are filled within 5 days of the original date of the request. ³	5(100%)	5(100%)	Not Applicable	5(100%)	100%	Disability Rights (Operations)
3.2		Percentage of reasonable accommodations plans completed within 60 days of the request.	Not Applicable	85%	Not Applicable	94.87%	111.61%	Disability Rights (Operations)

5. Please list all employees detailed to or from your agency, if any. Please provide the reason for the detail, the detailed employee’s date of detail, and the detailed employee’s projected date of return.

Susie McFadden-Resper, ADA Specialist, is detailed to the Office of Civil Rights at the Department of Transportation (DDOT). Since ODR and DDOT have a number of overlapping initiatives, we decided that Ms. McFadden-Resper would best suit the needs of both agencies by working with DDOT on their Transportation Transition Plan, Red Top Meter Plan, training and all other ADA needs. She will also help support the incoming Transportation Equity and Inclusion Officer at DDOT. We believed it would be more efficient and effective for Ms. McFadden-Resper to work at DDOT for three (3) days of the week. We expect her return to ODR on or before October 1, 2016, the beginning of fiscal year 2017.

6. Please provide the Committee with:
- a. A list of all employees who receive cell phones, personal digital assistants, or similar communications devices at agency expense;

Name	Title	Device
Alexis Taylor	Director	Cell phone
Christina Mitchell	Chief Administrative Officer	Cell phone
Haydn Demas	ADA Compliance Specialist	Cell phone
Kali Wasenko	Public Affairs Specialist	Cell phone
Mathew McCollough	Executive Director, DD Council	Cell phone

² KPI 2.1a is the same data as KPI 2.1 but in raw number form, it is included in the FY 2015 performance plan, but moving forward this metric should be tracked as a workload measure since the agency cannot create a target for the number of technical assistance requests received in a FY.

³ Listed in the FY 2015 Performance Plan as “Average # of days Sign Language Interpretation requests are filled from the date of the request. In FY15, the agency decided that 5 day turnaround time was the goal to achieve based off of FY 2015 YE Actual therefore set the goal to complete all requests within 5 days.

- b. A list of all vehicles owned, leased, or otherwise used by the agency and to whom the vehicle is assigned

N/A. ODR does not have vehicles.

- c. A list of employee bonuses granted in FY15 and FY16 to date, if any;

N/A. ODR did not grant any bonuses.

- d. A list of travel expenses including the amount spent and the reason, arranged by employee;

Name	Meeting/Conf.	Travel Dates	Cost	Reason
M. McCollough	DDC Exec. Director's Summit	11/2-5/14	\$ 1,535	The DC DDC is a member of the National Association of Councils on Developmental Disabilities (NACDD). NACDD held its Summit for DDC Executive Directors in Jackson Hole, WY.
M. McCollough	Family Support Comm. of Practice	5/26-29/15	\$ 1,059	In 2013, DDS and the DDC were awarded a grant from the National Association of State Directors of Developmental Disabilities Services to participate in the Supporting Families Community of Practice (http://supportstofamilies.org/). The purpose of this specific Community of Practice grant is to develop systems of supports for families throughout the lifespan of their family member with intellectual and/or developmental disabilities living in the District of Columbia. The National meeting was held in Kansas City, MO.
M. McCollough	25th Annual NACDD Conference	7/20-24/15	\$ 1,397	The DDC is a member of the National Association of Councils on Developmental Disabilities. NACDD held its annual conference in Sparks, NV and focused on training for the development of the new Five-Year Plan.
S. Johnson	25th Annual NACDD Conference	7/20-24/15	\$ 1,374	The DDC is a member of the National Association of Councils on Developmental Disabilities. NACDD held its annual conference in Sparks, NV and focused on training for the development of the new Five-Year Plan.

- e. A list of the total overtime and workman's compensation payments paid in FY15 and FY16, to date.

N/A. ODR has paid no overtime.

Budget

7. Please provide a chart showing your agency's approved budget and actual spending, by program, for FY15 and FY16, to date. In addition, please describe any variance between fiscal year appropriations and actual expenditures for FY15 and FY16, to date.

FY 2015					
Org	Activity		Revised Budget	Actual Expenditures	Variance
1000	1030	Property Management	2,618	-	2,618
1000	1040	Information Technology	3,139	1,242	1,897
1000	1090	Performance Management	351,634	340,569	11,065
AMP Subtotal			357,391	341,811	15,580
2000	2005	Operations	20,440	7,185	13,255
2000	2010	Training and Technical Assistance	160,389	146,522	13,867
2000	2015	Public Information and Outreach	800	583	217
2000	2020	Evaluation and Compliance	606,999	584,946	22,053
2000	2030	Investigations	41,971	43,054	(1,083)
2000	2040	State Developmental Disabilities Council	487,433	487,433	-
Disability Rights Program Subtotal			1,318,032	1,269,723	48,309
ODR Total			1,675,423	1,611,534	63,889

FY 2016					
Org	Activity		Revised Budget	Actual Expenditures	Variance
1000	1030	Property Management	500	-	500
1000	1040	Information Technology	3,139	2,200	939
1000	1090	Performance Management	363,882	46,010	317,872
AMP Subtotal			367,521	48,210	319,311
2000	2005	Operations	30,892	11,500	19,392
2000	2010	Training and Technical Assistance	154,754	39,830	114,924
2000	2015	Public Information and Outreach	800	800	-
2000	2020	Evaluation and Compliance	579,271	194,380	384,891
2000	2030	Investigations	44,059	11,342	32,717
2000	2040	State Developmental Disabilities Council	536,097	288,427	247,670
Disability Rights Program Subtotal			1,345,873	546,279	799,594
ODR Total			1,713,394	594,489	1,118,905

8. Please list any reprogramming, in or out, which occurred in FY15 or FY16, to date. For each reprogramming, please list the total amount of the reprogramming, the original purposes for which the funds were dedicated, and the reprogrammed use of funds.

FY 2015			
Amount Transferred	Program From	Program To	Purpose of Reprogramming
Inside the Agency			
20,000.00	DRP	DRP	Staff training
12,000.00	DRP	DRP	Sign Language Interpretation Services (SLI), and Office Supplies
Outside the Agency			
None in FY 2015			

9. Please provide a complete accounting for all intra-District transfers received by or transferred from the agency during FY15 or FY16, to date.

FY 2015 Intra-District Log Attachment A

FY 2016			
Amount Transferred	Program From	Program To	Purpose of Reprogramming
Inside the Agency			
None to date			
Outside the Agency			
None to date			

FY 2016			
Intra-District Transfers Sent			
Amount	Seller Agency	Buyer Agency	Service
-			
- No year-to-date intra-district transfers sent			
Intra-District Transfers Received			
Amount	Seller Agency	Buyer Agency	Service
-			
- No year-to-date intra-district transfers received			

10. Please identify any special purpose revenue accounts maintained by, used by, or available for use by your agency during FY15 or FY16, to date. For each account, please list the following:
- a. The revenue source name and code;
 - b. The source of funding;
 - c. A description of the program that generates the funds;
 - d. The amount of funds generated by each source or program; and
 - e. Expenditures of funds, including the purpose of each expenditure.

N/A. ODR does not have any special purpose revenue.

11. Please provide a list of all projects for which your agency currently has capital funds available. Please include:
- a. The amount of capital funds available for each project or fund;
 - b. Planned remaining spending on the project, by Fiscal Year;
 - c. A description of each project or fund; and
 - d. A status report on each project, including whether the project is on budget and on schedule, and if not, why not.

N/A. ODR does not have any capital funds.

12. Please provide the agency’s fixed costs budget and actual spend for FY 15 and FY16, to date. Please include a narrative description of any substantial changes in these costs.

N/A. ODR does not have any fixed cost.

Contracting and Procurement

13. Please list each contract, procurement, lease, and grant (“contract”) awarded or entered into by your agency during FY15 and FY16, to date. For each contract, please provide the following information, where applicable:
- a. The name of the contracting party;
 - b. The nature of the contract, including the end product or service;
 - c. The dollar amount of the contract, including budgeted amount and actually spent;
 - d. The term of the contract;
 - e. Whether the contract was competitively bid or not;
 - f. The name of the agency’s contract monitor and the results of any monitoring activity; and
 - g. Funding source

Contractor's Name	Nature of Contract	Dollar Amount		Term	Competitive Bid	Contract Monitor	Findings	Funding Source
		Budget	Actual					
FY15								
Institute for Educational Leadership	Training	\$160,220	\$ 160,220	10/1/14 - 9/30/15	Y	DDC Staff	No issues	Fed Grant
National Assoc of Councils on Developmental Disabilities	Annual membership dues	\$ 4,500	\$ 3,846	10/1/14 - 9/30/15	N	DDC Staff	No issues	Fed Grant
Xerox	Copier lease	\$ 14,280	\$ 7,801	10/1/14 - 9/30/15	Y	DDC Staff	No issues	Fed Grant
TOTAL		\$179,000	\$ 171,867					
FY16								
Institute for Educational Leadership	Training	\$163,593	\$ 163,593	10/1/15 - 9/30/16	Y	DDC Staff	No issues	Fed Grant
National Assoc of Councils on Developmental Disabilities	Annual membership dues	\$ 4,200	\$ 4,017	10/1/15 - 9/30/16	N	DDC Staff	No issues	Fed Grant
Xerox	Copier lease	\$ 10,000	\$ 8,710	10/1/15 - 9/30/16	Y	DDC Staff	No issues	Fed Grant
Compass Group	DD Council Retreat	\$ 5,500	\$ 5,416	10/22/15 - 10/23/15	N	DDC Staff	No issues	Fed Grant
TOTAL		\$183,293	\$ 181,736					

14. Please provide a list of any contractors or consultants performing work within your office, including job description, salary, and length of contract and city of residence.

N/A. ODR does not have any contractors.

15. Please provide a list of all MOUs currently in place, any MOUs planned for the coming year, and a brief description of the purpose for each MOU.

Seller Agency	Buyer Agency	Amount	Service
Dept. on Disability Services	Office of Disability Rights	\$49,677	News Reading Services
Office of Disability Rights	Office of the City Administrator	\$144,000	Sign Language Services

Agency Programs and Policies

16. Please list each policy initiative of your agency during FY15 and FY16, to date. For each initiative please provide:
- a. A detailed description of the program;
 - b. The name of the employee who is responsible for the program;
 - c. The total number of FTEs assigned to the program and
 - d. The amount of funding budgeted to the program.

Performance Plan – Objectives and Policy Initiatives for FY15

OBJECTIVE 1: Be a model city of accessibility for people with disabilities.

INITIATIVE 1.1: Increase physical access to District-owned and leased facilities (Age-Friendly DC Goal: Domain 1).

ODR consulted with District government agencies in order to establish appropriate priorities for capital improvements to DC facilities to provide ADA access. In FY 2015, ODR worked with the Department of Parks and Recreation (DPR) in collaboration with the Department of General Services (DGS) in the implementation of their “Access Master Plan.” In FY 2015, DPR recreation facilities reviewed sites for accessibility within 30 days of the request.

Responsible Employee: Anwar Mahmood, Architect

Total Number of FTE: 1

Total Amount Budgeted: No specific amount budgeted for this program.

OBJECTIVE 2: Improve the responsiveness of government systems and employees to the needs of people with disabilities.

INITIATIVE 2.1: Provide a comprehensive disability rights education program for DC employees, contractors, and grantees.

In FY 2015, ODR continued to enhance the scope of our training curricula with a goal of ensuring that the necessary knowledge, skills and attitudes essential to the successful incorporation of the training are achieved. In FY 2014, ODR targeted training for 800 employees, grantees, consumers and contractors.

In FY 2015, ODR provided technical assistance and training to District Government Agencies that provide grant funding to local community service providers/NGO. The support included participating on the grant review panel as well as providing training to grantees on grantee responsibility under ADA Title II. In addition, as requested, ODR

provided post-award technical assistance on-site to grantees to ensure full programmatic accessibility. Target: 1000 participants.

Responsible Employees: Alexis Taylor, Kali Wasenko, Jessica Hunt, Christina Mitchell, Haydn Demas, Mat McCollough and Susie McFadden-Resper

Total Number of FTE: 7

Total Amount Budgeted: No specific amount budgeted for this program.

INITIATIVE 2.2: Develop and provide comprehensive community inclusion education (Age-Friendly DC: Domain 5).

In FY 2015, ODR partnered with the Department of Behavioral Health and one of its wellness center partners to conduct a community forum on fair housing and disability discrimination.

Responsible Employee: Kali Wasenko

Total Number of FTE: 1

Total Amount Budgeted: No specific amount budgeted for this program.

INITIATIVE 2.3: Provide an effective dispute resolution and technical assistance program.

ODR informally investigates and resolves disputes between members of the public with disabilities, other stakeholders, and DC agencies as well as between DC Government employees and their employers. This mechanism provides for effective resolution of complaints as an alternative to filing complaints with the Office of Human Rights (OHR) or federal enforcement agencies. It also allows for centralized gathering of information on the number and types of ADA disputes are received, which allows ODR to craft appropriate responses, develop policies, counsel agencies, and develop preventive strategies. ODR partners with OHR to manage cross-referral of disputes. When disputes are unable to be resolved informally through ODR's intervention, complainants are referred to OHR and relevant federal agencies. In FY 2015, ODR managed and provided resolution within 30 days of the requests for Informal Dispute Resolution, Information and Referral and Technical Assistance.

Responsible Employees: Alexis Taylor, Christina Mitchell, Jessica Hunt, Haydn Demas, Susie McFadden-Resper

Total Number of FTE: 5

Total Amount Budgeted: No specific amount budgeted for this program.

INITIATIVE 2.4: Implement city-wide reasonable modification program for District employees and effective communication policies and mechanisms (Age-Friendly DC: Domain 5).

The Americans with Disabilities Act (ADA) requires that government agencies reasonably modify their policies, practices, and procedures as necessary to allow a person

with a disability to participate in government programs and services. The ADA (Title II) also requires agencies to provide auxiliary aids, such as sign language interpreters, as necessary to ensure that communication with people with hearing, vision, and speech impairments is effective. In FY 2015, ODR continued to coordinate the District-wide contract for a centralized sign language interpretation program. ODR provided sign language interpretation within 5 days of the request.

In FY 2015, ODR also provided for the translation of Agency documents into Braille and other accessible formats such as large print at no cost to the Agency.

In compliance with the Mayor's Order mandating that all videos on the DC.GOV Web-portal be captioned and/or transcribed, ODR will provide transcription services for residents and consumers requesting a transcription of a web video, within 14 days, at no cost to the residents and consumers as well as requesting Agencies.

Responsible Employee: Haydn Demas

Total Number of FTE: 1

Total Amount Budgeted: No specific amount budgeted for this program.

OBJECTIVE 3: Increase employment of people with disabilities in DC government.

INITIATIVE 3.1: Ensure District employees with disabilities have a productive work experience.

ODR provides District Government employees with Reasonable Accommodations Plans to ensure that they are provided the range of accommodations necessary to meet the essential functions of their position. The planning process is initiated by the new or active employee by informing the Agency ADA Coordinator of their need for a Reasonable Accommodation. The Agency ADA Coordinator has the option of managing the request internally – or requesting the assistance of the ODR Employment Specialist. In FY 2015, ODR assisted District employees and Coordinators with the completion of Reasonable Accommodation plans within 60 days of the request.

Responsible Employee: Haydn Demas

Total Number of FTE: 1

Total Amount Budgeted: No specific amount budgeted for this program.

OBJECTIVE 4: Expand opportunities for people with disabilities to live in integrated community settings.

INITIATIVE 4.1: Implement the DC Olmstead Community Integration Initiative (Age-Friendly DC: Domain 8).

The ADA (as interpreted in the Supreme Court's "Olmstead" decision) requires governments to serve people with disabilities in the most integrated setting appropriate to

their needs. This court decision requires the District, as appropriate, to serve people with disabilities in community settings, rather than in institutions.

In FY 2014, ODR modified the Olmstead Community Integration Plan: DC—One Community for All - to reflect issues presented in the ongoing litigation, Thorpe v. DC. The Olmstead Plan was tailored to the programs, services and outcomes of the following agencies:

- Department of Behavioral Health (DBH)
- DC Office on Aging (DCOA)
- Department of Health Care Finance (DHCF)
- Department of Disability Services (DDS)

In addition, we included the DC Housing Authority (DCHA) and Department of Housing and Community Development (DHCD) as partners who provide infrastructure resources.

In FY 2015, ODR collaborated with Olmstead participating agencies to develop tools to enhance the outreach and implementation of the goals and objectives highlighted in the FY 2015 edition of the Olmstead initiative “DC – One Community for All.” ODR continues to monitor the agencies on a quarterly basis to determine compliance with their individual agency plans.

Responsible Employee: Alexis Taylor, Jessica Hunt

Total Number of FTE: 2

Total Amount Budgeted: No specific amount budgeted for this program.

OBJECTIVE 5: Oversee the implementation of agency-wide priorities.

INITIATIVE 5.1: Conduct agency sustainability assessment using OCA approved criteria developed by DDOE and OP in accordance with Mayor’s Order 2013-209 (Sustainable DC Governance Goal 1, Action 1.2; Built Environment Goal 3)

Within one hundred twenty (120) days after the City Administrator approves sustainability assessment criteria developed jointly by the District Department of the Environment and the Office of Planning, each agency head subject to the authority of the mayor shall use the criteria to evaluate the sustainability of their respective operations in accordance with the requirements of Mayor’s Order 2013-209, the Sustainable DC Transformation Order, and submit to his or her responsible Deputy Mayor and the Office of the City Administrator the results of the agency’s internal assessment.

Responsible Employee: Christina Mitchell

Total Number of FTE: 1

Total Amount Budgeted: No specific amount budgeted for this program.

Performance Plan – Objectives and Policy Initiatives for FY16

OBJECTIVE 1: Be a model city of accessibility for people with disabilities.

INITIATIVE 1.1: Increase physical access to District-owned and leased facilities.

ODR consults with District government agencies in order to establish appropriate priorities for capital improvements to DC facilities to provide ADA access. In FY 2015, ODR worked with the Department of Parks and Recreation (DPR) in collaboration with the Department of General Services (DGS) in the implementation of their "Access Master Plan." In FY 2016, ODR will survey at least fifty (50) DC Public Schools to determine accessibility and provide recommendations for modifications, if appropriate. **Completion Date: September, 2016.**

Responsible Employee: Anwar Mahmood

Total Number of FTE: 1

Total Amount Budgeted: No specific amount budgeted for this program.

INITIATIVE 1.2 Improve the accessibility of District of Columbia Government worksite for employees and constituents.

In FY 2016, ODR will partner with the Office of the Chief Technology Officer (OCTO) to ascertain that all District of Columbia websites are reviewed and a report will be issued for accessibility. **Completion Date: September 2016.**

Responsible Employee: Alexis Taylor

Total Number of FTE: 1

Total Amount Budgeted: No specific amount budgeted for this program.

INITIATIVE 1.3 Review community spaces to determine accessibility for seniors and persons with disabilities.

ODR will review all senior wellness centers and make recommendations to the DC Office on Aging for improvements. **Completion Date: September 2016.**

In response to the concerns voiced during the last election, ODR will survey targeted polling locations in all Wards and provide training to election employees and volunteers. **Completion Date: November 30, 2016.**

Responsible Employee: Anwar Mahmood

Total Number of FTE: 1

Total Amount Budgeted: No specific amount budgeted for this program.

OBJECTIVE 2: Improve the responsiveness of government systems and employees to the needs of people with disabilities.

INITIATIVE 2.1: Provide a comprehensive disability rights education program for DC employees, contractors, and grantees.

In FY 2015, ODR provided technical assistance and training to District Government Agencies that provide grant funding to local community service providers/NGO. The support included participating on the grant review panel as well as providing training to grantees on grantee responsibility under ADA Title II and we reached over 1000 participants. With FY2016, ODR will continue to provide training. The target for 2016 is 1250. **Completion Date: September, 2016.**

Responsible Employee: Alexis Taylor, Jessica Hunt, Christina Mitchell, Haydn Demas
Total Number of FTE: 4
Total Amount Budgeted: No specific amount budgeted for this program.

INITIATIVE 2.2: Develop and provide comprehensive community inclusion education

In FY 2015, ODR partnered with the Department of Behavioral Health and one of its wellness center partners to conduct a community forum on fair housing and disability discrimination. In FY 2016, ODR will partner with various District agencies to provide six monthly disability-wellness seminars. **Completion Date: September 2016.**

Responsible Employee: Alexis Taylor, Kali Wasenko
Total Number of FTE: 2
Total Amount Budgeted: No specific amount budgeted for this program.

INITIATIVE 2.3: Provide an effective dispute resolution and technical assistance program.

ODR informally investigates and resolves disputes between members of the public with disabilities, other stakeholders, and DC agencies as well as between DC Government employees and their employers. This mechanism provides for effective resolution of complaints as an alternative to filing complaints with the administrative agencies, including the Office of Human Rights (OHR), the Equal Employment Opportunity Commission or other local or federal enforcement agencies. It also allows for centralized gathering of information on how many and what types of ADA disputes are received, which allows ODR to craft appropriate responses, develop policies, counsel agencies, and develop preventive strategies. In FY 2015 for the majority of requests, ODR managed and provided dispute resolution within 30 days of the request. For FY 2016, ODR will provide resolution for greater than 85% of the complaints within 30 days. **Completion Date: September, 2016.**

Responsible Employee: Alexis Taylor, Christina Mitchell, Haydn Demas, Jessica Hunt, Susie McFadden-Resper
Total Number of FTE: 5
Total Amount Budgeted: No specific amount budgeted for this program.

INITIATIVE 2.4: Implement city-wide reasonable modification program for District employees and effective communication policies and mechanisms.

The Americans with Disabilities Act (ADA) requires that government agencies reasonably modify their policies, practices, and procedures as necessary to allow a person with a disability to participate in government programs and services. The ADA (Title II) also requires agencies to provide auxiliary aids, such as sign language interpreters, as necessary to ensure that communication with people with hearing, vision, and speech impairments is effective. In FY 2016, ODR will continue to coordinate the District-wide contract for a centralized sign language interpretation program. ODR will provide sign language interpretation within 5 days of the request. ODR will also continue to provide the translation of agency documents into Braille and other accessible formats such as large print at no cost to the agencies. **Completion Date: September 2016.**

Responsible Employee: Haydn Demas

Total Number of FTE: 1

Total Amount Budgeted: No specific amount budgeted for this program.

OBJECTIVE 3: Increase employment of people with disabilities in DC government.

INITIATIVE 3.1: Ensure District employees with disabilities have a productive work experience.

ODR provides District Government employees with Reasonable Accommodations Plans to ensure that they are provided the range of accommodations necessary to meet the essential functions of their position. The planning process is initiated by the employee by informing the Agency ADA Coordinator of their need for a Reasonable Accommodation. The agency ADA Coordinator must interface with ODR and its database to effectively resolve this matter. In FY 2016, ODR will assist District Employees and Coordinators with the completion of Reasonable Accommodation plans within thirty (30) days of the request. **Completion Date: September, 2016.**

Responsible Employee: Haydn Demas

Total Number of FTE: 1

Total Amount Budgeted: No specific amount budgeted for this program.

INITIATIVE 3.2: Host a District-wide event which demonstrates the employment possibilities of persons with disabilities

ODR will host the Annual Districtwide Disability Exposition during Disability Awareness Employment Month with at least forty (40) exhibitors and at least two hundred (200) guests. **Completion Date: December 31, 2015.**

Responsible Employee: Kali Wasenko

Total Number of FTE: 1

Total Amount Budgeted: No specific amount budgeted for this program.

INITIATIVE 3.3: Provide opportunities for students with disabilities through District agencies

ODR and the District of Columbia Developmental Disabilities Council will host the District Government's Mentoring Days Initiative and ascertain that at least 10 agencies or

business and at least fifty (40) students participate in this one day program of teaching and mentoring. **Completion Date: November 2015.**

Responsible Employee: Mat McCollough, Kali Wasenko

Total Number of FTE: 2

Total Amount Budgeted: No specific amount budgeted for this program.

OBJECTIVE 4: Expand opportunities for people with disabilities to live in integrated community settings.

INITIATIVE 4.1: Implement the DC Olmstead Plan

The ADA (as interpreted in the Supreme Court's "Olmstead" decision) requires governments to serve people with disabilities in the most integrated setting appropriate to their needs. This court decision requires the District, as appropriate, to serve people with disabilities in community settings, rather than in institutions. The District's Olmstead Plan establishes District procedures and goals to help ensure that individuals receive treatment in the least-restrictive setting appropriate to their needs and available services for which they are eligible. ODR will continue to monitor the agencies on a quarterly basis to determine compliance with their individual agency plans. This fiscal year, ODR will host two (2) Community Forums. **Completion Date: September 2016.**

Responsible Employee: Alexis Taylor, Jessica Hunt

Total Number of FTE: 2

Total Amount Budgeted: No specific amount budgeted for this program.

OBJECTIVE 5: Oversee the implementation of agency-wide priorities.

INITIATIVE 5.1: Review the accessibility of facilities for constituents who are homeless or transitioning into permanent housing

As part of the Mayor's initiative to end homelessness, ODR will partner with the Department of Human Services (DHS) in providing ADA assessments of at least five (5) District-operated homeless shelters. **Completion Date: September 2016.**

Responsible Employee: Anwar Mahmood

Total Number of FTE: 1

Total Amount Budgeted: No specific amount budgeted for this program.

17. Please provide a list of all studies, research papers, and analyses ("studies") the agency prepared, or contracted for, during FY15 and FY16, to date. Please state the status and purpose of each study.

N/A. ODR has not published any studies, research papers or analyses.

18. Please list and describe any ongoing investigations, studies, audits, or reports on your agency or any employee of your agency, or any investigations, studies, audits, or reports

on your agency or any employee of your agency that were completed during FY15 or FY16, to date.

N/A. There have been no investigations on ODR employees.

19. If applicable, please explain the impact on your agency of any legislation passed at the federal level during FY15 or FY16, to date.

Although no seminal federal legislation passed in FY14 and FY15, the Americans with Disabilities Act and the Amendment Act greatly impact the manner we provide training and technical assistance to the agencies. Further, the ADA regulations promulgated by the Equal Employment Opportunity Commission (EEOC) and the United States Department of Justice (DOJ) has provided guidance in our work. Finally, court interpretation of the ADA and local statutes including the DC Human Rights Act provide further guidance.

20. Please list all regulations for which the agency is responsible for oversight or implementation. Please list by chapter and subject heading, including the date of the most recent revision for each chapter.

ODR is responsible for oversight of the District's obligations under the Americans with Disabilities Act (ADA) Title I and Title II, as well as other federal and local disability rights laws, including the Disability Rights Protection Act of 2006, which created the office. Additionally, we assist District agencies in compliance with the following:

- **Section 503 of the Rehabilitation Act of 1973**
- **Fair Housing Act**
- **Individuals with Disabilities in Education Act**
- **21st Century Communications Video Accessibility Act**
- **Mental Health Consumers Rights Protection Act**
- **DC Human Rights Act**
- **DC American Sign Language Legal Recognition**
- **Mayor's Order on Captioning**

21. Did the agency meet the objectives set forth in the performance plan for FY15? Please provide a narrative description of what actions the agency undertook to meet the key performance indicators or any reasons why such indicators were not met.

Yes, all FY15 objectives were met. We provided training for over 5000 persons through our comprehensive disability rights education program. This year we were able to partner with DOES and provide training to the Marion Barry Summer Youth Employment Program (SYEP) participants. We accommodated close to 400 Effective Communication requests in the form of Braille, assistive technology and

American Sign Language Interpretation. We launched a Quickbase Reasonable Accommodation and Complaints database. This new system allows for each District Government agency to communicate and gain technical assistance for requests made by all District employees, residents and visitors to the city.

22. What has the agency done in FY15 to make the activities of your agency more transparent to the public?

In accordance with the Open Government requirements established in FY'14, we have continued the efforts by uploading the following information:

- **Link to all employee salary information.**
- **Administrative staff manuals and instructions.**
- **Information explaining the rights of persons with disabilities.**
- **Information dealing with the receipt or expenditure of public funds.**
- **ODR Budget information**
- **Minutes of public meetings**
- **ODR FOIA officer and reports**
- **Organizational Chart**
- **A mechanism for the public to submit feedback on the agency's performance or other agency actions**

23. For FY15 and FY16 to date, how many and which facilities have been assessed for accessibility? Please provide a summary of the outcomes of your assessments by facility type.

Name	Address	Surveyed
Metropolitan Police Headquarters	300 Indiana Ave NW Washington DC	ADA Modifications for public entrance from east side: proposed External Ramp from D Street NW reviewed on Plan and comments provided to DGS.
Adas Israel Congregations	2850 Quebec Street, NW Washington DC	Existing project assessed for accessibility. This is a private institution. Report provided to DC Office on Aging.
Bernice Fonteneau Wellness Center	3531 Georgia Ave. NW Washington DC	Existing project assessed for accessibility. Report provided to DC Office on Aging.
Congress Heights Senior Wellness Center	3500 MLK Jr. Ave. SE Washington DC	Existing project assessed for accessibility. Report provided to DC Office on Aging.
Hattie Homes Senior Wellness Center	324 Kennedy Street, NW Washington, DC	Existing project assessed for accessibility. Report provided to DC Office on Aging.
Hayes Senior Wellness Center	500 K Street, NE Washington, DC 20002	Existing project assessed for accessibility. Report provided to DC Office on Aging.
Model Cities, Senior Wellness Center.	1901 Evarts Street, NE Washington, DC	Existing project assessed for accessibility. Report provided to DC Office on Aging.
Washington Senior Wellness Center	3001 Alabama Ave. SE Washington, DC	Existing project assessed for accessibility. Report provided to DC Office on Aging.
Hamilton Hotel	I crown plaza, K Street NW Washington DC	Existing project assessed for accessibility as a future conference is proposed by ATAP. This is a private property. Report provided to ULS and ATAP.

Northeast Neighborhood Library	7 th . Street NE & Maryland Ave. NE	Existing project assessed for parking modifications. accessibility. DDOT formally requested for modifications.
Banneker Park Pedestrian Access.	10 th . Street Connection SW Washington DC	Existing project requiring modifications and up-gradations of the site is pending with the Consultants. Consultants provided with Technical Assistance and schematics for consideration for development of the project site.
Hamilton Recreation Center	1340 Hamilton St NW, Washington, DC 20011	Existing project requiring modifications is pending with the Consultants. Consultants provided with plan review of the proposed accessibility modifications for plan amendment.
Macomb Recreation Center	3409 Macomb Street, NW, Washington, DC	Existing project requiring modifications is pending with the Consultants. Consultants provided with plan review of the proposed accessibility modifications for plan amendment.
Brentwood Recreation Center	2311 14th St NE, Washington, DC 20018	Existing project requiring modifications is pending with the Consultants. Consultants provided with plan review of the proposed accessibility modifications for plan amendment.
Office of Human Rights (Restrooms)	441 4 th . Street NW Washington DC 20001	Existing project assessed for accessibility. Report provided to DC Office on Aging.
Lafayette Children Play area	33 rd . Street NW Washington DC	Existing project assessed for accessibility. Report provided to DC Office on Aging.
James Schoonover	1731 Willard Street NW #101 Washington DC	Existing project assessed for accessibility. Report provided to DC Office on Aging.
DOH Pharmacy Warehouse	#4 DC Village Lane, SW Washington, DC	Existing project assessed for accessibility. Report provided to DC Office on Aging.
Consultants	507 8 th Street SE Washington DC	Technical assistance provided to consultants.
Private Residence of Roxana Diba	1924 35 th Place NW Washington, DC	Existing private project. Consultants provided with plan review of the proposed accessibility modifications for plan amendment.

24. Please respond to the following for FY15 and FY16, to date:

a. The number of complaints received by ODR;

Total number of CITAs (Complaints, Information, Technical Assistance, Reasonable Accommodations) received is 507.

b. Provide a breakdown of complaints received by category type and the number within each category type;

c. Indicate the agency or provider identified in the complaint;

d. Provide the outcomes or corrective actions to address each complaint; and

e. Provide the response time for responding to complaints.

96% of all CITAs have been resolved within 30 days.

CITA Category	FY15 #	FY16 #
Complaints	64	21
Information	113	32
Technical Asst.	118	22
Reasonable Accommodations	99	38
Total	394	113

List of Participating Agencies

Agency	FY15#	FY16#
DCPL	1	0
DBH	14	0
MPD	40	33
OSSE	4	0
OAH	3	0
ODR	332	80

Olmstead (Comprehensive Community Integration) Plan

25. Please provide an update on the Olmstead Plan.

The 2016 Calendar Year Olmstead Plan was published in January 2016 and details the work of District government agencies and our community partners who provide direct services to people with disabilities transitioning from long-term care facilities into the community. Public comments or questions concerning the current plan may be directed to ODR by phone, in person, or through the olmstead@dc.gov e-mail address.

In addition to the 2016 Plan, the following direct-services agencies submit quarterly reports to ODR for review by the Deputy Mayor for Health and Human Services indicating the number of individuals who have successfully transitioned from long-term care facilities into the community: Department on Disability Services (DDS); DC Office on Aging (DCOA); Department of Behavioral Health (DBH); and Department of Healthcare Finance (DHCF).

The Olmstead Working Group, which includes DC government representatives, community members, and other interested stakeholders, meets quarterly to discuss current goal progress and to prepare for the release of the 2017 Olmstead Plan. Moreover, ODR, in partnership with DBH, will host the annual Olmstead Conference in May 2016.

Attachment – FY15 Intra-District List

**Office of Disability Rights (ODR)
 MOU / Intra-District Transfers
 FY 2015 & 2016**

9. Please provide a complete accounting for all intra-District transfers received by or transferred from the agency during FY15 or FY16, to date.

FY 2015			
Intra-District Transfers Sent			
Amount	Seller Agency	Buyer Agency	Service
49,677.00	Department on Disability Services (DDS)	Office of Disability Rights (ODR)	News Reading Services
49,677.00			
Intra-District Transfers Received			
Amount	Seller Agency	Buyer Agency	Service
5,197.50	Office of Disability Rights (ODR)	Executive Office of the Mayor (EOM)	Sign Language Interpretation (SLI)
1,006.25	Office of Disability Rights (ODR)	Office of the Inspector General (OIG)	Sign Language Interpretation (SLI)
1,040.00	Office of Disability Rights (ODR)	Office of the Chief Financial Officer/Office of Tax and Revenue (OCFO)	Sign Language Interpretation (SLI)
460.00	Office of Disability Rights (ODR)	Office of Planning (OP)	Sign Language Interpretation (SLI)
1,150.00	Office of Disability Rights (ODR)	Dept of Human Resources (DCHR)	Sign Language Interpretation (SLI)
2,812.50	Office of Disability Rights (ODR)	DC Office of Zoning (DCOZ)	Sign Language Interpretation (SLI)
910.00	Office of Disability Rights (ODR)	Homeland Security & Emergency Management Agency (HSEMA)	Sign Language Interpretation (SLI)
1,495.00	Office of Disability Rights (ODR)	Commission on the Arts and Humanities (CAH)	Sign Language Interpretation (SLI)
460.00	Office of Disability Rights (ODR)	Office of the Attorney General (OAG)	Sign Language Interpretation (SLI)
18,430.00	Office of Disability Rights (ODR)	Dept of Employment Services (DOES)	Sign Language Interpretation (SLI)
1,495.00	Office of Disability Rights (ODR)	Office of the Tenant Advocate (OTA)	Sign Language Interpretation (SLI)
8,685.00	Office of Disability Rights (ODR)	Dept of Consumer & Regulatory Affairs (DCRA)	Sign Language Interpretation (SLI)
1,840.00	Office of Disability Rights (ODR)	Office of the Deputy Mayor for Planning & Economic Development (DMPED)	Sign Language Interpretation (SLI)
5,922.50	Office of Disability Rights (ODR)	Dept of Small & Local Business Development (DSLBD)	Sign Language Interpretation (SLI)
460.00	Office of Disability Rights (ODR)	Deputy Mayor for Public Safety & Justice (DMPSJ)	Sign Language Interpretation (SLI)
690.00	Office of Disability Rights (ODR)	Department of Forensic Sciences (DFS)	Sign Language Interpretation (SLI)
6,710.00	Office of Disability Rights (ODR)	Office of Administrative Hearings (OAH)	Sign Language Interpretation (SLI)
53,060.00	Office of Disability Rights (ODR)	DC Public Schools (DCPS)	Sign Language Interpretation (SLI)
1,150.00	Office of Disability Rights (ODR)	Office of the State Superintendent of Education (OSSE)	Sign Language Interpretation (SLI)
460.00	Office of Disability Rights (ODR)	Office of the Deputy Mayor for Education (ODME)	Sign Language Interpretation (SLI)
8,970.00	Office of Disability Rights (ODR)	Dept of Parks and Recreation (DPR)	Sign Language Interpretation (SLI)
520.00	Office of Disability Rights (ODR)	Department of Health (DOH)	Sign Language Interpretation (SLI)
7,040.00	Office of Disability Rights (ODR)	Office of Human Rights (OHR)	Sign Language Interpretation (SLI)
7,797.50	Office of Disability Rights (ODR)	Department of Human Services (DHS)	Sign Language Interpretation (SLI)
1,610.00	Office of Disability Rights (ODR)	Dept on Disability Services (DDS)	Sign Language Interpretation (SLI)
2,935.00	Office of Disability Rights (ODR)	District Department of Transportation (DDOT)	Sign Language Interpretation (SLI)
632.50	Office of Disability Rights (ODR)	District Department of the Environment (DDOE)	Sign Language Interpretation (SLI)
780.00	Office of Disability Rights (ODR)	Child and Family Services Agency (CFSA)	Sign Language Interpretation (SLI)
805.00	Office of Disability Rights (ODR)	Office of the Chief Technology Officer (OCTO)	Sign Language Interpretation (SLI)
144,523.75			

