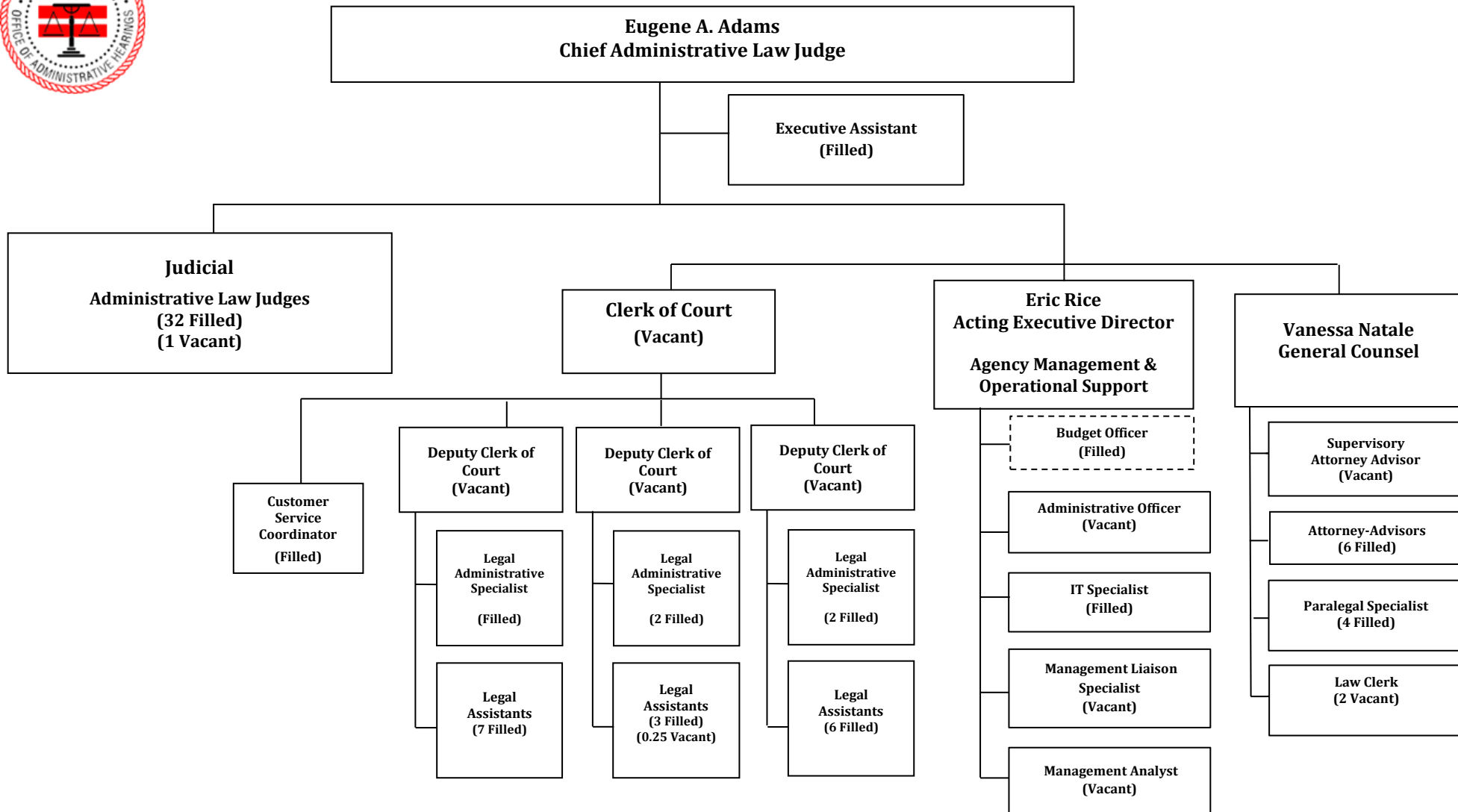




## OFFICE OF ADMINISTRATIVE HEARINGS ORGANIZATION CHART



1. The Chief administrative Law Judge (CALJ) is appointed by the Mayor with the advice and consent of the Council of the District of Columbia. D.C. Official Code §2-1831.04(b).
2. The Commission on Selection and Tenure of Administrative Law Judges of the Office of Administrative Hearings (COST) is charged with appointing, reappointing, disciplining, and removing Administrative Law Judges, except the CALJ. D.C. Official Code § 2-1831.06(a), (b).
  - *The Advisory Committee to the Office of Administrative Hearings (Advisory Committee) is charged with advising the CALJ in the discharge of his or her duties, identifying issues of importance to Administrative Law Judges and agencies that should be addressed by OAH, reviewing and commenting on policies and rules proposed by the CALJ, and making recommendations for statutory and regulatory changes consistent with advancing the purposes of the OAH Establishment Act. D.C. Official Code § 2-1831(e).*

**OFFICE OF ADMINISTRATIVE HEARINGS  
FY 2016 SCHEDULE A**

Agency Code	Fiscal Year	Program Code	Activity Code	Filled, Vacant, Frozen	Position Title	Employee Name	Hire Date	Length of Service (Years)	Grade	Step	Salary	Fringe	FTE	Reg/Temp/Term
<b>Agency Management Program - 100A</b>														
FSO	16	100A	1010	V	Management Liaison Specialist			-	12	1	68,294	12,771	1.00	Reg
FSO	16	100A	1010	V	Management Analyst			-	12	1	68,294	12,771	1.00	Reg
FSO	16	100A	1040	F	Inform Tech Specialist	Arrendell, Martin	9/21/2015	0.4	13	5	88,775	16,601	1.00	Reg
<b>Agency Financial Operations - 100F</b>														
FSO	16	100F	110F	F	Budget Officer	Iwobi, Anthony	10/9/2001	8	14	6	116,700	21,823	1.00	Reg
<b>Judicial - 200A</b>														
FSO	16	200A	020A	F	Administrative Law Judge	Barber, Claudia A	8/15/2005	10	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Beatty-Arthur, Sherri M	7/14/2014	1.5	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Bruch, Eli B	10/29/2007	1.5	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Cobbs, Nicholas	8/29/2005	10	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Crichlow, Claudia A.	11/26/2007	8	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Davenport, Joan	8/13/2005	9	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Dean, John P	5/3/2004	11	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	England Jr., William Luke	8/9/2004	11	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Figueroa, Elizabeth D	12/11/2006	9	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Goode, Jesse Paul	6/20/2005	10	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Goodie, Sharon E	8/29/2005	10	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Handy, Paul Brooks	7/26/2004	11	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Harmon, James C	9/12/1988	11	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Harvey, Scott A.	8/29/2005	10	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Hines, Caryn L	4/28/2008	8	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Jenkins, Audrey	8/15/2005	11	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Little, Elsie S	1/17/1984	11	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Mangan, Margaret A.	1/22/2007	8	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Masulla, Mary	8/15/2005	11	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	McClendon, Samuel	11/27/2006	9	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Mcdonald, Calonette M	10/1/1986	12	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Meek, Leslie A	5/15/2006	1.5	9	0	148,502	27,770	1.00	Reg

Agency Code	Fiscal Year	Program Code	Activity Code	Filled, Vacant, Frozen	Position Title	Employee Name	Hire Date	Length of Service (Years)	Grade	Step	Salary	Fringe	FTE	Reg/Temp/Term
FSO	16	200A	020A	F	Administrative Law Judge	Nash,Beverly	8/9/2004	11	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Pierson,Erika L	12/10/2006	9	9	0	151,944	28,413	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Rooney,John T	1/8/2007	9	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Sharkey,Robert E	2/25/2002	12	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Teal,Arabella W.	8/29/2005	10	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Tucker,Wanda R	8/15/2005	11	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Vergeer,Vytas V	8/18/2014	1.5	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Weberman,Bernard H	6/30/2014	1.5	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Wilson Taylor,N Denise	4/26/1978	11	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	F	Administrative Law Judge	Yahner,Ann Catherine	7/26/2004	11	9	0	148,502	27,770	1.00	Reg
FSO	16	200A	020A	V	Administrative Law Judge			-	9	0	148,502	27,770	1.00	Reg
<b>Court Counsel - 300A</b>														
FSO	16	030A	030A	F	Attorney-Advisor	Gurkin,Danielle M	1/12/2015	1	7	0	78,786	14,733	1.00	Reg
FSO	16	030A	030A	F	Attorney-Advisor (General)	Ellis,Maia J	3/9/2015	1	7	0	78,786	14,733	1.00	Reg
FSO	16	030A	030A	F	Attorney-Advisor (General)	Neal Jr.,Louis L	2/25/2013	3	7	0	78,786	14,733	1.00	Reg
FSO	16	030A	030A	F	Attorney-Advisor (General)	Nolen,Shawn M	2/23/2015	1	7	0	78,786	14,733	1.00	Reg
FSO	16	030A	030A	F	Attorney-Advisor (General)	Soni,Daljit K	6/16/2014	1.7	7	0	78,786	14,733	1.00	Reg
FSO	16	030A	030A	F	Attorney-Advisor (General)	Torrez,Marya G	6/16/2014	1.7	7	0	78,786	14,733	1.00	Reg
FSO	16	300A	030A	F	General Counsel	Natale,Vanessa	6/11/2007	0.2	9	0	133,000	24,871	1.00	Reg
FSO	16	030A	030A	V	Law Clerk			-	3	1	56,276	10,524	1.00	Reg
FSO	16	030A	030A	V	Law Clerk			-	3	1	56,276	10,524	1.00	Reg
FSO	16	030A	030A	F	Paralegal Specialist	Harrison,Joseph P	10/3/2011	4	9	6	53,131	9,935	1.00	Reg
FSO	16	030A	030A	F	Paralegal Specialist	Johnson,Charlotte M	4/2/2007	9	9	6	53,131	9,935	1.00	Reg
FSO	16	030A	030A	F	Paralegal Specialist	Thomas,Jamarle K	2/11/2013	3	9	4	50,203	9,388	1.00	Term
FSO	16	030A	030A	F	Paralegal Specialist	Webb,Kimberly	7/20/2015	7	9	1	45,811	8,567	1.00	Reg
FSO	16	030A	030A	V	Supervisory Attorney Advisor			0	8	0	104,574	19,555	1.00	Reg
<b>Clerk of Court - 400A</b>														
FSO	16	400A	040A	F	Customer Service Coordinator	Carter,Anita C	5/27/1997	11	13	7	93,819	17,544	1.00	Reg
FSO	16	400A	040A	V	Deputy Clerk of the Court			-	11	1	74,402	13,913	1.00	Reg
FSO	16	400A	040A	V	Deputy Clerk of the Court			-	11	1	74,402	13,913	1.00	Reg
FSO	16	400A	040A	V	Deputy Clerk of the Court			-	11	1	74,402	13,913	1.00	Reg
FSO	16	400A	040A	F	Legal Administrative Specialis	Campbell,Tanya L	3/19/2007	9	9	0	58,985	11,030	1.00	Reg
FSO	16	400A	040A	F	Legal Administrative Specialis	Sigler,Amber M	9/15/2008	8	9	6	53,131	9,935	1.00	Reg
FSO	16	400A	040A	F	Legal Administrative Specialis	Williams,Tyrone A	6/25/2007	9	9	5	51,667	9,662	1.00	Reg

Agency Code	Fiscal Year	Program Code	Activity Code	Filled, Vacant, Frozen	Position Title	Employee Name	Hire Date	Length of Service (Years)	Grade	Step	Salary	Fringe	FTE	Reg/Temp/Term
FSO	16	400A	040A	F	Legal Administrative Specialist	Mangan,Joseph L	10/11/2011	4	9	2	47,275	8,840	1.00	Reg
FSO	16	400A	040A	F	Legal Administrative Specialist	Bussey,Linda	6/12/2006	10	11	6	64,065	11,980	1.00	Reg
FSO	16	400A	040A	F	Legal Assist (Court Bilingual)	Ramirez,Kenneth E	1/26/2015	1	7	5	43,195	8,077	1.00	Reg
FSO	16	400A	040A	F	Legal Assistant (Court)	Britt,Cynthia M	4/10/2012	4	7	6	44,512	8,324	1.00	Reg
FSO	16	400A	040A	F	Legal Assistant (Court)	Cash,Darrell A	9/17/2007	8.5	7	9	48,463	9,063	1.00	Reg
FSO	16	400A	040A	F	Legal Assistant (Court)	Gantt,Starr T	5/5/2014	2	7	9	48,463	9,063	1.00	Reg
FSO	16	400A	040A	F	Legal Assistant (Court)	Gebrehiwot,Sophia A	11/18/2013	2	7	5	43,195	8,077	1.00	Reg
FSO	16	400A	040A	F	Legal Assistant (Court)	Harrington,Lolitha F	10/16/2006	9	7	6	44,512	8,324	1.00	Reg
FSO	16	400A	040A	F	Legal Assistant (Court)	Harris,Arelette E	10/12/2010	5	7	6	44,512	8,324	1.00	Reg
FSO	16	400A	040A	F	Legal Assistant (Court)	Jackson,Lateefah N	2/5/2007	9	7	10	49,780	9,309	1.00	Reg
FSO	16	400A	040A	F	Legal Assistant (Court)	Jones,Ricky L	8/6/2012	4	7	3	40,561	7,585	1.00	Reg
FSO	16	400A	040A	F	Legal Assistant (Court)	Lassiter,Sheila L	6/8/2009	7	7	4	41,878	7,831	1.00	Reg
FSO	16	400A	040A	F	Legal Assistant (Court)	Menelas,Olashola	5/18/2015	1	7	4	41,878	7,831	1.00	Reg
FSO	16	400A	040A	F	Legal Assistant (Court)	Miles,Sharron	5/26/2015	1	7	4	41,878	7,831	1.00	Reg
FSO	16	400A	040A	F	Legal Assistant (Court)	Mullen,Henry	6/22/2015	1	7	0	37,927	7,092	1.00	Reg
FSO	16	400A	040A	F	Legal Assistant (Court)	Okoye,Chinwe P	10/11/2011	4	7	4	41,878	7,831	1.00	Reg
FSO	16	400A	040A	F	Legal Assistant (Court)	Rhames,Beneddta A	7/23/2007	9	7	5	43,195	8,077	1.00	Reg
FSO	16	400A	040A	F	Legal Assistant (Court)	Sinclair,Letitia D	10/3/2011	4	7	4	41,878	7,831	1.00	Reg
FSO	16	400A	040A	F	Legal Assistant (Court)	Watson,Ashley Marie	7/15/2013	3	7	6	44,512	8,324	1.00	Reg
FSO	16	400A	040A	F	Legal Assistant (Court)	Wess,Elizabeth J	3/7/2007	9	7	7	45,829	8,570	1.00	Reg
FSO	16	400A	040A	V	Legal Assistant (Court)			-	7	1	9,482	1,773	0.25	Temp
FSO	16	400A	040A	V	Supvy Clerk of Court			-	14	0	116,107	21,712	1.00	Reg
<b>Executive - 500A</b>														
FSO	16	500A	050A	F	Chief Administrative Law Judge	Adams,Eugene A	5/16/2005	1	11	0	181,795	33,996	1.00	Term
FSO	16	500A	050A	F	Executive Assistant	Steele,Shauntinique P.	12/1/2014	1	12	2	70,414	13,167	1.00	Reg
FSO	16	500A	050A	V	Administrative Officer			-	13	1	78,687	14,714	1.00	Reg
FSO	16	500A	050A	F	Interim Executive Director	Rice,Eric	1/26/2015	1	8	0	108,806	20,347	1.00	Temp
<b>AGENCY GRAND TOTAL</b>											<b>\$ 8,148,366</b>	<b>\$ 1,523,744</b>	<b>83.25</b>	

Note:  
Agency Schedule A is as of February 12, 2016

Agency Code	Fiscal Year	Program Code	Activity Code	Filled, Vacant, Frozen	Position Title	Employee Name	Hire Date	Length of Service (Years)	Grade	Step	Salary	Fringe	FTE	Reg/Temp/Term
<b>Agency Activity Name/Code</b>				<b>Filled</b>	<b>Vacant</b>									
Personnel Master - 1010				0	2									
Information Technology - 1040				1	0									
Budget Operations - 110F				1	0									
Trials/Appeals & Justice - 020A				32	1									
Judicial Assist & Legal Counsel - 030A				11	3									
Clerk of Court - 040A				24	4.25									
Program Direction & Oversight - 050A				3	1									
<b>Total</b>				<b>72</b>	<b>11.25</b>									

**OFFICE OF ADMINISTRATIVE HEARINGS  
FY 2016 SCHEDULE A - Vacancies**

Agency Code	Fiscal Year	Program Code	Activity Code	Filled, Vacant or Frozen	Position Title	Grade	Step	Salary	Fringe	FTE	Reg/Temp/Term	Filled by Law Y/N	Hiring Status
FS0	16	100A	1010	V	Management Liaison Specialist	12	1	68,294	12,771	1.00	Reg	N	Posting closed. Interviews will be scheduled in February 2016
FS0	16	100A	1010	V	Management Analyst	12	1	68,294	12,771	1.00	Reg	N	Candidate selected for Offer.
FS0	16	030A	030A	V	Law Clerk	3	1	56,276	10,524	1.00	Reg	N	Position will be posted February 2016.
FS0	16	030A	030A	V	Law Clerk	3	1	56,276	10,524	1.00	Reg	N	Position will be posted February 2016.
FS0	16	030A	030A	V	Supervisory Attorney Advisor	8	0	104,574	19,555	1.00	Reg	N	Position has not been posted yet.
FS0	16	200A	020A	V	Administrative Law Judge	9	0	148,502	27,770	1.00	Reg	N	Position will be posted February 2016.
FS0	16	400A	040A	V	Deputy Clerk of the Court	11	1	74,402	13,913	1.00	Reg	N	Posting closed. Interviews will be scheduled in February 2016.
FS0	16	400A	040A	V	Deputy Clerk of the Court	11	1	74,402	13,913	1.00	Reg	N	Posting closed. Interviews will be scheduled in February 2016.
FS0	16	400A	040A	V	Deputy Clerk of the Court	11	1	74,402	13,913	1.00	Reg	N	Posting closed. Interviews will be scheduled in February 2016.
FS0	16	400A	040A	V	Legal Assistant (Court)	7	1	9,482	1,773	0.25	Temp	N	Position has not been posted yet.
FS0	16	400A	040A	V	Supvy Clerk of Court	14	0	116,107	21,712	1.00	Reg	N	Position will be posted week of 2/15/16.
FS0	16	500A	050A	V	Administrative Officer	13	1	78,687	14,714	1.00	Reg	N	Candidate selected for Offer.
<b>Total</b>								<b>\$929,698</b>	<b>\$173,853</b>	<b>11.25</b>			

FY	TRANSACTION DATE	EMPLOYEE	PURPOSE	AMOUNT
FY15	10/18/2014	Elizabeth Figueroa	Conference travel - Lodging	\$393.03
FY15	2/5/2015	Eli Bruch	Conference travel - Transportation	\$605.20
FY15	2/6/2015	Eli Bruch	Conference travel - Lodging	\$494.28
FY15	5/28/2015	Eli Bruch	Out of State Training Registration	\$640.00
FY15	6/16/2015	Eli Bruch	Training Travel - Per Diem and Transportation Reimbursement	\$322.75
FY15	6/17/2015	Eli Bruch	Out of State Training Travel - Flight Insurance	\$33.54
FY15	6/17/2015	Bernard Weberman	Out of State Training Travel - Transportation	\$516.00
FY15	6/17/2015	Sherri Beatty-Arthur	Out of State Training Travel - Transportation	\$765.20
FY15	6/18/2015	Sherri Beatty-Arthur	Out of State Training Travel - Travel booking Fees	\$7.00
FY15	6/18/2015	Sherri Beatty-Arthur	Out of State Training Travel - Lodging	\$1,246.83
FY15	6/18/2015	Bernard Weberman	Out of State Training Travel - Lodging	\$1,436.55
FY15	6/18/2015	Bernard Weberman	Out of State Training Travel - Travel booking Fees	\$8.50
FY15	6/18/2015	Sherri Beatty-Arthur	Out of State Training Registration	\$890.00
FY15	6/18/2015	Bernard Weberman	Out of State Training Registration	\$890.00
FY15	6/18/2015	Vytas Vergeer	Out of State Training Registration	\$890.00
FY15	6/18/2015	Vytas Vergeer	Out of State Training Travel - Transportation	\$201.00
FY15	6/18/2015	Vytas Vergeer	Out of State Training Travel - Transportation	\$50.00
FY15	6/19/2015	Vytas Vergeer	Out of State Training Travel - Travel booking Fees	\$19.00
FY15	6/19/2015	Vytas Vergeer	Out of State Training Travel - Lodging	\$1,230.04
FY15	6/26/2015	Caryn Hines	Conference Travel - Per Diem, Hotel, Fuel and Conference Registration Reimbursement	\$1,218.98
FY15	8/26/2015	E. Savannah Little	Conference Registration: National Association of State Judicial Educators	\$760.00
FY15	8/26/2015	Margaret Mangan	Conference Registration	\$595.00
FY15	9/1/2015	Elizabeth Figueroa	Conference Registration: National Association of State Judicial Educators	\$525.00
FY15	9/1/2015	Margaret Mangan	Conference travel - Transportation	\$294.60
FY15	9/1/2015	Margaret Mangan	Conference travel - Transportation	\$232.60
FY15	9/2/2015	Margaret Mangan	Conference Travel - Travel booking Fees	\$38.00
FY15	9/2/2015	Elizabeth Figueroa	Conference travel - Lodging	\$789.44
FY15	9/16/2015	Vytas Vergeer	Training Travel - Per Diem and Transportation Reimbursement	\$707.50
FY15	9/23/2015	Bernard Weberman	Training Travel - Per Diem and Transportation Reimbursement	\$681.35

<b>FY</b>	<b>TRANSACTION DATE</b>	<b>EMPLOYEE</b>	<b>PURPOSE</b>	<b>AMOUNT</b>
FY16	10/5/2015	Sheri Beatty-Arthur	Training Travel - Per Diem Reimbursement	\$637.50
FY16	11/4/2015	Elizabeth Figueroa	Training Travel - Per Diem Reimbursement	\$333.00
FY16	1/28/2016	Margaret Mangan	Conference Travel - Per Diem Reimbursement	\$355.40
FY16	1/28/2016	Beverly Nash	Conference Travel - Per Diem and Conference Registration Reimbursement	\$933.50
FY16	1/28/2016	Sharon Goodie	Training Travel - Per Diem, Lodging and Training Registration Reimbursement	\$838.20



**OFFICE OF ADMINISTRATIVE HEARINGS (FS0)**  
**FY 2015 Approve Budget Versus FY 2015 Expenditures**  
**By Funds, Activity, Comptroller Source Group (CSG), and Comptroller Objects.**

Agcy	Fund	Activity Code	Activity Name	Comp Source Group	Comp Source Group Title	FY 2015 Approve Budget	FY 2015 Expenditures	Variance	
FS0	0100	020A	TRIALS/APPEALS & JUSTICE MANAGEMENT	0011	REGULAR PAY - CONT FULL TIME	3,836,818	3,827,159	9,659	
				0013	ADDITIONAL GROSS PAY	0	0	0	
				0014	FRINGE BENEFITS - CURR PERSONNEL	581,202	573,279	7,923	
				0020	SUPPLIES AND MATERIALS	10,000	10,000	0	
				0040	OTHER SERVICES AND CHARGES	176,940	151,441	25,499	
				0041	CONTRACTUAL SERVICES - OTHER	151,500	172,712	(21,212)	
				Trials, Appeals & Justice Management Total					4,756,460
		030A	JUDICIAL ASSISTANCE & LEGAL COUNSEL	0011	REGULAR PAY - CONT FULL TIME	498,385	520,639	(22,254)	
				0012	REGULAR PAY - OTHER	32,854	32,566	288	
				0013	ADDITIONAL GROSS PAY	35,038	11,048	23,990	
				0014	FRINGE BENEFITS - CURR PERSONNEL	96,638	102,136	(5,498)	
				0020	SUPPLIES AND MATERIALS	40,000	38,421	1,579	
				0040	OTHER SERVICES AND CHARGES	268,029	205,622	62,407	
				0041	CONTRACTUAL SERVICES - OTHER	60,000	43,759	16,241	
		Judicial Assistance & Legal Support Total					1,030,944	954,191	76,751
		040A	CASE MANAGEMENT & JUDICIAL SUPPORT SERVI	0011	REGULAR PAY - CONT FULL TIME	1,047,249	1,108,507	(61,258)	
				0012	REGULAR PAY - OTHER	5,050	1,846	3,204	
				0013	ADDITIONAL GROSS PAY	0	15,214	(15,214)	
				0014	FRINGE BENEFITS - CURR PERSONNEL	202,252	255,789	(53,537)	
				0020	SUPPLIES AND MATERIALS	40,000	38,421	1,579	
				0070	EQUIPMENT & EQUIPMENT RENTAL	70,000	70,000	0	
Case Management & Judicial Support Total					1,364,551	1,489,777	(125,225)		
050A	PROGRAM DIRECTION AND OVERSIGHT	0011	REGULAR PAY - CONT FULL TIME	379,455	352,615	26,840			
		0012	REGULAR PAY - OTHER	0	12,122	(12,122)			
		0013	ADDITIONAL GROSS PAY	0	2,665	(2,665)			
		0014	FRINGE BENEFITS - CURR PERSONNEL	104,688	64,445	40,243			
		0020	SUPPLIES AND MATERIALS	3,143	3,143	0			
Program Direction & Oversight Total					487,286	434,990	52,295		
1010	PERSONNEL-MASTER	0011	REGULAR PAY - CONT FULL TIME	73,059	46,411	26,648			
		0012	REGULAR PAY - OTHER	8,998	0	8,998			
		0013	ADDITIONAL GROSS PAY	0	10,203	(10,203)			
		0014	FRINGE BENEFITS - CURR PERSONNEL	19,311	10,431	8,880			
		0020	SUPPLIES AND MATERIALS	0	0	0			
		0040	OTHER SERVICES AND CHARGES	0	898	(898)			
		0041	CONTRACTUAL SERVICES - OTHER	0	0	0			
		0070	EQUIPMENT & EQUIPMENT RENTAL	0	0	0			
Personnel Total					101,368	67,943	33,425		

	1040	INFORMATION TECHNOLOGY	0011	REGULAR PAY - CONT FULL TIME	87,860	73,047	14,813
			0013	ADDITIONAL GROSS PAY	0	4,558	(4,558)
			0014	FRINGE BENEFITS - CURR PERSONNEL	16,957	14,747	2,210
			0020	SUPPLIES AND MATERIALS	5,000	5,000	0
					0	5,020	(5,020)
			0040	OTHER SERVICES AND CHARGES	90,400	30,000	60,400
			0041	CONTRACTUAL SERVICES - OTHER	23,500	23,500	0
			0070	EQUIPMENT & EQUIPMENT RENTAL	166,000	165,312	688
				Information Technology Total	389,717	321,184	68,533
	110F	BUDGET OPERATIONS	0011	REGULAR PAY - CONT FULL TIME	108,944	100,456	8,488
			0014	FRINGE BENEFITS - CURR PERSONNEL	21,026	21,183	(157)
			0020	SUPPLIES AND MATERIALS	0	0	0
				Budget Operations Total	129,970	121,639	8,331
				Agency Total Local Fund	8,260,296	8,124,317	135,977
0250	030A	JUDICIAL ASSISTANCE & LEGAL COUNSEL	0011	REGULAR PAY - CONT FULL TIME	84,000	84,000	0
			0014	FRINGE BENEFITS - CURR PERSONNEL	16,000	16,000	0
				Judicial Assistance & Legal Support Total	100,000	100,000	0
				Agency Total Grant Fund	100,000	100,000	0
0700	020A	TRIALS/APPEALS & JUSTICE MANAGEMENT	0011	REGULAR PAY - CONT FULL TIME	1,012,576	925,968	86,608
			0014	FRINGE BENEFITS - CURR PERSONNEL	195,545	158,022	37,523
			0041	CONTRACTUAL SERVICES - OTHER	64,657	37,443	27,214
				Trials, Appeals & Justice Management Total	1,272,778	1,121,433	151,345
	030A	JUDICIAL ASSISTANCE & LEGAL COUNSEL	0011	REGULAR PAY - CONT FULL TIME	62,285	69,287	(7,002)
			0013	ADDITIONAL GROSS PAY	0	10,151	(10,151)
			0014	FRINGE BENEFITS - CURR PERSONNEL	11,671	10,682	989
			0040	OTHER SERVICES AND CHARGES	129,000	37,479	91,521
				Judicial Assistance & Legal Support Total	202,956	127,599	75,357
	040A	CASE MANAGEMENT & JUDICIAL SUPPORT SERVI	0011	REGULAR PAY - CONT FULL TIME	88,261	63,736	24,525
			0014	FRINGE BENEFITS - CURR PERSONNEL	15,005	24,308	(9,303)
				Case Management & Judicial Support Total	103,266	88,044	15,222
				Agency Total Intra-District Funds	1,579,000	1,337,076	241,924
				Agency Total Gross Funds	9,939,296	9,561,393	377,901

**OFFICE OF ADMINISTRATIVE HEARINGS (FS0)**  
**FY 2016 Approve Budget Versus FY 2016 Expenditures Through February 2, 2016**  
**By Funds, Activity, Comptroller Source Group (CSG), and Comptroller Objects.**

Agy	Fund	Activity Code	Activity Name	Comp Source Group	Comp Source Group Title	FY 2016 Approve Budget	FY 2016 Expenditures	Variance		
FS0	0100	020A	TRIALS/APPEALS & JUSTICE MANAGEMENT	0011	REGULAR PAY - CONT FULL TIME	4,161,467	955,008	3,206,459		
				0013	ADDITIONAL GROSS PAY	0	0	0		
				0014	FRINGE BENEFITS - CURR PERSONNEL	771,382	107,355	664,027		
				0020	SUPPLIES AND MATERIALS	5,000	0	5,000		
				0041	CONTRACTUAL SERVICES - OTHER	85,000	0	85,000		
							Trials, Appeals & Justice Management Total	5,022,849	1,062,363	3,960,486
				030A	JUDICIAL ASSISTANCE & LEGAL COUNSEL	0011	REGULAR PAY - CONT FULL TIME	865,960	158,079	707,881
						0012	REGULAR PAY - OTHER	0	12,677	(12,677)
						0013	ADDITIONAL GROSS PAY	54,038	0	54,038
						0014	FRINGE BENEFITS - CURR PERSONNEL	161,934	38,553	123,382
						0020	SUPPLIES AND MATERIALS	10,000	0	10,000
						0040	OTHER SERVICES AND CHARGES	37,238	(928)	38,166
						0041	CONTRACTUAL SERVICES - OTHER	97,887	13,873	84,015
							Judicial Assistance & Legal Support Total	1,227,057	222,252	1,004,805
				040A	CASE MANAGEMENT & JUDICIAL SUPPORT SERVI	0011	REGULAR PAY - CONT FULL TIME	1,210,181	274,654	935,527
						0012	REGULAR PAY - OTHER	9,451	2,402	7,049
						0013	ADDITIONAL GROSS PAY	0	0	0
						0014	FRINGE BENEFITS - CURR PERSONNEL	228,071	67,995	160,077
						0020	SUPPLIES AND MATERIALS	10,000	1,515	8,485
						0070	EQUIPMENT & EQUIPMENT RENTAL	43,648	7,727	35,921
					Case Management & Judicial Support Total	1,501,351	354,293	1,147,058		
		050A	PROGRAM DIRECTION AND OVERSIGHT	0011	REGULAR PAY - CONT FULL TIME	460,239	45,798	414,441		
				0012	REGULAR PAY - OTHER	0	36,415	(36,415)		
				0013	ADDITIONAL GROSS PAY	0	0	0		
				0014	FRINGE BENEFITS - CURR PERSONNEL	86,065	13,817	72,247		
				0020	SUPPLIES AND MATERIALS	10,014	1,332	8,682		
					Program Direction & Oversight Total	556,318	97,364	458,954		
		1010	PERSONNEL-MASTER	0011	REGULAR PAY - CONT FULL TIME	78,689	14,385	64,304		
				0012	REGULAR PAY - OTHER	0	0	0		
				0014	FRINGE BENEFITS - CURR PERSONNEL	14,715	3,342	11,373		
				0020	SUPPLIES AND MATERIALS	2,500	0	2,500		
				0040	OTHER SERVICES AND CHARGES	0	156	(156)		
				0041	CONTRACTUAL SERVICES - OTHER	0	0	0		
				0070	EQUIPMENT & EQUIPMENT RENTAL	0	0	0		
					Personnel Total	95,904	17,883	78,021		
		1040	INFORMATION TECHNOLOGY	0011	REGULAR PAY - CONT FULL TIME	89,137	22,436	66,700		
				0012	REGULAR PAY - OTHER	0	0	0		
				0014	FRINGE BENEFITS - CURR PERSONNEL	16,669	5,174	11,495		
				0020	SUPPLIES AND MATERIALS	18,000	0	18,000		
				0040	OTHER SERVICES AND CHARGES	106,524	0	106,524		
				0041	CONTRACTUAL SERVICES - OTHER	30,574	719	29,855		
				0070	EQUIPMENT & EQUIPMENT RENTAL	0	0	0		
					Information Technology Total	260,903	28,330	232,574		
		110F	BUDGET OPERATIONS	0011	REGULAR PAY - CONT FULL TIME	117,664	29,467	88,197		
				0014	FRINGE BENEFITS - CURR PERSONNEL	22,003	7,948	14,055		
				0020	SUPPLIES AND MATERIALS	1,000	0	1,000		
					Budget Operations Total	140,667	37,416	102,251		
					Agency Total Local Fund	8,805,049	1,819,901	6,984,148		
	0250	030A	JUDICIAL ASSISTANCE & LEGAL COUNSEL	0011	REGULAR PAY - CONT FULL TIME	50,400	0	50,400		
				0014	FRINGE BENEFITS - CURR PERSONNEL	9,600	0	9,600		
					Judicial Assistance & Legal Support Total	60,000	0	60,000		
					Agency Total Grant Fund	60,000	0	60,000		
	0700	020A	TRIALS/APPEALS & JUSTICE MANAGEMENT	0011	REGULAR PAY - CONT FULL TIME	991,652	262,414	729,238		
					0014	FRINGE BENEFITS - CURR PERSONNEL	191,720	33,913	157,808	
					0041	CONTRACTUAL SERVICES - OTHER	64,657	0	64,657	
						Trials, Appeals & Justice Management Total	1,248,029	296,326	951,703	
			030A	JUDICIAL ASSISTANCE & LEGAL COUNSEL	0011	REGULAR PAY - CONT FULL TIME	64,154	19,894	44,260	
		0014			FRINGE BENEFITS - CURR PERSONNEL	11,997	3,112	8,885		
		0040			OTHER SERVICES AND CHARGES	146,500	0	146,500		
					Judicial Assistance & Legal Support Total	222,651	23,006	199,645		
		040A	CASE MANAGEMENT & JUDICIAL SUPPORT SERVI	0011	REGULAR PAY - CONT FULL TIME	107,318	11,620	95,698		
				0013	ADDITIONAL GROSS PAY	0	88	(88)		
				0014	FRINGE BENEFITS - CURR PERSONNEL	18,502	2,859	15,644		
					Case Management & Judicial Support Total	125,820	14,567	111,254		
					Agency Total Intra-District Funds	1,596,500	333,899	1,262,602		
					Agency Total Gross Funds	10,461,549	2,153,799	8,306,750		

### FY 2015 Intra-District Summary - SELLER

Agency Name: Office of Administrative Hearings: OAH

BUYING AGENCY	DESCRIPTION OF SERVICES PROVIDED	FUNDING RECEIVED	FTE
Dept. of Employment Services (DOES) - CF0	UI appeal cases referred by DOES.	1,385,343.13	10
DC Public Schools (DCPS) - GA0	Student Disciplinary cases.	35,000.00	0
Dept. of the Environment (DDOE) - KG0	Environmental enforcement.	45,000.00	0
Health Benefit Exchange Authority - H10	Affordable Healthcare (OBAMA Care) cases.	50,000.00	0
Dept. of Housing and Comm Develop. (DHCD) - DB0	Residents condominium conversion appeals.	20,000.00	0
Office of the State Superintendent of Education (OSSE) - GDO	(1) Civil infractions and licensing matters; (2) OSSE vendor appeals related to education expenses; and (3) appeals by DHS/OSSE to terminate low-income child care benefits to individuals.	10,437.00	0
Office of the Attorney General (OAG) - CB0	Child Support Division; cases on child support and appeals of child support financial seizure cases.	9,220.00	0
Dept. of Insurance, Securities, and Banking (DISB) - SR0	Insurance, securities and banking cases.	24,000.00	0
<b>TOTAL</b>		<b>1,579,000.13</b>	<b>10</b>

### FY 2015 Intra-District Summary - BUYER

Agency Name: Office of Administrative Hearings: OAH

SELLING AGENCY	DESCRIPTION OF SERVICES PROVIDED	FUNDING SENT	FTE
		(76.20)	0
		974.00	0

Office of the Chief Technology Officer (OCTO) - TO0	RTS COLLECTION	3,500.00	0
		3,500.00	0
	FY15 ADVANCE RETURNS TO BUYER	(480.01)	0
Office of the Chief Technology Officer (OCTO) - TO0	RTS COLLECTION	500.00	0
Office of the Chief Technology Officer (OCTO) - TO0	REALIGN RTS COLLECTION PHS 10	(3,500.00)	0
Office of Contracting and Procurement (OCP) - PO0	PCARD COLLECTONS	5,000.00	0
Office of the Chief Technology Officer (OCTO) - TO0	RETURN OF UNUSED INTRA-DISTRIC	(3,500.00)	0
Office of the Chief Technology Officer (OCTO) - TO0	RTS COLLECTION	5,000.00	0
Office of Disability Rights - JR0	FY15 ID ADV TO JR0 - SLI MOU	1,690.00	0
Office of Disability Rights - JR0	FY15 ID ADV TO JR0 - SLI MOU	3,000.00	0
Office of the City Administrator - AEO	AEO - AE00AH15	34,540.00	0
Office of the City Administrator - AEO	RETURN ID ADVANCE OAHAE0/15	(7,837.37)	0
DC Office of Human Resources (DCHR) - BE0	RECUIT. & STAFF SERV. - DCHR	25,000.00	0
Dept. of Motor Vehicles (DMV) - KV0	DC Taxi Cab violations	28,224.00	0
Office of Contracting and Procurement (OCP) - PO0	PCARD COLLECTION	10,000.00	0
Office of Contracting and Procurement (OCP) - PO0	PCARD COLLECTION	15,000.00	0
Office of Disability Rights - JR0	FY15 ID ADV TO JR0 - SLI MOU	2,020.00	0
Office of the City Administrator - AEO	AEO - AE00AH/15	15,460.00	0
		19,271.00	0
Office of Contracting and Procurement (OCP) - PO0	PCARD REDUCTION	15,000.00	0
Office of Contracting and Procurement (OCP) - PO0	FY15 PCARD COLLECTIONS	35,000.00	0
Office of Contracting and Procurement (OCP) - PO0	RETURN ADVANCE	(13,897.00)	0
	RETURN OF INTRA-DISTRICT FUNDS	(13,930.09)	0

Office of the Chief Technology Officer (OCTO) - TOO	MOU- SQL AND VM RESOURCES	13,930.09	0
	TIER 1 IT SUPPORT SERVICES	30,658.00	0
<b>TOTAL</b>		<b>224,046.42</b>	<b>0</b>

## FY 2016 Intra-District Summary - SELLER

**Agency Name: Office of Administrative Hearings: OAH**

BUYING AGENCY	DESCRIPTION OF SERVICES PROVIDED	FUNDING RECEIVED	FTE
Department of Employment Services (DOES) - CF0	UI appeal cases referred by DOES.	1,385,343.00	10
DC Public Schools (DCPS) - GA0	Student Disciplinary cases.	52,500.00	0
Dept. of the Environment (DDOE) - KG0	Environmental enforcement.	45,000.00	0
Health Benefit Exchange Authority - H10	Affordable Healthcare (OBAMA Care) cases.	50,000.00	0
Dept. of Housing and Comm Develop. (DHCD) - DB0	Residents condominium conversion appeals.	20,000.00	0
Office of the State Superintendent of Education (OSSE) - GD0	(1) Civil infractions and licensing matters; (2) OSSE vendor appeals related to education expenses; and (3) appeals by DHS/OSSE to terminate low-income child care benefits to individuals.	10,437.00	0
Office of the Attorney General (OAG) - CB0	Child Support Division; cases on child support and appeals of child support financial seizure cases.	9,220.00	0
Dept. of Insurance, Securities, and Banking (DISB) - SR0	Insurance, securities and banking cases	24,000.00	0
<b>TOTAL</b>		<b>1,596,500.00</b>	<b>10</b>

## FY 2016 Intra-District Summary - BUYER

**Agency Name: Office of Administrative Hearings: OAH**

SELLING AGENCY	DESCRIPTION OF SERVICES PROVIDED	FUNDING SENT	FTE
		79.00	0
		(79.00)	0
		79.00	0
Office of the Chief Technology Officer (OCTO) - T00		77.00	0
Dept of Public Works (DPW) - KT0		1,500.00	0
DC Office of Human Resources (DCHR) - BE0	RECUIT. & STAFF SERV. - DCHR	25,000.00	0
Office of Labor Relations and Collective Bargaining Board (OLRCB) - AE0	REPRESENT EMPLOYEE LABOR ISSUES	50,000.00	0
		20,000.00	0
		5,000.00	0
<b>TOTAL</b>		<b>101,656.00</b>	<b>0</b>



**OFFICE OF ADMINISTRATIVE HEARINGS  
SPECIAL PURPOSE REVENUE  
FY 2015 FUND DESCRIPTION, REVENUE AND EXPENDITURES TABLE**

<b>FUND DETAIL</b>	<b>FUND DETAIL TITLE</b>	<b>DESCRIPTION</b>	<b>FEE AND HOW IT IS SET</b>	<b>WHO PAYS?</b>	<b>FY 2015 REVENUE COLLECTED</b>	<b>FY 2015 EXPENDITURES</b>
6106	General Fund	Fees for copying, cds, transcripts, etc	Fee is based on the number of copies of cd, xerox, and transcript request prizes.	General Public	1,490.20	0.00
				<b>AGENCY TOTAL</b>	<b>1,490.20</b>	<b>0.00</b>

**OFFICE OF ADMINISTRATIVE HEARINGS  
SPECIAL PURPOSE REVENUE  
FY 2016 FUND DESCRIPTION, REVENUE AND EXPENDITURES TABLE (February 2, 2016)**

<b>FUND DETAIL</b>	<b>FUND DETAIL TITLE</b>	<b>DESCRIPTION</b>	<b>FEE AND HOW IT IS SET</b>	<b>WHO PAYS?</b>	<b>FY 2016 REVENUE COLLECTED</b>	<b>FY 2016 EXPENDITURES</b>
6106	General Fund	Fees for copying, cds, transcripts, etc	Fee is based on the number of copies of cd, xerox, and transcript request prizes.	General Public	410.00	0.00
				<b>AGENCY TOTAL</b>	<b>410.00</b>	<b>0.00</b>

### FY16 All Contracts/Procurements/Leases/Grants

Contract Name	Description	Amount of Contract	Actual Expenditure	Term of Contract	Option Year	Competitively bid?	Admin. Officer FY16	Funding Source
Aimee Sullivan	Court Certified Interpretation/Translation	\$9,776.00	\$3,008.00	10/01/2015-09/30/2016		Small Purchase	Eric Rice	Local
Als Office Products	Office Products	\$18,792.77	\$5,789.40	10/01/2015-09/30/2016		DC Supply Schedule	Eric Rice	Local
Carlos Wesley	Court Certified Interpretation/Translation	\$2,632.00	\$1,880.00	10/01/2015-09/30/2016		Small Purchase	Eric Rice	Local
Journal Technologies	on-site training for Administrators	\$9,000.00	-	10/01/2015-09/30/2016		Exempt from competition	Eric Rice	Local
JournalTechnologies	Case Management License, Upgrades and Maint.	\$103,229.00	\$103,229.00	complete	Year 4	Exempt from competition	Eric Rice	Intra-Dist & Local
LexisNexis Risk Solutions FL	Legal research	\$19,968.00	-	10/01/2015-09/30/2016		Exempt from competition	Eric Rice	Local
Matilde Farren	Court Certified Interpretation/Translation	\$9,776.00	\$3,008.00	10/01/2015-09/30/2018		Small Purchase	Eric Rice	Local
Multicultural Community Services	Court Certified Interpretation/Translation	\$35,905.00	\$8,862.50	10/01/2015-09/30/2016	Year 3	Competitive Sealed Bid	Eric Rice	Local
MVS	HDMI Ports Repair	\$3,370.00	\$3,370.00	complete		DC Supply Schedule	Eric Rice	Local
Neal R. Gross & Co, Inc.	Court Transcription Services (DC Court of Appeals Compliance)	\$39,997.55	-	10/01/2015-09/30/2016		Small Purchase	Eric Rice	Local
Pitney Bowes	Postage only	\$35,000.00	-	10/01/2015-09/30/2016		Exempt from competition	Eric Rice	Local
Pitney Bowes	Mailing Meter Rental and Maintenance	\$8,044.14	\$7,727.18	10/01/2015-09/30/2016		Small Purchase	Eric Rice	Local
Rene Costales	Court Certified Interpretation/Translation	\$9,776.00	\$3,008.00	10/01/2015-09/30/2016	Year 2	Small Purchase	Eric Rice	Local
Westlaw (West Publishing)	Legal research	\$7,406.00	\$1,438.71	10/01/2015-09/30/2016		Exempt from competition	Eric Rice	Local



### FY15 All Contracts/Procurements/Leases/Grants

Contract Name	Description	Amount of Contract	Actual Expenditure	Term of Contract	Option Year	Competitively bid?	Admin. Officer FY15	Funding Source
Advance Employee Intelligence	Temporary staffing services	\$26,880.00	\$11,169.86	complete		DC Supply Schedule	Eric Rice	Local
Aimee Sullivan	Court Certified Interpretation/Translation	\$8,000.00	\$1,128.00	complete		Small Purchase	Eric Rice	Intra-Dist
Arlene Hackbarth	Training	\$1,100.00	\$1,023.00	complete		Exempt from competition	Eric Rice	Local
Bocalje Services	Painting	\$37,443.00	\$37,443.00	complete		DC Supply Schedule	Eric Rice	Intra-Dist
Capital Services & Supplies	Office Supplies and Related Equipment	\$80,000.00	\$76,842.45	complete	Year 3	Competitive Sealed Bid	Eric Rice	Local
Carlos Wesley	Court Certified Interpretation/Translation	\$13,750.00	\$12,408.00	complete		Small Purchase	Eric Rice	Local
Dell Marketing LP	Laptop, Monitors, Keyboards, Docking Stations	\$48,038.24	\$48,038.24	complete		Cooperative Agreements	Eric Rice	Local
Dell Marketing LP	Desktops, Monitors	\$41,030.26	\$41,030.26	complete		Cooperative Agreements	Eric Rice	Local
Dell Marketing LP	Privacy Filters, Monitors	\$8,100.76	\$8,100.76	complete		Cooperative Agreements	Eric Rice	Local
Dell Marketing LP	Microsoft 2013 Software	\$6,005.82	\$6,005.82	complete		Cooperative Agreements	Eric Rice	Local
DigiDocs	Photocopier Machine Lease & Maintenance	\$73,648.08	\$73,648.08	complete	Months 10 to 21 of 36 month lease	Exempt from competition	Eric Rice	Local
DigiDocs	Photocopier Machine Lease & Maintenance	\$49,098.72	\$49,098.72	complete	Months 22 to 29 of 36 month lease	Exempt from competition	Eric Rice	Local
Ernesto Luna	Court Certified Interpretation/Translation	\$24,500.00	\$14,586.00	complete		Small Purchase	Eric Rice	Local
Innovative Costing Solutions	Indirect Cost Rate Services-Medicaid	\$48,720.00	\$48,720.00	complete	Year 2	Small Purchase	Eric Rice	Intra-Dist

Journal Technologies	Case Management License, Upgrades and Maint.	\$117,229.00	\$107,629.00	complete	Year 3	Exempt from competition	Eric Rice	Local
LawProse	Training: Advanced Judicial Writing	\$19,630.00	\$18,844.80	complete		Exempt from competition	Eric Rice	Local
Lexis Nexis	Legal research	\$19,200.00	\$19,200.00	complete		Federal Supply Schedule	Eric Rice	Local
Matilde Farren	Court Certified Interpretation/Translation	\$10,000.00	\$2,256.00	complete		Small Purchase	Eric Rice	Intra-Dist
Midtown Personnel	Temporary staffing services: Executive Assistant	\$10,255.00	\$10,255.00	complete		Single Quote	Eric Rice	Local
Multicultural Commu	Court Certified Interpretation/Translation	\$20,000.00	\$19,240.00	complete	Year 2	Competitive Sealed Bid	Eric Rice	Local
Multicultural Commu	Court Certified Interpretation/Translation	\$20,410.00	\$19,106.80	complete	Year 2	Competitive Sealed Bid	Eric Rice	Intra-Dist & Local
MVS	Smart TVs, Installation, Configuration	\$19,996.55	\$19,996.55	complete		Small Purchase	Eric Rice	Local
National Judicial Colle	Training - Judicial Writing	\$16,323.00	\$16,323.00	complete		Exempt from competition	Eric Rice	Local
National Judicial Colle	Training - Casflow Management	\$17,766.00	\$14,331.00	complete		Exempt from competition	Eric Rice	Local
National Judicial Colle	Training - Diversity	\$23,593.00	\$23,593.00	complete		Exempt from competition	Eric Rice	Local
Neal R. Gross & Co, Inc	Court Transcription Services (DC Court of Appeals Compliance)	\$40,000.00	\$35,008.95	complete		Small Purchase	Eric Rice	Local
Orion Systems, LLC	Resource Center door, electric strike, security	\$3,142.62	\$3,142.62	complete		Small Purchase	Eric Rice	Local
Pitney Bowes	Postage only	\$42,000.00	\$42,000.00	complete		Exempt from competition	Eric Rice	Local
Pitney Bowes	Mailing Meter Rental and Maintenance	\$7,924.93	\$7,924.93	complete		Small Purchase	Eric Rice	Local
Rene Costales	Court Certified Interpretation/Translation	\$12,720.00	\$12,232.00	complete	Year 1	Small Purchase	Eric Rice	Local
Sustain Technologies	on-site training for Administrators	\$6,900.00	\$6,900.00	complete		Exempt from competition	Eric Rice	Local

Video Communicatio	Audio Visual Support Services, Warranty, Maint, Repair; purchases/equipment	\$20,000.00	\$20,000.00	complete		Small Purchase	Eric Rice	Intra-Dist
Westlaw (West Publi	Legal research	\$7,355.00	\$7,355.00	complete		Competitive Sealed-RFP	Eric Rice	Local

FY	TRANSACTION DATE	EMPLOYEE	PURPOSE	AMOUNT
FY15	10/11/2014	Paul Handy	Mailing	\$25.00
FY15	10/11/2014	Paul Handy	Mailing	\$25.00
FY15	10/11/2014	Paul Handy	Mailing	\$25.00
FY15	10/11/2014	Paul Handy	Mailing	\$25.00
FY15	10/15/2014	Paul Handy	Mailing	\$25.00
FY15	10/16/2014	Paul Handy	Credit Report for Employment Application	\$8.64
FY15	10/16/2014	Paul Handy	Credit Report for Employment Application	\$40.00
FY15	10/18/2014	ALJ Figueroa	Conference travel - Lodging	\$393.03
FY15	10/24/2014	Paul Handy	Office Operational Need - Database Maintenance Fees	\$1,200.00
FY15	10/28/2014	Paul Handy	Office Operational Need - Telecom	\$10.60
FY15	10/28/2014	Paul Handy	Deer Park Water	\$233.87
FY15	10/28/2014	Paul Handy	Time Stamp Equipment	\$704.77
FY15	10/30/2014	Paul Handy	Office Operational Need - Software	\$1,151.84
FY15	10/30/2014	Paul Handy	Time Stamp Repair	\$66.30
FY15	11/4/2014	Paul Handy	Obtaining Certificates of Good Standing from COA	\$190.00
FY15	11/5/2014	Paul Handy	Obtaining Certificates of Good Standing from DC Bar	\$100.00
FY15	11/25/2014	Paul Handy	Mailing	\$28.75
FY15	12/12/2014	Paul Handy	Office Operational Need - Telecom	\$9.22
FY15	12/20/2014	Paul Handy	Office Supplies	\$328.00
FY15	12/23/2014	Paul Handy	Obtaining Certificates of Good Standing from DC Bar	\$300.00
FY15	12/23/2014	Paul Handy	Office Supplies	\$97.79
FY15	12/25/2014	Paul Handy	Office Operational Need - Educational materials	\$21.65
FY15	2/5/2015	Eli Bruch	Training travel - Transportation	\$605.20
FY15	2/6/2015	Eli Bruch	Training travel - Lodging	\$494.28
FY15	2/21/2015	Paul Handy	Office Operational Need - Telecom	\$11.50
FY15	3/10/2015	Paul Handy	Office Supplies	\$13.98
FY15	3/11/2015	Nikki Steele	Office Supplies	\$179.94
FY15	3/12/2015	Nikki Steele	DC Bar	\$99.00
FY15	3/18/2015	Wanda Tucker	DC Bar	\$89.00
FY15	3/18/2015	Rachel Lukens	DC Bar	\$99.00
FY15	3/19/2015	Nikki Steele	Office Operational Need - Database Maintenance Fees	\$21.15
FY15	3/25/2015	Nikki Steele	Office Supplies	\$167.72
FY15	3/27/2015	Nikki Steele	Office Supplies	\$611.52
FY15	4/2/2015	Nikki Steele	Mailing	\$6.49
FY15	4/17/2015	Nikki Steele	Office Supplies	\$27.46
FY15	4/25/2015	Nikki Steele	Office Operational Needs - Telecom	\$420.00

FY	TRANSACTION DATE	EMPLOYEE	PURPOSE	AMOUNT
FY15	4/25/2015	Nikki Steele	Training Space and Equipment Rental	\$2,313.88
FY15	4/27/2015	Nikki Steele	Mailing	\$6.49
FY15	4/30/2015	Nikki Steele	Office Operational Need - Telecom	\$159.95
FY15	5/2/2015	Nikki Steele	Office Operational Need - Telecom	\$13.78
FY15	5/6/2015	Nikki Steele	Office Supplies	\$82.98
FY15	5/6/2015	Nikki Steele	Office Supplies	\$93.50
FY15	5/13/2015	Nikki Steele	Office Operational Need - Braille transcription	\$548.00
FY15	5/21/2015	Nikki Steele	Office Operatonal Need - Telecom	\$6.89
FY15	5/21/2015	Nikki Steele	Office Supplies	\$23.90
FY15	5/21/2015	Nikki Steele	Training Registration	\$199.00
FY15	5/28/2015	ALJ Bruch	Out of State Training Registration	\$640.00
FY15	5/29/2015	Maia Ellis	DC Bar - CLE Registration	\$99.00
FY15	6/9/2015	ALJ Cobbs	DC Bar - CLE Registration	\$89.00
FY15	6/17/2015	ALJ Bruch	Out of State Training Travel - Flight Insurance	\$33.54
FY15	6/17/2015	ALJ Weberman	Out of State Training Travel - Transportation	\$516.00
FY15	6/17/2015	ALJ Beatty-Arthur	Out of State Training Travel - Transportation	\$765.20
FY15	6/18/2015	ALJ Beatty-Arthur	Out of State Training Travel - Travel booking Fees	\$7.00
FY15	6/18/2015	ALJ Beatty-Arthur	Out of State Training Travel - Lodging	\$1,246.83
FY15	6/18/2015	ALJ Weberman	Out of State Training Travel - Lodging	\$1,436.55
FY15	6/18/2015	ALJ Weberman	Out of State Training Travel - Travel booking Fees	\$8.50
FY15	6/18/2015	ALJ Beatty-Arthur	Out of State Training Registration	\$890.00
FY15	6/18/2015	ALJ Weberman	Out of State Training Registration	\$890.00
FY15	6/18/2015	ALJ Vergeer	Out of State Training Registration	\$890.00
FY15	6/18/2015	ALJ Vergeer	Out of State Training Travel - Transportation	\$201.00
FY15	6/18/2015	ALJ Vergeer	Out of State Training Travel - Transportation	\$50.00
FY15	6/19/2015	ALJ Vergeer	Out of State Training Travel - Travel booking Fees	\$19.00
FY15	6/19/2015	ALJ Vergeer	Out of State Training Travel - Lodging	\$1,230.04
FY15	6/19/2015	Nikki Steele	Registration Fee: Managing the Gov Hotel and Teleworker Workshop VI	\$1,590.00
FY15	6/22/2015	Nikki Steele	Office Equipment Repair	\$750.88
FY15	6/24/2015	Nikki Steele	Office Supplies	\$27.00
FY15	6/30/2015	Nikki Steele	Defibrillators	\$3,118.00
FY15	7/2/2015	Nikki Steele	Training Space and Equipment Rental	\$900.00
FY15	7/9/2015	Nikki Steele	Office Equipment Supplies	\$244.75
FY15	7/14/2015	Nikki Steele	Zendesk Annual Subscription	\$1,218.24
FY15	7/30/2015	Nikki Steele	Office Supplies	\$69.94



FY	TRANSACTION DATE	EMPLOYEE	PURPOSE	AMOUNT
FY15	7/31/2015	Nikki Steele	Office Supplies	\$95.16
FY15	8/4/2015	Nikki Steele	Training Space and Equipment Rental Deposit	\$900.00
FY15	8/5/2015	Nikki Steele	Office Operational Need - Database Fees	\$35.00
FY15	8/5/2015	Nikki Steele	Office Equipment	\$2,793.00
FY15	8/5/2015	Nikki Steele	Courier Service	\$35.15
FY15	8/5/2015	Nikki Steele	Courier Service	\$54.50
FY15	8/6/2015	Lucious Mapp	Training Registration	\$595.00
FY15	8/7/2015	Nikki Steele	Office Equipment	\$294.00
FY15	8/7/2015	Nikki Steele	Training Space and Equipment Rental	\$2,427.04
FY15	8/7/2015	Nikki Steele	Training Space and Equipment Rental	\$1,806.82
FY15	8/7/2015	Nikki Steele	Training Space and Equipment Rental	\$1,100.00
FY15	8/7/2015	Nikki Steele	Training Space and Equipment Rental	\$32.47
FY15	8/11/2015	Nikki Steele	Courier Service	\$63.20
FY15	8/11/2015	Nikki Steele	Office Supplies	\$605.89
FY15	8/12/2015	Nikki Steele	Office Equipment	\$236.21
FY15	8/12/2015	Nikki Steele	Office Supplies	\$31.00
FY15	8/13/2015	Nikki Steele	Office Equipment	\$195.58
FY15	8/17/2015	Nikki Steele	Office Furniture	\$1,328.00
FY15	8/21/2015	Nikki Steele	Training Space and Equipment Rental Deposit	\$1,000.00
FY15	8/26/2015	Nikki Steele	Office Furnitture	\$375.00
FY15	8/26/2015	Nikki Steele	Conference Registration	\$760.00
FY15	8/27/2015	Nikki Steele	File Folders	\$544.00
FY15	9/1/2015	ALJ Mangan	Conference Registration	\$525.00
FY15	9/1/2015	ALJ Mangan	Conference travel - Transportation	\$294.60
FY15	9/1/2015	ALJ Mangan	Conference travel - Transportation	\$232.60
FY15	9/2/2015	ALJ Mangan	Conference Travel - Travel booking Fees	\$38.00
FY15	9/2/2015	ALJ Mangan	Conference travel - Lodging	\$789.44
FY15	9/2/2015	Nikki Steele	Office Equipment	\$1,476.76
FY15	9/2/2015	Nikki Steele	Survey Software	\$990.00
FY15	9/2/2015	ALJ Figueroa	Conference travel - Transportation	\$340.00
FY15	9/3/2015	Nikki Steele	Defibrillators	\$3,118.00
FY15	9/10/2015	Nikki Steele	Time Stamp Machines	\$3,087.00
FY15	9/11/2015	Nikki Steele	Office Supplies	\$146.98
FY15	9/12/2015	Nikki Steele	Office Supplies	\$1,293.80
FY15	9/15/2015	Nikki Steele	Training Space and Equipment Rental	\$650.00
FY15	9/17/2015	Nikki Steele	Office Equipment	\$395.00
FY15	9/18/2015	Nikki Steele	iPADS	\$2,895.00
FY15	9/18/2015	Nikki Steele	Legal Publication	\$233.66
FY15	9/18/2015	Nikki Steele	Legal Publication	\$223.08
FY15	9/18/2015	Nikki Steele	Legal Publication	\$87.00
FY15	9/23/2015	Paul Handy	TVs for Hearing Rooms, Scanners	\$4,770.41

FY	TRANSACTION DATE	EMPLOYEE	PURPOSE	AMOUNT
FY16	11/14/2015	Paul Handy	Office Supplies	\$832.27
FY16	10/21/2015	Nikki Steele	Office Supplies	\$611.52
FY16	10/24/2015	Nikki Steele	Office Supplies	\$41.70
FY16	10/24/2015	Nikki Steele	Courier Services	\$35.00
FY16	10/26/2015	Nikki Steele	Registration	\$200.00
FY16	10/28/2015	Nikki Steele	Transcription Services	\$2,777.04
FY16	11/1/2015	Nikki Steele	Courier Services	\$88.79
FY16	11/4/2015	Nikki Steele	Office Operatonal Need - Telecom	\$41.31
FY16	11/6/2015	Nikki Steele	Computer Accessories	\$596.26
FY16	11/6/2015	Nikki Steele	Office Supplies	\$691.47
FY16	11/6/2015	Nikki Steele	Office Supplies	\$82.38
FY16	11/8/2015	Nikki Steele	Office Supplies	\$165.96
FY16	11/14/2015	Nikki Steele	Office Supplies	\$105.72
FY16	11/19/2015	Nikki Steele	Office Repairs	\$90.88
FY16	11/23/2015	Nikki Steele	Head Phones for Hearing Rooms	\$119.00
FY16	11/25/2015	Nikki Steele	Office Supplies	\$14.50
FY16	11/25/2015	Nikki Steele	Office Supplies	\$490.72
FY16	11/25/2015	Nikki Steele	Office Supplies	\$21.59
FY16	11/25/2015	Nikki Steele	Training Space Permit	\$136.50
FY16	12/8/2015	Nikki Steele	Obtaining Certificates of Good Standing from COA	\$205.00
FY16	12/8/2015	Nikki Steele	Vendor Services - Paper Shredding	\$675.00
FY16	12/14/2015	Nikki Steele	Office Furniture Parts	\$365.94
FY16	12/15/2015	Nikki Steele	Office Furniture	\$59.98
FY16	12/15/2015	Nikki Steele	Blinds Replacement	\$322.85
FY16	12/16/2015	Nikki Steele	Office Operatonal Need - Telecom	\$20.64
FY16	12/22/2015	Maia Ellis	DC Bar - CLE Registration	\$149.00
FY16	12/22/2015	Nikki Steele	Lamps	\$100.67
FY16	12/22/2015	Nikki Steele	Office Repairs	\$126.33
FY16	1/7/2016	Nikki Steele	Office Supplies	\$71.98
FY16	1/7/2016	Nikki Steele	Office Supplies	\$239.90
FY16	1/7/2016	Nikki Steele	Office Operational Need - Software	\$474.82
FY16	1/9/2016	Nikki Steele	Office Furniture	\$495.00
FY16	1/12/2016	Nikki Steele	Office Supplies	\$126.87
FY16	1/12/2016	Nikki Steele	Office Supplies	\$36.58
FY16	1/27/2016	Nikki Steele	Office Repairs	\$616.35
FY16	1/31/2016	Nikki Steele	Office Equipment	\$78.69
FY16	2/2/2016	Nikki Steele	Office Supplies	\$66.98
FY16	2/2/2016	Nikki Steele	Printed Envelopes	\$360.00
FY16	2/3/2016	Nikki Steele	Office Supplies	\$18.00
FY16	2/5/2016	Nikki Steele	Courier Services	15.85

**DISTRICT OF COLUMBIA  
OFFICE OF ADMINISTRATIVE HEARINGS**



Agency	FY 2015				FY 2016			
	Date Entered	Termination Date	Buyer	Seller	Date Entered	Termination Date	Buyer	Seller
Child Support Services Division	10/01/2014	09/30/2015	X		01/13/2016	09/30/2016	X	
District of Columbia Public Schools	10/01/2014	09/30/2015	X		10/01/2015	09/30/2016	X	
District of Columbia Department of Human Resources	10/01/2014	09/30/2015		X	10/01/2015	09/30/2016		X
Department of Employment Services	10/01/2014	09/30/2015	X		10/01/2015	09/30/2016	X	
Department of Energy and Environment	01/08/2015	09/30/2015	X		10/01/2015	09/30/2016	X	
Department of Health Care Finance	10/01/2014	09/30/2015	X		10/01/2015	10/01/2016	X	
Department of Housing and Community Development	10/01/2014	09/30/2015	X		10/01/2015	09/30/2016	X	
Department of Insurance, Securities, and Banking	12/01/2014	09/30/2015	X		10/01/2015	09/30/2016	X	
Department of Motor Vehicles	10/01/2014	09/30/2015		X	10/01/2015	09/30/2016		X
Health Benefit Exchange Authority	10/01/2014	09/30/2015	X		10/01/2015	09/30/2016	X	
Office of the Chief Financial Officer	08/26/2015	09/30/2015	X					
Office of the Chief Technology Officer	10/01/2014	09/30/2015		X	10/01/2015	09/30/2016		X
Office of Disability Rights	10/01/2014	10/01/2015		X	10/01/2015	09/30/2016		X
Office of Labor Relations and Collective Bargaining	10/01/2014	09/30/2015		X	10/01/2015	09/30/16		X
Office of the State Superintendent of Education	10/01/2014	09/30/2015	X		10/01/2015	09/30/2016	X	

FY 2016 LOCAL PROGRAM ENHANCEMENT - FORM A  
**Agency Local Program Enhancement Package Summary**  
**Agency Title (Code): Office of Administrative Hearings (FS0)**  
**Date: 11/10/14**

Ser. No	Title of Program Enhancement Request	Amount of Request (\$)	FTE Request
1	Case Management System	\$113,000	0.0
2	Office of Administrative Hearings Professional Development	\$ 85,900	0.0
3	Mediator Attorney	\$ 75,000	1.0
4	Performance Measurement Project Consultant	\$ 50,000	0.0
5		\$ -	
6		\$ -	
7		\$ -	
8		\$ -	
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<b>TOTAL</b>		<b>\$ 323,900</b>	<b>1.0</b>

**FY 2016 PROGRAM ENHANCEMENT - FORM B**  
Agency Program Enhancement Request Details

**Agency Code:** FS0  
**Agency Title:** Office of Administrative Hearings  
**Enhancement Title:** Case Management System  
**Date:** November 7, 2014

**Total Amount of Local Funds:** \$113,000

**FTEs:** 0

**Is this Enhancement a one-time cost?** One-time cost for upgrades and OCTO system requirements; then ongoing support from OCTO and Sustain.

**Agency point of contact:** Kathy Haggerty, Executive Director.

**Problem Statement**

The Office of Administrative Hearings (OAH) court case management system is *E-Court*, which is a product of Sustain Technologies, Inc., a Daily Journal Company. OAH entered into a five year contract in 2012 with Sustain and Hyland's OnBase document management system to implement a case management system.

In order to keep pace with technology and caseflow, provide greater service to the public, reduce paper, better analyze and improve caseflow and create efficiencies in an ever growing agency, and allow for compliance with the Open Government initiative, OAH seeks to enhance E-Court, as the current version of these applications cannot accommodate these needs.

**Proposed Solution**

Sustain Technologies can assist by installing the portal (**\$20,000**) for set-up and to provide eSearching capabilities, plus **\$50,000** to configure eFiling capabilities, for which we will have to first gather requirements and then back into the cost. The document management conversion from OnBase to the eCourt document management is **\$30,000**, and this will include the services to upgrade the system from v5 to v7. The quarterly trainings are \$1,000 each, or **\$4,000** for the year. OCTO additional costs for CPUs or RAM, and additional cost for the eCourtPublic test and production servers upgrading our current version of E-Court, version 5, to version 7 may likely run **\$9000**. This brings the total cost of this enhancement to **\$113,000**.

**Cost-Benefit Analysis**

- Anticipated ROI is 3 years (Cost savings – both direct and indirect costs – will be realized through streamlining of Clerk's staff tasks, reduction of judicial time spent re-creating orders, case files will be viewable by public, reduction in staff time on FOIA requests or copying requests, and increased case flow/decreased backlog.)
- Ensuring full redundancy of the official case file
- 24 hour availability of case file
- Enhanced and updated docket management and immediate access to case file
- Filing documents: Pleadings, motions, petitions via internet

- Public portal allows parties ease of access and transparency and local document printing
- Publishing final orders to the web will meet compliance with the Open Government Initiative
- Reduces costs for litigants (courier fees, filing in person)

### **Other Benefits**

### **Legislative Analysis**

OAH Establishment Act.

Mayor's Order 2014-170 "Open Government Initiative."

### **OBP ASSESSMENT**

**FY 2016 PROGRAM ENHANCEMENT - FORM B**  
Agency Program Enhancement Request Details

**Agency Code:** FS0  
**Agency Title:** Office of Administrative Hearings  
**Enhancement Title:** OAH Professional Development  
**Date:** November 7, 2014

**Total Amount of Local Funds:** \$85,900

**FTEs:** 0

**Is this Enhancement a one-time cost?** Ongoing.

**Agency point of contact:** Kathy Haggerty, Executive Director

**Problem Statement**

The OAH has a limited line item (\$17,500) for staff training and professional development for Judges, attorneys, Clerk's staff and Administrative staff. Consequently, training has been haphazard, piecemeal and has met the bare minimum, according to generally what remains in the budget during the second half of each fiscal year. This inability to have thoughtful, deliberative planning for engagement in Mission-centric conferences, trainings, and development courses, contributes to stagnation and poor morale, turnover, and decreased proficiency, competency and service to the public.

**Proposed Solution**

**\$85,900** would be the requested baseline for training/education/professional development, which would be for agency-specific trainings and relevant courses and conferences. Such trainings could include: **\$47,500** for National Judicial College (Fair Hearing & Case Management) five new judges to the former, all judges and attorneys to the latter (43 total); **\$17,500** National Association of Administrative Judiciary Conference (3 days, registration only, for 35 ALJs); **\$19,000** for D.C. BAR Continuing Legal Education (CLE) courses (2 courses @ up to \$200 for 35 ALJs and 7 Staff Attorneys); **\$16,000** for National Center for State Courts (NCSC) trainings (typically these are 3 day trainings at \$645 per course, plus travel/lodging for up to 4 Management level staff); and National Association of State Judicial Educators conference – registration only (\$600 per person) and **\$3400** NCSC's Court Technology Conference (2 staff at \$1700 for registration/transportation/lodging). With the pre-existing \$17,500 on this line, we would be able to provide the professional development we envision for the OAH community.

**Cost-Benefit Analysis**

**Costs:** Besides the expense of the trainings and conferences, there is downtime and lost productivity (which results primarily from travel).

**Benefits:** Agency staff and Judges stay current on the latest developments in administrative law, case management and technology; all who participate receive the opportunity for renewal and growth; the Agency's human capital is increased, thereby enhancing quality of services to the public whom we serve; productivity increases, which increases the public value; job satisfaction, motivation and morale increase, which will reduce turnover.

### **Other Benefits**

Increasing our Agency's professional skills supports the District's strategic goal of "recruiting, managing and retaining a well-qualified and diverse workforce," and to "promote the continuous professional development and growth of its employees."

### **Legislative Analysis**

There are no required amendments to the D.C. Code or any other regulatory requirement as a result of this proposal. The D.C. Code does not require funding for this proposal (no legislative mandate exists).

### **OBP ASSESSMENT**



**FY 2016 PROGRAM ENHANCEMENT - FORM B**  
Agency Program Enhancement Request Details

**Agency Code:** FS0  
**Agency Title:** Office of Administrative Hearings  
**Enhancement Title:** Mediator-Attorney  
**Date:** November 7, 2014

**Total Amount of Local Funds:** \$75,000

**FTEs:** 1.0

**Is this Enhancement a one-time cost?** Ongoing.

**Agency point of contact:** Kathy Haggerty, Executive Director

**Problem Statement**

One of OAH's key performance indicators is to reduce the number of hearings through increasing mediations, as mutually agreeable solutions are shown to have more successful outcomes for the parties. In FY14 Administrative Law Judges mediated on 166 cases. It is difficult to exactly quantify at this time how many hours were spent on these cases, as each mediation is different in terms of the number of parties and complexity of the case. Therefore, cases can take as little as two hours (equating to 332 hours) or as much as several days (equating to 3984 hours). Roughly, then, a fair estimate is 2148 hours (average between low and high) which can be attributed to time that Judges were not allocating their time on the adjudication of cases, or concentrating on case disposition and backlogs. Secondly, there are parties who arrive for their hearings and decide they are willing to attempt mediation, however, finding the Judicial resource at the last minute has proven very challenging, if not generally impossible. The lack of resources in this area contributes to delayed disposition of cases.

**Proposed Solution**

OAH proposes 1 FTE Mediator-Attorney. This mediator-attorney would be available for both scheduled and walk-in mediations, and could also support the Legal Counsel unit by conducting legal research projects when not in mediation. This liberates the Judges to spend their time on adjudicating cases and working on those cases which do not lend themselves to mediation.

**Cost-Benefit Analysis**

**Cost:** Salary and benefits for one Attorney-Advisor position is \$75,000. ALJ time spent in mediation = \$144,538, that is, \$67.29/hour \* 2148 hours. That is a **cost savings up to \$69,538** per year.

**Benefits:** Having a full-time mediator on staff, who is not an ALJ, would allow for greater service to the public, more efficient disposal of cases, provide additional support to the Office of General Counsel and a more efficient use of Judicial time. As stated above, nearly \$70,000 in personnel savings.

**Other Benefits**

**Legislative Analysis**

OAH Establishment Act.

No required amendments to the D.C. Code or any other regulatory requirement as a result of this proposal. The D.C. Code does not require funding this proposal (no legislative mandate exists).

**OBP ASSESSMENT**

**FY 2016 PROGRAM ENHANCEMENT - FORM B**  
Agency Program Enhancement Request Details

**Agency Code:** FS0

**Agency Title:** Office of Administrative Hearings

**Enhancement Title:** Performance Measurement Project Consultant

**Date:** November 7, 2014

**Total Amount of Local Funds:** \$50,000

**FTEs:** 0

**Is this Enhancement a one-time cost?** One Time.

**Agency point of contact:** Kathy Haggerty, Executive Director

**Problem Statement**

Under the OAH Establishment Act, Section 8. "Powers and duties of the Chief Administrative Law Judge," the Chief Administrative Law Judge shall (10) "*Develop and implement annual performance standards for the management and disposition of cases assigned to Administrative Law Judges, which shall take account of subject matter and case complexity.*" The challenge OAH faces regarding this mandate, is that the current process and evaluation form are deficient in substantive and objective criteria. The current evaluation rates Administrative Law Judges (ALJs) on: Judicial Temperament, Teamwork, Job Knowledge, Communications (oral and written), Managing People, Leadership, Strategic Planning, Operations Planning and Evaluating, and Conflict Management. While these components are important, they do not specifically address the duties and responsibilities and the intent under this specific area of the Establishment Act: How caseloads are managed, timely disposition of cases, quality of writing and decisions rendered, and the mix and complexity of cases. The current system does not have objective measurements and criteria by which to evaluate ALJs, and consequently, they lack meaningful information by which Judges can receive important feedback as well as accountability.

**Proposed Solution**

Such a tool is needed and should be developed under a vetted consultant to ensure credibility. OAH would issue a RFQ to secure the most qualified consulting services that possess expertise in the area of performance measurement, specifically as it relates to Administrative Law Judges. OAH proposes this one-time project to: Assess the current performance measurement system; determine objective criteria in collaboration and consultation with the ALJ Corps; and then develop, train, and implement the measurement tool. It is estimated that these services would cost approximately \$50,000.

**Cost-Benefit Analysis**

Cost: Contracted services.

Benefits: A meaningful performance measurement tool and process that will translate into greater opportunities for ALJ Corps to improve services and be accountable to the District.

**Other Benefits**

**Legislative Analysis**

As stated, the OAH Establishment Act calls for such a performance measurement tool. Otherwise, there are no required amendments to the D.C. Code or any other regulatory requirement as a result of this proposal.

**OBP ASSESSMENT**

**OFFICE OF ADMINISTRATIVE HEARINGS (OAH)  
FY 2015 REPROGRAMMING LIST**

		LOCAL		Starting Budget		\$8,703,036
FISCAL YEAR	FUND	DATE	SOAR DOC #	DESCRIPTION	AMOUNT	
2015	0100	9/30/15	BJRAT141	REPRO-VARIOUS AGY	(2,500.00)	
2015	0100	6/2/15	BJFS0602	REPROGRAMMING 15-0546	155,000.00	
2015	0100	6/2/15	BJFS0602	REPROGRAMMING 15-0546	(90,000.00)	
2015	0100	9/30/15	BJRAT141	REPRO-VARIOUS AGY	(1,100.00)	
2015	0100	9/30/15	BJRAT141	REPRO-VARIOUS AGY	(19,000.00)	
2015	0100	6/2/15	BJFS0602	REPROGRAMMING 15-0546	115,000.00	
2015	0100	9/30/15	BJRAT141	REPRO-VARIOUS AGY	(4,000.00)	
2015	0100	7/13/15	BJSUPFS0	FY 2015 SUPPLEMENTAL	(162,968.00)	
2015	0100	6/2/15	BJFS0602	REPROGRAMMING 15-0546	(208,675.00)	
2015	0100	8/10/15	BJFS0FS0	REPROGRAMMING 15-0737	(46,939.74)	
2015	0100	6/2/15	BJFS0602	REPROGRAMMING 15-0546	(23,500.00)	
2015	0100	9/30/15	BJRAT141	REPRO-VARIOUS AGY	(18,000.00)	
2015	0100	8/11/15	BJFS0FS1	TO CORRECT BJFS0FS0	46,939.74	
2015	0100	8/11/15	BJFS0FS1	TO CORRECT BJFS0FS0	(46,939.74)	
2015	0100	9/30/15	BJRAT141	REPRO-VARIOUS AGY	(122,000.00)	
2015	0100	9/30/15	BJRAT141	REPRO-VARIOUS AGY	(1,000.00)	
2015	0100	6/2/15	BJFS0602	REPROGRAMMING 15-0546	(30,500.00)	
2015	0100	6/2/15	BJFS0602	REPROGRAMMING 15-0546	(39,825.00)	
2015	0100	9/30/15	BJRAT141	REPRO-VARIOUS AGY	(29,000.00)	
2015	0100	6/2/15	BJFS0602	REPROGRAMMING 15-0546	130,000.00	
2015	0100	9/30/15	BJRAT141	REPRO-VARIOUS AGY	(7,000.00)	
2015	0100	6/2/15	BJFS0602	REPROGRAMMING 15-0546	(7,500.00)	
2015	0100	8/10/15	BJFS0FS0	REPROGRAMMING 15-0737	46,939.74	
2015	0100	7/13/15	BJSUPFS0	FY 2015 SUPPLEMENTAL	(31,174.00)	
2015	0100	9/30/15	BJRAT141	REPRO-VARIOUS AGY	(45,000.00)	
					<b>Final Budget</b>	<b>8,260,294</b>

		INTRA-DISTRICT		Starting Budget		\$1,641,263
FISCAL YEAR	FUND	DATE	SOAR DOC #	DESCRIPTION	AMOUNT	
2015	0701	5/6/15	BJCF0FS0	INTRA-DISTRICT 15-0484	142,878.96	
2015	0701	5/6/15	BJCF0FS0	INTRA-DISTRICT 15-0484	1,814.14	
2015	0701	9/3/15	BJFS0903	INTRA-DISTRICT 15-0795	(36,875.00)	
2015	0701	10/10/14	BJFS0CF0	INTRA-DISTRICT 14-1222	26,590.55	
2015	0701	8/26/15	BHFS0GA1	INTRA-DISTRICT - CORRECT DCPS BUDGET	36,875.00	
2015	0701	12/15/14	BJFS0SR0	INTRA-DISTRICT 15-0202	24,000.00	
2015	0701	5/6/15	BJCF0FS0	INTRA-DISTRICT 15-0484	40,681.00	
2015	0701	5/6/15	BJCF0FS0	INTRA-DISTRICT 15-0484	5,822.00	
2015	0701	11/5/14	BJFS0HI0	INTRA-DISTRICT 15-0052	(300,000.00)	

2015	0701	10/10/14	BJFS0CF0	INTRA-DISTRICT 14-1222	5,836.96
2015	0701	4/24/15	BHFS0GA0	INTRA-DISTRICT - REDUCE DCPS CONTRACT	(36,875.00)
2015	0701	5/6/15	BJCF0FS0	INTRA-DISTRICT 15-0484	26,988.03
				<b>Final Budget</b>	1,579,000

**OFFICE OF ADMINISTRATIVE HEARINGS (OAH)  
FY 2016 REPROGRAMMING LIST**

	LOCAL			Starting Budget	\$8,805,049
FISCAL YEAR	FUND	DATE	SOAR DOC #	DESCRIPTION	AMOUNT
2016	0100			None	0.00
				Final Budget	8,805,049

	INTRA-DISTRICT			Starting Budget	\$1,355,062
FISCAL YEAR	FUND	DATE	SOAR DOC #	DESCRIPTION	AMOUNT
2016	0701	10/26/15	BJFSOCF2	INTRA-DISTRICT 16-0003	9,280.00
2016	0701	10/26/15	BJFSOCF2	INTRA-DISTRICT 16-0003	97,200.08
2016	0701	10/26/15	BJFSOCF2	INTRA-DISTRICT 16-0003	58,000.00
2016	0701	12/15/15	BJFSOGA0	INTRA-DISTRICT 16-101	52,500.00
2016	0701	10/26/15	BJFSOCF2	INTRA-DISTRICT 16-0003	24,458.00
				Final Budget	1,596,500

	FEDERAL GRANT			Starting Budget	\$60,000
FISCAL YEAR	FUND	DATE	SOAR DOC #	DESCRIPTION	AMOUNT
2016	8250	10/5/15	PAFSOMED	REPROGRAM TO PERSON SERV BUD	(60,000.00)
2016	8250	10/5/15	PAFSOMED	REPROGRAM TO PERSON SERV BUD	50,400.00
2016	8250	10/5/15	PAFSOMED	REPROGRAM TO PERSON SERV BUD	9,600.00
				Final Budget	60,000

**Medicaid Reimbursement Fund (8250)**

<b>Office of Administrative Hearings (FS0)</b>					
<b>FY</b>	<b>Received</b>	<b>Expenditures</b>	<b>FTEs</b>	<b>Grant#/Ph.</b>	<b>Service</b>
2015	100,000	100,000	0	MEDICD/15	Adjudication of TANF and Medicaid related cases
<b>Total</b>	<b>100,000</b>	<b>100,000</b>	<b>0</b>		

<b>Office of Administrative Hearings (FS0)</b>					
<b>FY</b>	<b>Received</b>	<b>Expenditures</b>	<b>FTEs</b>	<b>Grant#/Ph.</b>	<b>Service</b>
2016	0	0	0	MEDICD/16	Adjudication of TANF and Medicaid related cases
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>		

Note:

FY 2016 Budget is established at \$60,000.00





## FY 2015 PERFORMANCE PLAN Office of Administrative Hearings

### MISSION

The mission of the Office of Administrative Hearings (OAH) is to provide a fair, efficient, and effective forum to manage and resolve administrative disputes.

### SUMMARY OF SERVICES

OAH is an impartial, independent, executive branch agency that adjudicates cases for over 40 District of Columbia agencies, boards, and commissions. OAH holds hearings and provides other adjudication services and conducts mediations to resolve disputes arising under District law and rules.

### PERFORMANCE PLAN DIVISIONS

- Executive<sup>1</sup>
- Judicial
- Court Counsel
- Clerk of Court

### AGENCY WORKLOAD MEASURES

Measure	FY 201 Actual	FY 2013 Actual	FY 2014 YTD <sup>2</sup>
Number of Cases Filed	16,064	24,221	14,607
Number of Hearings Held	6,642	6,681	4,648
Number of Final Orders Issued	20,762	19,123	11,895
Number of Appeals to DC Court of Appeals (by Calendar Year)	193	120	65
Number of Cases Dismissed (including voluntary dismissals)	3,057	3,384	1,834
Percentage of Notice of Infraction/Notice of Violation cases in which the District government prevails	76.6%	82%	NA

<sup>1</sup> For the purposes of the FY15 Performance Plan, the (500A) Executive program includes (100A) Agency Management and (100F) Agency Financial Operations.

<sup>2</sup> The data are accurate through June 30, 2014.



## *Executive*<sup>3</sup>

### **SUMMARY OF SERVICES**

The Executive program includes Agency Management and Agency Financial Operations. The program provides administrative and operational support and tools required to achieve programmatic results. The program is standard for all performance-based budgeting agencies,

### **OBJECTIVE 1: Oversee and facilitate the coordination of interagency activities and initiatives between OAH and other District agencies.**

#### **INITIATIVE 1.1: Ensure the update of OAH's website to facilitate the payment of Notice of Infraction tickets for DCTC.**

The OAH Act gave OAH authority to adjudicate all District of Columbia Taxicab Commission (DCTC) cases as of October 1, 2004. See D.C. Official Code § 2-1831.03(b)(3). Despite this authority, only 181 DCTC cases have been filed at OAH since FY05. The vast majority of DCTC cases continued to be heard by Department of Motor Vehicles (DMV) pursuant to a Memorandum of Understanding between DMV and DCTC. In FY13, due to concerns about its on-going authority to adjudicate DCTC cases as well as resource limitations, the OCA directed that all DCTC cases be heard by OAH consistent with the OAH Act. The Office will also update its website in FY14 by placing links to the DMV website for payment of taxicab tickets. In addition, information directing litigants to OAH's website will be included on the newly printed Notice of Infraction tickets for DCTC. In FY14, the expected outcome will be a reduction in the number of backlogged cases and user friendly access for litigants in the payment of taxicab tickets by way of OAH's website.

**Completion Date: September 2015.**

#### **INITIATIVE 1.2: Train OAH staff on use of eTims, the case management system for DC Taxicab Commission cases.**

OAH will train support staff and Administrative Law Judges staff in the use of eTims, the new case management system for these cases. **Completion Date: September 2015.**

#### **INITIATIVE 1.3: Collaborate with District government stakeholder agencies to project caseload changes and to ensure the maintenance and development of an appropriate supportive infrastructure.**

The OAH Establishment Act at D.C. Official Code § 2-1831.13(e) requires the OAH Chief Administrative Law Judge to transmit to the Mayor, the Council, and each agency for whom OAH adjudicates cases (stakeholder agencies), a written summary of OAH's caseload during the previous fiscal year that is attributable to any provision of law administered by or under the jurisdiction of each stakeholder agency. The summary must include comparative caseload data from prior fiscal years. In response, the stakeholder agency must provide OAH a written statement as to whether the agency knows or believes there is a reasonable possibility that the caseload attributable to the agency will

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<sup>3</sup> For the purposes of the FY15 Performance Plan, the (500A) Executive program includes (100A) Agency Management and (100F) Agency Financial Operations.



increase or decrease by more than 10% in the current or following fiscal year based on any planned or ongoing agency actions, or any other reason, and specifying the anticipated amount of and reason for the increase or decrease. Accordingly, OAH Rule 2839.1, requires each stakeholder agency to compare the number of cases reported in the OAH summary to the number of cases it anticipates filing at OAH in the following fiscal year. To comply with the statutory mandates, OAH will identify stakeholder agency contacts; collaborate with the stakeholder agencies to develop a stakeholder agency reporting tool with timelines for submission to OAH; create an analytical framework for determining the need for any change in OAH resources, and a tool for communicating the need for any change in OAH resources to the Mayor and the Council.

**Completion Date: September 2015.**

#### **KEY PERFORMANCE INDICATORS – Executive**

<b>Measure</b>	<b>FY 2013 Actual</b>	<b>FY 2014 Target</b>	<b>FY 2014 YTD<sup>4</sup></b>	<b>FY 2015 Projection</b>	<b>FY 2016 Projection</b>	<b>FY2017 Projection</b>
Percentage of OAH staff trained in eTims, the case management system for DCTC cases	NA	NA	NA	5%	10%	15%
Percentage of stakeholder agency contacts identified for caseload projection <sup>5</sup>	NA	NA	NA	75%	85%	90%
Percentage of stakeholder agencies collaborating with caseload projection	NA	NA	NA	65%	75%	80%
Percentage of tasks completed toward the development of caseload projection reporting tool.	NA	NA	NA	75%	95%	95%
Percentage of tasks completed toward development of analytical framework for determining need for any change in OAH resources	NA	NA	NA	75%	95%	95%

<sup>4</sup> Data are accurate as of June 30, 2014.

<sup>5</sup> Since the number of stakeholder agencies may change during a fiscal year or from year to year based on amendments to the OAH Establishment Act or agreements between OAH and District agencies, stakeholder agency percentages referenced in the measures will be calculated based on the number of actual stakeholder agencies in the fiscal year.



## *Judicial*

### **SUMMARY OF SERVICES**

The Judicial program ensures due process and is charged with improving the quality, efficiency, and efficacy of justice management. This program provides pre-trial management, adjudication, and mediation services.

#### **OBJECTIVE 1: Increase the clearance rate of cases disposed**

##### **INITIATIVE 1.1: Increase the disposition rate of older cases**

Clearance rate was a new proposed performance measure for OAH in FY14, which was modeled on one adopted by the DC Court System. A measure of court efficiency, the clearance rate is the total number of cases disposed of (*i.e.*, final orders issued) divided by the total number of cases added to the caseload (*i.e.* opened and re-opened) during a given time period. Rates of over 100% indicate that the court disposed of more cases than were added, thereby reducing the pending caseload. In the second quarter of FY14, OAH implemented an interim performance objective to dispose of the oldest cases ripe for disposition first. In FY15, the expected outcome will be an increase in court efficiency and an overall reduction of the pending caseload.

**Completion Date: September 2015.**

##### **INITIATIVE 1.2: Begin to re-engineer case management**

Some, but not all, of OAH cases are mandated by statute or inter-agency agreement to meet a specific deadline by which a final order must be issued. In the 4<sup>th</sup> quarter of FY14, OAH hired a new Clerk of Court, who is expected (see Clerk of Court portion of this plan) to re-engineer operations under the Clerk of Court's supervision, including establishing benchmarks for case processing and improving how OAH schedules hearings. Over the last several FYs, mediation has been successful in reducing by 50% the number of complex cases requiring hearings and decisions by an ALJ. In future FYs, OAH will need to undertake a major project to integrate case management, case allocation, and performance management. In FY15, the expected outcome of case management efforts will be an increase in court efficiency by reducing the pending caseload, and collecting data about the resources necessary to dispose of cases within target timeframes. **Completion Date: September 2015.**

##### **INITIATIVE 1.3: Increase efficiency of post-trial procedures**

As part of OAH's mission to provide fair, efficient, and effective administrative adjudication, it has established procedural rules which allow litigants to request changes to the final order or a new hearing. The legal grounds for these requests vary in complexity and validity. Most OAH litigants are self-represented and are unaware of the factual framework and circumstances which might meet the legal standards for granting such requests. OAH will develop forms to capture relevant information from litigants who request new hearings or changes to the final order so that the need to conduct additional hearings to obtain this information is reduced, and more of these requests can be resolved without the need for a hearing. In addition, OAH will develop tools for ALJs to decide these requests, including template orders that reduce writing time without sacrificing sound legal analysis. **Completion Date: September 2015.**



## KEY PERFORMANCE INDICATORS – Judicial <sup>6</sup>

Measure	FY 2013 Actual	FY 2014 Target	FY 2014 <sup>7</sup> YTD	FY 2015 Projection	FY 2016 Projection	FY 2017 Projection
Percentage of the total number of cases disposed of (final order issued) within 365 days of close of the record or less	NA	NA	NA	50%	75%	85%
Percentage of all unemployment insurance cases resolved within 90 days of filing in a given month <sup>8</sup>	97%	99.6%	99%	99.5%	95%	95%
Percentage of hearings reduced due to mediation	8.3%	4.9%	4.5%	1.9%	5.5%	6.5%
Percentage of non-unemployment insurance cases resolved within 120 days of filing <sup>9</sup>	65%	82.9%	60%	81.2%	65%	70%
Percentage of post-trial motions decided within 75 days in accordance with OAH Rules	NA	NA	NA	75%	85%	95%

<sup>6</sup> Data are accurate as of June 30, 2014.

<sup>7</sup> The Judicial Division includes the functions of Trial Appeals and Judicial Management.

<sup>8</sup> The U.S. Department of Labor industry standard is 95% of cases in a given month resolved within 90 days of filing.

<sup>9</sup> This indicator includes cases opened and disposed of in the same fiscal year only.



## *Court Counsel*<sup>10</sup>

### **SUMMARY OF SERVICES**

The Court Counsel Division supports the Chief Administrative Law Judge's efforts to ensure agency compliance with applicable laws; it assists key management staff by, among other things, tracking legislative and regulatory initiatives, and supports the administrative court's judicial function by assisting Administrative Law Judges with legal research and analysis and the drafting of orders.

### **OBJECTIVE 1: Improve the experience of participants who are limited or non-English proficient.**

#### **INITIATIVE 1.1: Increase the number of OAH forms translated into foreign languages, enhancing access to information and services for participants who are limited or non-English proficient.**

The OAH Resource Center provides self-represented litigants with information and assistance concerning their OAH cases. An Attorney Advisor supervises the Resource Center and oversees OAH's access to justice and language access initiatives. During walk-in interview hours, self-represented litigants can meet with Resource Center staff or supervised attorney volunteers to receive legal information and other informational brochures, many of which are available in multiple languages. In addition, OAH's website provides access to information, case materials, and forms in multiple languages. This initiative is designed to provide core information about the agency in all six primary languages listed in the Language Access Act. Translated versions of vital documents will also be available on the appropriate language page, so as to make access to this information easier for users who are not proficient in English (limited or not proficient).

**Completion Date: September 30, 2015.**

### **OBJECTIVE 2: Provide legal research and advice to the Chief Administrative Law Judge, key management staff, and the Administrative Law Judges.**

#### **INITIATIVE 2.1: Improve OAH efficiency and responsiveness by having all agency attorneys trained in the District of Columbia's rulemaking process.**

The rulemaking process can be difficult to navigate in a timely manner without proper training. This impacts OAH because agencies enact rules that affect our cases and we have to enact procedural rules governing OAH's cases. As in years past, in FY2015, the Office of Attorney General, Legal Counsel Division will conduct training sessions that examine rulemaking mechanics and procedures, explaining the substantive legal review procedure, the policy review process, the statutory requirements of the District's Administrative Procedures Act, and emerging issues. This initiative will be considered successful if, by the end of the fiscal year, all agency attorneys have completed the training. **Completion Date: September 30, 2015.**

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<sup>10</sup> The Court Counsel Division includes the functions of Judicial Assistance and Legal Counsel.



**INITIATIVE 2.2: Coordinate with the Board of Ethics and Government Accountability (BEGA) to obtain ethics training and, where necessary, provide timely and reliable oral and written ethics advice.**

In FY2015, the Court Counsel Division will coordinate with BEGA to train all agency employees, and organize a special training with an emphasis on ethical obligations for attorneys. The Court Counsel Division will also coordinate with BEGA, where necessary, to obtain timely, reliable oral and written advice on government ethics to those agency employees who request it, and assist agency employees to comply with the new financial disclosures requirements enforced by BEGA. This initiative will be considered successful if the Court Counsel Division arranges BEGA training for all agency staff by the end of the fiscal year and provides responses to ethics and financial disclosure inquiries orally or in writing within 21 days of the request.

**Completion Date: September 30, 2015.**

**INITIATIVE 2.3: Complete legal research assignments timely.**

In FY2105, the Court Counsel Division will, hopefully, be fully staffed. Accordingly, it will coordinate with the Chief Administrative Law Judge, key management staff, and the Administrative Law Judges to provide timely, reliable oral and written advice on legal research assignments in order to meet agency-wide needs and case-specific requirements. The Court Counsel Division will also provide expedited review and drafting assistance for any emergency project. This initiative will be considered successful if the Court Counsel Division provides responses within 30 days of the request (if no other deadline exists). **Completion Date: September 30, 2015.**

**KEY PERFORMANCE INDICATORS – Court Counsel Division**

Measure	FY 2013 Actual	FY 2014 Target	FY 2014 YTD	FY 2015 Projection	FY 2016 Projection	FY 2017 Projection
Number of attorneys who complete rulemaking training	NA	NA	5	4	7	7
Number of ethics/financial disclosure opinions issued within 21 days of request	NA	NA	NA	Baseline Year	5	5
Percentage of non-expedited legal research projects completed within 30 days of request	NA	NA	NA	Baseline Year	80	85
Percentage of expedited legal research projects completed within deadline provided	NA	NA	NA	Baseline Year	80	90
Number of translated versions of vital documents available to public	NA	NA	5	8	25	30
Percentage of staff trained in Language Access	NA	NA	10%	90%	90%	90%



## *Clerk of Court*<sup>11</sup>

### **SUMMARY OF SERVICES**

The Clerk of Court program provides an efficient intake of cases and supports the agency's case management system and caseload reporting; maintains forms and documentation; and serves as the primary customer service interface.

### **OBJECTIVE 1: Improve the experience of participants in administrative hearings through quality customer service.**

#### **INITIATIVE 1.1: Roll out specialized customer service training to all Clerk of Court staff that serve as OAH's primary customer service interface.**

In FY12, OAH revised its Customer Service Survey with the goal of measuring the satisfaction of litigants coming before OAH in four general areas: 1) hearing facilities; 2) the Clerk's Office; 3) Administrative Law Judges; and 4) the hearing process. And, in FY12, the Clerk's Office also increased its efforts to circulate the revised survey, which yielded a better data capture for that fiscal year. But in FY13, OAH disseminated fewer surveys than in the previous fiscal year and there was a corresponding decline in the number of Customer Service Surveys received. In response, OAH provided Clerk of Court staff specialized customer service training, focused on the importance of customer service; and OAH placed signs throughout high traffic areas of the agency encouraging customers to complete a survey; 2) changed the color of the surveys to increase their visibility; and 3) increased the accessibility of the surveys by placing them in various locations throughout the agency. The revised effort should result in a better data capture for FY15 and beyond. **Completion Date: September 2015**

### **OBJECTIVE 2: Increase the efficiency and integrity of case intake through the creation and use of improved intake forms.**

#### **INITIATIVE 2.1: Develop improved intake forms for various kinds of cases**

Most of OAH's litigants are self-represented and have little experience providing legally relevant facts to adjudicators. In certain types of public benefit cases, the law requires OAH to process verbal requests for appeal over the telephone. For the convenience of litigants, requests for appeal in any case in OAH's jurisdiction may be made by email or fax. Many of the OAH intake forms currently used by the Clerk's office do not elicit relevant or complete information. Therefore, Clerks who take requests for appeal do not collect accurate and complete information concerning the reason for the appeal. The absence of such information at the intake stage of a case may negatively impact and delay the Judicial Division's adjudication of the case, since additional information may be needed from the litigants before case complexity can be determined and resources marshaled to dispose of the case. In conjunction with the Judicial Division, the OAH Clerk of Court will develop and test new intake forms. Implementation of the improved forms is expected to educate self-represented litigants about the factual framework and legal issues relevant to their cases and, in turn, expedite disposition of the cases in FY15 and beyond. **Completion Date: September 2015**

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<sup>11</sup> The Clerk of the Court Division includes the functions of Case Management and Judicial Support.





**INITIATIVE 2.2: Train Clerk of Court staff on the use of the revised intake forms.**

Clerk of Court staff, especially staff serving in the OAH Resource Center, must be trained on the structure and content of the forms. The Clerk of Court will monitor implementation to ensure that forms are capturing the required information.

**Completion Date: September 2015**

**INITIATIVE 2.3: Evaluate the effectiveness of the revised intake forms.**

The Clerk of Court will review case files and information from the OAH electronic case management system to determine whether proper and complete information is captured through use of the revised intake forms and whether use of the forms has improved case processing efficiency. The Clerk of Court will also survey form users to ensure that the forms are maximally informative. **Completion Date: September 2015**

**OBJECTIVE 3: Improve case file processing.**

**INITIATIVE 3.1: Develop tracking methodology for case files.**

OAH maintains information concerning each case in a case file, which is a collection of legally significant documents (for example, requests for hearing and appeal, exhibits, and orders) created by OAH and the litigants relating to a particular legal case. OAH maintains the case files as part of the official record of proceedings in the case. Case files for a particular case can be traditional paper files, electronic files, or both. OAH now relies primarily on its electronic case management system to determine the location of a case file, but case files cannot always be retrieved readily. Case files are maintained (either on- or off-site) even after a case is closed, in compliance with OAH's retention policies. A reliably accurate and consistent case file retrieval system ensures efficient case processing and use of Clerk of Court staff time. To improve efficiency, the Clerk of Court will develop and implement tracking methods for case files and establish a schedule for periodically auditing the efficiency of the new case tracking methodology.

**Completion Date: September 2015**

**OBJECTIVE 4: Increase the integrity and consistency of case files.**

**INITIATIVE 4.1: Develop and implement uniform case file organization standards for different case types.**

OAH cases are organized by administrative agency, subject matter, and governing law and rules (i.e. cases arising under the Litter Control Act, the housing code, licensing rules, or public benefits legislation). OAH adopted inconsistent standards for determining the required contents and organization of files for various case types. Inconsistent standards create inefficiencies in case processing and impede cross-training of Clerk of Court staff. The Clerk of Court will develop and implement uniform case file organization standards and monitor compliance with the standards. **Completion Date: September 2015.**



### KEY PERFORMANCE INDICATORS - Clerk of the Court

Measure	FY 2013 Actual	FY 2014 Target	FY 2014 YTD <sup>12</sup>	FY 2015 Projection	FY 2016 Projection	FY 2017 Projection
Percentage of consumer satisfaction surveys with a rating of at least “Agree” regarding the level of quality of	95%	92%	92%	96%	97%	97%
Complete development and implementation of new intake forms by case	NA	NA	NA	70%	80%	95%
Percent compliance with established time frames for case file retrieval	NA	NA	NA	65%	80%	95%
Percent compliance with uniform case file organization standards by different case types	NA	NA	NA	50%	75%	100%

<sup>12</sup> Data are accurate as June 30, 2014.



## FY 2016 PERFORMANCE PLAN Office of Administrative Hearings

### MISSION

The mission of the Office of Administrative Hearings (OAH) is to provide a fair, efficient, and effective forum to manage and resolve administrative disputes.

### SUMMARY OF SERVICES

OAH is an impartial, independent, executive branch agency that adjudicates cases for over 40 District of Columbia agencies, boards, and commissions. OAH holds hearings and provides other adjudication services and conducts mediations to resolve disputes arising under District law and rules.

### PERFORMANCE PLAN DIVISIONS

- Executive<sup>1</sup>
- Judicial
- Court Counsel
- Clerk of Court

### AGENCY WORKLOAD MEASURES

Measure	FY 2012 Actual	FY 2013 Actual	FY 2014 <sup>2</sup> Actual	FY 2015 <sup>3</sup> YTD
Number of Cases Filed	16,064	24,221	21,849	15,342
Number of Hearings Held (Not mediations)	6,642	6,681	6,152	4,940
Number of Cases Closed	20,762	19,123	20,627	16,762
Number of Appeals to DC Court of Appeals (by Calendar Year)	193	120	120	77
Number of Cases Dismissed (including voluntary dismissals)	3,057	3,384	2,756	2,208
The percentage of all Notice of Infraction/Notice of Violation cases closed by fiscal year in which the District government prevailed.	76.6%	82.0%	79.9%	79.3%

<sup>1</sup> For the purposes of the FY16 Performance Plan, (500A) the Executive program includes (100A) Agency Management and (100F) Agency Financial Operations.

<sup>2</sup> FY2014 data does not include eTIMS.

<sup>3</sup> FY2015 data does not include eTIMS. FY2015 data is as of June 30, 2015.



## SUMMARY OF SERVICES

The Executive program includes Agency Management and Agency Financial Operations. The program provides administrative and operational support and the oversight required to achieve programmatic results. The program is standard for all performance-based budgeting agencies.

### **OBJECTIVE 1: Oversee and facilitate the coordination of interagency activities and initiatives between OAH and other District agencies.**

#### **INITIATIVE 1.1: Ensure the update of OAH's website to facilitate the payment of Notice of Infraction tickets for DCTC.**

The OAH Establishment Act gave OAH authority to adjudicate all District of Columbia Taxicab Commission (DCTC) cases as of October 1, 2004. *See* D.C. Official Code § 2-1831.03(b)(3). Despite this authority, only 181 DCTC cases have been filed at OAH since FY05. The vast majority of DCTC cases continued to be heard by Department of Motor Vehicles (DMV) pursuant to a Memorandum of Understanding between DMV and DCTC. In FY13, due to concerns about its on-going authority to adjudicate DCTC cases as well as resource limitations, the OCA directed that all DCTC cases be heard by OAH consistent with the OAH Act. The Office updated its website in FY14 by placing links to the DMV website for payment of taxicab tickets. In addition, information directing litigants to OAH's website will be included on the newly printed Notice of Infraction tickets for DCTC. In FY16, the expected outcome will be a reduction in the number of backlogged cases and user friendly access for litigants in the payment of taxicab tickets by way of OAH's website.

**Completion Date: September 2016.**

#### **INITIATIVE 1.2: Train OAH staff on use of eTims, the case management system for DC Taxicab Commission cases.**

OAH will train support staff and Administrative Law Judges staff in the use of eTims, the new case management system for these cases. **Completion Date: September 2016.**

#### **INITIATIVE 1.3: Collaborate with District government stakeholder agencies to anticipate caseload changes and to ensure the maintenance and development of an appropriate supportive infrastructure.**

The OAH Establishment Act at D.C. Official Code § 2-1831.13(e) requires the OAH Chief Administrative Law Judge to transmit to the Mayor, the Council, and each agency for whom OAH adjudicates cases (stakeholder agencies), a written summary of OAH's caseload during the previous fiscal year arising out of any provision of law administered by each stakeholder agency. The summary includes comparative caseload data from prior fiscal years. In response, the stakeholder agency must provide OAH a written statement as to whether the agency knows or believes there is a reasonable possibility that the caseload attributable to the agency will increase or decrease by more than 10% in the current or following fiscal year, specify the reason for the change and state the anticipated amount of the increase or decrease. Accordingly, OAH Rule 2839.1, requires that each stakeholder agency compare the number of cases

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<sup>4</sup> For the purposes of the FY16 Performance Plan, (500A) the Executive program includes (100A) Agency Management and (100F) Agency Financial Operations.



reported in the OAH summary to the number of cases it anticipates filing at OAH in the following fiscal year. To comply with the statutory mandates, OAH will ( 1 ) identify stakeholder agency contacts, (2) collaborate with the stakeholder agencies to develop an agency reporting tool with timelines for submission to OAH, (3) create an analytical framework for determining the need for any change in OAH resources, and (4) communicate the need for any changes in OAH resources to the Mayor and the Council.

**Completion Date: September 2016.**

**OBJECTIVE 2: Oversee and facilitate the coordination of OAH staff training and knowledge sharing to improve operational efficiency and case management.**

**INTIATIVE 2.1: Provide basic and advanced eCourt training to key OAH staff to increase Agency knowledge base and operational efficiency in advance of changes to eCourt that will further enhance these efficiencies.**

OAH will provide administrative staff, support staff and Administrative Law Judges with appropriate eCourt training. **Completion Date: September 2016.**

**INTIATIVE 2.2: Provide training and allocate resources toward process analysis and process improvement for OAH of case management.**

OAH will train necessary staff to better understand agency workflow and case processing to implement efficiencies in case management. **Completion Date: September 2016.**

**KEY PERFORMANCE INDICATORS – Executive**

Measure	FY 2014 Actual	FY 2015 Target	FY 2015 <sup>5</sup> YTD	FY 2016 Projection	FY 2017 Projection	FY2018 Projection
Percentage of OAH staff trained in eTims, the case management system for DCTC cases	79%	85%	85%	90%	92%	92%
Percentage of stakeholder agency contacts collaborating with OAH to manage caseloads and operations efficiently. <sup>6</sup>	NA	NA	NA	85%	90%	95%
Percentage of OAH staff that received basic or advanced eCourt Training.	NA	Base Year	3%	10%	12%	15%

<sup>5</sup> FY2015 data is as of June 30, 2015.

<sup>6</sup> Since the number of stakeholder agencies may change during a fiscal year or from year to year based on amendments to the OAH Establishment Act or agreements between OAH and District agencies, stakeholder agency percentages referenced in the measures will be calculated based on the number of actual stakeholder agencies in the fiscal year.



## *Judicial*

### **SUMMARY OF SERVICES**

The Judicial program ensures due process and is charged with improving the quality, efficiency, and efficacy of case adjudications through the hearing and decision-making process. This program provides pre-trial management, adjudication, and mediation services.

#### **OBJECTIVE 1: Increase the clearance rate of cases disposed**

##### **INITIATIVE 1.1: Increase the disposition rate of older cases**

Clearance rate was a new proposed performance measure for OAH in FY15, which was modeled on one adopted by the DC Court System. A measure of court efficiency, the clearance rate is the total number of cases disposed of (*i.e.*, final orders issued) divided by the total number of cases added to the caseload (*i.e.* opened and re-opened) during a given time period. Rates of over 100% indicate that the court disposed of more cases than were added, thereby reducing the pending caseload. In FY15, OAH implemented an interim performance objective to dispose of the oldest cases ripe for disposition first. In FY16, the expected outcome will be an increase in court efficiency and an overall reduction of the pending caseload.

**Completion Date: September 2016.**

##### **INITIATIVE 1.2: Begin to re-engineer case management**

Some, but not all, OAH cases are mandated by statute or inter-agency agreement to meet a specific deadline by which a final order must be issued. In the 4<sup>th</sup> quarter of FY15, OAH hired a new Clerk of Court, who is expected (see Clerk of Court portion of this plan) to re-engineer operations in the Clerk's Office, including new or updated benchmarks for case processing and the scheduling of hearings. Over the last several FYs, mediation has been successful in reducing, by about 50%, the number of complex cases requiring hearings and decisions by an ALJ. In FY16, OAH will begin a modest reorganization and undertake some key projects to integrate case management, case allocation, and performance management. In FY16, the expected outcome of these efforts will be an increase in court efficiency, a reduction in adjudication delays the pending caseload, and the increased ability to collect data and report it clearly.

**Completion Date: September 2016.**

##### **INITIATIVE 1.3: Increase efficiency of post-trial procedures**

As part of OAH's mission to provide fair, efficient, and effective administrative adjudications, it has established procedural rules which allow litigants to request changes to the final order or a new hearing. The legal grounds for these requests vary in complexity and validity but this mechanism is intended to better ensure due process for the OAH litigants who are self-represented and may be unaware of the factual framework and circumstances that might permit change to final orders or allow new hearings. OAH will develop forms to capture relevant information from litigants who request new hearings or changes to the final order so that the need to conduct additional hearings to obtain this information is reduced, and more of these requests can be resolved without the need for a hearing. In addition, OAH will develop tools for ALJs to decide these requests, including template orders that reduce writing time without sacrificing sound legal analysis.

**Completion Date: September 2016.**



## KEY PERFORMANCE INDICATORS – Judicial<sup>7</sup>

Measure	FY 2014 Actual	FY 2015 Target	FY 2015 <sup>8</sup> YTD	FY 2016 Projection	FY 2017 Projection	FY 2018 Projection
Of all cases closed in the fiscal year, what percentage was closed within 1 year?	96%	NA	93%	95%	96%	96%
Percentage of all unemployment insurance cases closed within the fiscal year that were closed 90 days of filing. <sup>9</sup>	99%	95%	99%	95%	95%	95%
Of all the cases closed in the fiscal year, what percentage resulted in successful mediation? <sup>10</sup>	27%	NA	15%	20%	25%	25%
Of all non-unemployment insurance cases closed in the fiscal year, what percentage was closed within 120 days?	80%	81.2%	77%	81%	83%	85%

<sup>7</sup> The Judicial Division includes the functions of Trial Appeals and Judicial Management.

<sup>8</sup> FY2015 data is as of June 30, 2015.

<sup>9</sup> The U.S. Department of Labor industry standard is 95% of cases in a given month resolved within 90 days of filing. This indicator includes cases opened and disposed of in the same fiscal year only.

<sup>10</sup> Mediation data are based on jurisdictions where 40% or more cases closed in fiscal year went to mediation.



## *Court Counsel*<sup>11</sup>

### **SUMMARY OF SERVICES**

The Court Counsel Division supports the Chief Administrative Law Judge's efforts to ensure agency compliance with applicable laws; it assists key management staff by, among other things, tracking legislative and regulatory initiatives, and supports the administrative court's judicial function by assisting Administrative Law Judges with legal research and analysis and the drafting of orders.

### **OBJECTIVE 1: Improve the experience of participants who are limited or non-English proficient.**

#### **INITIATIVE 1.1: Increase the number of OAH forms translated into foreign languages, enhancing access to information and services for participants who are limited or non-English proficient.**

The OAH Resource Center provides self-represented litigants with information and assistance concerning their OAH cases without giving prohibited legal advice. An Attorney Advisor supervises the Resource Center and oversees OAH's access to justice and language access initiatives. During walk-in interview hours, self-represented litigants can meet with Resource Center staff or supervised attorney volunteers to receive legal information and other informational brochures, many of which are available in multiple languages. In addition, OAH's website provides access to information, case materials, and forms in multiple languages. This initiative is designed to provide core information about the agency in all six primary languages listed in the Language Access Act. Translated versions of vital documents will also be available on the appropriate language page, so as to make access to this information easier for users whose first language is not English. **Completion Date: September 30, 2016.**

### **OBJECTIVE 2: Provide legal research and advice to the Chief Administrative Law Judge, key management staff, and the Administrative Law Judges.**

#### **INITIATIVE 2.1: Improve OAH efficiency and responsiveness by having all agency attorneys trained in the District of Columbia's rulemaking process.**

The rulemaking process can be difficult to understand and use without proper training. This affects OAH because agencies regularly enact rules that require OAH to change its own rules and procedures. As in years past, in FY2016, the Office of Attorney General, Legal Counsel Division will conduct training sessions that address rulemaking mechanics and procedures, explaining the substantive legal review procedure, the policy review process, the statutory requirements of the District's Administrative Procedures Act, and emerging issues. This initiative will be considered successful if, by the end of the fiscal year, all agency attorneys have completed the training and are comfortable with the rulemaking process for the benefit of the agency. **Completion Date: September 30, 2016.**

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<sup>11</sup> The Court Counsel Division includes the functions of Judicial Assistance and Legal Counsel.





**INITIATIVE 2.2: Coordinate with the Board of Ethics and Government Accountability (BEGA) to obtain ethics training and, where necessary, provide timely and reliable oral and written ethics advice.**

In FY2016, the Court Counsel Division will coordinate with BEGA to train all agency employees, and organize a special training with an emphasis on ethical obligations for attorneys. The Court Counsel Division will also coordinate with BEGA, where necessary, to obtain timely, reliable oral and written advice on government ethics to those agency employees who request it, and assist agency employees to comply with the new financial disclosures requirements enforced by BEGA. This initiative will be considered successful if the Court Counsel Division arranges BEGA training for all agency staff by the end of the fiscal year and provides responses to ethics and financial disclosure inquiries orally or in writing within 21 days of the request.

**Completion Date: September 30, 2016.**

**INITIATIVE 2.3: Complete legal research assignments timely.**

In FY2016, the [Court Counsel Division] will coordinate with the Chief Administrative Law Judge, key management staff, and the Administrative Law Judges to provide timely, reliable oral and written advice on legal research assignments in order to meet agency-wide needs and case-specific requirements. The Court Counsel Division will also provide expedited review and drafting assistance for any emergency project. This initiative will be considered successful if the Court Counsel Division provides responses within 30 days of the request (if no other deadline exists). **Completion**

**Date: September 30, 2016.**

**KEY PERFORMANCE INDICATORS – Court Counsel Division**

Measure	FY 2014 Actual	FY 2015 Target	FY 2015 <sup>12</sup>	FY 2016 Projection	FY 2017 Projection	FY 2018 Projection
Number of attorneys who complete rulemaking training	3	4	6	7	7	7
Percentage of ethics/ financial disclosure opinions issued within 21 days of request	NA	Baseline Year	2	5	5	5
Percentage of non-expedited legal research projects completed within 30 days of request	NA	Baseline Year	90%	80%	85%	90%
Percentage of expedited legal research projects completed within deadline provided	NA	Baseline Year	100%	80%	90%	95%
Number of translated versions of vital documents available to public	8	8	14	25	30	35
Percentage of staff trained in Language Access	NA	90%	73%	90%	90%	95%

<sup>12</sup> FY2015 data are accurate as of June 30, 2015.



## *Clerk of Court*<sup>13</sup>

### **SUMMARY OF SERVICES**

The Clerk of Court program serves as the portal through which cases enter the OAH. It relies on and supports the agency's case management system, facilitates caseload reporting, maintains forms and documents related to cases and serves as the primary customer service interface.

#### **OBJECTIVE 1: Improve the experience of participants in administrative hearings through quality customer service.**

##### **INITIATIVE 1.1: Roll out specialized customer service training to all Clerk of Court staff that serve as OAH's primary customer service interface.**

In FY12, OAH revised its Customer Service Survey with the goal of measuring the satisfaction of litigants coming before OAH in four general areas: 1) hearing facilities; 2) the Clerk's Office; 3) Administrative Law Judges; and 4) the hearing process. In FY14, OAH provided staff specialized customer service training; and OAH placed signs in the agency's high traffic areas to encourage survey completion. In FY16, OAH will place survey kiosks in its reception area and Resource Center area. The kiosks will provide web-based customer satisfaction surveys to facilitate timely feedback and allow OAH to respond more expeditiously to customer concerns. In addition, OAH will renew and/or upgrade the customer service training for better responsiveness to the litigants. **Completion Date: September 2016.**

#### **OBJECTIVE 2: Increase the efficiency and standardization of case intake through the creation and use of improved intake forms.**

##### **INITIATIVE 2.1: Develop improved intake forms for various kinds of cases**

Most of OAH's litigants are self-represented and have little experience in adjudicative hearings in certain types of public benefit cases, the law requires OAH to process verbal requests for appeal over the telephone. For the convenience of litigants, requests for appeal in any case in OAH's jurisdiction may be made by email or fax. Many of the OAH intake forms currently used by the Clerk's office do not elicit relevant or complete information and their use is uneven because of nature of the particular proceeding or because more standardization would make these forms more helpful. Therefore, Clerks who take requests for appeal do not collect accurate and complete information concerning the reason for the appeal. The absence of or inadequacy of such information at the intake stage of a case may negatively impact and delay a hearing or otherwise complicate a case's resolution. In conjunction with the Judicial Division, the OAH Clerk of Court will develop and test new, more standardized and helpful intake forms to improve efficiency and make the hearing process more accessible to litigants. Implementation of the improved forms is expected to educate self-represented litigants about the factual framework and legal issues relevant to their cases and, in turn, expedite disposition of the cases in FY16. **Completion Date: September 2016.**

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<sup>13</sup> The Clerk of the Court Division includes the functions of Case Management and Judicial Support.



**INITIATIVE 2.2: Train Clerk of Court staff on the use of the revised intake forms.**

Clerk of Court staff, especially staff serving in the OAH Resource Center, must be trained on the structure and content of the forms. Part of the exercise will include seeking input from the ALJs and the Clerk's Office staff to develop the forms and identify the best ways to train staff. The Clerk of Court will monitor implementation to ensure that forms are capturing the required information.

**Completion Date: September 2016.**

**OBJECTIVE 3: Improve case file processing.**

**INITIATIVE 3.1: Develop tracking methodology for case files.**

OAH maintains information concerning each case in a case file, which is a collection of legally significant documents (for example, requests for hearing and appeal, exhibits, and orders) created by OAH and the litigants relating to a particular legal case. OAH maintains the case files as part of the official record of proceedings in the case. Case files for a particular case can be traditional paper files, electronic files, or both. OAH now relies primarily on its electronic case management system to determine the location of a case file, but case files cannot always be retrieved readily due occasionally to human error or vagaries of the case management system. Case files are maintained (either on- or off-site) even after a case is closed, in compliance with OAH's retention policies. A reliably accurate and consistent case file retrieval system ensures efficient case processing and use of Clerk of Court staff time. To improve efficiency, the Clerk of Court will develop and implement tracking methods for case files and establish a schedule for periodically auditing the efficiency of the new case tracking methodology.

**Completion Date: September 2016.**

**OBJECTIVE 4: Improve case-flow management.**

**INITIATIVE 4.1: Improve the efficiency of case-flow management.**

In FY 2015, the Clerk of Court initiated an office-wide reorganization to eliminate redundancy, enhance accountability, streamline processes, and clarify responsibilities in how cases are handled. Internal operating procedures will be standardized as much as possible as part of a broader restructuring of the Clerk's Office how the judges are assigned cases. Eventually electronic workflows will be developed to make processing cases more efficient while reducing errors. The Clerk of Court will monitor implementation, oversee training, and measure results. **Completion Date: September 2016.**



### KEY PERFORMANCE INDICATORS - Clerk of the Court

<b>Measure</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Target</b>	<b>FY 2015<sup>14</sup></b>	<b>FY 2016 Projection</b>	<b>FY 2017 Projection</b>	<b>FY 2018 Projection</b>
Percentage of consumersatisfaction surveys with a rating of at least “Agree” regarding the level of quality of customer service	95%	97%	90%	97%	97%	97%
Completedevelopment and implementation of new intake forms by case	NA	NA	NA	80%	95%	97%
Percent compliance with established time frames for case file retrieval	NA	NA	NA	80%	95%	97%

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<sup>14</sup> FY2015 data are accurate as of June 30, 2015.

**OFFICE OF ADMINISTRATIVE HEARINGS (FS0)**  
**FY 2015 LIST OF EMPLOYEE(S) SALARY OF \$100,000 OR MORE**

Agency Code	Fiscal Year	Program Number	Activity Number	Employee Name	Position Number	Position Title	Salary	Fringe	Overtime Pay	Bonus Pay
FS0	15	200A	020A	Beatty-Arthur, Sherri M	00000164	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Dean, John P	00001237	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Weberman, Bernard H	00003085	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Handy, Paul Brooks	00004256	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Mcdonald, Calonette M	00009722	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Wilson Taylor, N Denise	00010722	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Sharkey, Robert E	00011806	Administrative Law Judge	147,518	\$28,471.00	0.00	0.00
FS0	15	200A	020A	Harmon, James C	00013470	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Little, Elsie S	00015529	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Meek, Leslie A	00029157	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Yahner, Ann Catherine	00032337	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	England Jr., William Luke	00033120	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Wellner, Steven M	00036381	Administrative Law Judge	147,518	\$28,471.00	0.00	0.00
FS0	15	200A	020A	Crichlow, Claudia A.	00036518	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Hines, Caryn L	00036519	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Goode, Jesse Paul	00036958	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Barber, Claudia A	00037494	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Jenkins, Audrey	00037495	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A		00037496	Administrative Law Judge	144,176	\$27,825.97	0.00	0.00
FS0	15	200A	020A	Masulla, Mary	00037498	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Davenport, Joan	00037499	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Harvey, Scott A.	00037907	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Cobbs, Nicholas	00037909	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Goodie, Sharon E	00037910	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Rooney, John T	00037911	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Teal, Arabella W.	00037912	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00

FS0	15	200A	020A	Bruch,Eli B	00038309	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	McClendon,Samuel	00042505	Administrative Law Judge	147,518	\$28,471.00	0.00	0.00
FS0	15	200A	020A	Pierson,Erika L	00042506	Administrative Law Judge	147,518	\$28,471.00	0.00	0.00
FS0	15	200A	020A	Mangan,Margaret A.	00042508	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Figueroa,Elizabeth D	00042509	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Nash,Beverly	00047933	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	200A	020A	Vergeer,Vytas V	00077959	Administrative Law Judge	144,176	\$27,826.03	0.00	0.00
FS0	15	300A	300A		00012447	General Counsel	122,932	\$23,725.88	0.00	0.00
FS0	15	300A	300A	Lukens,Rachel R	00029149	Supervisory Attorney Advisor	101,528	\$19,594.90	0.00	0.00
FS0	15	400A	040A	Williams,Evelyn	00011339	Supvy Clerk of Court	113,300	\$21,866.90	0.00	0.00
FS0	15	500A	050A	Tucker,Wanda R	00000844	Acting Chief Administrative La	170,739	\$32,952.65	0.00	0.00
FS0	15	500A	050A	Haggerty,Kathleen	00038215	Executive Director	123,600	\$23,854.80	0.00	0.00
FS0	15	100F	110F	Iwobi,Anthony	00029143	Budget Officer	113,301	\$21,867.09	0.00	0.00
<b>AGENCY GRAND TOTAL</b>							<b>5,516,585.40</b>	<b>1,064,700.98</b>	<b>0.00</b>	<b>0.00</b>

**OFFICE OF ADMINISTRATIVE HEARINGS (FS0)  
FY 2016 LIST OF EMPLOYEE(S) SALARY OF \$100,000 OR MORE**

Agency Code	Fiscal Year	Program Number	Activity Number	Employee Name	Position Number	Position Title	Salary	Fringe	Overtime Pay	Bonus Pay
<b>Judicial - 200A</b>										
FSO	16	200A	020A	Beatty-Arthur, Sherri M	00000164	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Dean, John P	00001237	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Weberman, Bernard H	00003085	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Handy, Paul Brooks	00004256	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Mcdonald, Calonette M	00009722	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Wilson Taylor, N Denise	00010722	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Sharkey, Robert E	00011806	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Harmon, James C	00013470	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Little, Elsie S	00015529	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Meek, Leslie A	00029157	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Yahner, Ann Catherine	00032337	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	England Jr., William Luke	00033120	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A		00036381	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Crichlow, Claudia A.	00036518	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Hines, Caryn L	00036519	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Goode, Jesse Paul	00036958	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Barber, Claudia A	00037494	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Jenkins, Audrey	00037495	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Tucker, Wanda R	00037496	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Masulla, Mary	00037498	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Davenport, Joan	00037499	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Harvey, Scott A.	00037907	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Cobbs, Nicholas	00037909	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Goodie, Sharon E	00037910	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Rooney, John T	00037911	Administrative Law Judge	148,502	27,770	0.00	0.00

FSO	16	200A	020A	Teal,Arabella W.	00037912	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Bruch,Eli B	00038309	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	McClendon,Samuel	00042505	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Pierson,Erika L	00042506	Administrative Law Judge	151,944	28,413	0.00	0.00
FSO	16	200A	020A	Mangan,Margaret A.	00042508	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Figueroa,Elizabeth D	00042509	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Nash,Beverly	00047933	Administrative Law Judge	148,502	27,770	0.00	0.00
FSO	16	200A	020A	Vergeer,Vytas V	00077959	Administrative Law Judge	148,502	27,770	0.00	0.00
<b>Court Counsel - 300A</b>										
FSO	16	300A	030A	Natale,Vanessa	00012447	General Counsel	133,000	24,871	0.00	0.00
FSO	16	300A	030A	Lukens,Rachel R	00029149	Supervisory Attorney Advisor	104,574	19,555	0.00	0.00
<b>Clerk of Court - 400A</b>										
FSO	16	400A	040A		00011339	Supvy Clerk of Court	128,750	24,076	0.00	0.00
<b>Executive - 500A</b>										
FSO	16	500A	050A	Adams,Eugene A	00000844	Chief Administrative Law Judge	181,795	33,996	0.00	0.00
FSO	16	500A	050A	Rice,Eric	00038215	Interim Executive Director	108,806	20,347	0.00	0.00
<b>Agency Financial Operations - 100F</b>										
FSO	16	100F	110F	Iwobi,Anthony	00029143	Budget Officer	116,700	21,823	0.00	0.00
<b>AGENCY GRAND TOTAL</b>							<b>5,560,920</b>	<b>1,039,892</b>	<b>0.00</b>	<b>0.00</b>