



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF CONSUMER AND REGULATORY AFFAIRS
OFFICE OF THE DIRECTOR

February 15, 2018

Chairman Phil Mendelson
Committee of the Whole
Council of the District of Columbia
1350 Pennsylvania Avenue, N.W., Suite 504
Washington, DC 20004

Dear Chairman Mendelson:

In response to the Committee of the Whole's performance oversight questions related to the Department of Consumer and Regulatory Affairs, I respectfully submit the following information.

Thank you for the opportunity to provide prehearing responses to your questions related to the Department of Consumer and Regulatory Affairs' FY17 activities.

Sincerely,


Melinda Bolling
Director



PERFORMANCE OVERSIGHT HEARING

Department of Consumer and Regulatory Affairs

February 15, 2018



Question 1

Please provide, as an attachment to your answers, a current organizational chart for your agency with the number of vacant and filled FTEs marked in each box. Include the names of all senior personnel, if applicable. Also include the effective date on the chart.

Please see attachment: "DCRA Oversight Question 1 Organizational Structure."

Question 2

Please provide, as an attachment, a Schedule A for your agency which identifies all employees by title/position, current salary, fringe benefits, and program office as of January 31, 2018. The Schedule A also should indicate all vacant positions in the agency. Please do not include Social Security numbers.

Please see attachment: "DCRA Oversight Question 2 Schedule A."

Question 3

Please list all employees detailed to or from your agency, if any, anytime this fiscal year (up to the date of your answer). For each employee identified, please provide the name of the agency the employee is detailed to or from, the reason for the detail, the date the detail began, and the employee's projected date of return.

Last Name	First Name	Hiring Agency	Detailed To	Reason for Detail	Date Detail Began	Projected Date of Return
Blackwell	Satova	DCRA	DGS	Assisting DGS with technology initiatives	12/18/2017	4/17/2018
Lancaster	Patrice	EOM	DCRA	Assisting with legal administrative projects	02/10/2014	TBD
Savoy (Swann)	Kristina	DCRA	DCHR	Assisting with the development and implementation of the Human Resources Certification program	11/27/2017	9/30/2018

Question 4

- (a) For fiscal year 2017, please list each employee whose salary was \$125,000 or more. For each employee listed provide the name, position title, salary, and amount of any overtime and/or bonus pay.

Name	Position Title	Salary	Overtime
Abdirahman, Abukar	Budget Director	163,878	N/A
Akhran, Joscaira	Chief Management Operations	137,227	N/A
Allsopp, Runako	Attorney Advisor	127,115	N/A

PERFORMANCE OVERSIGHT HEARING - DCRA

Beeton, Kathleen A	Deputy Prog. Mgr. for Zoning	128,560	N/A
Berry, Rebecca	Agency Fiscal Officer	145,288	N/A
Bolling, Melinda M	Director	164,440	N/A
Bouldin-Carr, Sarah	Permit Center Manager	132,000	N/A
Burnett, Susan	Enforcement Administrator	133,694	N/A
Byron Jr., Cyril O	Associate Chief Financial Officer	197,819	N/A
Cooks, Clifford P	Program Manager	137,062	N/A
Crawford, Walter J	Administrative Services Office	145,542	N/A
Dreist, Roland F	Surveyor DC	148,569	N/A
Edwards, Kevin D	Director of Information System	157,966	N/A
Gayles, Yvette	Supervisory IT Specialist	127,000	N/A
Grays, Patricia E	Program Manager	137,580	N/A
Green, Matthew J	Attorney Advisor	134,595	N/A
LeGrant, Matthew	Zoning Administrator	155,702	N/A
McAllister, Roland	Manager, Revenue	126, 840	N/A
Parker Woolridge, Doris A	Attorney Advisor	130,855	N/A
Parris, Lori S	Deputy Director	153,831	N/A
Ramprashad, Dennis D	Controller	168,524	N/A
Tengen, Tita A	Manager, Financial Reporting	130,160	N/A
Thomas, Charles E	Supervisory Attorney Advisor	139,390	N/A
Underwood, Billy	Chief Building Official	162,500	N/A

(b) For fiscal year 2018, please list each employee whose salary is or was \$125,000 or more. For each employee listed provide the name, position title, salary, and amount of any overtime and/or bonus pay as of the date of your response.

Name	Position Title	Salary	Overtime
Abdirahman, Abukar	Budget Director	168,524	N/A
Akhran, Joscaira	Chief Management Operations	137,227	N/A
Allsopp, Runako	Attorney Advisor	127,115	N/A
Beeton, Kathleen A	Deputy Prog. Mgr. for Zoning	128,560	N/A
Berry, Rebecca	Agency Fiscal Officer	145,288	N/A
Bolling, Melinda M	Director	164,440	N/A
Bouldin-Carr, Sarah	Permit Center Manager	132,000	N/A
Burnett, Susan	Enforcement Administrator	133,694	N/A
Byron Jr., Cyril O	Associate Chief Financial Officer	197,819	N/A
Cooks, Clifford P	Program Manager	137,062	N/A
Crawford, Walter J	Administrative Services Office	145,542	N/A

PERFORMANCE OVERSIGHT HEARING - DCRA

Dreist, Roland F	Surveyor DC	148,569	N/A
Edwards, Kevin D	Director of Information System	157,966	N/A
Gayles, Yvette	Supervisory IT Specialist	127,000	N/A
Grays, Patricia E	Program Manager	137,580	N/A
Green, Matthew J	Attorney Advisor	134,595	N/A
LeGrant, Matthew	Zoning Administrator	155,702	N/A
Lord-Sorensen, Adrienne	Attorney Advisor	129,403	N/A
McAllister, Ronald	Manager, Revenue	126,840	N/A
Parker Woolridge, Doris A	Attorney Advisor	135,595	N/A
Parris, Lori S	Deputy Director	153,831	N/A
Ramprashad, Dennis D	Controller	168,524	N/A
Tengen, Tita A	Manager, Financial Reporting	130,160	N/A
Thomas, Charles E	Supervisory Attorney Advisor	139,390	N/A
Underwood, Billy	Chief Building Official	162,000	N/A

Question 5

Please list, in descending order, the top 25 overtime earners in your agency for fiscal year 2017. For each, state the employee's name, position or title, salary, and aggregate overtime pay.

Employee	Position	Salary	Overtime Pay
Kahler, Mark T	Building Code Inspector III	101,712	26,246.80
Hyman, Maxine C	Paralegal Specialist	85,530	13,076.22
Hinson, Maxine May	Paralegal Specialist	87,892	12,868.68
Gibbs, LeShanda N.	Engineering Technician	85,529	12,860.34
Ebb, Maxcine I	Paralegal Specialist	87,892	10,603.71
Hashmi, Syed	Gen. Engineer Mechanical	80,806	10,578.63
Payne, Audrick F	Code Compl Spec (Elevator)	92,676	10,152.14
Mutia, Samuel	Fire Protection Engineer	83,168	9,285.22
Clary, Regina	Paralegal Specialist	79,275	8,918.44
Mcclendon, Nicole M	Paralegal Specialist	85,530	7,995.67
Tibbs, Annette S	Program Analyst	80,805	7,961.69
Warren, Hector Ernesto	Engineering Technician	85,530	7,925.98
Bridges, Deborah D	Paralegal Specialist	69,395	7,856.98
Matthews, Vickie	Paralegal Specialist	69,395	7606.01

PERFORMANCE OVERSIGHT HEARING - DCRA

Watkins, Gregory L	Comb. Code Comp. Spec. II	80,806	7,477.84
Evans, Carrie G	Paralegal Specialist	85,530	7,454.49
Cordeiro, Greta	Program Support Specialist	67,419	7,000.63
Nelson, Philip	Paralegal Specialist	62,449	6,980.48
Brown, Ted	Motor Vehicle Operator	45,261	6,482.25
Jenkins, Michael	Housing Code Inspector I	65,709	6,112.83
Garcia, Cynthia L.	Business Licensing Specialist	63,467	5,955.19
Chaudhry, Gauthier R	Building Code Inspector III	96,090	5,732.39
Shittu, Ademola K	Engineering Technician	92,616	5,597.48
Edelin, Denise M	Paralegal Specialist	79,275	5,488.27
Young, Kevin	Program Support Assistant OA	59,701	5,011.46

Question 6

For fiscal years 2017 and 2018 (through January 31), please provide a list of employee bonuses or special award pay granted that identifies the employee receiving the bonus or special pay, the amount received, and the reason for the bonus or special pay.

Name	Amount	Justification
Allsopp, Runako	2,542.30	Performance
Goldstein, Paul	2,300.00	Performance
Green, Matthew	2,691.90	Performance
Lord-Sorensen, Adrienne	2,542.30	Performance
Parker-Woolridge, Doris	2,691.90	Performance
Tondro, Maximilian	2,088.08	Performance

Question 7

For fiscal years 2017 and 2018 (through January 31), please list each employee separated from the agency with separation pay. State the amount and number of weeks of pay. Also, for each, state the reason for the separation.

Name	Position Title	Eff. Date	Reason	NOA Descrip.	Numbers of weeks	Amount (\$)
Employee A	Permit Ctr. Supervisor	07/21/2017	Termination With Pay	Separation-MSS	10	17,826.92
Employee B	Contact Representative	12/30/2016	Retirement	Voluntary Retirement Award	N/A	15,000.00
Employee C	Program Support Specialist	06/07/2017	Retirement	Voluntary Retirement Award	N/A	25,000.00
Employee D	Deputy Building Official	03/03/2017	Termination With Pay	Separation – MSS	10	23,605.84
Employee E	Supv. Combo Code Specialist	11/10/2017	Termination With Pay	Separation-MSS	8	13,332.32
Employee F	Program Manager	01/03/2018	Retirement	Voluntary Retirement Award	N/A	25,000.00

Question 8

For fiscal years 2017 and 2018 (through January 31), please state the total number of employees receiving worker’s compensation payments.

Name	Amount
Employee A	\$73,848.74
Employee B	\$2,190.53
Employee C	\$110.55
Employee D	\$14,550.29
Employee E	\$39,526.24
Employee F	\$60,962.81
Employee G	\$23,398.68
Employee H	\$585.73
Grand Total	\$215,173.57

Question 9

Please provide the name of each employee who was or is on administrative leave in fiscal years 2017 and 2018 (through January 31). In addition, for each employee identified, please provide: (1) their position; (2) a brief description of the reason they were placed on leave; (3) the dates they were/are on administrative leave; (4) whether the leave was/is paid or unpaid; and (5) their current status (as of January 31, 2018).

Position Title	Date	Leave Status	HR Status	Description
Project Manager	11/27/2017-12/8/2017	Paid	Inactive	MSS Separation: notice period
Project Manager	12/26/2017-1/19/2018	Paid	Inactive	MSS Separation: notice period
Permit Ctr. Oper. Supervisor	5/17/2017-7/21/2017	Paid	Inactive	MSS Separation: notice period
Director	12/27/2017-12/29/2017	Paid	Active	Paid ALWP to ensure no interruption in pay.
Permit Center Manager	10/6/2016	Paid	Active	File Reorganization/Clean-up
Motor Vehicle Operator	1/14/2017	Paid	Active	Payroll Error
Data & Case Management Special	11/22/2017	Paid	Active	Early Dismissal
Staff Assistant	8/19/2017	Paid	Active	Performance Award
Housing Inspection Prog. Mngr.	12/13/2016	Paid	Active	Performance Award
PGM Support Spec.	11/23/2016-11/25/2016	Paid	Active	Paid to the employee at previous agency.
Management & Program Analyst	4/3/2017-5/12/2017	Paid	Active	Employee was paid ALWP during inter-agency transfer
Pgm. Support Spec.	3/14/2017-3/15/2017	Paid	Active	Paid to the employee at previous agency.
Deputy Building Official	1/23/2017-3/3/2017	Paid	Inactive	MSS Separation: notice period
Public Affairs Specialist	4/20/2017-4/28/2017	Paid	Active	Paid Family Leave Adjustment
Legislative Affairs Specialist	9/13/2017-1/19/2018	Paid	Active	Paid Family Leave
Program Analyst	11/8/2016	Paid	Active	Voting
Supv. Combo Code Specialist	3/14/2017	Paid	Inactive	MSS Separation: notice period
Supv. Combo Code Specialist	7/17/2017-7/21/2017	Paid	Inactive	MSS Separation: notice period
Supv. Combo Code Specialist	10/26/2017-11/10/2017	Paid	Inactive	MSS Separation: notice period
Program Manager	11/8/2016	Paid	Active	Voting
Supervisory Electrical Engineer	10/3/2016-11/4/2016	Paid	Inactive	MSS Separation: notice period
Management & Program Analyst	10/10/2017-10/26/2017	Paid	Active	Paid Family Leave Adjustment

PERFORMANCE OVERSIGHT HEARING - DCRA

Risk Management Coordinator	4/21/2017	Paid	Active	Paid Family Leave Adjustment
Risk Management Coordinator	4/24/2017	Paid	Active	Paid Family Leave Adjustment
Risk Management Coordinator	5/12/2017	Paid	Active	Paid Family Leave Adjustment
Risk Management Coordinator	5/15/2017	Paid	Active	Paid Family Leave Adjustment
Risk Management Coordinator	6/30/2017	Paid	Active	Paid Family Leave Adjustment

Question 10

For fiscal years 2017 and 2018 (through January 31), please list, in chronological order, all intra-District transfers to or from the agency.

DCRA Intra-Districts Transfers				
No.	Agencies	Effective Date	Funds Transferred	Description

FY 2017				
---------	--	--	--	--

DCRA as Seller Agency				
-----------------------	--	--	--	--

1	From DGS to DCRA	10/20/16	\$ 82,038	Permits - DC Jail Generators
2	From DGS to DCRA	11/30/16	\$ 29,286	Permits - HVAC system replacement and new security system for exterior doors at Office of Public Records Archives
3	From DGS to DCRA	4/30/17	\$ 4,409	Permit - Sidewalk - construction of three temporary parade review stands for 2017 Presidential Inauguration
4	From DHCD to DCRA	4/27/17	\$ 50,000	Plats, Permits, Filing, Inspection and Review Fees - PADD properties

DCRA as Buyer Agency				
----------------------	--	--	--	--

1	From DCRA to OCTO	10/01/16 - 09/30/17	\$ 47,615	Request for Telecommunication Services (RTS)
2	From DCRA to OFRM	10/01/16 - 09/30/17	\$ 484,453	Agency Purchase Card transactions
3	From DCRA to DOEE	10/06/16	\$ 1,066,599	Green Building services
4	From DCRA to DPW	11/01/16	\$ 153,001	Fleet Maintenance
5	From DCRA to MOAA	11/30/16	\$ 21,488	Community education and outreach to limited or non-English proficient African communities

PERFORMANCE OVERSIGHT HEARING - DCRA

6	From DCRA to OCTO	12/14/16	\$ 13,865	GovDelivery's "Interactive SMS" product to satisfy IAS Accreditation requirement
7	From DCRA to OAG	12/31/16	\$ 124,565	Legal Services for Nuisance properties
8	From DCRA to MOAPIA	12/31/16	\$ 107,256	Community education and outreach to limited or non-English proficient communities
9	From DCRA to OCTO	1/18/17	\$ 87,021	Enterprise Cloud and Infrastructure Services to support CGov 360
10	From DCRA to OCTO	1/18/17	\$ 118,699	Filenet upgrade
2	From DCRA to OCTO	1/24/17	\$ 33,663	Microsoft Office 365 - licenses
3	From DCRA to OCTO	3/8/17	\$ 73,573	Support for ongoing applications
11	From DCRA to DCHR	3/9/17	\$ 40,886	Human Resources support services
12	From DCRA to OAG	3/31/17	\$ 151,438	Legal Services for OPLA
13	From DCRA to OUC	4/12/17	\$ 1,954	800MHZ Radio Communications and Maintenance Services
14	From DCRA to OFT	8/29/17	\$ 216,880	Cashier and armored car services
15	From DCRA to ODR	09/30/17	\$ 8,598	Sign Language Interpretation Services

FY 2018

DCRA as Seller Agency

1	From DCPL to DCRA	10/3/17	\$ 1,163,487	Permit - Martin Luther King Library
2	From DGS to DCRA	1/31/18	\$ 212,000	Licenses/Permits - child development homes

DCRA as Buyer Agency

1	From DCRA to OCTO	10/01/17 - 01/31/18	\$ 54,618	RTS - telecommunications
2	From DCRA to DOEE	10/1/17	\$ 1,250,000	Green Building services
3	From DCRA to OFRM	10/1/17	\$ 472,500	Agency Purchase Card transactions
4	From DCRA to MOAPIA	10/27/17	\$ 100,000	Community education and outreach to limited or non-English proficient communities

PERFORMANCE OVERSIGHT HEARING - DCRA

5	From DCRA to OCTO	11/27/17	\$ 59,634	Microsoft Office 365
6	From DCRA to DPW	12/1/17	\$ 141,840	Fleet Maintenance
7	From DCRA to OS	12/18/17	\$ 27,557	Records management and archive functions
8	From DCRA to DCHR	12/29/17	\$ 6,457	Suitability related services
9	From DCRA to OAG	1/10/18	\$ 155,848	Legal Services for OPLA
10	From DCRA to DCHR	1/16/18	\$ 67,053	Human Resources support services
11	From DCRA to OAG	1/18/18	\$ 133,795	Legal Services for Nuisance properties

Question 11

Please list, in chronological order, every reprogramming of funds into and out of the agency for fiscal years 2017 and 2018 (through January 31). Include a “bottom line” that explains the revised final budget for your agency. For each reprogramming, list the reprogramming number (if submitted to the Council for approval), the date, the amount, and the rationale.

FY 2017					
FY 2017 Original Budget					\$ 55,506,179
Transferred From	Transferred To	Reprogramming #	Effective Date	Rationale	Amount
DCRA Corporations Fund 6040- Fund Balance	DCRA	No # Req'd	4/25/2017	Additional budget authority to fund a Project manager and equipment	\$90,000
Contingency Reserve	DCRA	No # Req'd	5/16/2017	Abatement funding	\$11,668
Department of Forensic Sciences	DCRA	22-0078	10/3/2017	10 Temp. FTEs	\$499,000
DCRA	Workforce Investments	22-0087	11/7/2017	Compensation Costs for District Employees	(\$100,000)
FY 2017 Revised Budget					\$ 55,106,847

FY 2018					
FY 2018 Original Budget					\$ 60,097,721
Transferred From	Transferred To	Reprogramming #	Effective Date	Rationale	Amount
Office of Zoning	DCRA	No # Required	10/27/2017	Transfer 1 FTE from OZ to DCRA	\$51,293
DCRA	DCRA	22-0092	11/28/2017	PayGo Capital to Local Budget for IT Maintenance	\$1,724,000
FY 2017 Revised Budget					\$ 61,873,014

Question 12

Please list, in chronological order, every reprogramming within your agency during fiscal year 2018 to date. Include known, anticipated intra-agency re-programming. For each, give the date, amount, and rationale.

DCRA has had no re-programming within the agency during fiscal year 2018, to date.

Question 13

For fiscal years 2017 and 2018 (through January 31), please identify any special purpose revenue funds maintained by, used by, or available for use by your agency. For each fund identified, provide: (1) the revenue source name and code; (2) the source of funding; (3) a description of the program that generates the funds; (4) the amount of funds generated annually by each source or program; and (5) expenditures of funds, including the purpose of each expenditure. For (4) and (5) provide specific data for fiscal years 2016, 2017, and 2018 (as of January 31, 2018) and give starting and ending balances. You may wish to present this information first as a list (for numbers 1-5) and then as separate tables for numbers 4 and 5.

Nuisance Abatement Fund (6006)

Source of Funding:

- Owners of properties, known as nuisance properties, that are in violation of DCRA codes or regulations are assessed a fee for cost the District incurs in cleaning up the property;
- Vacant Property Registration;
- Proactive Inspection Fees; and

- Rental Accommodation Fee.

Description of Program:

Coordinates and monitors enforcement of violations cited by the agency’s regulatory programs; registers vacant properties to encourage their return to productive use; and abates nuisances on properties throughout the District.

FY17 Revenue	FY17 Expenditures	FY17 Spending
\$ 6,524,393	\$ 6,527,272	58 FTEs – salaries, benefits, and overtime. Supplies for abatement; uniforms; POD specialty paper; training; MOU w/ OAG - nuisance property legal services; membership dues; abatement contractors; proactive inspection contractors; abatement equipment; and ICC Code books.
FY18 Revenue	FY18 Expenditures	FY18 Spending
\$ 3,026,102	\$ 3,229,814	59 FTE's - salaries, benefits, and overtime. Supplies for abatement; MOU w/ OAG - nuisance property legal services; abatement contractors; proactive inspection contractors; abatement equipment; and a step van.

Real Estate Guaranty & Education Fund (6008)

Source of Funding:

Real estate brokers, salespersons, and property managers must pay a license fee to do business in DC.

Description of Program:

The Occupational and Professional Licensing Program develops licensing standards, administers examinations, processes license applications, makes recommendations for board rulings, issues licenses and certificates, and provides technical support and administrative assistance to non-health occupational and professional licensing boards and commissions.

FY17 Revenue	FY17 Expenditures	FY17 Spending
\$ 2,497,673	\$ 1,256,681	1.70 FTEs - salaries and benefits. Supplies; travel - employees and board members; conference fees; membership dues; printing - publication; board legal services; auditing services; professional licensing contract; and equipment (computers/printers).
FY18 Revenue	FY18 Expenditures	FY18 Spending
\$ 172,554	\$ 354,225	1.70 FTEs - salaries and benefits. Supplies; travel - employees and board members; conference fees; membership dues; printing - publication; board legal

		services; auditing services; professional licensing contract; and equipment (computers/printers).
--	--	---

OPLA- Special Account (6010)

Source of Funding:

The following professions must pay license fees to do business in DC: Accounting, Appraisers, Architecture & Interior Design, Asbestos Worker, Athlete Agent, Barbers, Boxing & Wrestling, Cosmetology, Electricians, Engineers, Funeral Directors, Plumbers, and Security Officers.

Description of Program:

The Occupational and Professional Licensing Program develops licensing standards, administers examinations, processes license applications, makes recommendations for board rulings, issues licenses and certificates, and provides technical support and administrative assistance to non-health occupational and professional licensing boards and commissions.

FY17 Revenue	FY17 Expenditures	FY17 Spending
\$ 2,997,815	\$ 3,987,687	28.45 FTE's - salaries, benefits, and overtime. Supplies; travel - employees and board members; printing - publications; professional licensing contract; board legal services; staff training; proctoring services; and equipment (computers/printers).
FY18 Revenue	FY18 Expenditures	FY18 Spending
\$ 744,381	\$ 2,948,878	27.45 FTE's - salaries, benefits, and overtime. Supplies; travel - employees and board members; printing - publications; professional licensing contract; board legal services; staff training; proctoring services; and equipment (computers/printers).

Special Events Revolving (6011)

Source of Funding:

A fee is assessed to hold special events on a street; the fee can be adjusted to cover costs of police, fire, etc.

Description of Program:

Licensing serves as a central point of the agency’s customer service intake and issuance responsibilities for business, corporate, and professional licenses; and for compliance with business regulations.

FY17 Revenue	FY17 Expenditures	FY17 Spending
\$ 38,394	No expenditures	N/A
FY18 Revenue	FY18 Expenditures	FY18 Spending
\$ 14,003	No expenditures	N/A

Boxing and Wrestling Commission Revolving Account (6012)

Source of Funding:

Any person presenting or showing any boxing or wrestling match live, on television, or telecast in the District must pay a fee based upon gross receipts.

Description of Program:

The Occupational and Professional Licensing Program develops licensing standards, administers examinations, processes license applications, makes recommendations for board rulings, issues licenses and certificates, and provides technical support and administrative assistance to non-health occupational and professional licensing boards and commissions.

FY17 Revenue	FY17 Expenditures	FY17 Spending
\$ 71,937	\$ 70,199	0.40 FTE's - salaries and benefits. Supplies; travel - employees and board members; printing - publication; board legal services; gym services; professional licensing contract; and boxing equipment.
FY18 Revenue	FY18 Expenditures	FY18 Spending
\$ 23,743	\$ 60,022	0.40 FTE's - salaries and benefits. Supplies; travel - employees and board members; printing - publication; board legal services; gym services; professional licensing contract; and boxing equipment.

Basic Business License Fund (6013)

Source of Funding:

Application and renewal fees for business licensing.

Description of Program:

Licensing serves as a central point of the agency's customer service intake and issuance responsibilities for business, corporate, and professional licenses; and for compliance with business regulations. Licensing processes and conducts research for business license applications, renewals, and certifications for businesses seeking to conduct business in the District.

FY17 Revenue	FY17 Expenditures	FY17 Spending
\$ 12,872,864	\$ 13,611,800	125 FTE's - salaries, benefits, and overtime. Supplies - specialty paper; community outreach and special events; conference fees; DC Business Portal; parking; postage; temporary staffing services; MOU w/ OFT - cashier/armored car services; and equipment.
FY18 Revenue	FY18 Expenditures	FY18 Spending
\$ 4,436,851	\$ 4,934,583	127 FTE's - salaries, benefits, and overtime. Supplies; paper; uniforms; community outreach and special events; conference fees; training; parking; postage; Business Portal maintenance/upgrades; MOU w/ OFT - cashier/armored car services; and equipment.

Fire Protection Special Revolving (6014)

Source of Funding:

Fee assessed to cover plan review costs incurred.

Description of Program:

Plan review conducts technical building plan reviews for approval and issues building permits.

FY17 Revenue	FY17 Expenditures	FY17 Spending
\$ 115,118	\$ No expenditures	N/A
FY18 Revenue	FY18 Expenditures	FY18 Spending
\$ 58,971	\$ No expenditures	N/A

Board of Engineers Fund (6020)

Source of Funding:

Application fees and registration fees for professional engineers.

Description of Program:

The Occupational and Professional Licensing Program develops licensing standards, administers examinations, processes license applications, makes recommendations for board rulings, issues licenses and certificates, and provides technical support and administrative assistance to non-health occupational and professional licensing boards and commissions.

FY17 Revenue	FY17 Expenditures	FY17 Spending
--------------	-------------------	---------------

PERFORMANCE OVERSIGHT HEARING - DCRA

\$ 189,202	\$ 236,829	1.35 FTE's - salaries, benefits, and overtime. Supplies; travel - board and employees; proctoring services; exam space; professional licensing contract; and equipment (computers/printers).
FY18 Revenue	FY18 Expenditures	FY18 Spending
\$ 13,245	\$ 665,426	1.35 FTE's - salaries, benefits, and overtime. Supplies; travel - board and employees; proctoring services; exam space; professional licensing contract; and equipment (computers/printers).

Green Building Fund (6030)

Source of Funding:

Funds obtained from a percentage of building structure permit fees.

Description of Program:

The Green Building Division is responsible for regulating construction in the District of Columbia that falls under the regulations of green codes including the Green Building Act, Green Construction Code, and Energy Conservation Code.

FY17 Revenue	FY17 Expenditures	FY17 Spending
\$ 1,896,147	\$ 1,892,839	6.00 FTE's - salaries and benefits. Supplies; MOU w/ DOEE for Green Building Initiatives; Green Building projects; and exam reimbursements.
FY18 Revenue	FY18 Expenditures	FY18 Spending
\$ 677,349	\$ 1,656,568	9.00 FTE's - salaries and benefits. Supplies; MOU w/ DOEE for Green Building Initiatives; Green Building projects; exam reimbursements; CCCB contractor; and equipment.

Corporate Recordation Fund (6040)

Source of Funding:

Filing and enforcement fees for Limited Cooperative Associations, Statutory Trusts, and expedited services fees.

Description of Program:

The Corporations Division protects the health, safety, and welfare of the residents of the District of Columbia and the community through maintenance services and timely registration, including trade name registration of corporations, limited liability companies, and partnerships conducting affairs within the District of Columbia.

FY17 Revenue	FY17 Expenditures	FY17 Spending
\$ 5,115,631	\$ 2,759,435	18 FTE's - salaries, benefits, and overtime. Supplies; IT system upgrades - CGov360; staffing services; MOU - OAPIA - community outreach; MOU - OFT - cashier/armored car services; and equipment.
FY18 Revenue	FY18 Expenditures	FY18 Spending
\$ 1,695,040	\$ 941,862	19 FTE's - salaries, benefits, and overtime. Supplies; IT system upgrades - CGov360; staffing services; MOU - OAPIA and OAA - community outreach; MOU - OFT - cashier/armored car services; and equipment.

Vending Regulation Fund (6045)

Source of Funding:

Fees paid for the application, issuance, or renewal of a basic business license endorsed for vending.

Description of Program:

Licensing serves as a central point of the agency's customer service intake and issuance responsibilities for business, corporate, and professional licenses; and for compliance with business regulations. Licensing processes and conducts research for business license applications, renewals, and certifications for businesses seeking to conduct business in the District.

PERFORMANCE OVERSIGHT HEARING - DCRA

FY17 Revenue	FY17 Expenditures	FY17 Spending
\$ 1,213,585	\$ 1,170,418	12 FTE's - salaries, benefits, and overtime. Supplies; software upgrades and maintenance; IT equipment; travel; community and education events; community outreach; professional development course; and BID Trash collections.
FY18 Revenue	FY18 Expenditures	FY18 Spending
\$ 277,236	\$ 341,580	13 FTE's - salaries, benefits, and overtime. Supplies; uniforms; software upgrades and maintenance; IT equipment; travel; community and education events; community outreach; and BID Trash collections.

Question 14

Please provide a table showing your agency Council-approved original budget, revised budget (after re-programming, etc.) for fiscal years 2016, 2017, and the first quarter of 2018. In addition, please explain the variances between fiscal year appropriations and actual expenditures for fiscal years 2016 and 2017.

FY 2016						
Comptroller Source Group	Comptroller Source Group Title	Approved Budget	Revised Budget	Expenditures	Available Balance	Description
0011	Regular Pay - Cont Full Time	27,162,872	26,006,793	24,355,990	1,650,803	Variance due to PS surplus; DCRA had an annual average vacancy rate of 6.11%
0012	Regular Pay - Other	782,825	767,825	2,085,786	(1,317,960)	
0013	Additional Gross Pay	0	0	343,206	(343,206)	
0014	Fringe Benefits	6,552,636	6,242,385	6,025,917	216,469	
0015	Overtime	327,000	327,000	376,642	(49,642)	
Total Personnel Services		34,825,333	33,344,004	33,187,540	156,464	
0020	Supplies and Materials	155,500	225,555	162,868	62,687	Surplus remained primarily in the licensing program for supply cost
0031	Telephone, Telegraph,	0	0	111,070	(111,070)	RTS/telecommunication services

PERFORMANCE OVERSIGHT HEARING - DCRA

	Telegram, Etc					from OCTO
0040	Other Services and Charges	3,188,304	4,274,587	3,749,998	524,589	Variance due to surplus in fleet maintenance; licensing program for travel/conferences; training; and professional services
0041	Contractual Services - Other	5,804,545	12,036,896	11,189,610	847,286	Variance due to surplus in Licensing program and for professional licensing services; green building program
0070	Equipment & Equipment Rental	38,000	41,000	26,010	14,990	Variance due to surplus in Licensing program for computers and equipment
Total Non-Personnel Services		9,186,349	16,578,038	15,239,556	1,338,482	
Grand Total		44,011,682	49,922,042	48,427,096	1,494,946	

FY 2017						
Comptroller Source Group	Comptroller Source Group Title	Approved Budget	Revised Budget	Expenditures	Available Balance	Description
0011	Regular Pay - Cont Full Time	29,858,983	28,963,983	26,226,871	2,737,112	DCRA had an annual average vacancy rate of 4.25% and utilized any savings to reprogram to non-personnel services for marketing/re-branding services; IT contractors; copier maintenance; settlement payment; ratification and
0012	Regular Pay - Other	1,971,601	2,011,601	4,473,205	(2,461,604)	
0013	Additional Gross Pay	0	0	310,593	(310,593)	
0014	Fringe Benefits	8,210,550	7,920,550	6,944,670	975,880	
0015	Overtime	353,000	394,500	409,448	(14,948)	

PERFORMANCE OVERSIGHT HEARING - DCRA

						overtime
Total Personnel Services		40,394,133	39,290,633	38,364,787	925,846	
0020	Supplies and Materials	483,148	483,148	381,452	101,696	Surplus remained primarily in the licensing program for supply cost
0031	Telephone, Telegraph, Telegram, Etc.	0	2,700	47,615	(44,915)	RTS/telecommunication services from OCTO
0040	Other Services and Charges	3,709,512	3,988,012	3,012,637	975,374	Variance due to surplus in fleet maintenance; performance management; boxing and wrestling; licensing program for travel/conferences ; training; professional services
0041	Contractual Services - Other	10,790,876	11,187,444	8,949,300	2,238,145	Variance due to surplus in Licensing program and for professional licensing services; abatement contracting/proactive inspectors
0070	Equipment & Equipment Rental	128,510	154,910	74,807	80,103	Variance due to surplus in Licensing program for computers and equipment; abatement equipment and construction estimating software
Total Non-Personnel Services		15,112,046	15,816,214	12,465,811	3,350,403	
Grand Total		55,506,179	55,106,847	50,830,598	4,276,249	

PERFORMANCE OVERSIGHT HEARING - DCRA

FY 2018						
Comptroller Source Group	Comptroller Source Group Title	Approved Budget	Revised Budget	Encumbrances	Expenditures	Available Balance
0011	Regular Pay - Cont Full Time	32,050,822	32,050,822		9,437,714	22,613,108
0012	Regular Pay - Other	3,188,168	3,230,454		1,752,347	1,478,107
0013	Additional Gross Pay	0	0		100,317	(100,317)
0014	Fringe Benefits	8,645,240	8,654,247		2,509,029	6,145,218
0015	Overtime	526,838	526,838		162,010	364,828
Total Personnel Services		44,411,067	44,462,360	0	13,961,417	30,500,944
0020	Supplies and Materials	367,900	367,900	119,993	174,168	193,732
0031	Telephone, Telegraph, Telegram, Etc	0	0	0	54,618	(54,618)
0040	Other Services and Charges	4,050,746	4,050,746	158,713	2,205,454	1,845,291
0041	Contractual Services - Other	11,062,008	12,786,008	4,821,798	1,266,328	11,519,680
0070	Equipment & Equipment Rental	206,000	206,000	77,220	19,987	186,013
Total Non-Personnel Services		15,686,653	17,410,653	5,177,723	3,720,555	13,690,098
Grand Total		60,097,721	61,873,014	5,177,723	17,681,972	44,191,042

Question 15

Please list all memoranda of understanding (MOU) either entered into by your agency or in effect during fiscal years 2017 and 2018 (through January 31). For each, describe its purpose, indicate the date entered, and provide the actual or anticipated termination date.

Memorandum of Understanding (MOU) List for Fiscal Years 2017-18				
Agency	MOU Value	Purpose	Date Enter	Termination Date
Department of General Services	\$19,860	Review and approval of a Building Permit to replace a retaining wall for the property located at 1725 15th Street, N.E.	6/29/2017	6/29/2018
Department of Human resources	\$6,457	Suitability screenings of candidates, employees and volunteers	10/1/2017	9/30/2018
DC Chamber of Commerce	\$15,330	Collaborative agreement to improve dissemination of information for business compliance and enhance outreach to stakeholders.	10/1/7021 7	9/30/2018
Department of General Services	\$8,148	Administrative license processing and issuance functions for all special police officers	2/22/2017	9/30/2017

PERFORMANCE OVERSIGHT HEARING - DCRA

District of Columbia Public Library	\$1,163,487	Review and issuance of Building Permits for renovations to the Martin Luther King Library	10/1/2017	9/30/2018
Department of Human resources	\$67,053	Human resource support services i.e., benefits, recruiting, classification and compensation services.	10/1/2017	9/30/2018
Department of General Services	\$56,240	Building Permit for interior renovation and exterior upgrades at FEMS Engine Company 16, 1018 13th St NW	7/17/2017	9/30/2017
Department of General Services	\$1,087	Building permit for upgrading existing HVAC System at DC Archives, 1300 Naylor NW	7/17/2017	9/30/2017
Department of General Services	\$71,700	Building Permit for exterior and interior repairs - Phase II at the Wilson Building, 1350 Pennsylvania Ave NW	7/17/2017	9/30/2017
George Washington University School of Law	\$192,808	GW donation to support DCRA hiring GW Law students as fellows for one year term employment	3/1/2016	3/30/2018
Office of the Attorney General	\$124,688	Provide OAG with staff resources to prosecute nuisance property cases	10/1/2016	9/30/2017
Office of the Attorney General	\$151,438	OAG provide legal counsel division attorney to provide legal advice and litigation support for work performed by DCRA Boards and Commissions	10/1/2016	9/30/2017
Office of Chief Financial Officer, Acting for the Office of Finance and Treasury	\$211,680	Cashier Services	10/1/2016	9/30/2017
Office of Chief Financial Officer, Acting for the Office of Finance and Treasury	\$69,427	Credit and debit card transaction and processing for revenue collections	10/1/2016	9/30/2017
Office of Chief Financial Officer, Acting for the Office of Finance and Treasury	\$5,200	Dunbar armored car service	10/1/2016	9/30/2017
Department of Energy and Environment	\$1,250,000	Share FY18 Green Building Fund Revenue to implement the stated goals for the fund in the Green Building Act of 2006.	10/1/2017	9/30/2018
Department of Small & Local Business Development	\$15,000	Fees for Basic Business Licenses, Corporate registrations, and Certifications of Occupancy or Home Occupancy Permits for ASPIRE to Entrepreneurship program participants	8/11/2017	9/30/2017

PERFORMANCE OVERSIGHT HEARING - DCRA

Office of the Chief Financial Officer	N/A	Establishes process for routine sharing of District owned data for analytic purposes.	Ongoing	Review 8/2019
Mayor's Office on African Affairs	\$25,000	Community education and outreach on Right Choice campaign	10/1/2016	9/30/2017
Office on Asian and Pacific Islander Affairs	\$100,000.00	Collaborative agreement for OAPIA to provide community education and outreach on DCRA's Right Choice campaign and other programs and services to limited or non-English proficient (LEP/NEP) AAPI communities.	10/1/2017	9/30/2018
Department of Energy and Environment	N/A	Administration and enforcement of the flood hazard rules and protection provisions in the DC Construction Codes	Reoccurs Annually from 10/1	30-Sep
Department of Energy and Environment	N/A	Coordinate, review, inspect, and promote the Green Area Ration (GAR)	10/1/2013	Ongoing
Department of Insurance, Securities & Banking	N/A	DCRA delegates authority to DISB to effectively license, regulate retail sellers, sales finance companies and consumer credit service organizations operating in the District.	2/6/2017	9/30/2017
Department of General Services	\$19,982	Review the construction documents for the subject project and issue the building permits - 2601 18th St NE.	10/1/2016	10/22/2017
Department of General Services	\$82,038	Review of construction documents and issuance of building permits associated with replacement of 4 generators at 1901 D St SE (DC Jail).	9/26/2016	9/26/2017
Department of General Services	\$29,286	Review construction documents and issue building permits for the replacement of HVAC equipment and the installation of a security system at the DC Office of Public Records Archives Building located at 1300 Naylor Court N.W.	9/26/2016	9/26/2017
Office of the State Superintendent of Education and the Fire and Emergency Services Department	\$12,000	Agency coordinated review process for licensing of child development homes	10/1/2017	9/30/2018
Office of Unified Communications (OUC) (Seller)	\$1,954	Maintenance and modifications to citywide system, installation of applicable field equipment, radio, programming, user training, Buyer consultation	10/1/2016	9/30/2017
DC Small Business Development Center Network	N/A	Create strategic partnership between the agencies to help small businesses in the District meet startup goals and encourage small business growth.	1/2/2017	12/31/2017

DC Public Library	N/A	Small Business Resource Center community outreach to small business community.	10/3/2016	9/30/2017
-------------------	-----	--	-----------	-----------

Question 16

D.C. Law requires the Mayor and the Chief Financial Officer to submit to the Council, simultaneously with a proposed budget submission, actual copies of all agency budget enhancements requests, including the “Form B” for all District agencies (See D.C. Code § 47-318.05a). In order to help the Committee understand agency needs, and the cost of those needs for your agency, please provide, as an attachment to your answers, all budget enhancement requests submitted by your agency to the Mayor or Chief Financial Officer as part of the budget process for fiscal years 2017 and 2018.

DCRA works with the Mayor’s Budget Office and the Office of the Deputy Mayor for Planning and Economic Development to develop our annual budget. The FY17 and FY18 agency budgets submitted as part of the Mayor’s budget submissions reflects those efforts.

Question 17

Please list all currently open capital projects for your agency as of the date of your response, including those projects that are managed or overseen by another agency or entity. Include a brief description of each, the total estimated cost, expenditures to date, the start and completion dates, and the current status of the project. Also, indicate which projects are experiencing delays and which require additional funding.

CRO - ISM11 - DCRA Business Portal					
Project Description	Estimated Cost	Expenditures to Date	Start and Completion Dates	Current Status	Delays
DC Business Portal - This project will enhance businesses’ ability to comply with DC Government business regulations by providing these resources: An online information portal with all regulatory information in one place and online wizards to provide step-by-step compliance guidance to businesses; and an enterprise technology solution that would replace the disparate systems used across agencies to manage regulatory functions, providing a single point of entry for all DC Government regulatory	\$675,000	N/A	10/01/2017 - 09/30/2018	On-going	N/A

functions.					
------------	--	--	--	--	--

Question 18

Please list all pending lawsuits that name your agency as a party. Please identify which cases on the list are lawsuits that potentially expose the city to significant liability in terms of money and/or change in practices. The Committee is not asking for your judgment as to the city’s liability; rather, we are asking about the extent of the claim. For those claims identified, please include an explanation about the issues for each case.

- **Case No. 1 (Remanded from D.C. District Court to D.C. Superior Court):** Case No. 1: D.C. Water and Sewer Authority, Plaintiff v. First Hand Land, LLC, et al. and Harrison Shelton, Defendant.

D.C. Water and Sewer Authority, Plaintiff v. Edge Investment, LLC, Defendant/Third-Party Plaintiff, v. The District of Columbia, et al., Third-Party Defendants.

Note: DCRA is included in the “District of Columbia, et. al.”

- **Case No. 2 (D.C. District Court):** Edge Investment, LLC, Plaintiff v. D.C. Water and Sewer Authority, Unknown D.C. Water Co-conspirator #1, Gilbert Davidson, Todd J. Starke, unknown DCRA co-conspirator No. 1, George S. Hawkins, Rabbiah Sabbkhan, Paul E. Waters, Celtic Demolition, Inc., and other unknown co-conspirators, Defendants.

- **Case No. 3 (D.C. District Court):** Edge Investment LLC. v. The District of Columbia

Note: DCRA is included in the “District of Columbia”

Summary of the Above Three Cases:

The owner obtained a building permit and constructed the building over a sewer tunnel without first obtaining D.C. Water’s approval. After construction, a crack began to form on top of the sewer tunnel. DC Water and DCRA then razed the building to strengthen the tunnel and repair the crack. DC Water then filed a lawsuit for negligence against the District of Columbia; First Hand, LLC; and Edge Investment. The issues raised are negligence, loss of structure, constitutional claims against the District, and who should bear the costs of repairing the NEBST and raising the structure. Edge asked the court for an Injunctive and Declaratory Relief to order DCRA to produce public documents that are not exempt from FOIA. Edge also claimed that DCRA did not produce documents, or did not produce documents in a timely manner. Edge requested award of costs and reasonable attorney fees.

PERFORMANCE OVERSIGHT HEARING - DCRA

DC Superior Court			
Party	Filed	Allegation	Status
Claimant A	Filed December 8, 2017	Requesting the dismissal of two special assessments bill from 2004 and 2012.	It appears that DCRA is the wrong party and this case should have been filed against D.C. Water
Claimant B	Filed September 8, 2015	Employment Discrimination (race); violation of the D.C. Human Rights Act of 1977 (Race, national origin, hostile work environment, retaliation); Violation of the D.C. Whistleblower's Protection	Investigation Stage

DC Office of Human Rights			
Party	Filed	Allegation	Status
Claimant C	Filed August 16, 2016	Violation of the Fair Criminal Record Screening Amendment Act of 2014	Investigation Stage
Claimant D	Filed October 6, 2016	Violation of D.C. Human Rights Act of 1977 (race, sex and age); Age and Discrimination in Employment Act; Title VII of the Civil Rights Act of 1964	Investigation Stage

DC Office of Administrative Hearings			
Party	Filed	Allegation	Status
Claimant E	Filed October 25, 2017	Denial of Workers' compensation benefits DCRA is the employer; however, this case is being handled by the Office of Risk Management	Mediation scheduled for Feb. 26, 2018

Question 19

(a) Please list and describe any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed at any time in fiscal years 2017 or 2018 (to date).

In February 2016, the Office of the District of Columbia Auditor initiated an audit of the Vacant Building Enforcement Unit. The audit involved a review of relevant laws, regulations, policies, and procedures; analysis of relevant documents, databases, and other systems; interviews with staff members and other stakeholders; and observation and walk-throughs of standard processes. The audit was completed in 2017 and the audit report was released in September 2017.

(b) Please list and describe any ongoing investigations, audits, or reports of your agency or any employee of your agency.

In October 2017, the Office of the Inspector General initiated an inspection of DCRA’s Regulatory Enforcement Administration. The primary objective of this inspection is to assess the efficiency and effectiveness of DCRA’s processes for collecting fines, special assessments, and penalties attached to violations of laws and regulations under its jurisdiction. The inspection is ongoing.

Question 20

How many grievances have been filed by employees or labor unions against agency management? Please list each of them by year for fiscal years 2016, 2017, and 2018 (through January 31). Give a brief description of each grievance, and the outcome as of January 31, 2018. Include on the chronological list any earlier grievance that is still pending in any judicial forum.

DCRA Grievances for 2016-2018 and earlier Matters Still Pending

Employee A	Issue	Date	Status
Employee A	Removal	2012	Arbitrator restored employee to duty with minimal back pay pending a Fitness for Duty Exam, which was passed.
DCRA has requested OLRCB to appeal this decision at the PERB. The PERB has not yet responded.			

PERFORMANCE OVERSIGHT HEARING - DCRA

Employee B	Issue	Date	Status
Employee B	Restrictions	2012	Arbitrator restored employee to duty with minimal back pay pending a Fitness for Duty Exam, which was passed.
Due to incidents with internal customers (DCRA managers), Employee B was restricted in his duties, and was directed to remain at his desk except for reasonable breaks of no more than 15 minutes. The union was forced to drop the grievance due to violating the time deadlines required to file a grievance within a certain number of days from the triggering incident.			
Employee B	Suspension	2017	Grievance dropped by union
Employee B was suspended for five days due to dishonest statements to a supervisor. The union is currently going through the grievance steps.			
Employee B	Removal	2017	Grievance dropped by union
Employee B made numerous dishonest statements to management and then confirmed them again with a special investigator. The Hearing Officer substantiated a number of claims and employee was separated from service. AFSCME filed a grievance claiming that the employee never received his Final Decision letter, but the grievance was dropped after receipt of the letter of decision was verified.			

Employee C	Issue	Date	Status
Employee C	Equal Pay	2017	Settlement reached, grievance dropped
Employee C filed a grievance for 18 months of back pay for the difference in her DS-12 position and the DS-13 position that she claims she was performing. A settlement has been reached and the grievance has been dropped.			

Employee D	Issue	Date	Status
Employee D	Equal Pay	2017	Investigation underway
Employee D filed a grievance for 14 months of back pay for the difference in her DS-11 position and the DS-12 position that she claims she was performing. Her grievance was just recently filed and an investigation is underway.			

Question 21

- (a) Please describe the agency's procedures for investigating allegations of sexual harassment or misconduct committed by or against its employees.

The agency follows the procedures for stopping, reporting, and investigating EEO/sexual harassment claims outlined in Mayor's Order 2017-313.

When a complaint is made, EEO Counselors and the EEO Officer are required to follow the following procedures:

1. Once contacted by an employee with EEO concerns, within 30 days of the contact (or 60 days if extended for good cause), EEO Counselors and Officers must perform and document the following steps:
 - a. Schedule and conduct an initial interview with the employee;
 - i. Provide the complainant with Initial Contact Worksheet to be completed by the complainant.
 - ii. When a complainant files a sexual harassment complaint, the following protocols are to be taken:
 1. In addition to following the below procedures, a recommendation must be made to the General Counsel and agency personnel who have decision-making authority regarding separation of the complainant and the accused pending the outcome of the fact-finding investigation.
 - b. Advise the applicant or employee of the right to representation of her choice or through a Collective Bargaining Agreement. The applicant or employee should also be provided with the following pieces of information:
 - i. Notice of Rights and Responsibilities;
 - ii. Overview of the DC Government EEO Complainant Process; and
 - iii. Complainant's right to representation.
2. If the informal resolution efforts are not successful, and if the 30 or 60 days have expired, EEO Counselors or Officers must issue a Notice of Right to File Complaint (Exit Letter) outlining the efforts undertaken to resolve the matter, and explaining the employee's right to file a formal complaint with the Office of Human Rights.
3. EEO Counselors and Officers must review the steps for filing a formal complaint with the aggrieved employee and thereafter, have the employee sign the Exit Letter or indicate receipt. The exit letter informs the Complainant that the Agency was unable to provide a resolution, and that the Complainant has the option to file a complaint with the Office of Human Rights.

(b) List and describe each allegation received by the agency in FY17 and FY18, to date, and the resolution of each as of the date of your answer.

DCRA has received no EEO complaints from DCRA employees in FY17 or FY18 to date.

Question 22

In table format, please list the following for fiscal years 2017 and 2018 (through January 31, 2018) regarding the agency’s use of SmartPay (credit) cards for agency purchases: (1) individuals (by name and title/position) authorized to use the cards; (2) purchase limits (per person, per day, etc.); and (3) total spent (by person and for the agency).

Cardholder	Position Title	Monthly Credit Limit	Single Daily Limit	Total Spent FY 17, FY18
Boyles, Pancheta	Staff Assistant	\$ 20,000.00	\$ 5,000.00	\$ 20,703.60
Cooks, Clifford	Program Manager	\$ 20,000.00	\$ 5,000.00	\$ 89,179.78
Davidson, Gilbert	Support Services Manager	\$ 20,000.00	\$ 5,000.00	\$ 15,587.20
Dickey, LaShawn	Program Analyst	\$ 20,000.00	\$ 5,000.00	\$ 47,551.46
Epley, David	Program Manager	\$ 20,000.00	\$ 5,000.00	\$ 17,043.45
Fowler-Lee, Denall	Program Analyst	\$ 20,000.00	\$ 5,000.00	\$ 34,510.48
Grays, Patricia	Program Manager	\$ 20,000.00	\$ 5,000.00	\$ 23,650.41
Mason, Staci	Program Manager	\$ 20,000.00	\$ 5,000.00	\$ 13,979.55
Smith, Marcia	Mgmt & Program Analyst	\$ 20,000.00	\$ 5,000.00	\$ 72,840.15
Smith, Ronald	Supervisory IT Specialist	\$ 20,000.00	\$ 5,000.00	\$ 197,310.75
Taylor, Kandace	Executive Assistant	\$ 20,000.00	\$ 5,000.00	\$ 17,713.73
Thompson, Shantell	Special Assistant	\$ 20,000.00	\$ 5,000.00	\$ 62,717.38

Question 23

Please provide a list of all procurements for goods or services for use by your agency over \$10,000 for fiscal years 2017 and 2018 (through January 31). Give a brief explanation of each, including the name of the contractor, purpose of the contract, and the total dollar amount of the contract. Exclude from this answer purchase card (SmartPay) purchases.

FY 2017		
Contractor Name	FY17 Contract Amount (\$)	Purpose of Contract
MIRACLE CLEANING & MAINTENANCE	80,000.00	Abatement contractor (Raze)
MARGNI, INC	80,000.00	Abatement contractor (Raze)

PERFORMANCE OVERSIGHT HEARING - DCRA

KOHLER EQUIPMENT, INC	25,000.00	Supply and provide maintenance on various ground equipment and hand tools
NTNL COUNCL OF ARCTCTAL REGSTR	11,700.00	NCARB membership dues
ANNA PETRYCHKA	20,000.00	Legal fellow
MIKE PHILLIP MICHEL	20,000.00	Legal fellow
ALI RAHNAMA	20,000.00	Legal fellow
MATTHEW MEYER	20,000.00	Legal fellow
NATIONAL INTERSTATE COUNCIL OF STATE BOARDS OF COSMETOLOGY	15,426.00	NIC exam booklets for barber and cosmetology exams
SELECTRON TECHNOLOGIES, INC	23,555.00	Support renewal for Premier Pro Service for IVR system
DC GENERAL CONSTRUCTION, INC	80,000.00	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
PSI SERVICES, LLC	30,000.00	Lasergrade/PSI computer testing for operating engineering and National Cosmetology examination
NATIONAL COUNCIL OF EXAMINERS	27,000.00	NCEES examination booklets for the National Professional Engineers and Fundamentals of Engineering examination
THE TRIAGE GROUP, LLC	14,585.60	Business Functions Analyst III
THE TRIAGE GROUP, LLC	14,585.60	Business Functions Analyst III
CSZNET, INC	18,740.80	Project Manager II
LIMBIC SYSTEMS, INC	55,950.00	Analyst I
LIMBIC SYSTEMS, INC	47,495.00	Management Consultant
LIMBIC SYSTEMS, INC	45,130.00	Project Management Consultant
CSZNET, INC	40,230.00	Software Engineer III
CSZNET, INC	37,230.00	Quality Assurance I
CSZNET, INC	14,441.60	Project Manager I
LIMBIC SYSTEMS, INC	45,130.00	Business Analyst III
RAZAVI APPLICATION DEVELOPERS	59,185.00	Business Integration Analyst
RAZAVI APPLICATION DEVELOPERS	47,970.00	Business Integration Analyst
RAZAVI APPLICATION DEVELOPERS	70,935.00	Permitting and Licensing Consultant
MAILFINANCE, INC	25,000.00	Mail Service equipment
WEST PUBLISHING CORP	11,383.26	Legal research services
UNITED STATES POSTAL SERVICE	60,000.00	Postage for postage meter
METRO BUSINESS SYSTEMS	59,145.51	Maintenance for agency copiers
RAZAVI APPLICATION DEVELOPERS	70,935.00	Business Integration Consultant
RAZAVI APPLICATION DEVELOPERS	59,185.00	Business Integration Analyst I
RAZAVI APPLICATION DEVELOPERS	47,970.00	Business Integration Analyst I
CAPITAL SERVICES AND SUPPLIES	20,000.00	Copy paper
JILL STERN DBA THE STERN LEGAL	82,500.00	Construction Codes Coordinating Board consultant

PERFORMANCE OVERSIGHT HEARING - DCRA

CENTRAL PARKING SYSTEM VA	189,637.92	Parking for fleet vehicles
BLUEBAY OFFICE, INC	52,000.00	Office supplies
MARGNI, INC	25,000.00	Abatement contractor - 24 hour quick response
MARGNI, INC	25,000.00	Abatement contractor - 24 hour quick response
DELL COMPUTER CORP	42,395.40	Dell laptops
LIMBIC SYSTEMS, INC	271,200.00	Integrate Seamless Docs functionality with the DC Business Portal
MVS INC	15,446.05	Crystal Report Server licenses
MIRACLE CLEANING & MAINTENANCE	25,000.00	Abatement contractor - 24 hour quick response
MARGNI, INC	80,000.00	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
DC GENERAL CONSTRUCTION, INC	80,000.00	Abatement contractor (Raze)
MIRACLE CLEANING & MAINTENANCE	80,000.00	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
DC GENERAL CONSTRUCTION, INC	25,000.00	Abatement contractor - 24 hour quick response
DOWNTOWN BID CORPORATION	14,400.00	Trash removal service
CC INTELLIGENT SOLUTION, INC	170,000.00	Maintenance and support for the CGov 360 production environment/application
ACCELA, INC	993,000.00	Accela site license/maintenance
CTI CONSULTANTS, INC	206,533.40	Proactive inspectors
LIMBIC SYSTEMS, INC	100,000.00	DC Business Portal enhancements
WALTON & GREEN CONSULTANTS	98,918.00	Temporary contractors
MIDTOWN PERSONNEL, INC	300,000.00	Temporary contractors
INSTITUTE FOR BUILDING TECHNOL	100,000.00	Third Party review and construction inspections
NCS PEARSON, INC	957,798.00	Licensing operation functions
AVOLVE SOFTWARE CORP	24,227.84	Project Dox (Avolve) application maintenance
CTI CONSULTANTS, INC	643,515.40	Proactive inspectors
JILL STERN DBA THE STERN LEGAL	73,082.50	Construction Codes Coordinating Board consultant
THE AQUILINE GROUP	13,000.00	Envelopes for mass mailing, mail outs, and daily operations
PSI SERVICES, LLC	1,268,000.00	Licensing operation functions
DOCUMENT SYSTEMS, INC	184,547.22	IBM/Filenet subscription and support renewal
PRISM INTERNATIONAL, LLC	25,890.00	Technical support services for badge system server software and interfaces to Accela
MVS, INC	11,250.00	Enterprise license software
D.C. PRESERVATION LEAGUE	12,500.00	Seminar
CENTERPLATE/NBSE	11,787.03	Accommodations for 5th Annual Entrée DC forum
CENTERPLATE/NBSE	11,787.03	Accommodations for 3rd Annual Build It In DC forum

PERFORMANCE OVERSIGHT HEARING - DCRA

PROTEC CONSTRUCTION, INC	53,333.33	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
K-MO CONSTRUCTION	53,333.33	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
HOUSING EVALUATIONS PLUS, INC	53,333.34	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
DC GENERAL CONSTRUCTION, INC	100,000.00	Building Repair - Foundation/underpinning (732 6th Street, NE)
DC GENERAL CONSTRUCTION, INC	32,000.00	Building Repair - Foundation/underpinning (732 6th Street, NE)
INSTITUTE FOR BUILDING TECHNOL	51,000.00	Third Party review and construction inspections
WASHINGTON DC ECONOMIC PARTNERSHIP	60,850.00	Advertisements for Entrée DC and Build It In DC events
THE IMPACT GROUP, LLC	22,423.00	Strategic Plan - Boxing and Wrestling
CC INTELLIGENT SOLUTION, INC	360,000.00	CGov 360 system enhancements
LIMBIC SYSTEMS, INC	248,600.00	Re-design PIVS architecture
REINGOLD LINK, LLC	87,072.26	Marketing and branding support
DOCUMENT SYSTEMS, INC	25,961.03	Internet based searching for License & Permit images in Filenet
DELL MARKETING L.P.	19,286.71	Dell Interactive Monitors
DELL MARKETING L.P.	33,597.80	PC's/Laptops
CORPORATE SYSTEMS RESOURCES	17,280.00	Lenovo Think Pads
THE PRESIDIO CORPORATION	47,287.85	Cisco Catalyst switches
MVS INC	12,940.05	Panasonic Tough Pads
SHARP ELECTRONICS CORPORATION	12,960.00	Sharp mobile interactive touch board
PROJECTION VIDEO SERV, INC	15,000.00	Audio and video components for Entrée DC and Build It In DC events
DELL MARKETING L.P.	11,064.00	Dell computers
LIMBIC SYSTEMS, INC	149,683.00	Data Management system

FY 2018		
Vendor Name	Original Amount	Description
UNITED STATES POSTAL SERVICE	60,000.00	Postage for postage meter
MAILFINANCE, INC	25,000.00	Mail Service equipment
JILL STERN DBA THE STERN LEGAL	90,000.00	Construction Codes Coordinating Board consultant
CC INTELLIGENT SOLUTION, INC	175,100.00	Proactive Inspectors
NTNL COUNCL OF ARCTCTAL REGSTR	11,700.00	NCARB membership dues

PERFORMANCE OVERSIGHT HEARING - DCRA

MARGNI, INC	100,000.00	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
MARGNI, INC	31,000.00	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
DC GENERAL CONSTRUCTION, INC	31,000.00	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
DC GENERAL CONSTRUCTION, INC	100,000.00	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
HEP CONSTRUCTION	31,000.00	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
HEP CONSTRUCTION	100,000.00	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
PROTEC CONTRUCTION, INC	31,000.00	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
PROTEC CONTRUCTION, INC	100,000.00	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
CTI CONSULTANTS, INC	222,420.80	Proactive Inspectors
MIDTOWN PERSONNEL, INC	55,800.00	Temporary contractors
NATIONAL INTERSTATE COUNCIL OF	24,984.00	NIC exam booklets for barber and cosmetology exams
K-MO CONSTRUCTION	100,000.00	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
K-MO CONSTRUCTION	31,000.00	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
RAZAVI APPLICATION DEVELOPERS	130,862.16	New processes for Accela
LIMBIC SYSTEMS, INC	240,870.28	Design, upgrade, integrate, maintain, implement, and support online customer facing applications
CENTRAL PARKING SYSTEM VA	194,377.92	Parking for fleet vehicles
WEST PUBLISHING CORP	11,891.25	Legal research services
PSI SERVICES, LLC	2,824,330.00	Licensing operation functions
REED ELSEVIER INCORPORATED	12,681.00	Legal research services
BLUEBAY OFFICE, INC	52,000.00	Office supplies
WALTON & GREEN CONSULTANTS	19,531.20	Temporary contractors

PERFORMANCE OVERSIGHT HEARING - DCRA

SWANN CONSTRUCTION, INC	50,000.00	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
GENERAL SERVICES, INC	50,000.00	Abatement contractor; emergency general construction services on commercial, residential occupied, and vacant properties
STAR OFFICE PRODUCTS, INC	20,000.00	Copy paper
THE AQUILINE GROUP	13,000.00	Envelopes for mass mailing, mail outs, and daily operations
DLT SOLUTIONS, LLC	13,906.65	Tier II Telephone support agreement
PRISM INTERNATIONAL, LLC	29,832.00	Technical support services for BBL licensing application, vending application, and security badge system workstations
SELECTRON TECHNOLOGIES, INC	31,755.00	Support renewal for Premier Pro Service for IVR system
Q-MATIC CORPORATION	27,170.45	Annual maintenance for customer service queuing application
AVOLVE SOFTWARE CORP	24,227.84	Project Dox (Avolve) application maintenance
METRO BUSINESS SYSTEMS	59,145.51	Maintenance for agency copiers
GENERAL SERVICE ADMINISTRATION	49,207.20	Multi-stop van
ACCELA, INC	625,000.00	Accela site license/maintenance
DC CHAMBER OF COMMERCE	15,330.00	Membership; connect with stakeholders and business community
OUTREACH SYSTEMS	11,050.00	Conversion of SBRC database to new client database
VMWARE, INC	43,200.00	Continuant VMWARE database services

Question 24

(a) Please describe how your agency manages and limits its mobile, voice, and data costs, including cellular phones and mobile devices.

DCRA manages and limits mobile, voice, and data costs by providing new users with an agency cell phone policy upon issuance of an agency mobile device. The policy informs them of prohibited uses because they result in charges to the District. Prohibited uses include: 411 calls, international call charges (not business related), long-distance call charges (not business related), charges related to downloads (ringtones, wallpaper, games, etc.), and charges related to Picture messages.

DCRA performs quarterly reviews of the monthly bills to identify any prohibited additional charges and also to identify zero usage devices.

The agency also periodically reminds existing mobile device users of the FREE 411 directory service number (1-800-3733-411) to avoid costly 411 directory assistance calls.

(b) In table format, please provide the following information for fiscal years 2017 and 2018 (to date), regarding your agency’s use of cellular phones and mobile devices: (1) individuals (by name and title/position) authorized to carry and use such devices; (2) total annual expense (FY) for each individual’s use; and (3) justification for such use (per person). If the list is more than one page in length, you may provide it as an attachment.

Please see attachment: “DCRA Oversight Question 24 Cell Phones.”

Question 25

(a) Does your agency have or use one or more government vehicle? If so, for fiscal years 2017 and 2018 (through January 31), please list any vehicle the agency owns, leases, or has assigned to it. You may group the vehicles by category (e.g., 15 sedans, 33 pick-up trucks, three transport buses, etc.).

Asset #	Year	Make	Model	License
0510162	2013	TOYOTA	COROLLA	DC10162
0510163	2013	TOYOTA	COROLLA	DC10163
0510164	2013	TOYOTA	COROLLA	DC10164
0510165	2013	TOYOTA	COROLLA	DC10165
0510166	2013	TOYOTA	COROLLA	DC10166
0510167	2013	TOYOTA	COROLLA	DC10167
0510168	2013	TOYOTA	COROLLA	DC10168
0510169	2013	TOYOTA	COROLLA	DC10169
0510170	2013	TOYOTA	COROLLA	DC10170
0510171	2013	TOYOTA	COROLLA	DC10171
0510207	2013	TOYOTA	COROLLA	DC10207
0510988	2014	PREMIER	LANDSCAPE TRAILER	DC10988
0511067	2015	CHEVROLET	SILVERADO	DC11067
0511164	2015	TOYOTA	COROLLA	DC11164
0511165	2015	TOYOTA	COROLLA	DC11165
0511166	2015	TOYOTA	COROLLA	DC11166
0511167	2015	TOYOTA	COROLLA	DC11167
0511168	2015	TOYOTA	COROLLA	DC11168
0511169	2015	TOYOTA	COROLLA	DC11169
0511170	2015	TOYOTA	COROLLA	DC11170
051537	2002	STERLING	SC8000	DC1537
052182	2003	WORKHORSE	P42	DC2182
053787	2004	FORD	SPORT TRAC	DC3787
054924	2008	FORD	CROWN VICTORIA	DC4924
054925	2008	FORD	CROWN VICTORIA	DC4925
054926	2008	FORD	CROWN VICTORIA	DC4926
055498	2008	CHEVROLET	EXPRESS	DC5498
056581	2004	FORD	SPORT TRAC	DC6581

PERFORMANCE OVERSIGHT HEARING - DCRA

056604	2009	HONDA	CIVIC GX	DC6604
056605	2009	HONDA	CIVIC GX	DC6605
056978	2008	CHEVROLET	IMPALA	DC6978
056980	2008	CHEVROLET	IMPALA	DC6980
056981	2008	CHEVROLET	IMPALA	DC6981
056982	2008	CHEVROLET	IMPALA	DC6982
056983	2008	CHEVROLET	IMPALA	DC6983
056984	2008	CHEVROLET	IMPALA	DC6984
056985	2008	CHEVROLET	IMPALA	DC6985
056986	2008	CHEVROLET	IMPALA	DC6986
056988	2008	CHEVROLET	IMPALA	DC6988
056993	2008	CHEVROLET	IMPALA	DC6993
056994	2008	CHEVROLET	IMPALA	DC6994
056995	2008	CHEVROLET	IMPALA	DC6995
056996	2008	CHEVROLET	IMPALA	DC6996
056997	2008	CHEVROLET	IMPALA	DC6997
056998	2008	CHEVROLET	IMPALA	DC6998
056999	2008	CHEVROLET	IMPALA	DC6999
057000	2008	CHEVROLET	IMPALA	DC7000
057029	2008	DODGE	CARAVAN	DC7029
057033	2008	DODGE	CARAVAN	DC7033
057151	2009	HONDA	CIVIC GX	DC7151
057152	2009	HONDA	CIVIC GX	DC7152
057153	2009	HONDA	CIVIC GX	DC7153
057154	2009	HONDA	CIVIC GX	DC7154
057155	2009	HONDA	CIVIC GX	DC7155
057156	2009	HONDA	CIVIC GX	DC7156
057157	2009	HONDA	CIVIC GX	DC7157
057158	2009	HONDA	CIVIC GX	DC7158
057159	2009	HONDA	CIVIC GX	DC7159
058330	2012	CHEVROLET	SILVERADO	DC8330
058717	2012	ISUZU	NPR-HD	DC8717
058800	2014	DODGE	R-1500 4X4	DC8800
058985	2008	CHEVROLET	SILVERADO	DC8985
058986	2008	CHEVROLET	SILVERADO	DC8986
059007	2009	HONDA	CIVIC GX	DC9007
059008	2009	HONDA	CIVIC GX	DC9008
059009	2009	HONDA	CIVIC GX	DC9009
059012	2009	HONDA	CIVIC GX	DC9012
059013	2009	HONDA	CIVIC GX	DC9013
059014	2009	HONDA	CIVIC GX	DC9014
059015	2009	HONDA	CIVIC GX	DC9015
059016	2009	HONDA	CIVIC GX	DC9016
059017	2009	HONDA	CIVIC GX	DC9017
059018	2009	HONDA	CIVIC GX	DC9018
059057	2009	HONDA	CIVIC GX	DC9057

PERFORMANCE OVERSIGHT HEARING - DCRA

059344	2012	HONDA	CIVIC LX	DC9344
059345	2012	HONDA	CIVIC LX	DC9345
059346	2012	HONDA	CIVIC LX	DC9346
059347	2012	HONDA	CIVIC LX	DC9347
059348	2012	HONDA	CIVIC LX	DC9348
059497	2013	CHEVROLET	SILVERADO	DC9497
05-11502	2016	AUTO CAR	PACKER TRK	DC11502
RA40595 [LEASE]	2015	FORD	F-550 SUPER DUTY	RA40595
EA1360 [LEASE]	2016	CHEVROLET	SILVERADO PICK-UP	EA1360
IEKA68 [LEASE]	2017	CHEVROLET	SILVERADO PICK-UP	IEKA68

(b) Please list all vehicle accidents involving your agency's vehicles for fiscal years 2016, 2017, and 2018 (through January 31). Provide: (1) a brief description of each accident; (2) the type of vehicle involved; (3) the justification for using such vehicle; (4) the name and title/position of the driver involved; and (5) whether there was a finding of fault and, if so, who was determined to be at fault.

Fiscal Year	Vehicle Number	Employee Name	Employee Title	Justification of Usage	Description of Accident	Fault
FY 16	Sedan	Charles Taylor	Property Maintenance Inspector	Employee works as a combo inspector for the agency and was performing his duties.	On 1-7-16, the vehicle was parked on the street and was side swiped, in a hit and run.	Individual left the scene.
FY 16	Sedan	Ronald Fones	Combination Inspector	Employee works as a combo inspector for the agency and was performing his duties.	On 2-2-16, street conditions were slick due to salt on the road and employee slid into snow piled against the curb.	Employee was counseled.
FY 16	Truck	Allen Smith	Weights and Measures Inspector	Employee works as a Weights and Measures Inspector and was performing his duties.	On 2-10-16, the employee approached the vehicle and noticed that it had been damage.	Hit and Run.

PERFORMANCE OVERSIGHT HEARING - DCRA

FY 16	Truck	Mathew Price	Property Maintenance Inspector	Employee works as a Property Maintenance Inspector and was performing his duties.	On 3-10-16, the employee was slowly approaching a light and was struck by another vehicle in the rear.	The other driver was at fault.
FY 16	Truck - Workhorse	Jamal Duncan	Abatement Inspector	Employee works as an abatement inspector and was performing his duties.	On 3-18-16, the employee side swiped another vehicle while it was parked.	Employee was at fault and counseled.
FY 16	Truck-Workhorse	Anthony Hooks	Investigator	Employee works as an Investigator and was performing his duties.	On 3-18-16, the employee was traveling and the other vehicle proceeded to change lanes and hit the agency vehicle.	The other driver was at fault.
FY 16	Truck-Workhorse	George Page	Abatement Employee	Employee works as an abatement employee and was performing his duties.	On 4-13-16, the employee was backing up and a blind spot restricted his rear view thereby causing damage to the car behind him.	Employee was at fault and counseled.
FY 16	Sedan	Richard Coward	Investigator	Employee works as an Investigator and was performing his duties.	On 3-31-16, the employee approached the vehicle and noticed that it had been hit.	Hit and run.
FY 16	Sedan	Joy Douglass	Administrative Staff	Employee works in the community supporting the Small Business Resource Center outreach.	On 4-7-16, the employee returned the car back to the building and accidentally parked against a column.	Employee was at fault and was counseled.
FY 16	Sedan	Kornelius Anderson	Vacant Building Inspector	Employee works as an Inspector surveying vacant properties.	On 5-5-16, the employee doubled parked a vehicle and upon return he realized that the vehicle had been struck on the mirror.	Employee was at fault and counseled.

PERFORMANCE OVERSIGHT HEARING - DCRA

FY 16	Truck	Lawrence Taylor	Weights and Measures Inspector	Employee was performing his duties as a Weights and Measures inspector at a commercial establishment.	On 5-23-16, the employee returned to the vehicle and noticed that it had been damaged.	Hit and Run.
FY 16	Sedan	Olgie Antoine	Combo Inspector	Employee works as a combination Inspector for the agency and was performing his duties.	On 7-13-16, when the employee returned from an inspection someone had busted out one of the windows and removed some items.	Theft and Vandalism.
FY 16	Sedan	Virgil Williams	Property Maintenance Inspector	Employee works as a Property Maintenance Inspector and was performing his duties.	On 7-15-16, the employee accidently backed up into another vehicle.	Employee was at fault and counseled.
FY 16	Truck	George Page	Abatement Employee	Employee works as an abatement employee and was performing his duties.	On 7-26-16, the employee extended his vehicle too far into the intersection, thereby striking a passing vehicle.	Employee was at fault and counseled.
FY 16	Sedan	Ferdinand Gamboa	Emergency Duty Officer	Employee responds to all emergencies related to buildings complaints.	On 8-12-16, employee hit a vehicle while backing up.	Employee was at fault and counseled.
FY 16	Sedan	Ronald Johnson	Weights and Measures Manager	Manager performs quality control.	On 8-12-16, the manager approached the vehicle and noticed that it had been damaged.	Hit and Run.
FY 16	Sedan	Todd Starke	Property Maintenance Inspector	Employee performs 3rd party quality assurance inspections.	On 8-22-16, the employee approached the vehicle and noticed that it had been damaged.	Hit and Run.
FY 16	Sedan	Edward Howell	Elevator Inspector	Employee performs elevator inspections	On 8-23-16, the employee was sitting inside the government vehicle and was struck	The other driver was at fault.

PERFORMANCE OVERSIGHT HEARING - DCRA

				throughout the city.	in the rear by another car.	
FY 16	Truck	Allen Smith	Weights and Measures Inspector	Employee was performing his duties as a Weights and Measures inspector at commercial establishments.	On 9-28-16, the employee returned to the vehicle and noticed that it had been damaged.	Hit and Run.
FY 17	Sedan	Christopher McNeil	3rd Party Inspector	Employee performs inspections throughout the city.	On 10-21-16, the employee approached the vehicle and noticed that it had been damaged.	Hit and Run.
FY 17	Truck-Packer	DeCarl Thomas	Abatement Employee	Employee works as an abatement employee and was performing his duties.	On 10-21-16, the employee was driving through a small alley and side swiped a telephone pole.	Employee was at fault and counseled.
FY 17	Sedan	Christopher Burnette	Vending Inspector	Employee works as a Vendor Inspector and was performing his duties.	On 12-14-16, the employee vehicle rolled back into the front of a vehicle while sitting at a light.	Employee was at fault and counseled.
FY 17	Sedan	Jagtaar Singh	Building Inspector	Employee was performing his duties at a property.	On 1-13-17, the employee returned to the vehicle and noticed that one of the windows had been busted out.	Theft and Vandalism.
FY 17	05-6981	David Jacobs	Code Compliance Specialist with Weights & Measures	Employee works as a Code Com. Spec. for the agency and was performing his duties.	On 02/10/17, the employee was approaching a red light when he rear ended another vehicle. While our vehicle was sitting at intersection it was rear ended by a privately owned trash truck.	Our driver admitted fault for the front end damage and the trash truck company admitted fault for the rear-end damage.

PERFORMANCE OVERSIGHT HEARING - DCRA

FY 17	05-6603	Anthony Williams	Housing Code Inspector	Employee works as a Housing Code Inspector for the agency and was performing his duties.	On 07/13/17, the employee rear ended a car which rear ended a truck.	DCRA driver admitted fault and was counseled.
FY 17	05-4924	Charles Sampson Sr.	Weights & Measures Inspector	Employee works as a Weights & Measures inspector for the agency and was performing his duties.	On 08/18/17, the employee stopped at a stop sign. When he proceeded through the stop sign he was struck on the driver side by another vehicle.	No damage was done to either vehicle so neither driver admitted fault.
FY 17	05-8800	Allen Smith	Weights & Measures Inspector	Employee works as a Weights & Measures Inspector and was performing his duties.	On 09/13/17, while attempting to change lanes, the DCRA driver was struck in the rear, causing minimal to no damage.	The other driver was at fault.
FY 17	05-9497	George Page	Abatement Team Specialist	Employee works on the abatement team and was performing his duties.	On 05/25/17, the employee was at a light. There was a tractor trailer in the right lane. Both vehicles were attempting to turn left and collided.	Neither driver was charged at fault.
FY 18	05-7157	Timothy Bynum	Investigator	Employee works as an investigator and was performing his duties.	On 10/18/17, the employee was rear ended when he stopped for pedestrian.	The other driver admitted fault.
FY 18	05-7159	Mark Vaugh	Combo Specialist Inspector	Employee works as an Inspector and was performing his duties.	On 10/20/17, another driver made a right turn onto a one way street, hitting the employee's DCRA vehicle.	The other driver admitted fault.
FY 18	05-7156	Kornelius Anderson	Surveyor	Employee works as a surveyor and was performing his duties.	On 11/08/17, the employee was rear ended by another vehicle, causing minor damage.	The other driver was at fault.

PERFORMANCE OVERSIGHT HEARING - DCRA

FY 18	05-8985	Derek McNeil	Abatement Employee	Employee works as an abatement employee and was performing his duties.	On 12/05/17, the employee opened one side of the driveway gates, tried to squeeze through, and ran into the other gate, causing damage to the right side of the truck.	Employee was at fault and counseled.
-------	---------	--------------	--------------------	--	--	--------------------------------------

Question 26

D.C. Law requires the Mayor to pay certain settlements from agency operating budgets if the settlement is less than \$10,000 or results from an incident within the last two years (see D.C. Code § 2-402(a)(3)). Please itemize each charge-back to your agency for a settlement or judgment pursuant to D.C. Code § 2-402.

Direct Voucher	Date	Check #	Payee	Amount	Description
FY 2017					
DE530821	03/23/17	006053507	Progressive Advance Insurance Co. a/s/o Person A	\$3,874.71	Automobile Accident
DE535741	05/17/17	006067791	Person B	\$2,461.10	Automobile Accident
FY 2018					
None Applicable					

Question 27

(a) D.C. Law prohibits chauffeurs, take-home vehicles, and the use of SUVs (see D.C. Code §§ 50-203 and 50-204). Is your agency in compliance with this law?

Yes, the agency is in compliance with D.C. Code §§ 50-203 and 50-204.

(b) Please explain all exceptions, if any, and provide the following: (1) type of vehicle (make, model, year); (2) individuals (name/position) authorized to have the vehicle; (3) jurisdictional residence of the individual (e.g., Bowie, MD); and (4) justification for the chauffer or take-home status.

N/A

Question 28.

In table format, please provide the following information for fiscal years 2017 and 2018 (through January 31) regarding your agency’s authorization of employee travel: (1)

PERFORMANCE OVERSIGHT HEARING - DCRA

individuals (by name and title/position) authorized to travel outside the region; (2) total expense for each trip (per person, per trip, etc.); and (3) justification for the travel (per person and trip).

Traveler's Name	Title	Destination	Conference/ Training Title	Purpose
Ali Aswaldi	Building Code Inspector III	Pittsburgh, PA	National Energy Code Conference	Maintain improvement in code compliance; learn latest advancements and strategies for code enforcement.
Avis Pearson	Program Support Specialist	St. Thomas, U.S. Virgin Islands	Northeast/Southern Joint Interim Meeting	Engineering board members attended sessions that afforded them opportunities to interface with professional engineers, executive directors, and administrators throughout the United States on key regulatory topics affecting engineers in the District of Columbia.
Christopher Bailey	Deputy Division Chief	Columbus, OH	International Code Council Annual Conference	Keep DC Code officials aware of ICC regulations and programs to help move towards the District's vision for new construction.
Clarence Whitescarver	Supervisory Combination Code Specialist	Columbus, OH	International Code Council Annual Conference	Keep DC Code officials aware of ICC regulations and programs to help move towards the District's vision for new construction.
Clifford Cooks	Program Manager	Tampa, FL	National Association of Barber Boards of America (NABBA)	Board members assist the association delegates in settling national policy, recognizing emerging trends, and offer guidance on testing best practices.
Clifford Cooks	Program Manager	Charleston, SC	National Association of Barber Boards of America (NABBA)	Focus on industry matters that include technology use, identity/license protection, fraudulent and unlicensed practices, increasing barber school programs, support for national standards, and increasing barber entrepreneurial businesses.
Craig Stewart	Program Manager	North Point, FL	FBI - Law Enforcement Executive Development Association	Professional development.

PERFORMANCE OVERSIGHT HEARING - DCRA

Cynthia Briggs	Program Analyst	Charleston, WV	National Interstate Council of State Boards of Cosmetology Inc. Annual Conference	Focus on industry matters that include technology use, identity/license protection, fraudulent and unlicensed practices, entrepreneurial business, best practice models, infectious diseases and healthcare.
Cynthia Briggs	Program Analyst	Uncasville, CT	Association of Boxing Commissioners Annual Conference	Receive training, deal with technical topics including open forum discussions on best practices, regulatory compliance, boxing/MMA record keeping, prohibited and required substance testing, and the latest medical issues.
David Kaiser	Technical Plans Reviewer	Pittsburgh, PA	National Energy Code Conference	Maintain improvement in code compliance; learn latest advancements and strategies for code enforcement.
Edward Howell	Code Compliance Specialist	Columbus, OH	In-Service Inspector Commission Course (IC)	A two-week course designed to help prepare attendees to take the New National Board In-Service Commission Exam.
Eric Block	Investigator	Raleigh, NC	CLEAR - Council on Licensure, Enforcement, Regulation	Professional development.
Gregory Watkins	Combination Code Compliance Specialist	Worcester, MA	ICC Plan Review Institute	Training to help the attendee effectively perform structural and nonstructural plan reviews and keep up with industry standards.
Jacqueline Noisette	Program Coordinator	Nashville, TN	America's SBDC	Provide latest information on products and services that can ensure the success of their small business clients.
Jeffrey Reiss	Building Code Inspector II	Hagerstown, MD	ICC Region VII Conference	Training to help the attendee discuss and keep up with industry changes and standards.
Josef Gasimov	Program Manager	Halifax, Nova Scotia, Canada	2016 International Association of Corporate Administrators (IACA)	As Trustee of the Board of Directors, attendance is required to report to the Board on the finances of IACA.
Josef Gasimov	Program Manager	Halifax, Nova Scotia, Canada	2017 International Association of Corporate Administrators	Information sharing and the enhancement of knowledge as to industry best practices.

PERFORMANCE OVERSIGHT HEARING - DCRA

			(IACA)	
Keith Slade	Management & Program Analyst	Buffalo, NY	National Homeland Security Conference	Best practices for security.
Keith Winston	Building Code Inspector III	Pittsburgh, PA	National Energy Code Conference	Maintain improvement in code compliance; learn latest advancements and strategies for code enforcement.
Kevin Cyrus	Program Analyst	Louisville, KY	Assoc. Of Real Estate License Law Officials Mid-Year Meeting (ARELLO)	Participate in regulatory sessions to better enforce statutory and rule provisions governing the practices of real estate licensees in the District of Columbia.
Kevin Cyrus	Program Analyst	Miami, FL	Annual Real Estate Educators Assoc. Conference	Attendee participated in conference related workshops and seminars discussing ways to improve regulations of licensing in the District of Columbia.
Kevin Edwards	Director of Information Systems	Phoenix, AZ	Data Management Systems Engagement	Speaking to IT professionals on building and maintaining data-driven organizations.
Kristina Swann Savoy	Program Manager	Columbus, OH	International Code Council Annual Conference	Keep DC Code officials aware of ICC regulations and programs to help move towards the District's vision for new construction.
Leon Lewis	Program Coordinator	Atlanta, GA	National Council of Examiners for Engineering and Surveying (NCEES) Board Administrators	As Executive Director of the Board, attendee participated in the Member Board Administrator's Meeting and the President's Assembly to interface with industry professionals on key regulatory topics for engineers.
Leon Lewis	Program Coordinator	St. Thomas, U.S. Virgin Islands	Northeast/Southern Joint Interim Meeting	Engineering board members attended sessions that afford them opportunities to interface with professional engineers, executive directors and administrators throughout the United States on key regulatory topics affecting engineers in the District of Columbia.
Leon Lewis	Program Coordinator	Honolulu, HI	Real Estate License Law	Attend general meetings of the Association discussing regulation of

PERFORMANCE OVERSIGHT HEARING - DCRA

			Officials Annual Conference	real estate licenses.
Lori Parris	Deputy Director	Kansas City, MS	International Code Council	Building code management team attends to vote on International Construction Codes and deepen DCRA's knowledge and expertise as it relates to codes.
Lori Parris	Deputy Director	Kenner, LA	American Association of Code Enforcement	Enhance knowledge and expertise in code enforcement.
Lori Parris	Deputy Director	Denver, CO	National Cannabis Summit	Invited to participate as part of a team assembled by Dept. of Behavioral Health to discuss issues related to proposed DC code changes.
Lori Parris	Deputy Director	Columbus, OH	International Code Council Annual Conference	Keep DC Code officials aware of ICC regulations and programs to help move towards the District's vision for new construction.
Luladaye Valli	Program Analyst	Scottsdale, AZ	Association of Test Publishers Annual Conference	Maintain the District's testing center certification as a national examination provider and gain insight on best practices in testing center management and security of examinations.
Lynn Underwood	Chief Building Official	Columbus, OH	International Code Council Annual Conference	Keep DC Code officials aware of ICC regulations and programs to help move towards the District's vision for new construction.
Matt Orlins	Supervisory Legislative and Public Affairs	New York City, NY	2017 Sharing Cities Summit	Information sharing, the use of data collection to drive policy decisions, protection of workers and consumers, and technology in labor trends.
Patrice Richardson	Program Support Specialist	Jersey City, NJ	National Council of Architectural Registration Boards	Attend licensure regulatory sessions and workshops.
Patrice Richardson	Program Support Specialist	Tampa, FL	Assoc. Of Appraiser Regulatory Officials Spring Conference	Attend licensure regulatory sessions and workshops.
Patrice Richardson	Program Support Specialist	Boston, MA	National Council of Architectural Registration	Attend licensure regulatory sessions and workshops.

PERFORMANCE OVERSIGHT HEARING - DCRA

			Boards	
Patricia Grays	Program Manager	Halifax, Nova Scotia, Canada	2017 International Association of Corporate Administrators (IACA)	Information sharing and the enhancement of knowledge as to industry best practices.
Patrick Allen	Program Manager	Columbus, OH	International Code Council Annual Conference	Keep DC Code officials aware of ICC regulations and programs to help move towards the District's vision for new construction.
Pernell Savage	Accountant	Denver, CO	Government Finance Officers Association Annual Conference	Attended accredited courses to sharpen finance and accounting skills.
Roland Dreist	Surveyor DC	Herndon, VA	Virginia Association of Land Surveyors	Presenter at the Virginia Association of Surveyors Conference.
Ronald Johnson	Program Manager	San Antonio, TX	National Conference on Weights and Measures 2017	Keep up with laws and regulations; attend seminars, and lectures focused on DCRA territory.
Ronald Johnson	Program Manager	Pittsburgh, PA	102nd National Conference on Weights and Measures	Attend sessions to stay abreast of weights and measures laws and regulations.
Ronald Johnson	Program Manager	North Little Rock, AR	Southern Weights and Measures Assoc. Annual Conference	Stay abreast of weights and measures laws and regulations affecting the District's jurisdiction.
Sheldon Brown	Program Analyst	Hilton Head, SC	International Conference of Funeral Service Examining Boards	Board member training.
Sheldon Brown	Program Analyst	Uncasville, CT	Association of Boxing Commissioners Annual Conference	Receive training, deal with technical topics including open forum discussions on best practices, regulatory compliance, boxing/MMA record keeping, prohibited and required substance testing, and the latest medical issues.

PERFORMANCE OVERSIGHT HEARING - DCRA

Staci Mason	Administrative Officer	St. Petersburg, FL	CLEAR - Council on Licensure, Enforcement, Regulation	As Vice-Chair of CLEAR the attendee attended educational meetings that allowed the exchange of ideas on operational and industry trends.
Staci Mason	Administrative Officer	San Antonio, TX	Federation of Associations of Regulatory Boards (FARB)	Attend sessions that inform about regulatory examination issues and encourage collaboration among regulatory boards to cooperate and solve mutual problems.
Staci Mason	Administrative Officer	Scottsdale, AZ	Association of Test Publishers Annual Conference	Maintain the District's testing center certification as a national examination provider and gain insight on best practices in testing center management and security of examinations.
Staci Mason	Administrative Officer	Denver, CO	CLEAR - Council on Licensure, Enforcement, Regulation	As Vice-Chair of CLEAR, the attendee will attend educational meetings that will allow the exchange of ideas on operational and industry trends.
Tyrone Lawson	Investigator	Cheshire, CT	Managing and Conducting Internal Affairs Training	Best Practices related to effective internal control mechanisms to promote and enhance agency accountability.
Ulysses Cooper	Code Compliance Specialist	Columbus, OH	In-Service Inspector Commission Course (IC)	Two-week course designed to help prepare attendees to take the New National Board In-Service Commission Exam.
Vincent Parker	Administrator (BPLA)	Orlando, FL	Disney's Approach to Quality Service	Training to explore how excellent customer service is achievable for every organization.

Question 29

Please provide and itemize, as of January 31, 2018, the current number of When Actually Employed (WAE), term, and contract personnel within your agency. If your agency employs WAE or term personnel, please provide, in table format, the name of each employee, position title, the length of his or her term or contract, the date on which he or she first started with your agency, and the date on which his or her current term expires.

Term Employees				
Last Name	First Name	Term Employee Position Title	Start Date	NTE Date

PERFORMANCE OVERSIGHT HEARING - DCRA

Ajueyitsi	Oghenekewe	Program Support Specialist	8/21/2017	9/20/2018
Anderson	Kornelius	Vacant Building Inspector	10/3/2016	12/2/2018
Anderson	Prentice	Laborer	10/3/2016	12/2/2018
Andoh-Kesson	Peter	Building Code Inspector	10/16/2017	11/15/2018
Brewer	David	Program Analyst	4/18/2006	6/30/2018
Ballenger	Fred	Contact Representative	9/8/2015	5/7/2018
Bandy	Major	Contact Representative	8/11/2014	8/11/2018
Baskerville	Shaun	Program Analyst	4/13/2015	5/8/2018
Bennett	William	Program Support Assistant (OA)	10/3/2016	5/3/2018
Blackwell	Satova	IT Business Analyst	5/31/2016	7/1/2018
Booker	Nakia	Program Support Specialist	10/3/2016	12/2/2018
Brewster	Randolph	LEAP Trainee	12/26/2017	10/30/2018
Brooks	Mary Shirlene	Program Support Specialist	9/8/2015	12/8/2018
Brown	Joseph	Laborer	10/3/2016	12/2/2018
Brown	Ted	Motor Vehicle Operator	6/23/2014	11/28/2018
Brown	Wittany	Contact Representative	12/27/2016	2/25/2019
Burnette	Christopher	Investigator	10/3/2016	12/2/2018
Burrell	Quinton	Program Support Asst (OA)	7/25/2016	9/24/2018
Campbell	Robert	Energy Code Plan Reviewer	2/8/2016	4/7/2018
Christian	LaTrease	Program Support Specialist	10/3/2016	12/2/2018
Clark	Anthony	Program Support Specialist	10/3/2016	12/2/2018
Crowder	Shanice	Building Code Inspector	11/13/2017	12/12/2018
Cruz	Mario	Housing Code Specialist	11/4/2013	11/14/2018
Dickey	Zeola	Administrative Officer	10/2/2006	4/10/2018
Davis	Trae	Vacant Building Inspector	10/3/2016	12/2/2018
Delgado	Ashley	Energy Code Plan Reviewer	10/2/2017	11/1/2018
Diallo	Anthony	Community Outreach Specialist	10/24/1996	3/20/2018
Dockery	Rosita	Staff Assistant	12/14/2015	2/13/2018
Dudley	Alfred	Building Code	10/30/2017	11/29/2018
Duncan	Jamal	Motor Vehicle Operator	10/3/2016	11/2/2018
Evans	Alfred	Vacant Building Inspector	10/3/2016	11/2/2018
Ferguson	Wayne	Plans Reviewer	2/6/2017	3/5/2018
Ford	Christopher	Housing Code Specialist	10/2/2017	11/1/2018
Ghenene	Abyie	Investigator	4/11/2011	12/2/2018
Gibson	Daniel	Contact Representative	10/31/2016	1/1/2019
Gibson	Myron	Plans Reviewer	11/27/2017	12/26/2018
Graham	Kryshon	Contact Representative	12/12/2016	2/10/2019
Green	Joshua	Program Support Specialist	10/30/2017	11/29/2018

PERFORMANCE OVERSIGHT HEARING - DCRA

Green	Nick	Laborer	10/2/2017	11/1/2018
Greene	Nikkia	Program Assistant I	10/14/2008	4/25/2018
Greenwood	Bria	Business Licensing Specialist	10/3/2016	12/2/2018
Griggs	David	Structural Engineer	4/4/2016	6/3/2018
Hall	Christina	Contact Representative	11/13/2017	12/12/2018
Hall	Christine	Housing Code Specialist	10/16/2017	11/15/2018
Hammond	Vanessa	Program Support Specialist	10/16/2017	11/1/2018
Hawkins	Francis	Laborer Leader	10/3/2016	12/2/2018
Hollins	Theresa	Program Support Specialist	1/9/2017	2/8/2018
Holmes	Ronald	Program Support Specialist	10/3/2016	12/2/2018
Jackson	Lamont	Program Support Specialist	5/28/2015	11/14/2018
Jacobs	Wayne	LEAP Trainee	10/30/2017	10/30/2018
Jah	Sajor	Housing Code Specialist	10/2/2017	11/1/2018
Jenkins	Mark	LEAP Trainee	10/30/2017	10/30/2018
Joaquin	Shavana	Program Support Specialist	5/28/2015	11/14/2018
Johnson	James	Laborer Leader	10/3/2016	12/2/2018
Jones	Kristen	Program Support Specialist	5/16/2016	7/15/2018
Kaprelova	Anna	Paralegal Specialist	4/10/2017	11/28/2018
Kirkland	Keisha	Public Affairs Specialist	10/1/2009	12/2/2018
Kouadioiv	Ann-Sophie	Program Support Specialist	5/31/2015	11/1/2018
Le	Nhu	Program Support Specialist	3/9/2015	12/2/2018
LeBeau	James	Laborer	10/3/2016	12/2/2018
Lenzy	Maleka	Program Support Specialist	6/23/2003	12/2/2018
Long	Aurice	Business Licensing Specialist	10/3/2016	12/2/2018
Mahmood	Alina	Electrical Engineer II	5/31/2016	2/4/2019
McCotty	Wesley	Building Code Inspector	11/27/2017	12/26/2018
McNeill	Derek	LEAP Trainee	10/30/2017	10/30/2018
Mueller	Laura-Celine	Public Affairs Specialist	5/31/2016	7/31/2018
Obie	Lawrence	Program Support Specialist	11/13/2017	12/12/2018
Owens	Gwendolyn	Contact Representative	1/9/2017	2/8/2018
Page	George	Motor Vehicle Operator	10/3/2016	12/2/2018
Peace	Christopher	Child Support Investigator I	2/9/2015	5/9/2018
Peterson	Jerry	Program Support Specialist	8/4/2017	12/12/2018
Pettaway	Brandon	Motor Vehicle Operator	10/3/2016	12/2/2018
Pope	Darrell	Program Support Specialist	10/3/2016	12/2/2018
Posey	Erin	Program Support Specialist	5/16/2016	2/20/2019
Quinn	Brenda	Contact Representative	10/3/2016	12/2/2018
Reed	Dena	Data Analyst	10/1/1998	4/21/2018
Reese	Quanya	Contact Representative	10/31/2016	1/1/2019
Roberson	Andrew	LEAP Trainee	10/30/2017	10/30/2018

PERFORMANCE OVERSIGHT HEARING - DCRA

Robinson	Christal	Community Outreach Specialist	3/6/2017	4/5/2018
Robinson-Johnson	Yolanda	Program Support Specialist	10/2/2017	11/2/2018
Smith	Bran-Dai	Contract Representative	1/8/2018	2/7/2019
Smith	Douglas	Data Analyst	12/21/1998	4/21/2018
St. Louis	Loick	Housing Code Specialist	10/2/2017	11/1/2018
Stewart	Amber	Business Licensing Specialist	10/3/2016	12/2/2018
Stovall	Sonya	Data Analyst	1/22/2018	4/21/2018
Sutton	Durand	Housing Code Specialist	10/30/2017	11/29/2018
Taylor	Willis	Housing Rehab. Specialist	7/27/1981	12/2/2018
Thomas	Kathy	Education Liaison Specialist	12/14/2015	2/13/2018
Thomas	Wayne	Program Support Specialist	10/3/2016	5/3/2018
Thornton	Sharon	Business Licensing Specialist	9/6/2016	11/5/2018
Walker	Antoine	Housing Code Specialist	12/30/2002	11/2/2018
Walls	Kevin	Laborer	10/3/2016	12/7/2019
Watson	Kelly	Program Support Specialist	1/8/2018	2/7/2019
Whetstone	Lamir	Program Support Specialist	10/3/2016	12/2/2018
Williams	Karen	Contact Representative	8/11/2014	7/25/2018
Williams	Stacey	Program Support Specialist	7/14/2014	12/2/2018
Wood	Tamika	Program Support Specialist	8/24/2015	11/23/2018

Contract Employees							
Last Name	First Name	Position Title	Contract Term	Contracting Agency	Division/ Department	Start Date	NTE
Gatling	Joyce	Administrative Support	Option Year 4 4 1/3/17-3/2/2018	CTI Consultants	Proactive Inspections	8/18/2014	3/2/2018
Thompson	Frank	Combination Inspector	Option Year 4 4 1/3/17-3/2/2018	CTI Consultants	Proactive Inspections	5/4/2015	3/2/2018
Bond	Travis	Combination Inspector	Option year 4 4 1/3/17-3/2/2018	CTI Consultants	Proactive Inspections	6/1/2014	3/2/2018
Palomino-Ramirez	Rafael	Combination Inspector	Option Year 4 1/3/17-3/2/2018	CTI Consultants	Proactive Inspections	2/15/2017	3/2/2018
Mitchell-Howard	Angela	Administrative Support	1/11/17-1/10/2018	Walton & Green	BPLA	2/6/2017	1/10/2018
Njoku	Porcia	Clerical Support	1/11/17-1/10/2018	Walton & Green	ICA	11/28/2017	1/10/2018
Derricott	Tiara	Clerical Support	CW49160	Walton & Green	ICA	12/21/2017	1/10/2018

PERFORMANCE OVERSIGHT HEARING - DCRA

Potter	Carl P.	Green Building	1/12/18-1/11/19	Midtown Personnel Inc.	Green Building	2/13/2017	1/11/2019
Razavi	Amir	IT Specialist	10/9/17-2/15/18	Razavi Application Developers	Office of Information Systems	10/9/2017	2/15/2018
Papakannu	Nithum	IT Specialist	10/9/17-2/15/2018	Razavi Application Developers	Office of Information Systems	10/9/2017	2/15/2018
Benitez	Fred	IT Specialist	10/9/2017-2/15/2018	Razavi Application Developers	Office of Information Systems	10/9/2017	2/15/2018
Patel	Tejal	IT Specialist	10/9/17-2/15/18	Razavi Application Developers	Office of Information Systems	10/9/2017	2/15/2018
Mada	Saketh	IT Specialist	10/9/17-2/15/18	Limbic Systems, Inc.	Office of Information Systems	10/9/2017	2/15/2018
Mamidi	Vamshi	IT Specialist	10/9/17-2/15/18	Limbic Systems, Inc.	Office of Information Systems	10/9/2017	2/15/2018
Sihinam	Lavanya	IT Specialists	10/9/17-2/15/18	Limbic Systems, Inc.	Office of Information Systems	10/9/2017	2/15/2018
Des Etages	Luis	IT Specialists	10/9/17-2/15/18	Limbic Systems, Inc.	Office of Information Systems	10/9/2017	2/15/2018
Dontahs	Suresh	IT Specialist	10/9/17-2/15/18	Limbic Systems, Inc.	Office of Information Systems	10/9/2017	2/15/2018
Clark	Darron	IT Specialist	10/9/17-2/15/18	Limbic Systems, Inc.	Office of Information Systems	10/9/2017	2/15/2018
Coleman	RJ	IT Specialist	10/9/17-2/15/18	Limbic Systems, Inc.	Office of Information Systems	10/9/2017	2/15/2018

Question 30

What efforts has your agency made in the past year to increase transparency? Explain.

Beginning in FY 16 and continuing in FY 17 and FY18, DCRA has focused on its efforts to increase transparency by publishing statistical data and implementing DCRA initiatives. DCRA continues to send out targeted messaging to ANC Commissioners, agency stakeholders, and the Council of the District of Columbia. The agency also attends and presents at community and stakeholder meetings, events, and conferences. Additionally, in FY18, DCRA began conducting its customer service surveys via text

messaging. These surveys provide DCRA with feedback in overall customer service for the entire agency, permitting, and inspections. Based on the feedback we receive, DCRA makes adjustments to resolve any systematic issues.

During FY 17, DCRA began encouraging our customers to Skip the Trip, through easier processes and improved technology. Customers now book appointments online to reduce unnecessary waiting times at the agency; to schedule permit based inspections on their preferred day; to apply, pay for, and print construction permits and elevator certificates all online without coming into the agency.

The following are descriptions of the many technology initiatives to increase transparency that DCRA implemented and launched in FY 18:

1. **New DCRA Website & Web Portals**

We developed a new website to better assist our customers when doing business with DCRA. The revamped website has a fresh look and feel, it includes intuitive integrated portals, improved navigation, and dedicated divisional websites.

2. **Communications Portal**

The Communications Portal is a place where customers can catch up on the latest happenings at DCRA, access social media posts, and check out the latest DCRA event photos and informational videos.

3. **DCRA's Document Management**

The new Document Management website allows customers to search for DCRA documents and forms by category or by simply typing in the name of the document. Customers now have access to DCRA documents at their fingertips.

4. **Proactive Inspection Program Website**

Our Proactive Inspection Program website is where property owners and managers can register their residential property complex, pay fees, and receive certificates of compliance online. The Proactive Inspection Program is designed to ensure that rental units in the District of Columbia meet residential property maintenance and building codes.

5. **DC Property & Permit Center Portal**

The DC Property & Permit Center Portal is a one stop shop for all things permits. The portal provides a range of online tools to apply for building permits, request city services, research property regulatory information, and research and analyze permit data. Residents are able to download datasets and generate custom reports. Property owners can register their apartment complex(es).

Below are three new tools featured in the new DC Property & Permit Center Portal:

1. DCRA Dashboards is a tool that graphically displays DCRA permits, business and professional licenses, enforcement data, and inspections data. The dashboards provide greater transparency, allowing customers to observe DCRA's performance.
2. With DCRA Data Connect, DC residents are able to access information about permits issued, illegal construction, and vacant building data. Data can be viewed via CSV files and maps.
3. With the Permit Application Q-Tracker, DC residents now have the option to track their permit applications and monitor the placement of their application in queue for each review associated with it. Depending on the permit application type, applicants are able to check their placement in the queue of over thirty (30) different review types – allowing them to *Skip the Trip* to DCRA.

6. Neighbor Notification Program

Our Neighborhood Notification Program is an online tool that allows District residents to view uploaded documents (submitted via the builder) referencing construction projects adjacent to their property. DCRA must receive an e-mail address from the builder in order to upload the link. This allows a neighbor to have access to the documents electronically and DCRA does not have to confirm whether a document was received by the neighbor. Thus, we are enhancing notice to neighbors to improve the process and increase transparency.

7. Third Party Inspection Mobile Office

DCRA's Third Party Inspection Mobile Office has modernized the process of authorizing, scheduling inspections, and submitting inspection-related documents by Third Party Inspection Agencies. The Third Party Agencies can now upload their inspection-related documents directly into DCRA's permitting system instead of using email; allowing for paperless and real-time reporting. This improvement makes information instantly available, allows for quicker decision-making, and reduces the overall review time.

8. Online Appointment Scheduling

The online appointment scheduling for the Permit Center allows customers to skip lines and reduce wait times for appointments at the agency. Customers can choose an available time slot online in advance. Upon arriving at the agency, customers check in at an easy-to-use electronic kiosk. The scheduling tool also allows customers to make appointments with other District agency offices located within the Permit Center, including the Office of Planning, the District Department of Transportation, and DC Fire and Emergency Medical Services.

9. Online Permit Inspection

Online scheduling for permit-based inspections allows project managers and property owners to select their preferred day for required inspections without

the need to call the agency. Customers with an active permit can select the appointment day through DCRA's Citizen Portal.

10. Online Access to Surveyor Documents (SurDocs)

SurDocs allows applicants and residents to find land records, such as plats, and other surveyor documents from the comfort of their home or office and print them. SurDocs provides residents with access to more than 475,000 documents online, dating back as far as two centuries. To help first-time customers with the SurDocs system, DCRA created a video with instructions on how to use the new online tool.

11. Elevator Shop Drawing Application

The Elevator Shop Drawing application allows customers to submit an elevator permit application and pay online to install, repair, or renovate elevators, or apply for an elevator certificate online directly from the DCRA website.

Question 31

What efforts will your agency be making to increase transparency? Explain.

Beginning in FY 16 and continuing in FY 17 and FY18, as indicated above, DCRA has focused its efforts on increasing transparency by publishing statistical data and implementing DCRA initiatives. DCRA will continue to increase transparency by meeting with its stakeholders as well as hosting training sessions for our various stakeholders. These forums allow DCRA to receive feedback regarding its operations. The following program apps will be released in FY 18:

1. **Civic Engage** - A visual mapping tool that residents can use to accurately find information on buildings, construction, permits, and more in the community by providing the area or address.
2. **Citizen Relationship Management (CRM)** - An online customer service portal that will give access to DCRA services, helping to foster a more connected and engaged community. Customers will be able to interact through a smartphone app and receive updates on their requests.
3. **Preliminary Design Review Meeting (PDRM)** - Customers will be able to upload their proposed plans and/or drawings online so that they can be reviewed before the PDRM, saving time in the review process.
4. **PIVS 2.0** - PIVS 2.0 is a resource where users may research property, regulatory, and enforcement information on specific properties. Users may search by a specific street address or square-suffix-lot (SSL) number.

The new PIVS 2.0 system includes these improvements:

- a. An updated user interface;
- b. Responsive web design supporting access via desktop computers and mobile devices;
- c. Interactive map with Geographic Information System (GIS) layers for floodplains and historic districts;
- d. Optimized search processes to improve search speed;
- e. Downloadable data tables; and
- f. More frequent updates to data.

Question 32

Please identify any legislative requirements that your agency lacks sufficient resources to properly implement. Explain.

There are none at this time.

Question 33

Please identify any statutory or regulatory impediments to your agency's operations.

The agency believes that passage of B22-0381, the "Landlord Transparency Amendment Act of 2017," introduced by Mayor Bowser on July 10, 2017, would help the agency to ensure that negligent property owners are not permitted to operate multiple non-compliant properties in the District without consequence. The bill provides subpoena power to the Mayor when the District uncovers ten housing code violations in a single unit or thirty-five violations in a single building. When that happens, the Mayor would be authorized to subpoena ownership records of all individuals or entities with at least a five percent ownership interest in the building or management company and all properties in the District owned or operated by the individuals or entities required to submit this information pursuant to a subpoena. Passage of the measure would give DCRA more tools to hold landlords accountable for the state of their properties.

Question 34

Did your agency receive any FOIA requests in fiscal year 2017? If yes, did the agency file a report of FOIA disclosure activities with the Secretary of the District of Columbia? If available, please provide a copy of that report as an attachment.

Please see attachment: "DCRA Oversight Question 34 FOIA"

Question 35

PERFORMANCE OVERSIGHT HEARING - DCRA

For CBE agency compliance purposes, what is your agency’s current adjusted expendable budget; how much has been spent with SBEs; and what percent of your agency’s expendable budget was spent with SBEs? Further, where SBEs were not available, how much has been spent with CBEs, and what percent of CBE spending, relative to your current expendable budget? How many CBE waivers (including dollar amount) did the agency submit? What efforts has the agency taken to reduce the number of CBE waivers submitted? What is the CBE spending goal for your agency per the DSLBD SBE Opportunities Guide (Green book)? Give the answer for fiscal years 2016, 2017, and 2018 (through January 31).

Fiscal Year	Adjusted Expendable Budget	CBE Spending Goal	Amount Spent with SBEs	% of Budget Spent with SBEs	Amount Spent with CBEs	% of Budget Spent with CBEs	# of CBE Waivers Submitted
2016	12,060,042	6,030,021	9,321,724	77%	9,370,033	78%	3
2017	7,196,573	3,598,287	4,168,620	58%	4,121,787	57%	2
2018	5,842,460	2,921,230	789,088	14%	789,088	14%	1

Question 36

Please provide, as an attachment, a copy of your agency’s current annual performance plan as submitted to the Office of the City Administrator.

Please see attachment: “DCRA Question 36 Current Annual Performance Plan”

Question 37

(a) What are your agency’s key performance indicators and what has been your agency’s performance (per these KPIs) in fiscal year (or calendar year) 2016, 2017, and 2018 (through the first quarter).

KPI	FY 16 Actual	FY 17 Actual	FY18 Actual
Percentage of Certificate of Occupancy applications receiving Office of Zoning Administrator (OZA) initial review, in compliance with prescribed timeframes	85.6	n/a	n/a
Percentage of Home Occupational Permits issued within 10 business days of application submission	73.7	n/a	n/a
Percentage of successful defenses of appeals of ZA decisions before the Board of Zoning Adjustment	100	n/a	n/a
Percent of complaint-initiated enforcement actions occurring within 60 days of receipt of concern	100	n/a	n/a
Percentage of Building Permit applications receiving OZA initial review, in compliance with prescribed timeframes	74.9	n/a	n/a
Percentage of green building plan reviews completed within 30	96.6	n/a	n/a

PERFORMANCE OVERSIGHT HEARING - DCRA

days			
Percentage of TPR project reviews by DCRA Technical Review within 15 business days	28.9	n/a	n/a
Number of solar permit application completed	862	n/a	n/a
Number of photovoltaic (PV) permitted	15521	n/a	n/a
Percentage of employees that completed required trainings	82.1	n/a	n/a
Percentage of vacant positions filled within 90 days of date posted	64.1	n/a	n/a
Percentage of business license applications submitted online (new and renewal)	62	n/a	n/a
Percentage of professional license applications submitted online (new and renewal)	81.8	n/a	n/a
Percentage of complaint based regulatory investigations resulting in the issuance of a notice of infraction	35.9	n/a	n/a
Percentage of Business Compliance Surveys completed	100	n/a	n/a
Percent rate of return on special assessments filed	75.3	n/a	n/a
Total dollar amount of special assessments collected	701,089	n/a	n/a
Total dollar amount of tax liens collected	931,606	n/a	n/a
Percentage of complaint-related inspections completed within 5 days of the date scheduled	93.5	n/a	n/a
Percentage of permit-related inspections completed within 48 hours of scheduled date	93.6	n/a	n/a
Percentage of DCRA abatements completed within 30 business days	30.6	n/a	n/a
Number of new hits on new vacant building tracking system	3512	n/a	n/a
Number of units inspected by Proactive Inspections Team	2145	n/a	626
Percentage of inspections completed as scheduled	93.7	n/a	n/a
Average number of working days between re-inspection and submission to enforcement section	13.8	n/a	n/a
Percentage of corporate filings submitted online	66.9	n/a	n/a
Average length of customer wait in Permit Center (Minutes)	18.58	n/a	n/a
Percentage of walk through applications processed same day	47.1	n/a	n/a
Percentage of filed plan reviews completed within the standard time frame (30 business days), excluding sister agencies	86	90	80
Percentage of permits issued online	41.2	n/a	n/a
Average number of days in review for Project Dox plans (Business days)	9	n/a	n/a
Number of quality control inspections performed on Third Party Inspections	366	353	146
Percentage of elevator-related inspections completed within 48 hours of scheduled date	76.4	n/a	n/a
Percentage of boiler-related inspections completed within 48 hours of scheduled date	67.1	n/a	n/a
Percentage of pre-license investigations conducted by regulatory investigations within 5 business days	96	96	n/a
Percentage of Weighing and Measuring devices approved	94.4	n/a	n/a
Percentage of Gas Stations in compliance with Octane Rules	100	n/a	n/a

PERFORMANCE OVERSIGHT HEARING - DCRA

Percentage of OIG inquiries completed timely	100	n/a	n/a
Percentage of FOIA requests completed timely	97.2	n/a	n/a
Percentage of building plats utilizing expedited review service	40.1	34.7	624
Percentage of building plats using online services	65.9	n/a	n/a
Number of group workshops	98	113	18
Number of educational one-on-one sessions	632	n/a	n/a
Percent of customers attending workshop(s)	57.9	n/a	n/a
Number of Tax Liens issued	n/a	227	26
Percentage of inspection requests scheduled within 2 days	n/a	89	n/a
Percentage of initial inspections completed within 7 business days (Residential, proactive, commercial, illegal)	n/a	95	n/a
Percentage of inspections resulted (with NOV or inspection reports) within 30 days	n/a	98	98
Percentage of emergency abatements completed within 5 business days, after the Notice of Violation is issued.	n/a	100	n/a
Number of Illegal constructions inspections conducted	n/a	2584	675
Number of Permit Construction inspections conducted	n/a	15937	6377
Number of Residential Inspections conducted	n/a	9784	2544
Number of conveyances inspections conducted (elevators, man lifts, escalators, dumbwaiters).	n/a	124	187
Number of Boiler inspections conducted	n/a	390	273
Number of Third Party reports entered into Accela	n/a	8554	8355
Number of addresses issued	n/a	415	89
Number of Plats prepared	n/a	13059	1371
Number of Sub-Divisions processed	n/a	503	73
Number of Street or Alley closings processed	n/a	11	2
Number of permits issued	n/a	63576	13094
Number of Permit applications submitted	n/a	84790	15039
Number of Certificates of Occupancy issued	n/a	4175	932
Number Permit applications submitted online	n/a	45546	6989
Number of Buildings abated	n/a	2396	298
Number of properties requiring contractor abatement	n/a	93	38
Number of Vacant lots Abated	n/a	59	23
Number of infraction notices issued	n/a	2921	346
Number of Vacant buildings Surveyed	n/a	8258	1836
Number of vacant Lots inspected	n/a	275	44
Percentage of Business licenses issued within 1 business day.	n/a	72	n/a
Percentage of eligible business licenses that renew	n/a	37	n/a
Percentage of Business Licenses Renewed within 3 business day	n/a	43	n/a
Percentage of completed special event applications processed within 1 business day.	n/a	89	n/a
Percentage of Corporate Registrations processed within 5 business day	n/a	88	n/a
Percentage of Professional Licenses issued within 3 business days	n/a	100	n/a

PERFORMANCE OVERSIGHT HEARING - DCRA

Number of Investigations conducted	n/a	584	1215
Number of cases that required Enforcement Action	n/a	741	123
Number of business compliance surveys conducted	n/a	4010	274
Number of applications submitted for new business licenses	n/a	11380	2689
Number of Elevator Certificates issued	n/a	4245	533
Number of business licenses renewed	n/a	17098	5649
Number of Business Licenses issued	n/a	23413	8367
Number of customers serviced by the Small Business Resource Center	n/a	2473	324
Number of Outreach Events Attended by SBRC Staff	n/a	101	7
Number of corporate entities registered	n/a	16103	6746
Number of other corporate filings registered	n/a	61239	6623
Number of Professional Licenses issued	n/a	10801	1901
Number of applicants tested	n/a	3217	1614
Number of Professional Licenses Renewed	n/a	16745	5111
Number of special events issued	n/a	123	22
Number of weighing and measuring devices approved	n/a	7720	1292
Percent of businesses applying online that receive their license within one (1) business day from the date of submission	n/a	n/a	85
Percent of compliant businesses that have renewals processed within one (1) business day from the date of application receipt	n/a	n/a	85
Percent of corporate registrations processed online, meeting the customer's request for expedited service of one (1) or three (3) business days	n/a	n/a	79 (1 day)/ 76 (3 day)
Percent of Basic Business License, Corporation, and Office of Professional Licensing transactions that are conducted online.	n/a	n/a	57
Percent of Notices of Infraction that are processed by the Office of Civil Infractions (OCI) within 30 calendar days	n/a	27	n/a
Percent of Housing Notices of Violation that are referred to the Office of Civil Infractions within 60 days of reinspection	n/a	84	n/a
Percent of Construction Inspections completed on date identified when scheduled	n/a	83	n/a

(b) What KPIs have been dropped (or changed) since 2014? List each specifically and explain why it was dropped or changed.

DCRA's annual Performance Plan has been modified to promote transparency of DCRA operations, provide alignment with the agency's Mission Statement, and to more accurately convey DCRA's critical functions and their respective success.

Modified Key Performance Indicators Agency Management:

- Percent of OIG inquires completed timely
- Percent of FOIA requests completed timely
- Percent reduction in number of FOIA requests

PERFORMANCE OVERSIGHT HEARING - DCRA

- Percentage of employees that completed required trainings
- Percentage of vacant positions filled within 90 days of date posting

Permit Operations Division:

- Percent of green building plan review completed within 30 days
- Percent of TPR project reviews by DCRA Technical Review within 15 business days
- Average length of customer wait in the Permit Center (minutes)
- Percent of walk through applications processed same day
- Percentage of filed plan reviews completed within the standard time frame (30 business days) excluding sister agencies
- Percent of permits issued online (postcard and supplemental)
- Average number of days in review for Project Dox plans (Business Days)
- Percent of building plats utilizing expedited review service
- Total number of solar permit applications completed each quarter
- Total kW of solar photovoltaic (PV) permitted each quarter
- Percent of building plats using online services

Office of Zoning Administrator:

- Percent of Certificate of Occupancy applications receiving OZA initial review from the application date, in compliance with timelines (30 business days)
- Percent of HOPs issued within 10 business days of application submission
- Percent of successful defenses of appeals of Zoning Administrator decisions before the BZA
- Percent of Building Permit applications receiving OZA initial review, in compliance with prescribed timeframes
- Percent of complaint-initiated enforcement actions occurring within 60 days of receipt of concern

Enforcement Division:

- Percent of rate of return on special assessments filed
- Total dollar amount of Special Assessments collected
- Total dollar amount of tax liens collected
- Percent of DCRA abatements completed within 30 days
- Number of hits on new vacant building tracking system

Business and Professional Licensing Administration (BPLA):

- Percent of business license applications submitted online (New and Renewal)
- Percent of professional license applications submitted online (New and Renewal)
- Percent of corporate filings submitted online
- Percent of weighing and measuring devices approved
- Percent of gas stations compliant with octane rules
- Number of group workshops
- Percentage of complaint based regulatory investigations resulting in the issuance of a Notice of Infraction

- Percent of Business Compliance Surveys completed
- Number of educational and informational one-on-one sessions
- Average number of customers in attendance per workshop

Inspections Division:

- Percent of complaint-related inspections completed within 5 days of the scheduled date
- Percent of permit-related inspections completed within 48 hours of scheduled date
- Number of units inspected by Proactive Inspection Teams
- Percent of inspections completed as scheduled
- Number of Quality Control inspections performed on Third Party Inspections
- Average number of working days between re-inspection and submission to enforcement section
- Percentage of Elevator-related inspections completed within 48 hours of scheduled date
- Percentage of Boiler-related inspections completed within 48 hours of scheduled date

Updates that have been made to the aforementioned KPIs range from reclassification, altered language, or, in some instances, removal from the agency's Performance Plan.

Reclassification of previous KPIs was used to shift a KPI into a more appropriate bracket that aligns with the current format for agency performance plans. For example, a KPI that was listed in 2014, 2015, and 2016 identifies the total number of units inspected by the Proactive Inspections Team. This measurement is in fact still captured in the agency's Performance Plan. It is now, more appropriately, identified as a workload measure, as it conveys the agency's output for the volume of Proactive Inspections conducted. Another example of a previous KPI's reclassification is the "Number of new applications submitted for new business licenses." This specific measurement is found as a workload measure in the agency's 2018 Performance Plan as it measures a volume of work received or processed by the agency; however, it does not describe a rate of success or timeliness with which the agency's work may have been processed. It is worth noting that the agency does have a similarly-spirited KPI in its 2018 Performance Plan – "Percentage of (New) Business licenses issued within 1 business day."

Question 38

What are your top five priorities for the agency? Please provide a detailed explanation for how the agency expects to achieve or work toward these priorities in fiscal years 2018 and 2019.

As indicated during the FY17 Performance Oversight Hearing, DCRA is continuing with implementing its top five priorities, as follows:

1. **Improve Transparency of Housing Inspection enforcement** by utilizing Accela to automate the inspection, re-inspection, and the Notice of Violation and Notice of

Infraction workflows. By focusing on continued automation of the process, DCRA will be able to better track the inspections and the result of the inspection. This will increase transparency with regard to DCRA's housing code enforcement and will automate the inspection process, thereby decreasing the impacts of a manual process.

2. **Improve Stakeholder Engagement and Customer Service** by enhancing our internal and external communications, attending ANC meetings and stakeholder meetings, employing metrics for assessment and evaluation of successful communication delivery, and gauging and analyzing customer service satisfaction.
3. **Reduce Permit Issuance Times** by continuing to enhance DCRA's ProjectDox IT system, analyzing current workload production and customer responses, engaging the design professional community to identify needed areas of training in ProjectDox and code compliance, and creating standardize permit guidelines for specialized construction.
4. **Reduce Permit Review Times** by helping our customers better navigate the permitting process. DCRA's Permit Operations Division now requires permit applicants, registered design professionals, and owners who have submitted electronic plans through ProjectDox, and have been held for corrections after the second review cycle, to participate in a mandatory meeting to address project-specific comments and corrections that need to be made prior to a permit being approved and issued. Permit applicants are notified and prompted to schedule their 30-minute mandatory review meeting.
5. **Increase Transparency** by improving DCRA's ability to communicate with its customers and enhancing DCRA's online presence to provide better access to DCRA's services. DCRA will use IT core systems to re-engineer business processes to establish openness by granting residents access to service request activities and data. DCRA's Citizen Relationship Management (CRM) service portal will enable DCRA to streamline service requests and offer a more efficient process for citizens and staff, leverage accurate and relevant data to make better decisions, and centralize agency services, thereby enhancing transparency as a whole.



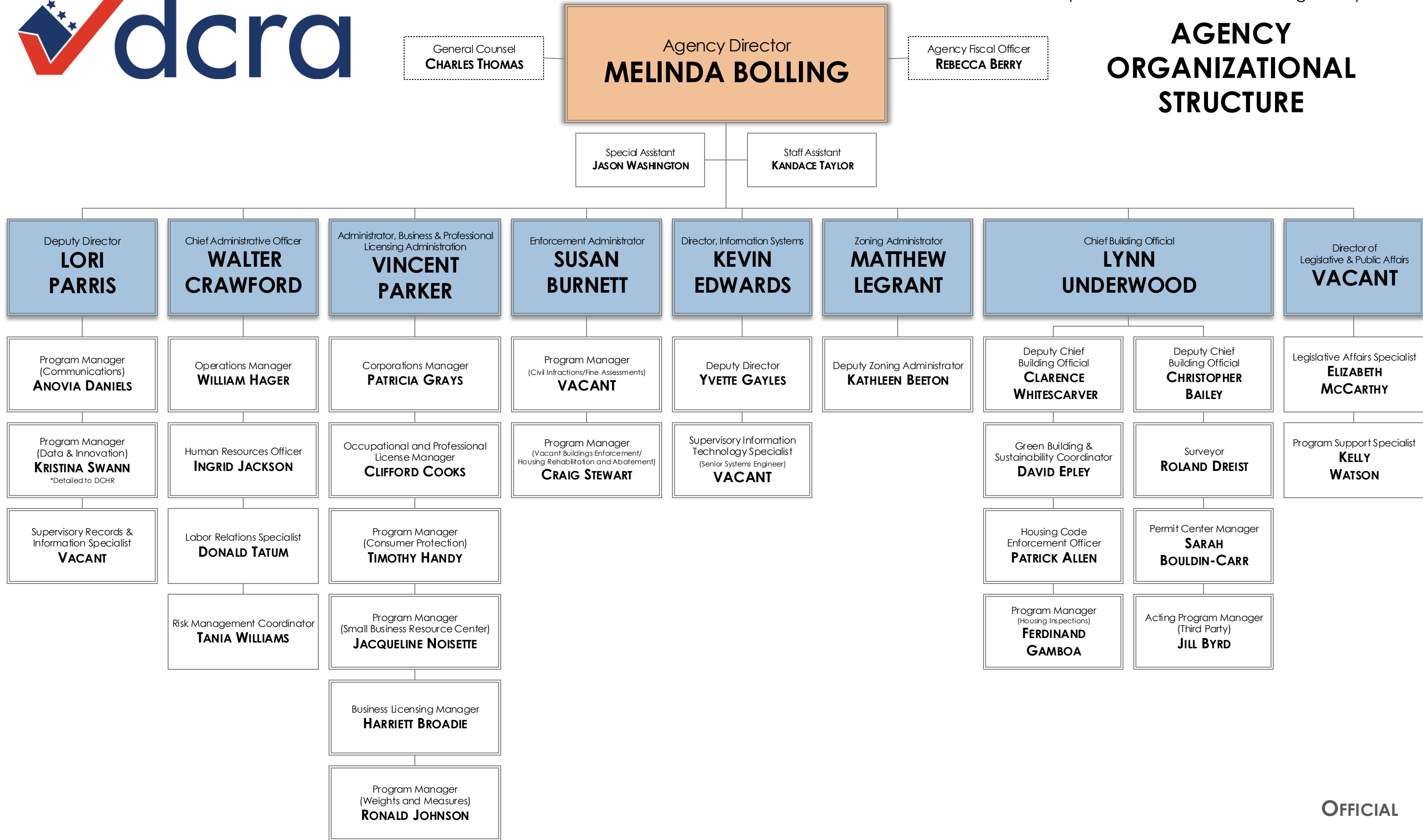
Organizational Structure

Maintained by the DCRA Office of the Chief Administrative Officer

JANUARY 2018

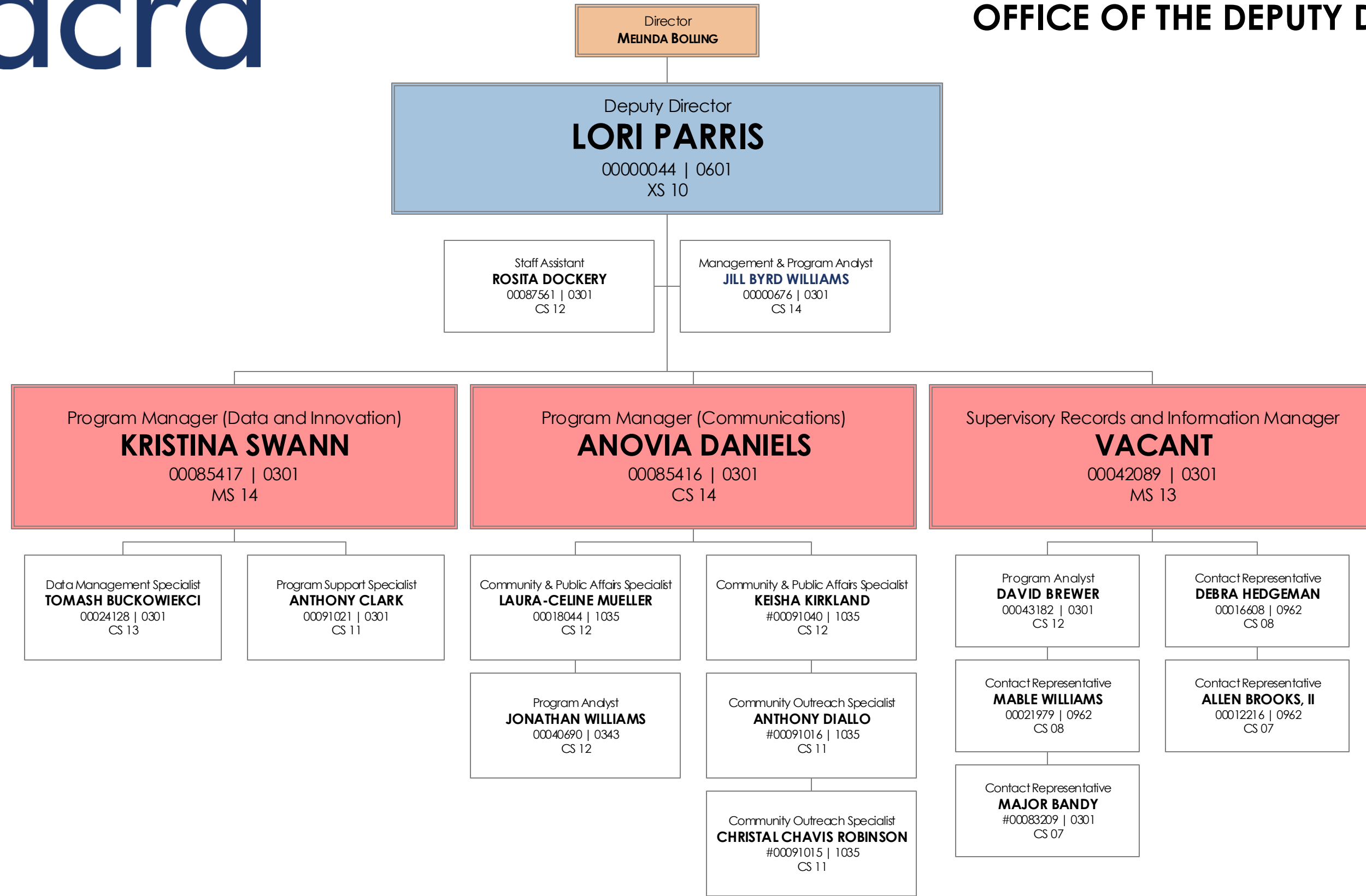


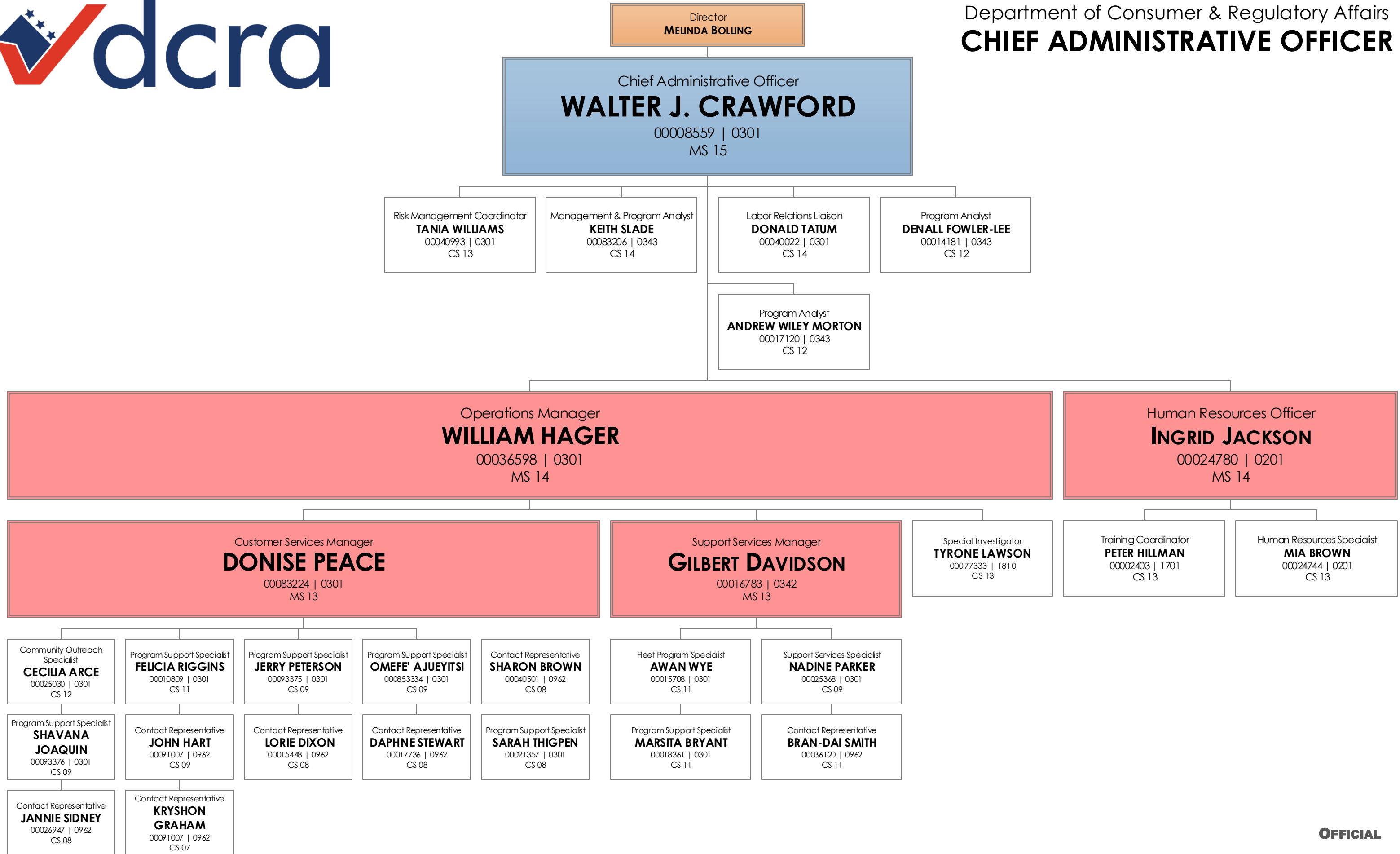
AGENCY ORGANIZATIONAL STRUCTURE





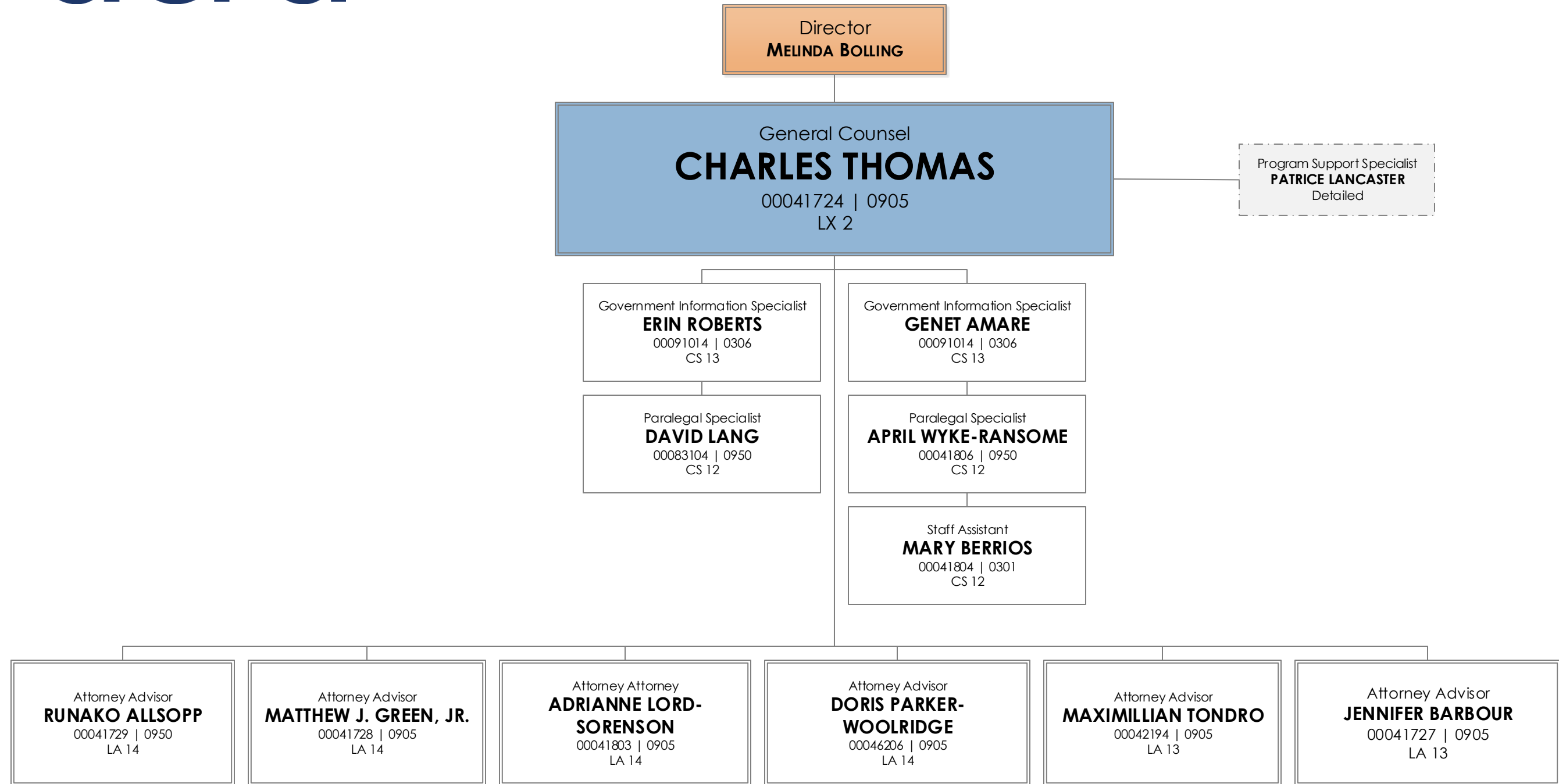
Government of the District of Columbia
Department of Consumer & Regulatory Affairs
OFFICE OF THE DEPUTY DIRECTOR







Government of the District of Columbia
Department of Consumer & Regulatory Affairs
OFFICE OF THE GENERAL COUNSEL





Director
MELINDA BOLLING

Business and Professional Licensing Administrator
VINCENT PARKER, II
00002962 | 0301
MS 15

Government of the District of Columbia
Department of Consumer & Regulatory Affairs
**BUSINESS & PROFESSIONAL
LICENSING ADMINISTRATION**

Special Assistant
SHANTELL WEAVER
00037627 | 0301
CS 13

Program Analyst
BENJAMIN CASE
00075724 | 0343
CS 12

Staff Assistant
MELANIE HENDERSON
00000494 | 301
CS 11

Program Manager
Weights & Measures
RONALD JOHNSON
00003838 | 0301
MS 13

Program Manager, Business Licensing
HARRIETT BROADIE
00010188 | 0301
MS 14

Program Manager
Small Business Resource Center
JACQUELINE NOISETTE
00022266 | 0301
MS 13

Occupational and Professional License Program Manager
CLIFFORD COOKS
00009091 | 0301
MS 14

Program Manager, Corporations
PATRICIA GRAYS
00037715 | 0301
MS 14

Program Manager
TIMOTHY HANDY
00021442 | 0301
MS 14

Code Compliance Specialist (W&M)
CHARLES SAMPSON
00018028 | 1801
CS 11

Code Compliance Specialist (W&M)
ALLEN SMITH
00012456 | 1801
CS 11

Code Compliance Specialist (W&M)
JOSEPH FERGUSON
00085327 | 1801
CS 11

Code Compliance Specialist (W&M)
LAWRENCE TAYLOR
00017074 | 1801
CS 11

Code Compliance Specialist (W&M)
DAVID JACOBS
00082758 | 1801
CS 11

Program Support Specialist
TINKA DICKENS
00041140 | 0301
CS 11

Program Support Specialist
NIKKIA GREENE
00085328 | 0301
CS 09

Business License Manager
ANTHONY PRATHER
00035786 | 0301
MS 13

Business Licensing Specialist
SHAKELA OUTLAW
00026777 | 0301
CS 11

Business Licensing Specialist
LOUISE PETERSON
00046550 | 0301
CS 11

Business Licensing Specialist
JAMIE ROBINSON
00022735 | 0301
CS 11

Business Licensing Specialist
BRIA GREENWOOD
00091035 | 0301
CS 09

Business Licensing Specialist
AMBER STEWART
00091035 | 0301
CS 09

Business Licensing Specialist
BRUCE PERRY
00014356 | 0301
CS 09

Contact Representative
INDIA BLOCKER-FORD
00036684 | 0962
CS 08

Business Licensing Specialist
ELLEN LOCKHART
00017776 | 0301
CS 11

Business Licensing Specialist
CYNTHIA GARCIA
00036527 | 0301
CS 11

Business Licensing Specialist
SHARON THORNTON
00026988 | 0301
CS 09

Business Licensing Specialist
MARY MAYS
00021149 | 0301
CS 09

Business Licensing Specialist
BRUCE PERRY
00014356 | 0301
CS 09

Business Licensing Specialist
AURICE LONG
00091025 | 0301
CS 09

Program Support Specialist
MARCHELLE HARRIS
00036546 | 0301
CS 11

Special Events/
Vending Manager
VACANT
00023738 | 0301
MS 13

Investigator
CHRISTOPHER PEACE
00085331 | 1810
CS 09

Investigator
CHRISTOPHER BURNETTE
00085331 | 1810
CS 09

Investigator
ABYIE GHENENE
00017502 | 0301
CS 09

Program Support Specialist
LAVERNE STEWART
00046551 | 0301
CS 11

Program Support Specialist
VANESSA ANDERSON
00009996 | 0301
CS 11

Program Support Specialist
PHYLLIS MARABLE
00020925 | 0301
CS 09

Program Analyst
CLAUDIA HERRERA
00039057 | 0301
CS 12

Program Analyst
JOY DOUGLAS
00040547 | 0301
CS 12

Program Support Specialist
TAMKA WOOD
00085337 | 0301
CS 09

Program Coordinator for
Boards & Commissions
CYNTHIA BRIGGS
00010972 | 0301
MS 13

Program Analyst
SHELDON BROWN
00077336 | 0343
CS 12

Investigator
GEORGE BATISTA
00082636 | 1810
CS 12

Program Support Specialist
ANDREW JACKSON, JR.
00035648 | 0301
CS 11

Program Support Specialist
JENNIFER CHAMPAGNE
00077334 | 0301
CS 09

Program Support Specialist
BRITANI STROZIER
0083235 | 0301
CS 11

Program Support Specialist
STACEY WILLIAMS
00091030 | 0301
CS 09

Administrative Officer
STACI MASON
00003320 | 0341
MS 13

Program Analyst
DANIEL MCCOY
00038945 | 0343
CS 12

Program Support Specialist
ARNEBYA HERNDON
00083082 | 301
CS 11

Program Support Specialist
KIARIA HENDERSON
00087560 | 0301
CS 09

Program Support Specialist
ERIN POSEY
00014002 | 0301
CS 09

Program Support Specialist
NAKIA BOOKER
00091031 | 0301
CS 09

Program Support Specialist
RONALD HOLMES
00091029 | 0301
CS 09

Program Analyst
LUUDAYE VALLI
00017602 | 0343
CS 12

Program Analyst
KEVIN CYRUS
00085336 | 0343
CS 12

Education Liaison Specialist
KATHY THOMAS
00087559 | 0343
CS 11

Program Support Specialist
NHU LE
00091027 | 0301
CS 09

Program Support Specialist
TRACEY JAMSON
00036941 | 0301
CS 09

Program Support Specialist
KENYA JOHNSON
00036685 | 0301
CS 09

Program Coordinator for
Boards & Commissions
LEON LEWIS
00044466 | 0301
MS 13

Investigator
ASIA DUMAS
00083236 | 1810
CS 12

Program Analyst
PATRICE RICHARDSON
00083232 | 0301
CS 12

Program Support Specialist
AVIS PEARSON
00077335 | 0301
CS 09

Program Support Specialist
STEPHANIE JOHNSTON
00036709 | 0301
CS 09

Program Support Specialist
GRACE OFORI
00083233 | 0301
CS 09

Program Support Specialist
VACANT
00083232 | 0301
CS 09

Program Manager
JOSEF GASIMOV
00045836 | 0301
MS 13

Paralegal Specialist
MAXINE HYMAN
00024807 | 0950
CS 12

Paralegal Specialist
NICOLE MCCLENDON
00007950 | 0950
CS 12

Paralegal Specialist
REGINA CLARY
00014408 | 0950
CS 11

Paralegal Specialist
DENISE EDELIN
00016965 | 0950
CS 11

Paralegal Specialist
VICKIE MATHEWS
00082756 | 0950
CS 11

Paralegal Specialist
DEBORAH BRIDGES
00037148 | 0950
CS 11

Paralegal Specialist
MAXCINE EBB
00024807 | 0950
CS 12

Paralegal Specialist
MAXINE HINSON
00013557 | 0950
CS 12

Paralegal Specialist
KISOK ROH
00024407 | 0950
CS 11

Paralegal Specialist
KIM TATE
00017262 | 0950
CS 11

Paralegal Specialist
CARRIE EVANS
00009585 | 0950
CS 12

Program Support Specialist
GRETA CORDERO
00025328 | 0301
CS 11

Paralegal Specialist
PHIL NELSON
00087558 | 0950
CS 09

Program Support Assistant
KEVIN YOUNG
00074983 | 0303
CS 08

Program Support Assistant
QUNTON BURRELL
00074985 | 0303
CS 08

Contact Representative
KEVIN ARNOLD
00093380 | 0962
CS 08

Investigator
TIMOTHY BYNUM
00085329 | 1810
CS 11

Program Analyst
ANNETTE TIBBS
00021519 | 0343
CS 12

Investigator
CLIFFORD DEDRICK
00012439 | 1810
CS 12

Investigator
DEBORAH BRITT
00010346 | 1810
CS 12

Investigator
DELORES LASSITER
00077331 | 1810
CS 12

Investigator
VACYLLA WILLIAMS
00024748 | 1810
CS 12

Investigator
STEVEN ALLEN
00020812 | 1810
CS 12

Investigator
RENADRA BROWN
00085330 | 1810
CS 11

Investigator
ANTHONY HOOKS
00023622 | 1810
CS 12

Investigator
WILFRED USHER
00015974 | 1810
CS 12

Investigator
DANA HUBBARD
00077332 | 1810
CS 12

Investigator
KEVIN MEREDITH
00025362 | 1810
CS 12

Investigator
RICHARD COWARD
00027156 | 1810
CS 12

Investigator
ERIC BLOCK
00091023 | 1810
CS 12



Government of the District of Columbia
 Department of Consumer and Regulatory Affairs
**REGULATORY ENFORCEMENT
 ADMINISTRATION**

Deputy Director
LORI PARRIS

Enforcement Administrator
SUSAN BURNETT
 00088680 | 0301
 MS 15

Program Manager
 (Civil Infractions/Fine Assessments)
VACANT
 00036697 | 0301
 MS 14

Program Manager
 (Vacant Buildings Enforcement/Housing Rehabilitation & Abatement)
CRAIG STEWART
 00016107 | 0301
 MS 14

- Program Support Specialist
RENEE FLETCHER
00083080 | 0301
CS 11
- Program Support Specialist
KAREN BRYANT
00024387 | 0301
CS 11
- Paralegal Specialist
ANNA P. KAPRELOVA
0000345 | 0950
CS 12
- Program Support Specialist
LAKISHA HILL
00083079 | 0301
CS 11
- Program Support Specialist
KIM QUEEN
00045814 | 0301
CS 11
- Contact Representative
JAMES FRAYER
00083078 | 0962
CS 7
- Program Support Specialist
GERTIE LEE JAMES
00082755 | 0301
CS 09
- Program Support Specialist
VALERIE LITTLE
00082753 | 0301
CS 11
- Program Support Specialist
PATRICE DERRICOTT
00077338 | 0301
CS 9
- Program Support Specialist
VANESSA HAMMOND
00093403 | 0301
CS 9

Program Analyst
GLORIA SHELBY
 00015942 | 343
 CS 12

Management & Program Analyst
MARCIA SMITH
 00028482 | 0343
 CS 14

Program Administration

Rehabilitation/Abatement Property Surveyors/Inspections

- Program Specialist
TAY GARNETT
0001053 | 0301
CS 13
- Program Support Specialist
ERICA HARLEY
00077329 | 0301
CS 11
- Program Support Spec.
LISA DUNBAR BRASCOMB
00023209 | 0301
CS 11
- Program Support Specialist
MARY BROOKS
00083076 | 0301
CS 09
- Program Support Specialist
THERESA HOLLINS
00083085 | 0301
CS 11
- Contact Representative
BENITA CALLAWAY
00045813 | 0962
CS 11
- Program Support Specialist
WILFRED LASHLEY
00020423 | 0301
CS 11

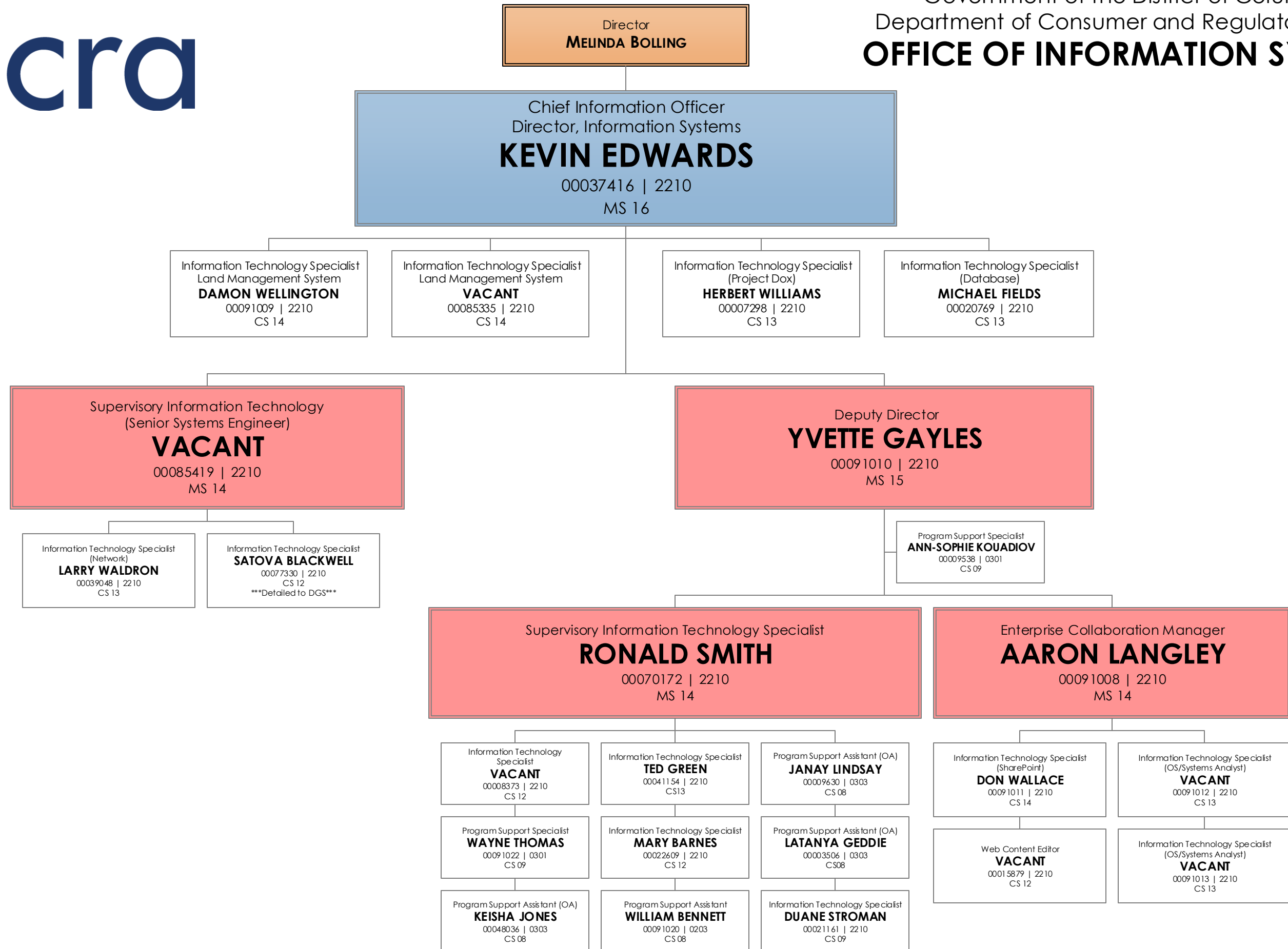
- Supervisory Vacant Building Inspector
KEVIN JACKSON
 00008741 | 1801
 MS 12
- Assistant Supervisory Vacant Building Inspector
VACANT
 00090992 | 1801
 MS 11
- Laborer
FRANCIS HAWKINS
00090990 | 3502
RW 08
- Laborer Leader
JAMES JOHNSON
00090992 | 3502
RW 08
- Laborer
PRENTICE ANDERSON
00090976 | 3502
RW 04
- Laborer
NICK GREEN
0009086 | 5703
RW 04
- Laborer
JOSEPH BROWN
00090960 | 3502
RW 04
- Motor Vehicle Operator
BRANDON PETTAWAY
0009085 | 5703
RW 07
- Laborer
JAMES LEBEAU
00090980 | 3502
RW 04
- Motor Vehicle Operator
GEORGE PAGE
00090981 | 5703
RW 06
- Motor Vehicle Operator
KEVIN WALLS
0009083 | 5703
RW 06
- Motor Vehicle Operator
JAMAL DUNCAN
0009082 | 5703
RW 06
- Laborer
ANDREW ROBERSON
LEAP Trainee | #00094587
RW 04
- Motor Vehicle Operator
TED BROWN
00093395 | 5703
RW 07
- Laborer
DERECK MCNEIL
LEAP Trainee | #00094587
RW 04
- Laborer
MARK JENKINS
LEAP Trainee | 00094591
RW 04
- Laborer
WAYNE JACOBS
LEAP Trainee | 0094590
RW 04

- Housing Rehabilitation Specialist
WILLIS TAYLOR
00091005 | 1801
CS 11
- Housing Rehab Specialist
LEON WESTON
00007865 | 1801
CS 12
- Vacant Building Inspector
ALFRED EVANS
00091003 | 1801
CS 09
- Housing Rehab Specialist
KEVIN JACKSON
00008741 | 1801
CS 11
- Vacant Building Inspector
TRAE DAVIS
00091002 | 1801
CS 09
- Housing Rehab Specialist
RENARD KOGER
00083083 | 1801
CS 11
- Vacant Building Inspector
KORNELIUS ANDERSON
00091000 | 1801
CS 09
- Program Support Specialist
GWENDOLYN ALLEN
00028476 | 0301
CS 11
- Vacant Building Inspector
CHARLES TAYLOR, III
00083137 | 1801
CS 07
- Program Support Specialist
LAMIR WHETSTONE
00008377 | 0301
CS 09

OFFICIAL

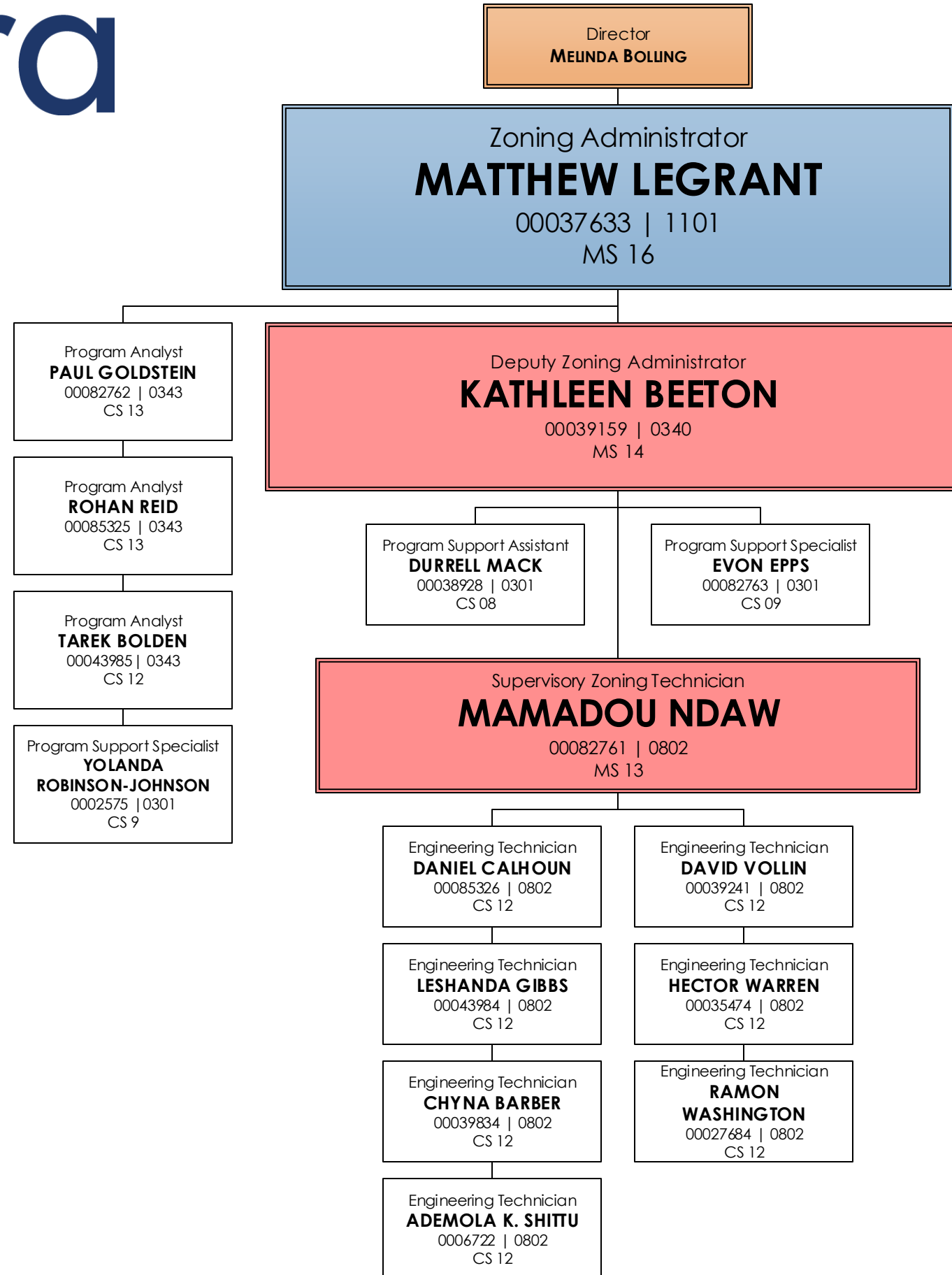


Government of the District of Columbia
Department of Consumer and Regulatory Affairs
OFFICE OF INFORMATION SYSTEMS





Government of the District of Columbia
Department of Consumer & Regulatory Affairs
ZONING ADMINISTRATION





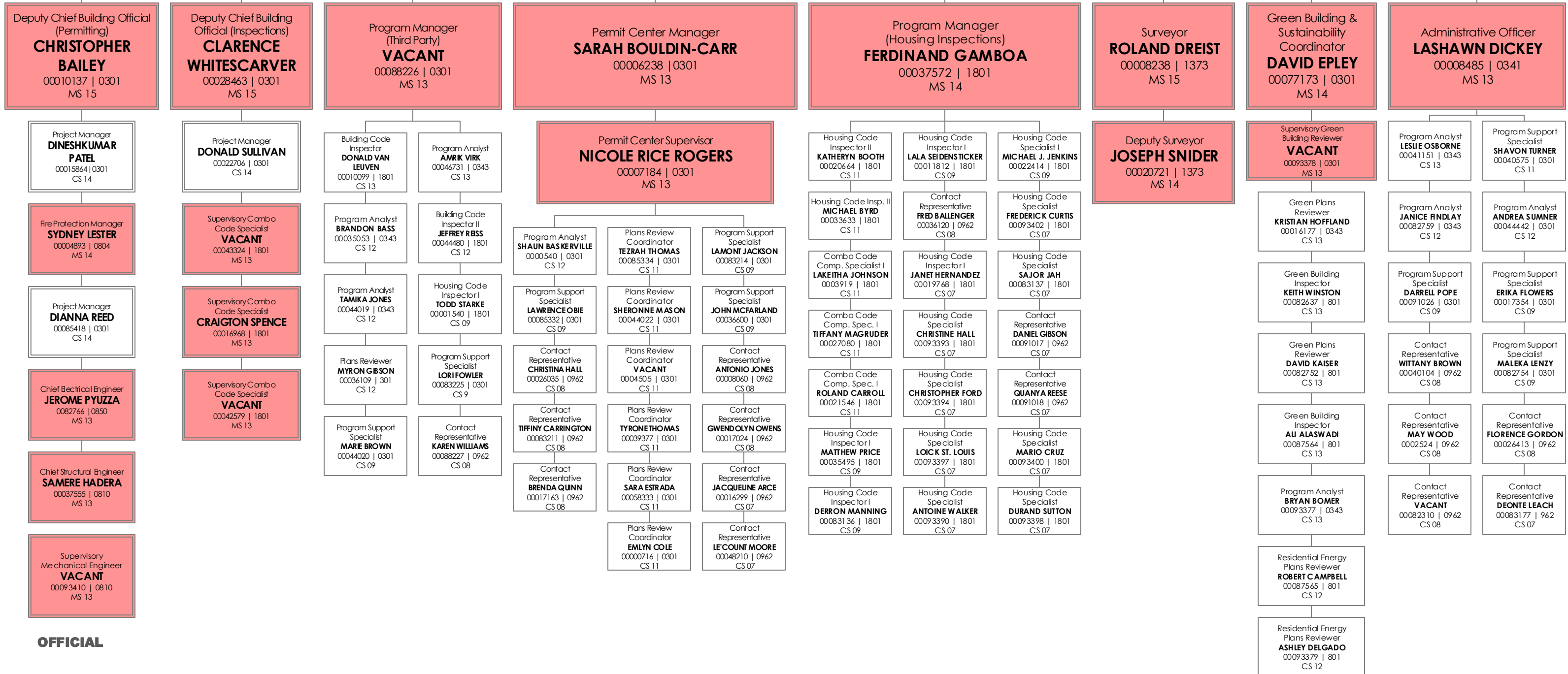
Government of the District of Columbia
 Department of Consumer & Regulatory Affairs
CHIEF BUILDING OFFICIAL

Director
MELINDA BOLLING

Chief Building Official
LYNN UNDERWOOD

00035630 | 0301
 MS 16

Program Support Specialist
KRISTEN JONES
 00014181 | 0301
 CS 11





Government of the District of Columbia
 Department of Consumer and Regulatory Affairs
**INSPECTIONS AND COMPLIANCE
 ADMINISTRATION**

Chief Building Official
LYNN UNDERWOOD

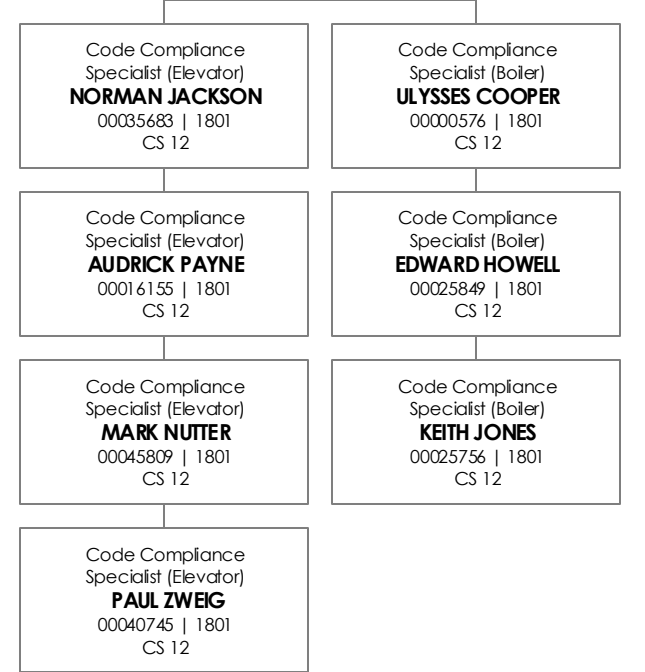
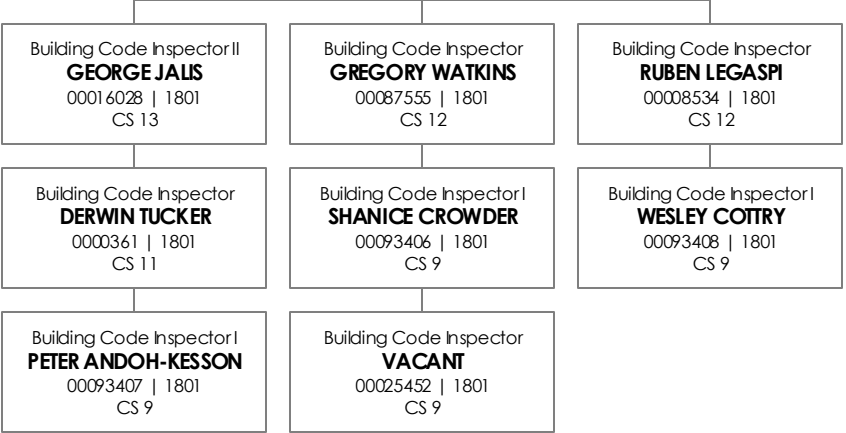
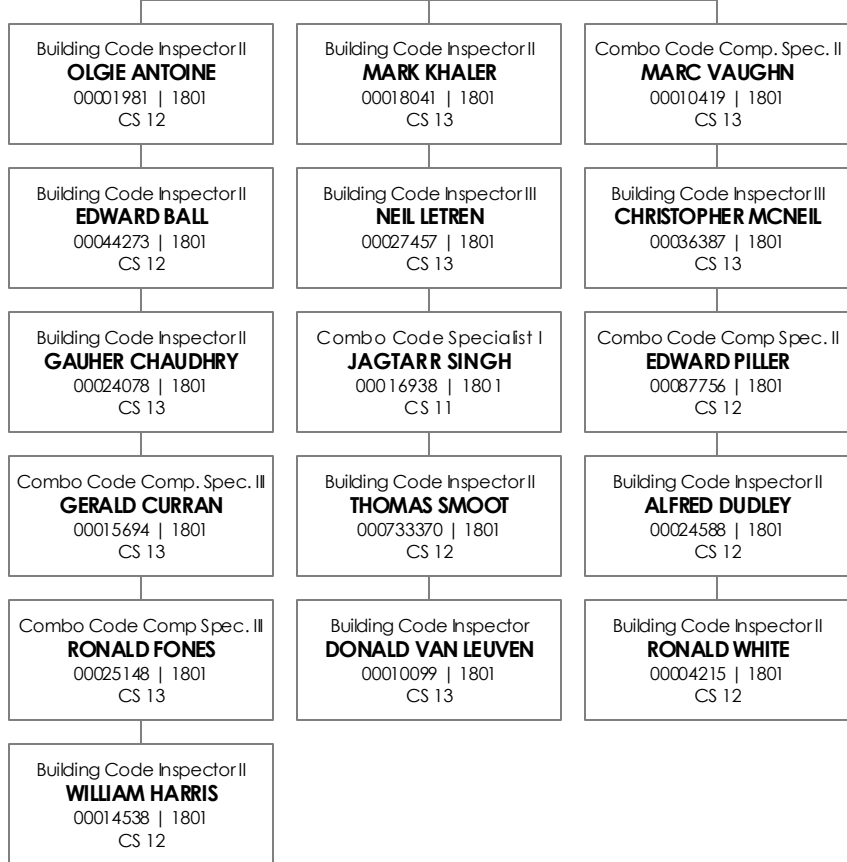
Deputy Building Official
CLARENCE WHITESCARVER
 00028463 | 0301
 MS 15

Program Analyst
HELEN HOOKS SCOTT
 00040579 | 0343
 CS 12

Supervisory Combo Code Specialist
VACANT
 00042579 | 1801
 MS 14

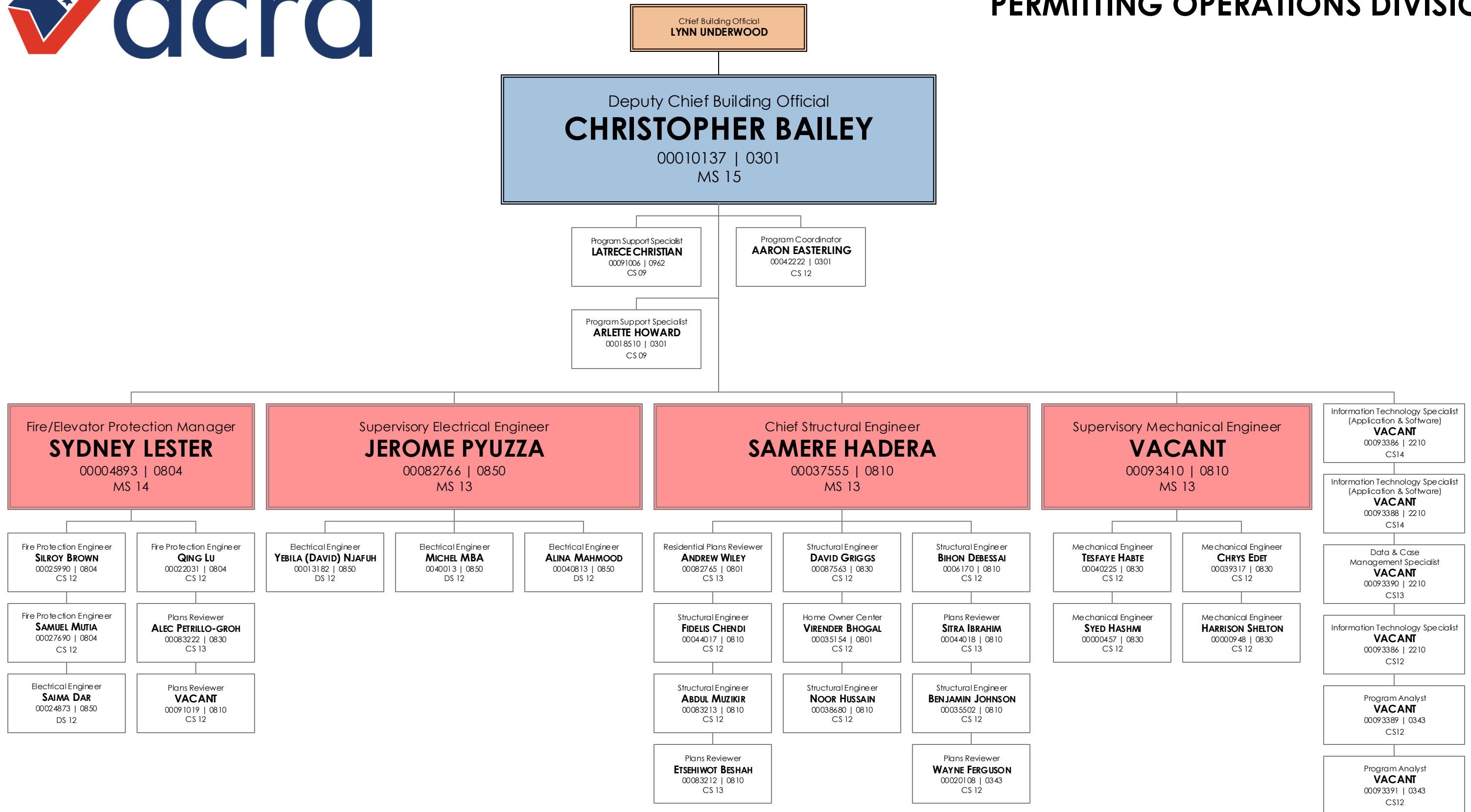
Supervisory Combo Code Specialist
CRAIGHTON SPENCE
 00016968 | 1801
 MS 13

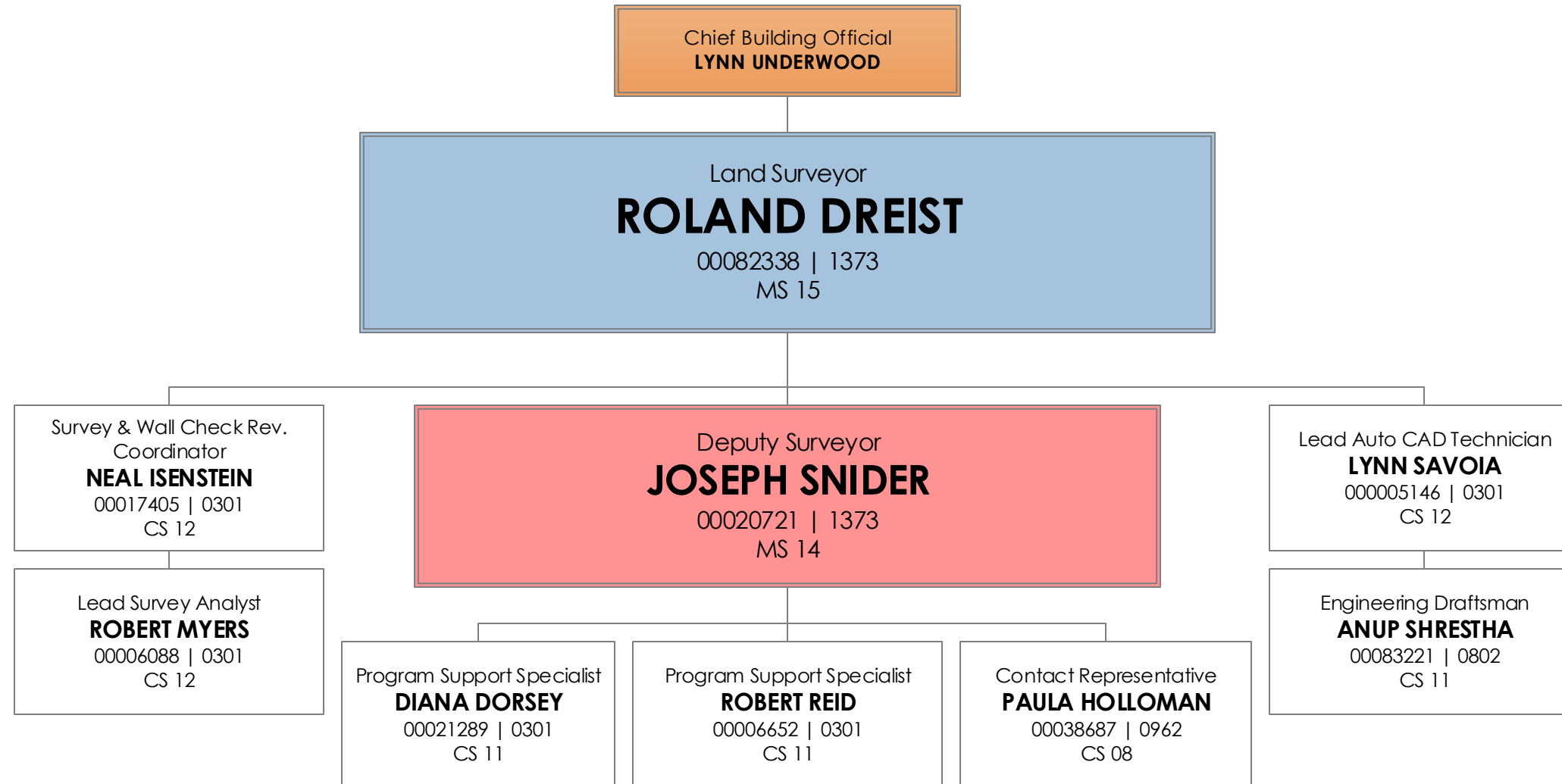
Supervisor Combo Code Specialist
VACANT
 00043324 | 1801
 MS 13

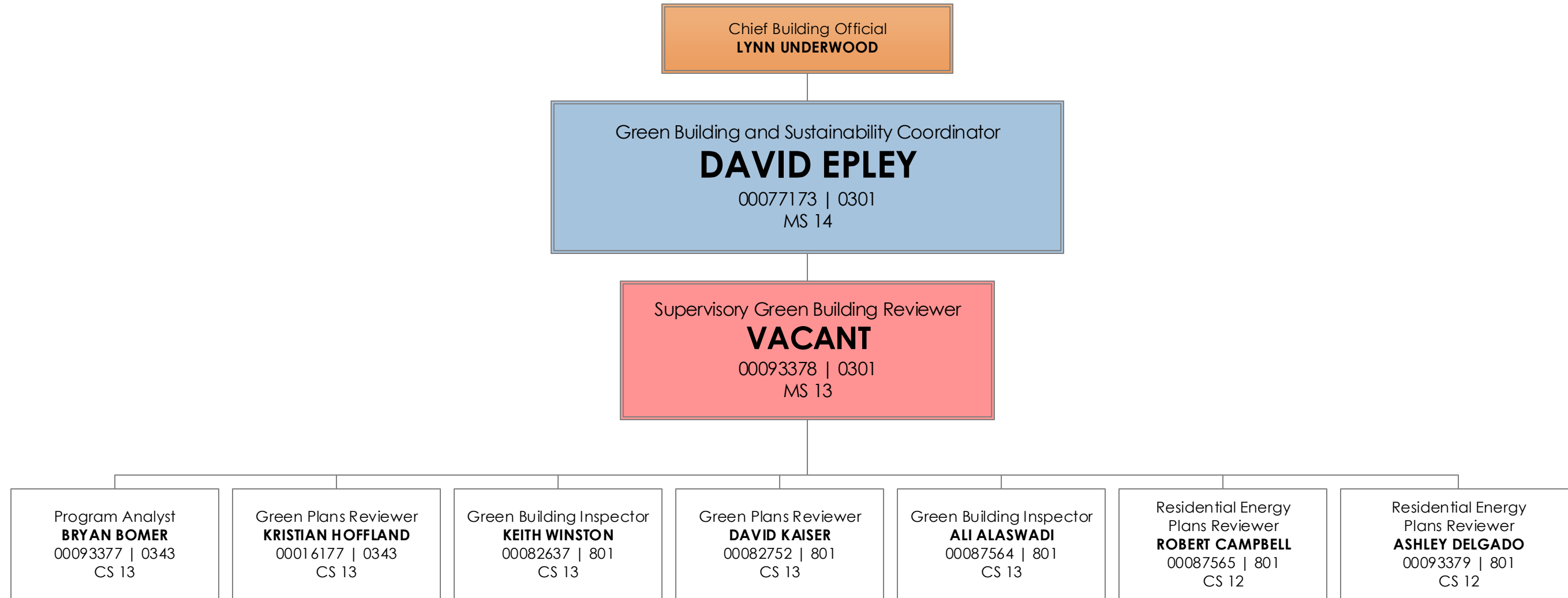




Government of the District of Columbia
 Department of Consumer and Regulatory Affairs
PERMITTING OPERATIONS DIVISION









PERFORMANCE OVERSIGHT HEARING

Department of Consumer and Regulatory Affairs

Question 2/Schedule A

Title	Name	Vac. Stat.	Salary	Fringe
Program 1000 - Administrative Services				
Program Analyst	Morton, Andrew Wiley	F	76,894	18,762
Human Resources Specialist	Brown, Mia C	F	96,632	23,578
Human Resources Officer II	Jackson, Ingrid L	F	119,590	29,180
Labor & Employee Rel. Liaison	Tatum, Donald F	F	114,199	27,865
Training Coordinator	Hillman, Peter L	F	99,229	24,212
Support Services Manager	Davidson, Gilbert	F	109,521	26,723
Program Support Spec	Bryant, Marsita T	F	71,371	17,415
Support Services Specialist	Parker, Nadine Yvonne	F	65,709	16,033
Information Technology Spec	Vacant	V	97,340	23,751
It Specialist (Database)	Fields, Michael J	F	104,523	25,504
Information Technology Spec	Barnes, Mary A	F	94,978	23,175
It Business Analyst	Blackwell, Satova	F	97,340	23,751
Supervisory It Specialist (OISs)	Langley, Aaron	F	99,659	24,317
It Specialist (Systems Analyst)	Wellington, Damon	F	98,859	24,122
Supervisory It Specialist	Gayles, Yvette	F	127,000	30,988
It Specialist (Systems Analyst)	Wallace, Don	F	114,199	27,865
It Spec (OIS/Sys Analysis)	Vacant	V	87,657	21,388
It Spec (OIS /Sys Analysis)	Vacant	V	87,657	21,388
Attorney Advisor	Roberts, Erin J	F	86,244	21,044
Program Support Asst (OA)	Geddie, Latanya M	F	55,267	13,485
Information Technology Spec	Williams, Herbert Jr	F	112,956	27,561
Program Support Asst (OA)	Lindsay, Janay M	F	52,311	12,764
Information Technology Spec	Vacant	V	90,254	22,022
Information Technology Spec	Strohman, Duane A.	F	60,819	14,840
Director Of Information System	Edwards, Kevin D	F	157,966	38,544
It Spec (OIS /Sys Analysis)	Waldron, Larry A	F	101,712	24,818
Info Tech Spec	Green, Ted W	F	112,956	27,561
Program Support Asst (OA)	Jones, Keisha L	F	52,311	12,764
Supervisory It Specialist (OIS)	Smith, Ronald M	F	123,806	30,209
It Specialist (Systems Analyst)	Vacant	V	95,791	23,373
Project Manager	Reed, Dianna	F	123,403	30,110
Supervisory It Specialist (OIS)	Vacant	V	119,591	29,180
Risk Management Coordinator	Williams, Tania M	F	88,841	21,677
Supervisory Attorney Advisor	Thomas, Charles E	F	139,390	34,011

PERFORMANCE OVERSIGHT HEARING – Question 2/Schedule A

Attorney Advisor	Barbour, Jennifer G	F	96,623	23,576
Attorney Advisor	Green, Matthew J	F	137,019	33,433
Attorney Advisor	Allsopp, Runako	F	129,403	31,574
Attorney Advisor	Lord-Sorensen, Adrienne	F	129,403	31,574
Staff Assistant	Berrios, Mary T	F	85,530	20,869
Paralegal Specialist	Wyke-Ransome, April K.	F	85,530	20,869
Attorney Advisor	Tondro, Maximilian L.	F	106,283	25,933
Attorney Advisor	Parker Woolridge, Doris A	F	137,019	33,433
Supervisory Legislative And Pu	Vacant	V	119,591	29,180
Legislative Affairs Specialist	McCarthy, Elizabeth Anne	F	86,244	21,044
Fleet Program Specialist	Wye, Awan	F	75,323	18,379
Program Spec	Garnett, Tay C	F	99,229	24,212
Public Affairs Specialist	Mueller, Laura-Celine	F	83,443	20,360
Program Analyst	Williams, Jonathan L.	F	79,077	19,295
Program Manager	Daniels, Anovia Danica	F	103,201	25,181
Public Affairs Specialist	Kirkland, Keisha M.	F	72,528	17,697
Contact Representative	Dixon, Lorie A.	F	53,789	13,125
Community Outreach Specialist	Robinson, Christal Chavis	F	67,814	16,547
Community Outreach Specialist	Diallo, Anthony D	F	64,160	15,655
Program Support Spec	Peterson, Jerry	F	55,929	13,647
Program Support Spec	Joaquin, Shavana	F	51,039	12,454
Program Support Spec	Riggins, Felicia M	F	63,467	15,486
Contact Representative	Stewart, Daphne E	F	59,701	14,567
Contact Representative	Brown, Sharon	F	56,745	13,846
Customer Service Supervisor	Peace, Donise Gorham	F	91,860	22,414
Program Support Spec	Christian, Latrease	F	65,709	16,033
Program Support Spec	Hart, John A	F	51,039	12,454
Contact Representative	Graham, Kryshon	F	47,877	11,682
Director	Bolling, Melinda M	F	164,440	40,123
Program Analyst	Bass, Brandon G	F	87,892	21,446
Management & Program Analyst	Horne McKinney, Erin F	F	108,063	26,367
Program Analyst	Fowler-Lee, Denall C	F	83,443	20,360
Special Assistant	Washington, Jason	F	114,365	27,905
Data Analyst	Smith, Douglas D	F	108,063	26,367
Data Analyst	Reed, Dena C	F	123,403	30,110
Data Analyst	Stovall, Sonya W	F	59,869	14,608
Information Technology Spec	Vacant	V	97,340	23,751
It Specialist (Application Software)	Vacant	V	95,791	23,373
Data Analyst	Vacant	V	95,791	23,373
Program Analyst	Vacant	V	0	0
Data & Case Management Special	Vacant	V	81,050	19,776

PERFORMANCE OVERSIGHT HEARING – Question 2/Schedule A

Program Analyst	Vacant	V	0	0
Program Analyst	Vacant	V	0	0
Deputy Director	Parris, Lori S	F	153,831	37,535
Management & Program Analyst	Williams Byrd, Jill	F	114,199	27,865
Administrative Services Office	Crawford, Walter J	F	145,542	35,512
Data & Case Management Special	Bukowiecki, Tomash	F	83,647	20,410
Operations Manager	Hager, William P	F	111,482	27,202
Investigator	Lawson, Tyrone Q	F	91,438	22,311
Data, Accountability And Research	Swann, Kristina M	F	113,785	27,763
Staff Assistant	Dockery, Rosita	F	89,992	21,958
Total Program 1000 – Administrative Services			7,813,976	1,906,610
Program 100F – Agency Financial Operations				
Budget Officer	Spence, Shannon	F	110,242	26,899
Agency Fiscal Officer	Berry, Rebecca	F	149,935	36,584
Manager, Revenue	McAllister, Roland	F	126,840	30,949
Controller	Ramprashad, Dennis D	F	168,524	41,120
Budget Dir.	Abdirahman, Abukar	F	168,524	41,120
Manager, Financial Reporting	Tengen, Tita A	F	130,160	31,759
Budget Analyst	Thiam, Elhadji M	F	90,253	22,022
Budget Analyst	Jones, Devin Trenee	F	87,891	21,445
Senior Accountant	Johnson, Tanya	F	112,953	27,561
Accounts Payable Specialist	Jenkins, Burnetta A	F	65,442	15,968
Executive Assistant	Bailey, Barbara	F	110,142	26,875
Budget Analyst	Brockman, Carter	F	90,253	22,022
Accountant	Savage, Pernell	F	55,929	13,647
Staff Assistant	Boyles, Pancheta G	F	65,711	16,033
Chief Management Operations	Akhran, Joscaira	F	137,227	33,483
Associate Chief Financial Officer	Byron Jr., Cyril O	F	197,819	48,268
Total Program 100F – Agency Financial Operations			1,867,845	455,754
Program 2000 - Permitting				
Gen. Engineer Mechanical	Hashmi, Syed	F	80,806	19,717
Plans Review Coordinator	Davies-Cole, Emlyn	F	71,371	17,415
Technical Plans Reviewer	Shelton, Harrison E	F	83,168	20,293
Fire Protection Manager	Lester, Sydney A	F	116,694	28,473
Electrical Engineer	Njafuh, Yebila D	F	97,340	23,751
Structural Engineer	Debessai, Bihon F	F	87,892	21,446
Fire Protection Engineer	Lu, Qing	F	97,340	23,751
Electrical Engineer	Dar, Saima A	F	90,254	22,022
Fire Protection Engineer	Brown, Silroy	F	90,254	22,022

PERFORMANCE OVERSIGHT HEARING – Question 2/Schedule A

Fire Protection Engineer	Mutia, Samuel	F	83,168	20,293
Structural Engineer	Johnson, Benjamin F	F	97,340	23,751
Supervisory Structural Engineer	Hadera, Semere	F	88,082	21,492
Structural Engineer	Hussain, Noor	F	97,340	23,751
Mechanical Engineer	Edet, Chrys	F	94,978	23,175
Plans Review Coordinator	Thomas, Tyrone	F	79,275	19,343
Electrical Engineer	Mba, Michel	F	97,340	23,751
Mechanical Engineer	Habte, Tesfaye A	F	92,616	22,598
Electrical Engineer	Mahmood, Alina	F	78,444	19,140
Structural Engineer	Chendi, Fidelis Nde	F	92,616	22,598
Plans Reviewer	Wiley ,Andrew	F	90,468	22,074
Supervisory Electrical Engineer	Pyuzza, Jerome	F	100,000	24,400
Plans Reviewer	Beshah, Etsehiwot B	F	101,712	24,818
Structural Engineer	Muzikir, Abdul	F	85,530	20,869
Program Support Spec	Jackson, Lamont C.	F	54,299	13,249
Plans Reviewer	Petrillo- Groh,Alec	F	104,523	25,504
Plans Review Coordinator	Estrada, Sara	F	67,419	16,450
Program Support Spec	Ajueyitsi, Oghenekevwe	F	51,039	12,454
Structural Engineer	Griggs, David	F	83,168	20,293
Plans Reviewer	Vacant	V	76,082	18,564
Supervisory Mechanical Engineer	Vacant	V	103,992	25,374
Plans Reviewer	Ibrahim, Sitra Y	F	96,090	23,446
Plans Review Coordinator	Mason, Sheronne	F	69,395	16,932
Program Analyst	Easterling, Aaron A	F	88,841	21,677
Program Analyst	Morgan, Sharona D	F	87,892	21,446
Project Manager	Patel, Dineshkumar A	F	123,403	30,110
Technical Plans Reviewer	Hoffland, Kristian	F	83,647	20,410
Green Bldg. & Sustain. Coord.	Epley, David M	F	114,408	27,916
Building Code Inspector Iii	Winston, Keith C.	F	91,438	22,311
Technical Plans Reviewer	Kaiser, David B	F	99,229	24,212
Building Code Inspector Iii	Alaswadi, Ali	F	83,647	20,410
Energy Code Plan Reviewer	Campbell, Robert	F	85,530	20,869
Program Analyst	Bomer, Bryan D	F	101,826	24,846
Supervisory Green Building Rev	Vacant	V	103,992	25,374
Energy Code Plan Reviewer	Delgado, Ashley C	F	76,082	18,564
Program Analyst	Baskerville, Shaun	F	80,806	19,717
Plans Review Coordinator	Vacant	V	61,491	15,004
Permit Ctr. Oper. Supervisor	Rogers, Nicole Alexandria	F	86,660	21,145
Contact Representative	Jones, Antonio	F	50,833	12,403
Contact Representative	Arce, Jacqueline	F	42,250	10,309
Contact Representative	Hedgeman, Debra D	F	55,267	13,485

PERFORMANCE OVERSIGHT HEARING – Question 2/Schedule A

Contact Representative	Owens, Gwendolyn T	F	47,877	11,682
Program Support Spec	Flowers, Erika	F	62,449	15,238
Contact Representative	Williams, Mable E	F	58,223	14,206
Contact Representative	Hall, Christina	F	46,399	11,321
Engineer	Bhogal, Virender S	F	90,254	22,022
Program Analyst	Hooks Scott, Helen	F	94,978	23,175
Program Analyst	Brewer, David S	F	78,444	19,140
Contact Representative	Moore, Le'Count A	F	52,526	12,816
Contact Representative	Leach, Deont'e J	F	45,186	11,025
Management & Program Analyst	Slade, Keith O	F	108,063	26,367
Contact Representative	Bandy, Major	F	49,590	12,100
Contact Representative	Carrington, Tiffany N	F	50,833	12,403
Program Support Spec	Obie, Lawrence E.	F	51,039	12,454
Program Support Spec	Vacant	V	51,039	12,454
Deputy Division Chief	Bailey, Christopher M	F	110,621	26,992
Program Support Spec	Jones, Kristen	F	61,491	15,004
Contact Representative	Quinn, Brenda	F	46,399	11,321
Program Support Spec	Howard, Arlette Earlene	F	57,559	14,044
Plans Reviewer	Ferguson, Wayne	F	97,340	23,751
Contact Representative	Smith, Bran-Dai L	F	42,250	10,309
Program Analyst	Simpkins, Robert C	F	101,826	24,846
Program Support Spec	McFarland, John T	F	62,449	15,238
Plans Review Coordinator	Thomas, Tezrah	F	61,491	15,004
Autocad Spec	Savoia, Lynn	F	97,340	23,751
Lead Survey Analyst	Myers Jr., Robert D	F	90,254	22,022
Program Support Spec	Reid, Robert I	F	73,347	17,897
Surveyor Dc	Dreist, Roland F	F	148,569	36,251
Program Spec	Dorsey, Diana D	F	79,275	19,343
Engineering Technician	Shrestha, Anup	F	65,443	15,968
Survey & Wall Check Rev. Coord.	Isenstein, Neal S	F	87,892	21,446
Deputy Surveyor	Snider, Joseph	F	122,004	29,769
Contact Representative	Holloman, Paula B	F	53,789	13,125
Total Program 2000 – Permitting			6,663,516	1,625,898
Program 3000 – Enforcement				
Program Manager	Vacant	V	119,591	29,180
Supervisory Records & Information	Vacant	V	103,992	25,374
Program Support Specialist	Little, Valerie C	F	65,443	15,968
Program Support Specialist	James, Gertie Lee	F	65,709	16,033
Contact Representative	Frayner, James W	F	49,590	12,100
Housing Rehab. Specialist	Koger, Renard M	F	69,395	16,932

PERFORMANCE OVERSIGHT HEARING – Question 2/Schedule A

Program Support Specialist	Hollins, Theresa	F	69,395	16,932
Paralegal Specialist	Lang, David A.	F	89,992	21,958
Program Support Spec	Dickens, Tinika L	F	60,819	14,840
Program Support Spec	Callaway, Benita	F	65,443	15,968
Program Support Specialist	Queen, Kim	F	67,419	16,450
Program Support Spec	Harley, Erica L	F	65,443	15,968
Program Support Spec	Whetstone, Lamir D	F	57,559	14,044
Program Support Specialist	Hill, Lakisha	F	71,371	17,415
Program Support Specialist	Fletcher, Renee C	F	75,323	18,379
Program Support Spec	Lashley, Wilfred W	F	67,419	16,450
Investigator	Lassiter, Deloris S	F	85,530	20,869
Investigator	Britt, Deborah L	F	94,978	23,175
Investigator	Dedrick, Clifford J	F	92,616	22,598
Investigator	Usher, Wilfred	F	97,340	23,751
Investigator	Allen, Steven G	F	97,340	23,751
Program Analyst	Tibbs, Annette S	F	80,806	19,717
Investigator	Williams, Vacylla D	F	97,340	23,751
Investigator	Meredith, Kevin D	F	97,340	23,751
Investigator	Coward, Richard A.	F	90,254	22,022
Rehab Spec	Weston, Leon G	F	94,978	23,175
Supervisory Vacant Building In	Jackson, Kevin	F	85,029	20,747
Program Manager	Stewart, Craig S	F	110,100	26,864
Program Support Spec	Brooks, Mary Shirlene	F	65,709	16,033
Program Support Spec	Dunbar Branscomb, Lisa D	F	67,419	16,450
Program Support Specialist	Bryant, Karen M.	F	75,323	18,379
Program Support Spec	Allen, Gwendolyn L	F	69,395	16,932
Management & Program Analyst	Smith, Marcia	F	108,063	26,367
Program Support Spec	Derricott, Patrice	F	57,559	14,044
Enforcement Administrator	Burnett, Susan	F	133,694	32,621
Laborer	Brown, Joseph A	F	46,592	11,368
Laborer	Anderson, Prentice M	F	46,592	11,368
Laborer	LeBeau, James	F	46,592	11,368
Motor Vehicle Operator	Page, George	F	48,360	11,800
Motor Vehicle Operator	Duncan, Jamal L	F	46,883	11,440
Laborer	Walls, Kevin A	F	44,013	10,739
Motor Vehicle Operator	Pettaway, Brandon	F	51,501	12,566
Laborer	Green, Nick	F	41,434	10,110
Laborer Leader	Hawkins, Francis E	F	54,163	13,216
Laborer Leader	Johnson, James L	F	54,163	13,216
Vacant Building Inspector	Anderson, Kornelius M	F	52,669	12,851
Vacant Building Inspector	Davis, Trae H	F	52,669	12,851

PERFORMANCE OVERSIGHT HEARING – Question 2/Schedule A

Vacant Building Inspector	Evans, Alfred	F	52,669	12,851
Housing Rehab. Specialist	Taylor, Willis A	F	63,467	15,486
Total Program 3000 – Enforcement			3,566,483	870,222
Program 4000 – Inspections				
Comb. Code Comp. Spec. I	Tucker, Derwin R	F	73,347	17,897
Code Compl. Spec. (Boiler)	Cooper, Ulysses	F	85,530	20,869
Building Code Inspector II	Antoine, Olgie V	F	87,892	21,446
Program Support Spec	Wood, May	F	64,079	15,635
Administrative Officer	Dickey, Zeola L	F	91,485	22,322
Comb. Code Comp. Spec. III	Curran, Gerald P	F	104,523	25,504
Building Code Inspector III	Kahler, Mark T	F	101,712	24,818
Program Support Spec	Thigpen, Sarah Lee	F	59,189	14,442
Project Manager	Sullivan, Donald W	F	95,791	23,373
Building Code Inspector III	Letren, Neil F	F	101,712	24,818
Chief Building Official	Underwood, Billy L	F	162,500	39,650
Code Compliance Spec (Elevator)	Jackson, Norman A	F	92,616	22,598
Building Code Inspector II	Reiss, Jeffrey	F	97,340	23,751
Code Compliance Spec (Elevator)	Zweig, Paul Ronald	F	92,616	22,598
Program Analyst	Camacho, Leslie	F	87,657	21,388
Program Analyst	Virk, Amrik S	F	96,632	23,578
Building Code Inspector II	White, Ronald	F	90,254	22,022
Permit Center Manager	Bouldin-Carr, Sarah	F	132,000	32,208
Comb. Code Comp. Spec. III	Vanleuven, Donald	F	98,901	24,132
Comb. Code Comp. Spec. III	Vaughn, Marc T	F	98,901	24,132
Comb. Code Comp. Spec. III	Jalis, George	F	93,279	22,760
Code Compliance Spec (Elevator)	Payne, Audrick F	F	92,616	22,598
Building Code Inspector II	Singh, Jagtaar`	F	76,082	18,564
Building Code Inspector III	Chaudhry, Gauher R	F	96,090	23,446
Code Compliance Spec (Boiler)	Jones, Keith D	F	92,616	22,598
Code Compliance Spec (Boiler)	Howell, Edward C	F	87,892	21,446
Contact Representative	Gordon, Florence P	F	59,701	14,567
Deputy Building Official	Whitescarver, Clarence G	F	122,705	29,940
Supervisory Combo Code Specialist	Vacant	V	103,992	25,374
Program Analyst	Jones, Tamika Lashawn	F	80,806	19,717
Program Support Spec	Brown, Marie A	F	60,819	14,840
Building Code Inspector II	Ball Jr., Edward W	F	94,978	23,175
Program Analyst	Sumner, Andrea	F	83,168	20,293
Plans Reviewer	Gibson, Myron D	F	76,082	18,564
Code Compl Spec (Fire Protect)	Vacant	V	76,082	18,564
Building Code Inspector II	Smoot, Thomas	F	90,254	22,022

PERFORMANCE OVERSIGHT HEARING – Question 2/Schedule A

Contact Representative	Williams, Karen	F	42,250	10,309
Program Analyst	Shelby, Gloria	F	92,616	22,598
Housing Code Inspector I	Hernandez, Janet D	F	59,189	14,442
Housing Code Inspector II	Booth, Katheryn L	F	79,275	19,343
Comb. Code Comp. Spec. I	Carroll, Roland B	F	75,323	18,379
Program Support Spec	Lenzy, Maleka V	F	54,299	13,249
Program Analyst	Findlay, Janice D	F	85,530	20,869
Contact Representative	Vacant	V	46,399	11,321
Supervisory Combo Code Specialist	Vacant	V	103,992	25,374
Contact Representative	Reese, Quanya	F	43,718	10,667
Contact Representative	Gibson, Daniel	F	43,718	10,667
Housing Code Specialist	Hall, Christine P	F	46,654	11,384
Housing Code Specialist	Ford, Christopher C	F	42,250	10,309
Motor Vehicle Operator	Brown, Ted	F	45,261	11,044
Vacant Building Inspector	Taylor III, Charles W	F	51,039	12,454
Housing Code Specialist	St. Louis, Loick	F	42,250	10,309
Housing Code Specialist	Sutton, Durand	F	42,250	10,309
Housing Code Specialist	Walker, Antoine	F	46,654	11,384
Housing Code Specialist	Cruz, Mario E	F	46,654	11,384
Assistant Supervisory Vacant B	Vacant	V	76,634	18,699
Housing Code Specialist	Curtis, Frederick E	F	55,462	13,533
Program Support Specialist	Hammond, Vanessa A	F	51,039	12,454
Housing Code Enforce. Officer	Allen, Patrick Henry	F	86,660	21,145
Program Support Specialist	Watson, Kelly E	F	47,185	11,513
Paralegal Specialist	Kaprelova, Anna P	F	72,528	17,697
Housing Code Inspector I	Starke, Todd Jerome	F	57,559	14,044
Contact Representative	Ballenger, Fred	F	59,701	14,567
Contact Representative	Brooks II, Allen G	F	53,994	13,175
Comb. Code Comp. Spec. I	Magruder, Tiffany K	F	75,323	18,379
Comb. Code Comp. Spec. I	Johnson, Lakeitha D	F	73,347	17,897
Housing Code Inspector II	Byrd, Michael A	F	77,299	18,861
Housing Code Inspector I	Price, Matthew	F	57,559	14,044
Housing Inspection Program Mgr.	Gamboa, Ferdinand A	F	106,300	25,937
Contact Representative	Brown, Wittany	F	47,877	11,682
Housing Code Inspector I	Manning, Derron	F	52,669	12,851
Housing Code Specialist	Jah, Sajor	F	46,654	11,384
Housing Code Inspector I	Seidensticker, LaLa Ann	F	57,559	14,044
Housing Code Inspector I	Jenkins, Michael	F	65,709	16,033
Program Support Specialist	Turner, Shavon T	F	75,323	18,379
Building Code Inspector II	Harris, William D	F	92,616	22,598
Building Code Inspector II	Dudley Jr., Alfred R	F	83,168	20,293

PERFORMANCE OVERSIGHT HEARING – Question 2/Schedule A

Comb. Code Comp. Spec. III	Fones, Ronald F	F	101,712	24,818
Contact Representative	Sidney, Jannie	F	55,267	13,485
Building Code Inspector	Vacant	V	51,039	12,454
Comb. Code Comp. Spec. III	McNeil, Christopher	F	87,657	21,388
Supervisory Combo Code Specialist	Vacant	V	103,992	25,374
Comb. Code Comp. Spec. II	Watkins, Gregory L	F	80,806	19,717
Building Code Inspector II	Piller, Edward	F	90,254	22,022
Building Code Inspector	McCottry, Wesley C	F	51,039	12,454
Building Code Inspector	Andoh-Kesson, Peter	F	55,929	13,647
Building Code Inspector	Crowder, Shanice	F	51,039	12,454
Attorney Advisor	Amare, Genet	F	104,423	25,479
Comb. Code Comp. Spec. II	Legaspi, Ruben A	F	87,892	21,446
Supv Combo Code Specialist	Spence, Craigton	F	105,686	25,787
Program Support Spec.	Pope, Darrell	F	65,709	16,033
Total Program 4000 - Inspections			6,955,769	1,697,208
Program 6000 - Zoning				
Engineering Technician	Shittu, Ademola K	F	92,616	22,598
Engineering Technician	Washington, Ramon J	F	83,168	20,293
Engineering Technician	Warren, Hector Ernesto	F	85,530	20,869
Zoning Administrator	Legrant, Matthew	F	155,702	37,991
Program Support Asst OA	Mack, Durrell	F	52,311	12,764
Deputy Prog. Mgr. For Zoning	Beeton, Kathleen A	F	128,560	31,369
Engineering Technician	Barber, Chyna	F	76,082	18,564
Program Support Spec	Epps, Evon	F	62,449	15,238
Engineering Technician	Bullock, Brittany C	F	76,082	18,564
Program Support Spec	Robinson-Johnson, Yolanda	F	51,039	12,454
Engineering Technician	Vollin, David L	F	90,254	22,022
Engineering Technician	Gibbs, LeShanda N.	F	85,530	20,869
Program Analyst	Bolden, Tarek S	F	83,168	20,293
Supervisory Engineering Techni	Ndaw, Mamadou B.	F	99,279	24,224
Program Analyst	Goldstein, Paul W	F	104,423	25,479
Program Analyst	Reid, Rohan V	F	98,901	24,132
Engineering Technician	Calhoun, Daniel	F	80,806	19,717
Total Program 6000 – Zoning			1,505,900	367,439
Program 7000 – Licensing				
Weights And Measures Program Manager	Johnson, Ronald Sr	F	96,793	23,618
Code Compliance Spec (Weights & Measure)	Smith, Allen W	F	77,299	18,861

PERFORMANCE OVERSIGHT HEARING – Question 2/Schedule A

Code Compliance Spec (Weights & Measure)	Taylor, Lawrence H	F	73,347	17,897
Code Compliance Spec (Weights & Measure)	Sampson, Charles P	F	73,347	17,897
Program Support Specialist	Collins-Marable, Phyllis J	F	54,299	13,249
Code Compliance Specialist (Weights & Measure)	Jacobs III, David	F	75,323	18,379
Code Compliance Specialist (Weights & Measure)	Ferguson, Joseph	F	65,443	15,968
Program Support Specialist	Greene, Nikkia King	F	59,189	14,442
Investigator	Bynum, Timothy	F	69,395	16,932
Investigator	Brown, Renardra	F	69,395	16,932
Administrator (Business & Professional Licenses)	Parker, Vincent	F	135,814	33,139
Program Manager	Broadie, Harriet A	F	99,659	24,317
Business Licensing Specialist	Mays, Mary E	F	69,395	16,932
Small Business Resource Center	Noisette, Jacqueline L.	F	112,655	27,488
Business Licensing Specialist	Robinson, Jamie L	F	69,395	16,932
Program Analyst	Herrera, Claudia L.	F	76,082	18,564
Program Analyst	Douglas, Joy L	F	76,082	18,564
Program Support Specialist	Wood, Tamika	F	65,709	16,033
Investigator	Hooks, Anthony M	F	92,616	22,598
Community Outreach Specialist	Arce, Cecilia N	F	87,892	21,446
Investigator	Hubbard, Dana T	F	85,530	20,869
Investigator	Block, Eric S	F	78,444	19,140
Program Support Asst (OA)	Young, Kevin	F	59,701	14,567
Program Support Asst (OA)	Burrell, Quinton M	F	58,223	14,206
Paralegal Specialist	Mcclendon, Nicole M	F	85,530	20,869
Paralegal Specialist	Evans, Carrie G	F	85,530	20,869
Paralegal Specialist	Hinson, Maxine May	F	87,892	21,446
Paralegal Specialist	Clary, Regina D	F	79,275	19,343
Paralegal Specialist	Edelin, Denise M	F	79,275	19,343
Paralegal Specialist	Tate, Kim R	F	79,275	19,343
Paralegal Specialist	Ebb, Maxcine I	F	87,892	21,446
Paralegal Specialist	Roh, Kisok C	F	73,347	17,897
Paralegal Specialist	Hyman, Maxine C	F	85,530	20,869
Program Support Specialist	Cordeiro, Greta	F	67,419	16,450
Paralegal Specialist	Bridges, Deborah D	F	69,395	16,932
Program Manager	Grays, Patricia E	F	137,580	33,570
Program Manager	Gasimov, Josef G	F	104,051	25,388
Paralegal Specialist	Matthews, Vickie	F	69,395	16,932
Executive Assistant	Taylor, Kandace	F	81,050	19,776

PERFORMANCE OVERSIGHT HEARING – Question 2/Schedule A

Paralegal Specialist	Nelson, Philip	F	62,449	15,238
Program Support Asst (OA)	Bennett, William B	F	47,877	11,682
Program Support Specialist	Clark, Anthony V	F	58,679	14,318
Program Support Specialist	Vacant	V	61,491	15,004
Staff Assistant	Henderson, Melanie M	F	63,467	15,486
Program Support Specialist	Anderson, Vanessa D	F	69,395	16,932
Business Licensing Specialist	Perry, Bruce	F	61,491	15,004
Investigator	Ghenene, Abyie M	F	55,929	13,647
Business Licensing Specialist	Lockhart, Ellen Denise	F	67,419	16,450
Business Licensing Specialist	Thornton, Sharon R	F	59,189	14,442
Business Licensing Specialist	Garcia, Cynthia L	F	63,467	15,486
Program Support Specialist	Harris, Marchelle	F	69,395	16,932
Special Assistant	Thompson, Shantell S	F	83,647	20,410
Business Licensing Specialist	Peterson, Louise V	F	69,395	16,932
Program Analyst	Case, Benjamin Kotyk	F	83,444	20,360
Program Support Specialist	Fowler, Lori M	F	69,395	16,932
Program Support Specialist	Thomas, Wayne R	F	52,669	12,851
Business Licensing Specialist	Long, Aurice S	F	57,559	14,044
Program Manager	Handy, Timothy R	F	99,467	24,270
Special Events/Vending Manager	Vacant	V	103,992	25,374
Business Licensing Specialist	Outlaw, Shakeila R	F	67,419	16,450
Business License Manager	Prather, Anthony R	F	86,660	21,145
Contact Representative	Blocker-Ford, India	F	50,833	12,403
Program Support Specialist	Stewart, LaVerne M	F	69,395	16,932
Investigator	Peace, Christopher	F	65,709	16,033
Business Licensing Specialist	Greenwood, Bria T	F	57,559	14,044
Investigator	Burnette, Christopher M	F	64,079	15,635
Business Licensing Specialist	Stewart, Amber M	F	57,559	14,044
Program Support Spec	Green, Joshua J	F	51,039	12,454
Program Coordinator For Boards	Briggs, Cynthia	F	86,660	21,145
Investigator	Batista, George	F	83,168	20,293
Administrative Officer	Mason, Staci M	F	113,912	27,795
Program Manager	Cooks, Clifford P	F	137,062	33,443
Program Support Specialist	Posey, Erin	F	61,491	15,004
Contact Representative	Boyd, Diane B	F	59,701	14,567
Program Analyst	Valli, Luladaye	F	80,806	19,717
Program Analyst	McCoy, Daniel	F	86,244	21,044
Program Support Specialist	Jackson III, Andrew Lewis	F	61,491	15,004
Program Support Specialist	Johnson, Kenya	F	57,559	14,044
Program Support Specialist	Johnston, Stephanie L	F	59,189	14,442
Program Support Specialist	Jamison, Tracey V	F	62,449	15,238

PERFORMANCE OVERSIGHT HEARING – Question 2/Schedule A

Program Analyst	Richardson, Patrice	F	76,082	18,564
Program Coordinator For Boards	Lewis, Leon W	F	106,813	26,062
Program Support Specialist	Champagne, Jennifer	F	61,491	15,004
Program Support Specialist	Pearson, Avis	F	61,491	15,004
Program Analyst	Brown, Sheldon J	F	80,806	19,717
Investigator	Batista, George	F	83,168	20,293
Program Support Specialist	Herndon, Arnebya	F	73,347	17,897
Program Support Spec	Vacant	V	51,039	12,454
Program Support Spec	Yeboah Ofori, Grace	F	61,491	15,004
Program Support Spec	Strozier, Brittani	F	63,467	15,486
Investigator	Dumas, Asia	F	83,168	20,293
Program Analyst	Cyrus, Kevin D	F	80,806	19,717
Educ Liaison Spec (Realty)	Thomas, Kathy	F	69,395	16,932
Program Support Specialist	Henderson, Kiaria	F	57,559	14,044
Program Support Specialist	Le, Nhu Q	F	63,467	15,486
Program Support Specialist	Holmes, Ronald	F	57,559	14,044
Program Support Specialist	Williams, Stacey A	F	57,559	14,044
Program Support Specialist	Booker, Nakia	F	57,559	14,044
Program Support Specialist	Kouadioiv, Ann-Sophie N.	F	51,039	12,454
Program Analyst	Brown, Sheldon J	F	80,806	19,717
Investigator	Dumas, Asia	F	83,168	20,293
Total Program 7000 – Licensing			7,577,711	1,848,962

Agency Name

**Annual Freedom of Information Act Report for Fiscal Year 2017
October 1, 2016 through September 30, 2017**

FOIA Officer Reporting _____

PROCESSING OF FOIA REQUESTS

1. Number of FOIA requests received during reporting period
2. Number of FOIA requests pending on October 1, 2016.....
3. Number of FOIA requests pending on September 30, 2017.....
4. The average number of days unfilled requests have been pending before each public body as of September 30, 2017

DISPOSITION OF FOIA REQUESTS

5. Number of requests granted, in whole.....
6. Number of requests granted, in part, denied, in part.....
7. Number of requests denied, in whole.....
8. Number of requests withdrawn.....
9. Number of requests referred or forwarded to other public bodies.....
10. Other disposition

NUMBER OF REQUESTS THAT RELIED UPON EACH FOIA EXEMPTION
--

11. Exemption 1 - D.C. Official Code § 2-534(a)(1).....
12. Exemption 2 - D.C. Official Code § 2-534(a)(2).....
13. Exemption 3 - D.C. Official Code § 2-534(a)(3)
 - Subcategory (A).....
 - Subcategory (B).....
 - Subcategory (C)
 - Subcategory (D)
 - Subcategory (E)
 - Subcategory (F)
14. Exemption 4 - D.C. Official Code § 2-534(a)(4)
15. Exemption 5 - D.C. Official Code § 2-534(a)(5).....

- 16. Exemption 6 - D.C. Official Code § 2-534(a)(6)
 - Subcategory (A).....
 - Subcategory (B).....
- 17. Exemption 7 - D.C. Official Code § 2-534(a)(7).....
- 18. Exemption 8 - D.C. Official Code § 2-534(a)(8).....
- 19. Exemption 9 - D.C. Official Code § 2-534(a)(9).....
- 20. Exemption 10 - D.C. Official Code § 2-534(a)(10).....
- 21. Exemption 11 - D.C. Official Code § 2-534(a)(11).....
- 22. Exemption 12 - D.C. Official Code § 2-534(a)(12).....

TIME-FRAMES FOR PROCESSING FOIA REQUESTS

- 23. Number of FOIA requests processed within 15 days.....
- 24. Number of FOIA requests processed between 16 and 25 days.....
- 25. Number of FOIA requests processed in 26 days or more.....
- 26. Median number of days to process FOIA Requests.....

RESOURCES ALLOCATED TO PROCESSING FOIA REQUESTS

- 27. Number of staff hours devoted to processing FOIA requests.....
- 28. Total dollar amount expended by public body for processing FOIA requests.....

FEEES FOR PROCESSING FOIA REQUESTS

- 29. Total amount of fees collected by public body.....

PROSECUTIONS PURSUANT TO SECTION 207(d) OF THE D.C. FOIA

- 30. Number of employees found guilty of a misdemeanor for arbitrarily or capriciously violating any provision of the District of Columbia Freedom of Information Act

QUALITATIVE DESCRIPTION OR SUMMARY STATEMENT

Pursuant to section 208(a)(9) of the D.C. FOIA, provide in the space below or as an attachment, “[a] qualitative description or summary statement, and conclusions drawn from the data regarding compliance [with the provisions of the Act].”



PERFORMANCE OVERSIGHT HEARING

Department of Consumer and Regulatory Affairs

Question 24 Cellphones

Last Name	First Name	Position Title	Group	Monthly Cost	FY17	FY18 To Date	Justification
Abatement							
Jackson	Kevin	Abatement Specialist	Abatement	\$ 51.27	\$615.24	\$256.35	Communicate with managers, internal/external customers while performing field tasks.
Johnson	James	Abatement Specialist	Abatement	\$ 49.61	\$595.32	\$248.05	Communicate with managers, internal/external customers while performing field tasks.
Koeger	Renard	Abatement Specialist	Abatement	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Weston	Leon	Abatement Specialist	Abatement	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Finance							
Abdirahman	Abukar	Finances Specialist	Admin	\$ 51.92	\$623.04	\$259.60	Communicate with managers, internal/external customers while performing tasks.
Akhran	Joscaira	Finances Specialist	Admin	\$ 51.92	\$623.04	\$259.60	Communicate with managers, internal/external customers while performing tasks.
Bailey	Barbara	Finances Specialist	Admin	\$ 51.92	\$623.04	\$259.60	Communicate with managers, internal/external customers while performing tasks.
Berry	Rebecca	Agency Financial	Admin	\$ 47.52	\$570.24	\$237.60	Communicate with managers,

PERFORMANCE OVERSIGHT HEARING – Question 24 Cellphones

		Officer					internal/external customers while performing tasks.
Ramprashad	Dennis	Finances Specialist	Admin	\$ 63.45	\$761.40	\$317.25	Communicate with managers, internal/external customers while performing tasks.
Spence	Shannon	Finances Specialist	Admin	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Administrative Services							
Ballenger	Fred	Support Services Specialist	Admin	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Bolling	Melinda	Agency Director	Admin	\$ 51.92	\$623.04	\$259.60	Communicate with managers, internal/external customers while performing tasks.
Byron	Cyril	Chief Financial Officer	Admin	\$ 51.92	\$623.04	\$259.60	Communicate with managers, internal/external customers while performing tasks.
Crawford	Walter	Chief Admin Officer	Admin	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Crawford	Walter	Chief Admin Officer	Admin	\$ 33.01	\$396.12	\$165.05	Communicate with managers, internal/external customers while performing tasks.
Davidson	Gilbert	Support Services Manager	Admin	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Jones	Kristen	Permits Specialist	Admin	\$ 52.20	\$626.40	\$261.00	Communicate with managers, internal/external

PERFORMANCE OVERSIGHT HEARING – Question 24 Cellphones

							customers while performing tasks.
Language	Line	Customer Service	Admin	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Parris	Lori	Agency Deputy Director	Admin	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Peace	Donise	Customer Service Manager	Admin	\$ 49.25	\$591.00	\$246.25	Communicate with managers, internal/external customers while performing tasks.
Savoy	Kristina	Data Manager	Admin	\$ 47.92	\$575.04	\$239.60	Communicate with managers, internal/external customers while performing tasks.
Slade	Keith	Emergency Mgmt Program Mgr	Admin	\$ 63.45	\$761.40	\$317.25	Communicate with managers, internal/external customers while performing tasks.
Underwood	Lynn	Chief Building Officer	Admin	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Washington	Jason	Special Asst to Mayor	Admin	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Watson	Kelly	Legislative Affairs Spec.	Admin	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Wye	Awan	Support Services Specialist	Admin	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.

PERFORMANCE OVERSIGHT HEARING – Question 24 Cellphones

Licensing							
Grays	Patricia	Corporations Manager	BLPA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Allen	Steve	Regulatory Investigator	BPLA	\$ 51.27	\$615.24	\$256.35	Communicate with managers, internal/external customers while performing field tasks.
Britt	Deborah	Regulatory Investigator	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Broadie	Harriet	Business License Manager	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Brown	Renardra	Business License Inspector	BPLA	\$ 112.72	\$1352.64	\$563.60	Communicate with managers, internal/external customers while performing field tasks.
Burnette	Christopher	Business License Inspector	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Bynum	Timothy	Business License Inspector	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Cooks	Clifford	Professional License Manager	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Coward	Richard	Regulatory Investigator	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Dedrick	Clifford	Regulatory	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with

PERFORMANCE OVERSIGHT HEARING – Question 24 Cellphones

		Investigator					managers, internal/external customers while performing field tasks.
Douglas	Joy	Small Business Resource Center Specialist	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Ferguson	Joseph	Weights & Measures Inspector	BPLA	\$ 39.60	\$475.20	\$198.00	Communicate with managers, internal/external customers while performing field tasks.
Ferguson	Joseph	Weights & Measures Inspector	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Green	Joshua	Business License Inspector	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Handy	Timothy	Business License Inspector	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Herrera	Claudia	Business License Specialist	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Hooks	Anthony	Regulatory Investigator	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Jacobs	David	Weights & Measures Inspector	BPLA	\$ 39.60	\$475.20	\$198.00	Communicate with managers, internal/external customers while performing field tasks.
Jacobs	David	Weights & Measures Inspector	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external

PERFORMANCE OVERSIGHT HEARING – Question 24 Cellphones

							customers while performing field tasks.
Jacobs	David	Weights & Measures Inspector	BPLA	\$ 33.01	\$396.12	\$165.05	Communicate with managers, internal/external customers while performing field tasks.
Johnson	Ronald	Weights & Measures Inspector	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Johnson	Ronald	Weights & Measures Manager	BPLA	\$ 39.60	\$475.20	\$198.00	Communicate with managers, internal/external customers while performing tasks.
Lassiter	Delores	Weights & Measures Inspector	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Mason	Staci	Professional License Manager	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Meredith	Kevin	Regulatory Investigator	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Noisette	Jacqueline	Business License Manager	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
OLD	VEND	Business License Inspector	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Parker	Vincent	Business License Manager	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.

PERFORMANCE OVERSIGHT HEARING – Question 24 Cellphones

Sampson	Charles	Weights & Measures Inspector	BPLA	\$ 39.60	\$475.20	\$198.00	Communicate with managers, internal/external customers while performing field tasks.
Sampson	Charles	Weights & Measures Inspector	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Smith	Allen	Weights & Measures Inspector	BPLA	\$ 39.60	\$475.20	\$198.00	Communicate with managers, internal/external customers while performing field tasks.
Smith	Allen	Weights & Measures Inspector	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Taylor	Shannon	Business License Inspector	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Taylor	Lawrence	Weights & Measures Inspector	BPLA	\$ 39.60	\$475.20	\$198.00	Communicate with managers, internal/external customers while performing field tasks.
Taylor	Lawrence	Weights & Measures Inspector	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Usher	Wilfred	Regulatory Investigator	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
W&M iPad	W&M	Weights & Measures Inspector	BPLA	\$ 39.60	\$475.20	\$198.00	Communicate with managers, internal/external customers while performing field tasks.
Williams	Vacylla	Regulatory Investigator	BPLA	\$ 47.52	\$570.24	\$237.60	Communicate with managers,

PERFORMANCE OVERSIGHT HEARING – Question 24 Cellphones

							internal/external customers while performing field tasks.
Communications							
Diallo	Anthony	Comms. Specialist	Comms	\$ 51.27	\$615.24	\$256.35	Communicate with managers, internal/external customers while performing field tasks.
Kirkland	Keisha	Comms. Specialist	Comms	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
McCarthy	Annie	Comms. Specialist	Comms	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Mueller	Laura-Celine	Comms. Specialist	Comms	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Inspections & Compliance Administration							
AIR	CARD	ICA	ICA	\$ 33.01	\$396.12	\$165.05	Provide data connectivity for field usage.
AIR CARD	OIS	ICA	ICA	\$ 33.01	\$396.12	\$165.05	Provide data connectivity for field usage.
AIR CARD	OIS	ICA	ICA	\$ 33.01	\$396.12	\$165.05	Provide data connectivity for field usage.
AIR CARD	OIS	ICA	ICA	\$ 33.01	\$396.12	\$165.05	Provide data connectivity for field usage.
AIR CARD	OIS	ICA	ICA	\$ 33.01	\$396.12	\$165.05	Provide data connectivity for field usage.
AIR CARD	OIS	ICA	ICA	\$ 33.01	\$396.12	\$165.05	Provide data connectivity for field usage.
AIR CARD	OIS	ICA	ICA	\$ 33.01	\$396.12	\$165.05	Provide data connectivity for field usage.
AIR CARD	OIS	ICA	ICA	\$ 33.01	\$396.12	\$165.05	Provide data connectivity for field usage.
AIRCARD	OIS	ICA	ICA	\$ 33.01	\$396.12	\$165.05	Provide data connectivity for field usage.
AIRCARD	OIS	ICA	ICA	\$ 33.01	\$396.12	\$165.05	Provide data connectivity for field usage.

PERFORMANCE OVERSIGHT HEARING – Question 24 Cellphones

Allen	Patrick	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Allen	Patrick	Inspections Manager	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Andoh-Kesson	Peter	Inspections Inspector	Inspector	\$ 33.01	\$396.12	\$165.05	Communicate with managers, internal/external customers while performing tasks.
Antoine	Olgie	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Ball	Ed	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Booth	Katheryn	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Burnett	Susan	Inspections Manager	Inspector	\$ 70.52	\$846.24	\$352.60	Communicate with managers, internal/external customers while performing tasks.
Byrd	Michael	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Byrd	Jill	Inspections Manager	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Carroll	Roland	Inspections Inspector	Inspector	\$ 49.61	\$595.32	\$248.05	Communicate with managers,

PERFORMANCE OVERSIGHT HEARING – Question 24 Cellphones

							internal/external customers while performing field tasks.
Christopher	McNeil	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Cooper	Ulysses	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Crowder	Shanice	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Cruz	Mario	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Curran	Gerald	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
DCRA.ICE	Email	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Dudley	Alfred	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Eisenberg	Karl	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Fones	Ronald	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while

PERFORMANCE OVERSIGHT HEARING – Question 24 Cellphones

							performing field tasks.
Gamboa	Ferdinand	Inspections Manager	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Gibson	Daniel	Inspections Inspector	Inspector	\$ 51.27	\$615.24	\$256.35	Communicate with managers, internal/external customers while performing field tasks.
Hall	Christine	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Harris	William	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Hernandez	Janet	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Howell	Edward	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Illegal	Construction	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Jackson	Norman	Inspections Inspector	Inspector	\$ 83.18	\$998.16	\$415.90	Communicate with managers, internal/external customers while performing field tasks.
Jah	Sajor	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Provide for sporadic usage for offsite customer service activities.
Jenkins	Michael	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers,

PERFORMANCE OVERSIGHT HEARING – **Question 24 Cellphones**

							internal/external customers while performing field tasks.
Jenko	James	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Jones	Keith	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Khaler	Mark	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Legaspi	Ruben	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Letren	Neil	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Manning	Derron	Inspections Inspector	Inspector	\$ 51.27	\$615.24	\$256.35	Communicate with managers, internal/external customers while performing field tasks.
McCarthy	Daniel	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Moore	Brian	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Neff	Ira	Inspections Manager	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while

PERFORMANCE OVERSIGHT HEARING – Question 24 Cellphones

							performing tasks.
Payne	Audrick	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Peace	Christopher	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Price	Matthew	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Reed	Tiffany	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Reese	Quanya	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Provide for sporadic usage for offsite customer service activities.
Reese	Quanya	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Reiss	Jeff	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Seidensticker	Lesley	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Singh	Jagtaar	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Smith	Bran-dai	Inspections	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with

PERFORMANCE OVERSIGHT HEARING – **Question 24 Cellphones**

		Inspector					managers, internal/external customers while performing field tasks.
Smoot	Thomas	Inspections Inspector	Inspector	\$ 51.27	\$615.24	\$256.35	Communicate with managers, internal/external customers while performing field tasks.
Spence	Craigton	Inspections Manager	Inspector	\$ 33.01	\$396.12	\$165.05	Communicate with managers, internal/external customers while performing tasks.
St. Louis	Loick	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Provide for sporadic usage for offsite customer service activities.
Starke	Todd	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Stroman	LaKeitha	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Swordlow	Paul	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Taylor	Charles	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Thomas	Charles	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Thompson	Frank	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while

PERFORMANCE OVERSIGHT HEARING – Question 24 Cellphones

							performing field tasks.
Tucker	Derwin	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
VanLeuven	Donald	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Vaughn	Marc	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Virk	Amirk	Inspections Manager	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Watkins	Gregory	Inspections Inspector	Inspector	\$ 52.44	\$629.28	\$262.20	Communicate with managers, internal/external customers while performing field tasks.
White	Ronald	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Whitescarver	Clarence	Inspections Manager	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Zweig	Paul	Inspections Inspector	Inspector	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Vacant Property Enforcement							
Anderson	Korneilus	Vacant Building Inspector	Inspector - Vacant	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while

PERFORMANCE OVERSIGHT HEARING – Question 24 Cellphones

							performing field tasks.
Davis	Trae	Vacant Building Inspector	Inspector - Vacant	\$ 39.60	\$475.20	\$198.00	Communicate with managers, internal/external customers while performing field tasks.
Davis	Trae	Vacant Building Inspector	Inspector - Vacant	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Evans	Alfred	Vacant Building Inspector	Inspector - Vacant	\$ 39.60	\$475.20	\$198.00	Communicate with managers, internal/external customers while performing field tasks.
Evans	Alfred	Vacant Building Inspector	Inspector - Vacant	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Peters	Christopher	Vacant Building Inspector	Inspector - Vacant	\$ 67.51	\$810.12	\$337.55	Communicate with managers, internal/external customers while performing field tasks.
Stewart	Craig	Vacant Building Manager	Inspector - Vacant	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Office of Information Systems							
AIR CARD	OIS	ELA	OIS	\$ 47.52	\$570.24	\$237.60	Provide data connectivity for field usage.
AIR CARD	OIS	ELA	OIS	\$ 33.01	\$396.12	\$165.05	Provide data connectivity for field usage.
AIR CARD	OIS	ELA	OIS	\$ 33.01	\$396.12	\$165.05	Provide data connectivity for field usage.
AIR CARD	OIS	ELA	OIS	\$ 33.01	\$396.12	\$165.05	Provide data connectivity for field usage.
AIR CARD	OIS	ELA	OIS	\$ 33.01	\$396.12	\$165.05	Provide data connectivity for field usage.
AIR CARD	OIS	OIS	OIS	\$ 30.01	\$360.12	\$150.05	Provide data connectivity for field usage.
AIR CARD	OIS	OIS	OIS	\$ 33.01	\$396.12	\$165.05	Provide data connectivity for field usage.

PERFORMANCE OVERSIGHT HEARING – Question 24 Cellphones

AIR CARD	OIS	OIS	OIS	\$ 33.01	\$396.12	\$165.05	Provide data connectivity for field usage.
AIRCARD	OIS	ELA	OIS	\$ 33.01	\$396.12	\$165.05	Provide data connectivity for field usage.
Barnes	Mary	Filenet Administrator	OIS	\$ 51.27	\$615.24	\$256.35	Communicate with managers, internal/external customers while performing tasks.
Edwards	Kevin	OIS	OIS	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Fields	Mike	Database Specialist	OIS	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Gayles	Yvette	Deputy CIO	OIS	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Green	Ted	OIS	OIS	\$ 52.20	\$626.40	\$261.00	Communicate with managers, internal/external customers while performing tasks.
Langlely	Aaron	Web Manager	OIS	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Langley	Aaron	Enterprise Collaboration Manager	OIS	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
OIS iPad	App TEST	OIS	OIS	\$ 39.60	\$475.20	\$198.00	Test applications in development for data connectivity.
OIS iPad	App TEST	OIS	OIS	\$ 39.60	\$475.20	\$198.00	Test applications in development for data connectivity.
OIS iPad	App TEST	OIS	OIS	\$ 39.60	\$475.20	\$198.00	Test applications in development for data

PERFORMANCE OVERSIGHT HEARING – Question 24 Cellphones

							connectivity.
OIS iPad	OIS	OIS	OIS	\$ 39.60	\$475.20	\$198.00	Test applications in development for data connectivity.
Sathuvali	Shrish	OIS	OIS	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Sikhinam	LaVanya	OIS	OIS	\$ 50.01	\$600.12	\$250.05	Communicate with managers, internal/external customers while performing tasks.
Smith	Ronald	OIS	OIS	\$ 51.92	\$623.04	\$259.60	Communicate with managers, internal/external customers while performing tasks.
SPARE	SPARE	OIS	OIS	\$ 19.99	\$239.88	\$99.95	Provide to new FY17 agency staff.
Spare	Spare	OIS	OIS	\$ 33.01	\$396.12	\$165.05	Provide to new FY17 agency staff.
Spare	Spare	OIS	OIS	\$ 39.60	\$475.20	\$198.00	Provide for sporadic usage for offsite customer service activities.
Strohman	Duane	Scan/Print Specialist	OIS	\$ 51.92	\$623.04	\$259.60	Communicate with managers, internal/external customers while performing tasks.
Tarpley	Fred	OIS	OIS	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Taylor	Kandace	Director's Admin Assistant	OIS	\$ 51.92	\$623.04	\$259.60	Communicate with managers, internal/external customers while performing tasks.
Waldron	Larry	OIS	OIS	\$ 49.61	\$595.32	\$248.05	Communicate with managers, internal/external customers while performing tasks.

PERFORMANCE OVERSIGHT HEARING – Question 24 Cellphones

Wallace	Don	OIS	OIS	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Wellington	Damon	OIS	OIS	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Williams	Herbert	Database Specialist	OIS	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Permit Operations Division							
Alaswadi	Ali	Green Building Inspector	POD	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing field tasks.
Anderson	Jeanette	Permits Supervisor	POD	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Bailey	Christopher	Plan Review Supervisor	POD	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Beeton	Kathleen	ZONING Supervisor	POD	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Bouldin-Carr	Sara	ZONING Supervisor	POD	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
LeGrant	Matthew	Zoning Manager	POD	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Lester	Sydney	Plan Review	POD	\$ 47.52	\$570.24	\$237.60	Communicate with

PERFORMANCE OVERSIGHT HEARING – **Question 24 Cellphones**

		Supervisor					managers, internal/external customers while performing tasks.
Rogers	Nicole	Permits Supervisor	POD	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Winston	Keith	Green Building Inspector	POD	\$ 47.52	\$570.24	\$237.60	Communicate with managers, internal/external customers while performing tasks.
Dreist	Rick	Surveyor	Surveyor	\$ 52.20	\$626.40	\$261.00	Communicate with managers, internal/external customers while performing tasks.

Department of Consumer and Regulatory Affairs FY2018

Agency Department of Consumer and Regulatory Affairs

Agency Code CR0

Fiscal Year 2018

Mission The Department of Consumer and Regulatory Affairs (DCRA) protects the health, safety, economic interests, and quality of life of residents, businesses, and visitors in the District of Columbia by ensuring code compliance and regulating business.

2018 Strategic Objectives

Objective Number	Strategic Objective	# of Measures	# of Operations
1	Provide timely and efficient processes to promote and improve the progression and business development in the District of Columbia.	4	6
2	Provide accurate, thorough and efficient plan reviews, within the specified timeframes, to effectively issue permits to the residents and project developers of the District of Columbia	2	4
3	Provide effective enforcement of vacant and blighted properties, thereby encouraging increased housing stock for productive use, including affordable housing.	3	4
4	Provide thorough and efficient property maintenance and construction inspections, within the specified timeframes, to improve safety and development in the District of Columbia.	2	5
5	Create and maintain a highly efficient, transparent and responsive District government.**	9	1
TOT		20	20

2018 Key Performance Indicators

Measure	New Measure/ Benchmark Year	FY 2014 Actual	FY 2015 Target	FY 2015 Actual	FY 2016 Target	FY 2016 Actual	FY 2017 Target	FY 2017 Actual	FY 2018 Target
1 - Provide timely and efficient processes to promote and improve the progression and business development in the District of Columbia. (4 Measures)									
Percent of businesses applying online that receive their license within one (1) business day from the date of submission	✓	Not available	Not available	Not available	Not available	New Measure	New Measure	New Measure	55%
Percent of compliant businesses that have renewals processed within one (1) business day from the date of application receipt	✓	Not available	Not available	Not available	Not available	New Measure	New Measure	New Measure	70%

Percent of corporate registrations processed online, meeting the customer's request for expedited service of one (1) or three (3) business days	✓	Not available	Not available	Not available	Not available	New Measure	New Measure	New Measure	85%
Percent of Basic Business License, Corporation, and Office of Professional Licensing transactions that are conducted online	✓	Not available	Not available	Not available	Not available	New Measure	New Measure	New Measure	45%

2 - Provide accurate, thorough and efficient plan reviews, within the specified timeframes, to effectively issue permits to the residents and project developers of the District of Columbia (2 Measures)

Percent of Project Dox permit applications that are reviewed within 30 calendar days of acceptance by the agency (not including sister agencies)	✓	Not available	Not available	Not available	Not available	New Measure	New Measure	New Measure	90%
--	---	---------------	---------------	---------------	---------------	-------------	-------------	-------------	-----

Percent of inspections resulted (with NOV or inspection reports) within 30 calendar days of initial inspection	<input type="checkbox"/>	Not available	Not available	Not available	Not available	Not Available	75%	97.9%	95%
Percent of construction inspections completed on date identified when scheduled	<input checked="" type="checkbox"/>	Not available	Not available	Not available	Not available	New Measure	New Measure	New Measure	90%

We've revisited a project to standardize District wide measures for the Objective "Create and maintain a highly efficient, transparent and responsive District government." New measures will be tracked in FY18 and FY19 and published starting in the FY19 Performance Plan.

2018 Operations

Operations Header	Operations Title	Operations Description	Type of Operations	# of Measures	# of Strategic Initiatives
1 - Provide timely and efficient processes to promote and improve the progression and business development in the District of Columbia. (6 Activities)					
WEIGHTS AND MEASURES	Weighing Devices Registered	Weights and Measures division conducts onsite visits to test weighing devices and register them if they meet standards.	Daily Service	1	0
BUSINESS SERVICE CENTER	Business License Issuance	Responsible for issuing and renewing business licenses.	Daily Service	7	0
CORPORATION DIVISION	Corporate Registrations	The vehicle for which residents can create and register corporate entities.	Daily Service	2	0
OCCUPATIONAL AND PROFESSIONAL LICENSING	Professional Licensing Issuance	Responsible for issuing and testing for professional and occupational licensing.	Daily Service	3	0
REGULATORY INVESTIGATIONS	Business Investigations	Investigating district businesses upon their creation and renewal. Also investigates businesses to ensure compliance with applicable regulations.	Daily Service	3	0
BUSINESS SERVICE CENTER	Special Event Approval	Issue and provide approvals for special events held on public spaces.	Daily Service	1	0
TOT				17	0
2 - Provide accurate, thorough and efficient plan reviews, within the specified timeframes, to effectively issue permits to the residents and project developers of the District of Columbia (4 Activities)					

PERMITS	Permit issuance	Issue permits for the following areas: Building, supplemental, post card, home occupational and certificate of occupancy permits.	Daily Service	4	3
PLAN REVIEW	Permit Plan Reviews	Review of plans and blueprints submitted for permit issuance.	Daily Service	0	0
SURVEYOR	Issuance and Maintaining of land survey plats	Maintain and issue land survey plats and land records in the District.	Daily Service	4	0
PERMITS	Address Issuance	Issue new addresses for new construction, or change addresses for existing structures.	Daily Service	1	0
TOT				9	3

3 - Provide effective enforcement of vacant and blighted properties, thereby encouraging increased housing stock for productive use, including affordable housing. (4 Activities)

VACANT PROPERTY	Vacant building	Responsible for the registration, maintenance and tracking of all non-government buildings and structures in the District.	Daily Service	2	0
PROPERTY MANAGEMENT	Civil Infractions	Processes civil infractions through any related hearings and is responsible for collection of fines.	Daily Service	1	0
SCHEDULING & ENFORCEMENT UNIT	Abatement	Coordinates the abatement of properties and structures with code violations.	Daily Service	3	1
PROPERTY MANAGEMENT	Liens and Fines	Places liens on properties with outstanding fines/fees through the special assessment process.	Daily Service	1	0
TOT				7	1

4 - Provide thorough and efficient property maintenance and construction inspections, within the specified timeframes, to improve safety and development in the District of Columbia. (5 Activities)

RESIDENTIAL INSPECTIONS	Housing inspections	Housing Inspections Program ensures habitable housing by responding to tenant requests for residential inspections.	Daily Service	1	2
CONSTRUCTION COMPLIANCE	Specialty Inspections Program	Responsible for inspecting and approving boilers and elevators throughout properties in the District.	Daily Service	2	0
CONSTRUCTION COMPLIANCE	Construction Inspections	Responsible for the inspection of construction sites for code compliance and proper permits.	Daily Service	2	2
RESIDENTIAL INSPECTIONS	Proactive inspections	Proactively inspect residential apartment units for code compliance, to prevent hazards or harsh living conditions for tenants.	Daily Service	1	0
CONSTRUCTION COMPLIANCE	Third Party inspections Program	Third Party Inspections are conducted to ensure quality inspections are being performed by third party inspection agencies.	Daily Service	2	0
TOT				8	4

5 - Create and maintain a highly efficient, transparent and responsive District government.** (1 Activity)					
CUSTOMER SERVICE	311 Integration	To provide the residents of the District of Columbia with a seamless process for alerting DCRA of matters that need agency attention such as, Vacant Property abatement, exterior residential inspection, etc.	Key Project	0	3
TOT				0	3
TOT				41	11

2018 Workload Measures

Measure	New Measure/ Benchmark Year	FY 2014 Actual	FY 2015 Actual	FY2016 Actual	FY 2017 Actual
1 - Business Investigations (3 Measures)					
Number of Investigations conducted	<input type="checkbox"/>	Not available	Not available	Not Available	584
Number of cases that required Enforcement Action	<input type="checkbox"/>	Not available	Not available	Not Available	741
Number of business compliance surveys conducted	<input type="checkbox"/>	Not available	Not available	Not Available	4010
1 - Business License Issuance (7 Measures)					
Number of Business Licenses issued	<input type="checkbox"/>	Not available	Not available	Not Available	23413
Number of applications submitted for new business licenses	<input type="checkbox"/>	Not available	Not available	Not Available	11380
Number of group workshops held by the Small Business Resource Center	<input type="checkbox"/>	Not available	Not available	Not Available	90
Number of customers serviced by the Small Business Resource Center	<input type="checkbox"/>	Not available	Not available	Not Available	2473
Number of Elevator Certificates issued	<input type="checkbox"/>	Not available	Not available	Not Available	4245
Number of Outreach Events Attended by SBRC Staff	<input type="checkbox"/>	Not available	Not available	Not Available	101
Number of business licenses renewed	<input type="checkbox"/>	Not available	Not available	Not Available	17098
1 - Corporate Registrations (2 Measures)					
Number of corporate entities registered	<input type="checkbox"/>	Not available	Not available	Not Available	16103
Number of other corporate filings registered	<input type="checkbox"/>	Not available	Not available	Not Available	170244
1 - Professional Licensing Issuance (3 Measures)					
Number of applicants tested	<input type="checkbox"/>	Not available	Not available	Not Available	3217
Number of Professional Licenses issued	<input type="checkbox"/>	Not available	Not available	Not Available	10801

Number of Professional Licenses Renewed	<input type="checkbox"/>	Not available	Not available	Not Available	16745
1 - Special Event Approval (1 Measure)					
Number of special events issued	<input type="checkbox"/>	Not available	Not available	Not Available	123
1 - Weighing Devices Registered (1 Measure)					
Number of weighing and measuring devices approved	<input type="checkbox"/>	Not available	Not available	Not Available	7720
2 - Address Issuance (1 Measure)					
Number of addresses issued	<input type="checkbox"/>	Not available	Not available	Not Available	320
2 - Issuance and Maintaining of land survey plats (4 Measures)					
Number of Plats prepared	<input type="checkbox"/>	Not available	Not available	Not Available	11431
Number of plats processed with expedited service	<input type="checkbox"/>	Not available	Not available	Not Available	2714
Number of Sub-Divisions processed	<input type="checkbox"/>	Not available	Not available	Not Available	400
Number of Street or Alley closings processed	<input type="checkbox"/>	Not available	Not available	Not Available	9
2 - Permit issuance (4 Measures)					
Number of permits issued	<input type="checkbox"/>	Not available	Not available	Not Available	49965
Number of Permit applications submitted	<input type="checkbox"/>	Not available	Not available	Not Available	68914
Number of Certificates of Occupancy issued	<input type="checkbox"/>	Not available	Not available	Not Available	3316
Number Permit applications submitted online	<input type="checkbox"/>	Not available	Not available	Not Available	38865
3 - Abatement (3 Measures)					
Number of Buildings abated	<input type="checkbox"/>	Not available	Not available	Not Available	2132
Number of properties requiring contractor abatement.	<input type="checkbox"/>	Not available	Not available	Not Available	71
Number of Vacant lots Abated	<input type="checkbox"/>	Not available	Not available	Not Available	50
3 - Civil Infractions (1 Measure)					
Number of infraction notices issued	<input type="checkbox"/>	Not available	Not available	Not Available	2022
3 - Liens and Fines (1 Measure)					
Number of Liens issued	<input type="checkbox"/>	Not available	Not available	Not Available	175
3 - Vacant building (2 Measures)					

Number of Vacant buildings Surveyed	<input type="checkbox"/>	Not available	Not available	Not Available	6588
Vacant Lots inspected	<input type="checkbox"/>	Not available	Not available	Not Available	183
4 - Construction Inspections (2 Measures)					
Number of Illegal constructions inspections conducted.	<input type="checkbox"/>	Not available	Not available	Not Available	2584
Number of Permit Construction inspections conducted	<input type="checkbox"/>	Not available	Not available	Not Available	22248
4 - Housing inspections (1 Measure)					
Number of Residential Inspections conducted.	<input type="checkbox"/>	Not available	Not available	Not Available	11510
4 - Proactive inspections (1 Measure)					
Number of Proactive Inspections conducted	<input type="checkbox"/>	Not available	Not available	Not Available	4252
4 - Specialty Inspections Program (2 Measures)					
Number of Boiler inspections conducted	<input type="checkbox"/>	Not available	Not available	Not Available	700
Number of conveyances inspections conducted (elevators, man lifts, escalators, dumbwaiters).	<input type="checkbox"/>	Not available	Not available	Not Available	225
4 - Third Party inspections Program (2 Measures)					
Number of Quality Control inspections performed on Third Party Inspections	<input type="checkbox"/>	Not available	Not available	Not Available	514
Number of Third Party reports entered into Accela	<input type="checkbox"/>	Not available	Not available	Not Available	13915

Initiatives

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
311 Integration (3 Strategic initiatives)		
DCRA integration with OUC's 311 service.	In FY 18, DCRA will integrate select services into the 311 Call Center for a more efficient means of communication of city concerns by the residents. The initiative will begin with Vacant Property and will be expanded to include Property Maintenance Inspections.	06-30-2018
DCRA Records Unit	DCRA's Records Unit will manage and support agency Records increasing accessibility both internally and externally. The unit will also serve as the agency's point of contact for public requests for records providing a uniform portal through which requests are made and received.	03-31-2019
DCRA Standard Operating Procedures	In FY18, DCRA will update, develop and implement standard operating procedures, business process work flows, and any necessary Administrative Issuances for many DCRA functions.	09-28-2018
Abatement (1 Strategic Initiative)		
DCRA Abatement Team Staffing	DCRA and DOES are working together to create a second abatement team utilizing participants from the L.E.A.P. Program. DCRA will need to reconfigure existing space and acquire new vehicles to support the team.	09-30-2018

Construction Inspections (2 Strategic initiatives)		
Illegal Construction Compliance	In FY18, DCRA will develop and implement a quarterly blitz to locate Illegal Construction activity in the District. A team of inspectors will deploy to one quadrant each quarter to locate activity and issue any necessary Notices of Violation and/or Stop Work Orders were appropriate. This will provide an opportunity for DCRA to also educate the community stakeholders on how to properly identify illegal construction activity.	09-28-2018
NCRBCA Enhancements	In FY18, DCRA will enhance the National Capital Region Building Code Academy, the Agency's building code training program. The academy will create technical training courses for building code officials internally and externally. Courses and trainings will be delivered throughout the fiscal year.	05-18-2018
Housing inspections (2 Strategic initiatives)		
Increase efficiency in residential and commercial inspections.	In FY 18, DCRA will increase the efficiency and effectiveness of the inspection process by implementing a mobile inspections process. Inspectors will utilize mobile equipment to result inspections and upload data directly into Accela, creating a more streamlined and efficient process.	09-30-2018
DCRA Property Maintenance Team	Per the Council approved budget, DCRA received 17 new positions for Residential Property Inspections. In FY 18, DCRA will recruit and hire the inspectors for complete onboarding by the end of FY 2018. DCRA will need to reconfigure existing space and acquire new vehicles to support the team.	09-30-2018
Permit issuance (3 Strategic initiatives)		
Decrease the plan review time for large scale projects.	In FY 18, DCRA will decrease the plan review time for large scale projects in the District by implementing its "fast-track" plan review. This is a consolidated effort to review plans in one day onsite with the applicant of large scaled projects.	04-30-2018
Decrease the number of review cycles for plan reviews on building permit applications.	In FY 18, DCRA will reduce the number of review cycles for building permit applications by holding in-person meetings with applicants who have unsuccessfully completed two rounds of application revisions.	06-30-2018
DC Green Home Program	In FY18, DCRA will create the DC Green Home program; a voluntary, incentivized green building program designed to assist District residents green their homes to be healthy, efficient and resilient. The program will be administered by the DCRA Green Building Division in partnership with the DCSEU, DOEE and other stakeholders. The program would be incentivized and made affordable for homeowners through a combination of structural and financial incentives, including waiving building permit fees, (2) same day permit approval, (3) technical green building assistance from DCRA, and (4) financial assistance for design costs and measured energy performance.	03-30-2018