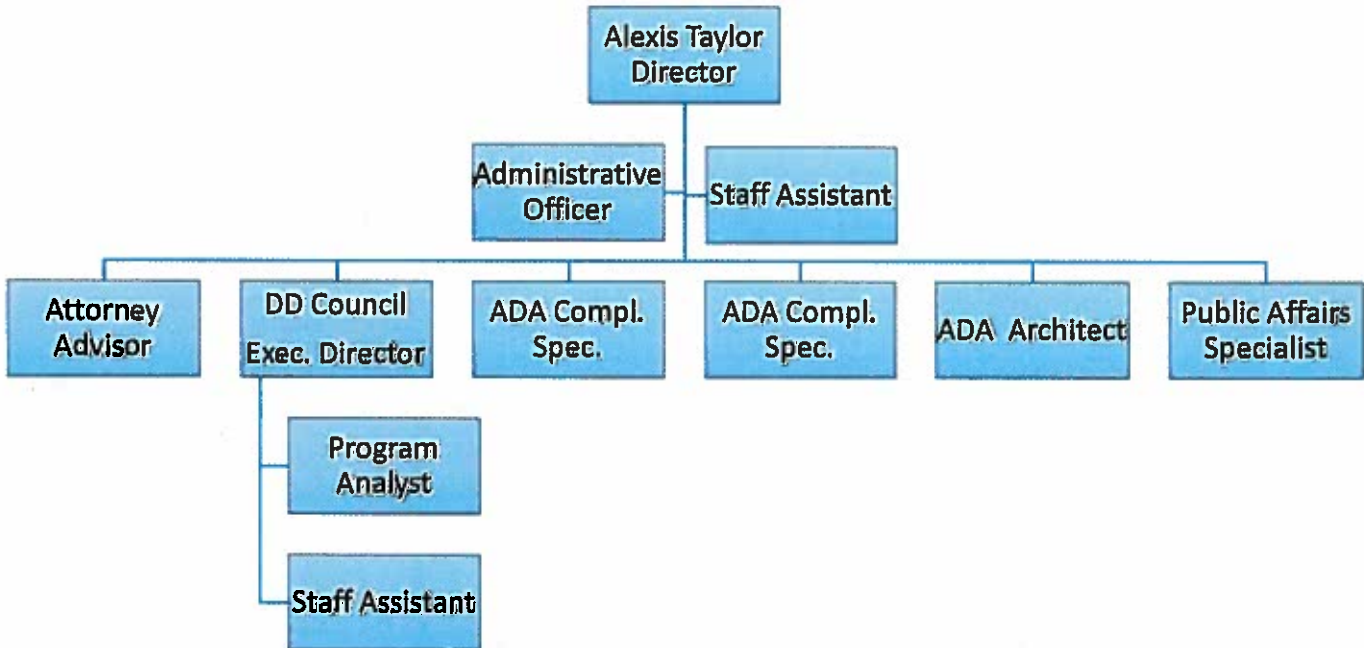


**Council of the District of Columbia  
 COMMITTEE ON HUMAN SERVICES  
 PERFORMANCE OVERSIGHT HEARING  
 1350 Pennsylvania Avenue, N.W., Washington, D.C. 20004**

**Agency Organization**

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



Name	Title
Alexis Taylor	Director
Christina Mitchell	Administrative Officer (CS13)
Jessica Hunt	Attorney Advisor (CS13)
Anwar Mahmood	Architect (CS13)
Haydn Demas	ADA Compliance Specialist (CS13)
Susie McFadden-Resper	ADA Compliance Specialist (CS13)
Beatrice Schmidt	Public Affairs Specialist (CS12)
Paul Khouri	Staff Assistant (NTE Gr 9)
<b>Developmental Disabilities Council (DDC)</b>	
<b>Subdivision: Federally Funded</b>	
Mathew McCollough	Executive Director, DDC (MS14)
Sudie Johnson	Program Analyst, DDC (CS13)
Denice McCain	Staff Assistant, DDC (CS11)

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

The Office of Disability Rights is not formally divided into departments, but the separate entity associated with (or housed under) ODR is the Developmental Disabilities Council (DDC). The DDC is a Mayoral appointed body established in accordance with the mandates of the D.C. Developmental Disabilities Basic State Grant Program. The grant program is authorized by the Developmental Disabilities Assistance and Bill of Rights Act of 2000, Public Law 106-402 (42 USC 15001), dated October 30, 2000. The DDC is entirely funded by the United States Department of Health and Human Services (DHHS), Administration on Intellectual and Developmental Disabilities (AIDD), and is charged with identifying and addressing the most pressing needs of people with developmental disabilities in the District of Columbia. Deliverables, initiatives, and outcomes are identified in the DDC's 5 Year State Plan (2012-16)<sup>1</sup> and approved by AIDD. ODR serves as the Designated State Agency for the DDC.

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

ODR did not have any organizational changes during the previous year.

**2. Please provide an up to date position listing for your agency, which includes the following information: \*List information by the division and subdivision**

- a. Title of position;**
- b. Name of employee or statement that the position is vacant, unfunded, or proposed;**
- c. Date employee began in position;**
- d. Salary and fringe, including the specific grade, series, and step of position;**
- e. Job status (continuing/term/temporary/contract).**

Title	Name	Hire Date	Salary & Fringe	Grade	Step	Series (Sal Plan)	Job Status
<b>Agency Management Program (AMP)</b>							
Attorney Advisor	Hunt, Jessica L	9/26/2011	123,514	13	3	LA0001	Reg
Staff Assistant	Khoury, Paulus	9/19/2016	57,566	9	1	DS0087	Term
Clerical Assistant	Smith, Naquran		38,824	5	1	DS0087	Term
Director	Taylor, Alexis P	5/22/2000	187,673	E3	0	DX0000	Reg
<b>Disability Rights Program (DRP)</b>							
<b>DRP - LOCAL</b>							
ADA Comp. Spec. (Employment)	Demas, Haydn G	8/16/1999	114,723	13	6	DS0087	Reg
ADA Architect	Mahmood, Anwar	5/27/2008	121,059	13	8	DS0087	Reg
ADA Comp. Spec. (Public Works)	McFadden-Resper, Susie	1/7/2008	117,891	13	7	DS0087	Reg
Administrative Officer	Mitchell, Christina R	9/15/2008	111,554	13	5	DS0087	Reg
Public Affairs Specialist	Schmidt, Beatrice	1/9/2017	85,821	12	1	DS0087	Reg
<b>DRP - FEDERAL (Developmental Disabilities Council)</b>							
PROGRAM ANALYST	Johnson, Sudie B	5/6/2002	121,059	13	8	DS0087	Reg
STAFF ASSISTANT	Mccain, Denise	3/23/1987	82,733	11	7	DS0087	Reg
EXECUTIVE DIR	McCullough, Matthew	4/4/2010	126,327	14	0	DS0086	Reg
<b>ODR TOTAL</b>							

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

Please provide the number of vacancies for FY16 and FY17 to date, by program and activity.

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

ODR currently has 14 FTEs, no vacancies.

3. Please update the Committee on the agency's key performance indicators for FY16.

FY 2016 Key Performance Indicators (KPI)				
Objective	Measure	Target Number	Actual Number	Achieved?
Activities for persons with disabilities including expos, mentoring opportunities, and workplace accommodations	Mentoring opportunities for students with disabilities	40	42	Fully achieved-exceeded
Improve the responsiveness of District Government to persons with disabilities through training, wellness seminars, and effectively and efficaciously responding to complaints	[Response to] Complaints, Information, and Technical Assistance-ODR will provide input to requests within 30 days 85% of the time.	85%	98.9	Fully achieved-exceeded
	Training provided to District employees and residents	1250	5180	Fully achieved-exceeded
Increase access in DC Schools, senior wellness centers, and websites	Accessibility Reports provided within 30 days 85% of the time	85%	100%	Fully achieved-exceeded
	Effective Communication Program-American Sign Language Interpreters will be scheduled within 5 days of	90	100	Fully achieved-exceeded

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

ODR has no employees detailed.

5. Please provide the Committee with:

- a. A list of all employees who receive cell phones, personal digital assistants, or similar communications devices at agency expense;

Employee	Title	Device
Alexis Taylor	Director	Cellphone
Mathew McCollough	Executive Director, DDC	Cellphone
Christina Mitchell	Chief Administrative Officer	Cellphone
Haydn Demas	ADA Compliance Specialist	Cellphone

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

No. ODR does not own or lease any vehicles.

- c. A list of employee bonuses granted in FY16 and FY17 to date, if any;

No. ODR did not grant any bonuses in FY16 or FY17.

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

NAME	MEETING/ CONFERENCE	TOTAL COST	REASON
Mat McCollough	Disability Policy Seminar	\$ 350.00	The DC Developmental Disabilities Council is a member of the National Association of Councils on Developmental Disabilities (NACDD) who is a co-sponsor of this event that was held locally. April 2016
Grace Odrick	Disability Policy Seminar	\$ 255.00	DDC Member
Jennifer McLaughlin	Disability Policy Seminar	\$ 255.00	DDC Member
Mat McCollough	National Association of Councils on Developmental Disabilities (NACDD) - Technical Institute/Annual Conference	\$ 349.00	The DC Developmental Disabilities Council is a member of the National Association of Councils on Developmental Disabilities. This event was held locally. July 2016
Sudie Johnson	Disability Policy Seminar	\$ 349.00	DDC Staff
Denise McCain	NACDD	\$ 349.00	DDC Staff

Lisa Matthews-Martin	NACDD	\$ 349.00	DDC Member
Mat McCollough	Family Support Community of Practice	\$ 942.98	In 2013, the DC Department on Disability Services and the DDC were awarded a grant from the National Association of State Directors of Developmental Disabilities Services to participate in the Supporting Families Community of Practice ( <a href="http://supportstofamilies.org/">http://supportstofamilies.org/</a> ). The purpose of this specific Community of Practice grant is to develop systems of supports for families throughout the lifespan of their family member with intellectual and/or developmental disabilities living in the District of Columbia. The National meeting was held in Kansas City, MO. June 2016
Mat McCollough	Association of People Supporting Employment First (APSE) Conference		The DC Developmental Disabilities Council stands with APSE as they advocate for the employment of people with disabilities. This event was held in Cincinnati, OH June 2016
Sudie Johnson	APSE Conference		DDC Staff
Mathew McCollough	Executive Director Leadership Summit (trip canceled)	\$ 452.20	The DC Developmental Disabilities Council is a member of the National Association of Councils on Developmental Disabilities (NACDD). The Summit is held for DDC Executive Directors. The trip was cancelled due to scheduling conflict with required certification for the No Wrong Doors initiative.
Mat McCollough	Association of University Centers on Disabilities (AUCD) Conference	\$ 490.00	The DC Developmental Disabilities Council presented at four (4) concurrent sessions during the 2016 AUCD Annual Conference.
Yvette Myrick	AUCD Conference	\$ 290.00	DDC Member
Thomas Mangrum	TASH Conference	\$ 1,245.32	Mr. Thomas Mangrum is an official DDC member. The DDC is federally mandated by the Developmental Disabilities Assistance and Bill of Rights Act of 2000 ( <a href="https://acl.gov/Programs/AIDD/DDA_BOR_ACT_2000/Index.aspx">https://acl.gov/Programs/AIDD/DDA_BOR_ACT_2000/Index.aspx</a> ) and is charged with the leadership and professional development of its members. The DDC is entirely funded by the Federal Government. More significantly, initiatives and outcomes related to the development of its members are emphasized in the DDC's Five Year State Plan, and this plan is approved by the United States Department of Health & Human Services, Administration on Disabilities. TASH is an international leader in disability advocacy that advocates for human rights and inclusion for people with significant disabilities and support needs – those most vulnerable to segregation, abuse, neglect and institutionalization. This conference fulfills the advocacy and development requirements of the Five Year State Plan.

**e. A list of the total overtime and workman's compensation payments paid in FY16 and FY17, to date.**

ODR did not pay overtime or workman's comp in FY16 or FY17.

**Budget**

6. Please provide a chart showing your agency's approved budget and actual spending, by program, for FY16 and FY17, to date. In addition, please describe any variance between fiscal year appropriations and actual expenditures for FY16 and FY17, to date.

FY 2016					
Org	Activity		Revised Budget	Actual Expenditures	Variance
1000	1030	Property Management	500	-	500
1000	1040	Information Technology	20,339	16,763	3,576
1000	1090	Performance Management	363,882	343,549	20,334
<b>AMP Subtotal</b>			<b>384,721</b>	<b>360,311</b>	<b>24,410</b>
2000	2005	Operations	21,892	11,998	9,895
2000	2010	Training and Technical Assistance	154,754	137,920	16,834
2000	2015	Public Information and Outreach	800	-	800
2000	2020	Evaluation and Compliance	766,551	730,599	35,952
2000	2030	Investigations	44,058	45,660	(1,601)
2000	2040	State Developmental Disabilities Council	518,112	518,112	-
<b>Disability Rights Program Subtotal</b>			<b>1,506,168</b>	<b>1,444,288</b>	<b>61,880</b>
<b>ODR Total</b>			<b>1,890,889</b>	<b>1,804,600</b>	<b>86,289</b>
FY 2017					
Org	Activity		Revised Budget	Actual Expenditures	Variance
1000	1030	Property Management	500	-	500
1000	1040	Information Technology	3,139	2,639	500
1000	1090	Performance Management	393,673	109,524	284,150
<b>AMP Subtotal</b>			<b>397,312</b>	<b>112,163</b>	<b>285,150</b>
2000	2005	Operations	20,572	10,957	9,615
2000	2010	Training and Technical Assistance	164,879	26,514	138,364
2000	2015	Public Information and Outreach	1,000	1,000	-
2000	2020	Evaluation and Compliance	718,870	313,087	405,782
2000	2030	Investigations	46,513	14,662	31,851
2000	2040	State Developmental Disabilities Council	597,327	168,888	428,439
<b>Disability Rights Program Subtotal</b>			<b>1,549,160</b>	<b>535,109</b>	<b>1,014,052</b>
<b>ODR Total</b>			<b>1,946,473</b>	<b>647,272</b>	<b>1,299,201</b>

The DDC is entirely funded by the Federal Government. In accordance with federal requirements of the annual grant, the DDC has two years to obligate and the third year to liquidate the funding of the grant in its entirety. As such, the DDC intentionally does not spend all its annual available funding due to the timelines of specific projects and activities in the Five Year State Plan.

7. Please list any reprogramming, in or out, which occurred in FY16 or FY17, to date. For each reprogramming, please list the total amount of the reprogramming, the original purposes for which the funds were dedicated, and the reprogrammed use of funds.

<b>FY 2016</b>			
<b>Amount Transferred</b>	<b>Program From</b>	<b>Program To</b>	<b>Purpose of Reprogramming</b>
<b>Inside the Agency</b>			
17,200.00	DRP	AMP	Equipment: Braille Embosser to provide printing services for the District's blind community; staff computer upgrades
2,020.00	DRP	DRP	Office Supplies
<b>Outside the Agency</b>			
None in FY 2016			

<b>FY 2017</b>			
<b>Amount Transferred</b>	<b>Program From</b>	<b>Program To</b>	<b>Purpose of Reprogramming</b>
<b>Inside the Agency</b>			
None to date			
<b>Outside the Agency</b>			
None to date			

**8. Please provide a complete accounting for all intra-District transfers received by or transferred from the agency during FY16 or FY17, to date.**

<b>FY 2016</b>			
<b>Intra-District Transfers Sent</b>			
<b>Amount</b>	<b>Seller Agency</b>	<b>Buyer Agency</b>	<b>Service</b>
49,677.00	Department on Disability Services (DDS)	Office of Disability Rights (ODR)	News Reading Services
1,350.00	District Department of Transportation (DDOT)	Office of Disability Rights (ODR)	Motorized wheelchair for ADA accommodation
2,000.00	Office of the Chief Technology Officer (OCTO)	Office of Disability Rights (ODR)	City-wide website assessability reviews
<b>53,027.00</b>			
<b>Intra-District Transfers Received</b>			
<b>Amount</b>	<b>Seller Agency</b>	<b>Buyer Agency</b>	<b>Service</b>
99,983.52	Office of Disability Rights (ODR)	District Department of Transportation (DDOT)	Vison Zero Action Plan
20,580.00	Office of Disability Rights (ODR)	Executive Office of the Mayor (EOM)	Sign Language Interpretation (SLI)
3,680.00	Office of Disability Rights (ODR)	Office of the Chief Financial Officer/Office of Tax and Revenue (OCFO)	Sign Language Interpretation (SLI)
6,040.00	Office of Disability Rights (ODR)	Office of Planning (OP)	Sign Language Interpretation (SLI)
2,990.00	Office of Disability Rights (ODR)	Dept of Human Resources (DCHR)	Sign Language Interpretation (SLI)
4,030.00	Office of Disability Rights (ODR)	Homeland Security & Emergency Management Agency (HSEMA)	Sign Language Interpretation (SLI)
3,450.00	Office of Disability Rights (ODR)	Commission on the Arts and Humanities (CAH)	Sign Language Interpretation (SLI)
30,227.50	Office of Disability Rights (ODR)	Dept of Employment Services (DOES)	Sign Language Interpretation (SLI)
460.00	Office of Disability Rights (ODR)	Office of the Tenant Advocate (OTA)	Sign Language Interpretation (SLI)
3,192.50	Office of Disability Rights (ODR)	Dept of Consumer & Regulatory Affairs (DCRA)	Sign Language Interpretation (SLI)
1,380.00	Office of Disability Rights (ODR)	DC Board of Elections and Ethics (DCBOEE)	Sign Language Interpretation (SLI)
3,800.00	Office of Disability Rights (ODR)	Office of the Deputy Mayor for Planning & Economic Development (DMPED)	Sign Language Interpretation (SLI)
230.00	Office of Disability Rights (ODR)	Dept of Small & Local Business Development (DSLBD)	Sign Language Interpretation (SLI)
460.00	Office of Disability Rights (ODR)	Corrections Information Council (CIC)	Sign Language Interpretation (SLI)
5,748.75	Office of Disability Rights (ODR)	Office of Administrative Hearings (OAH)	Sign Language Interpretation (SLI)
70,188.75	Office of Disability Rights (ODR)	DC Public Schools (DCPS)	Sign Language Interpretation (SLI)
4,258.75	Office of Disability Rights (ODR)	Office of the State Superintendent of Education (OSSE)	Sign Language Interpretation (SLI)
2,300.00	Office of Disability Rights (ODR)	Office of the Deputy Mayor for Education (ODME)	Sign Language Interpretation (SLI)
17,357.50	Office of Disability Rights (ODR)	Dept of Parks and Recreation (DPR)	Sign Language Interpretation (SLI)
460.00	Office of Disability Rights (ODR)	Department of Health (DOH)	Sign Language Interpretation (SLI)
3,680.00	Office of Disability Rights (ODR)	Deputy Mayor for Health and Human Services (DMIHS)	Sign Language Interpretation (SLI)
5,885.00	Office of Disability Rights (ODR)	Office of Human Rights (OHR)	Sign Language Interpretation (SLI)
4,600.00	Office of Disability Rights (ODR)	Department of Human Services (DHS)	Sign Language Interpretation (SLI)
5,175.00	Office of Disability Rights (ODR)	District Department of Transportation (DDOT)	Sign Language Interpretation (SLI)
1,930.00	Office of Disability Rights (ODR)	District Department of the Environment (DDOE)	Sign Language Interpretation (SLI)
1,092.50	Office of Disability Rights (ODR)	Dept of Insurance, Securities, and Banking (DISB)	Sign Language Interpretation (SLI)
<b>303,179.77</b>			



FY 2017			
Intra-District Transfers Sent			
Amount	Seller Agency	Buyer Agency	Service
49,677.00	Department on Disability Services (DDS)	Office of Disability Rights (ODR)	News Reading Services
49,677.00			
Intra-District Transfers Received			
Amount	Seller Agency	Buyer Agency	Service
5,000.00	Office of Disability Rights (ODR)	Office of Administrative Hearings (OAH)	Sign Language Interpretation (SLI)
5,000.00			

9. Please identify any special purpose revenue accounts maintained by, used by, or available for use by your agency during FY16 or FY17, to date. For each account, please list the following:

- a. The revenue source name and code;
- b. The source of funding;
- c. A description of the program that generates the funds;
- d. The amount of funds generated by each source or program; and
- e. Expenditures of funds, including the purpose of each expenditure.

ODR does not have any special purpose revenue.

10. Please provide a list of all projects for which your agency currently has capital funds available. Please include:

- a. The amount of capital funds available for each project or fund;
- b. Planned remaining spending on the project, by Fiscal Year;
- c. A description of each project or fund; and
- d. A status report on each project, including whether the project is on budget and on schedule, and if not, why not.

ODR does not have capital funds.

11. Please provide the agency's fixed costs budget and actual spend for FY16 and FY17, to date. Please include a narrative description of any substantial changes in these costs.

ODR does not have any fixed costs.

### **Contracting and Procurement**

12. Please list each contract, procurement, lease, and grant ("contract") awarded or entered into by your agency during FY16 and FY17, to date. For each contract, please provide the following information, where applicable:

- a. The name of the contracting party;
- b. The nature of the contract, including the end product or service;
- c. The dollar amount of the contract, including budgeted amount and actually spent;

- d. The term of the contract;
- e. Whether the contract was competitively bid or not;
- f. The name of the agency's contract monitor and the results of any monitoring activity; and
- g. Funding source

Contractor	Service Provided	Amount	Term	Competitively Bid (Yes/No)	Contract Monitor	Funding Source
Graham Staffing	American Sign Language Interpretation services for the District's Effective Communication Program.	\$207,000	10/1/15 – 9/30/16	Yes	C. Mitchell	Local
ACSI	Development of marketing and public information materials.	\$24,000	10/1/15 – 9/30/16	Yes	C. Mitchell	Local
The Cole Group	Contractors for the Vision Zero initiative, completed site surveys, in addition to outreach sessions.	\$100,000	10/1/15 – 9/30/16	Yes	C. Mitchell	Local
Institute of Educational Leadership	Grants awarded DC Advocacy Program, which served District residents with developmental disabilities.	\$163,593	10/1/15 – 9/30/16	No	M. McCollough	Federal
Xerox	Lease agreement for the copier and maintenance.	\$8,000	10/1/15 – 9/30/16	Yes	M. McCollough	Federal

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

The Office of Disability Rights (ODR) participated in the citywide initiative named Vision Zero. Vision Zero is a part of Mayor Bowser's response to the US Department of Transportation's [Mayor's Challenge for Safer People and Safer Streets](#), which aims to improve pedestrian and bicycle transportation safety by showcasing effective local actions, empowering local leaders to take action, and promoting partnerships to advance pedestrian and bicycle safety.

In FY16, ODR was awarded \$100,000 grant funding for the Vision Zero project, and hired a CBE contractor to assist with the administration of the initiative. The Coles Group was awarded a \$100,000 contract, providing three (3) Outreach Managers and nine (9) surveyors. This project ended in September 2016. As a result of the initiative, we participated in approximately 100 events and reached over 1000 constituents on the importance of road safety.

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

We have a single MOU, which is the District-wide Sign Language MOU between the Office of the City Administrator and ODR. On behalf of the participating agencies, the OCA ensures that the funding for sign language services are transferred Intra-District to ODR.

### **Agency Programs and Policies**

15. Please list each policy initiative of your agency during FY16 and FY17, to date. For each initiative please provide:
- a. A detailed description of the program;
  - b. The name of the employee who is responsible for the program;
  - c. The total number of FTEs assigned to the program and
  - d. The amount of funding budgeted to the program.

### **FY16 Initiatives**

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

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

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

Responsible Employee: Anwar Mahmood

Total Number of FTE: 1

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

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

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

Responsible Employee: Alexis Taylor

Total Number of FTE: 1

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

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

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

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

Responsible Employee: Anwar Mahmood

Total Number of FTE: 1

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

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

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

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

Responsible Employee: Alexis Taylor, Jessica Hunt, Christina Mitchell, Haydn Demas

Total Number of FTE: 4

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

**INITIATIVE 2.2: Develop and provide comprehensive community inclusion education**

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

Responsible Employee: Kali Wasenko, Alexis Taylor

Total Number of FTE: 2

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

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

ODR informally investigates and resolves disputes between members of the public with disabilities, other stakeholders, and DC agencies as well as between DC Government employees and their employers. This mechanism provides for effective resolution of complaints as an alternative to filing complaints with the administrative agencies, including the Office of Human Rights (OHR), the Equal Employment Opportunity Commission or other local or federal enforcement agencies. It also allows for centralized gathering of information on how many and what types of ADA disputes are received, which allows ODR to craft appropriate responses, develop policies, counsel agencies, and

develop preventive strategies. In FY 2015 for the majority of requests, ODR managed and provided dispute resolution within 30 days of the request. For FY 2016, ODR provided resolution for greater than 85% of the complaints within 30 days. **Completion Date: September, 2016.**

Responsible Employee: Christina Mitchell, Haydn Demas, Jessica Hunt, Susie McFadden-Resper

Total Number of FTE: 4

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

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

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

Responsible Employee: Haydn Demas

Total Number of FTE: 1

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

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

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

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

Responsible Employee: Haydn Demas

Total Number of FTE: 1

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

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

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

Responsible Employee: Kali Wasenko

Total Number of FTE: 1

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

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

ODR and the District of Columbia Developmental Disabilities Council will host the District Government's Mentoring Days Initiative and ascertain that at least 10 agencies or business and at least fifty (40) students participate in this one day program of teaching and mentoring. **Completion Date: November 2016.**

Responsible Employee: Mat McCollough, Kali Wasenko

Total Number of FTE: 2

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

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

**INITIATIVE 4.1: Implement the DC Olmstead Plan**

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

Responsible Employee: Jessica Hunt

Total Number of FTE: 1

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

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

**INITIATIVE 5.1: Review the accessibility of facilities for constituents experiencing homelessness or transitioning into permanent housing**

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

Responsible Employee: Anwar Mahmood

Total Number of FTE: 1

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

## FY17 Initiatives-

### Objective 1: Evaluation and Compliance

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

ODR consults with District government agencies in order to establish appropriate priorities for capital improvements to DC facilities to provide ADA access. In FY 2016, ODR surveyed at least fifty (50) DC Public Schools to determine accessibility and provide recommendations for modifications, if appropriate. In 2017, ODR will survey the remaining schools and offer recommendations.

**Completion Date: September 30, 2017.**

Responsible Employee: Anwar Mahmood, Mark Nutter, Na-Quran Smith

Total Number of FTE: 3

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

#### INITIATIVE 1.2: DC Government Workplace Accessibility

ODR will complete the District Government Worksite Assessments of all agencies under the Mayor and publish all implementation plans. **Completion Date: September 30, 2017.**

Responsible Employee: Christina Mitchell, Haydn Demas, Jessica Hunt, Susie McFadden-Resper

Total Number of FTE: 4

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

#### INITIATIVE 1.3:

Review community spaces to determine accessibility for seniors and persons with disabilities ODR will survey at least two (2) parks in each of the eight Wards and provide recommendations for improvements. **Completion Date: September 30, 2017.**

Responsible Employee: Anwar Mahmood, Mark Nutter, Na-Quran Smith

Total Number of FTE: 3

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

### Objective 2: Operations

#### INITIATIVE 2.1: Timely Sign Language Interpretation

ODR will schedule sign language interpretation within 5 days of the request 90 percent of the time.

**Completion Date: September 30, 2017.**

Responsible Employee: Haydn Demas, Paul Khouri

Total Number of FTE: 2

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

### Objective 3: Public Information and Outreach

#### INITIATIVE 3.1: Deaf and Hard of Hearing Forums

ODR will host at least two (2) forums for the deaf and hard of hearing to provide information on different initiatives and programs available with the District. The forums will also provide platform to discuss concerns and possible solutions to challenges in the community. **Completion Date:**

**September 30, 2017.**

Responsible Employee: Beatrice Schmidt, Haydn Demas, Paul Khouri

Total Number of FTE: 3

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

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

ODR will host the Annual District-wide Disability Exposition during Disability Awareness Employment Month with at least forty (40) exhibitors and at least two hundred (200) guests.

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

Responsible Employee: Christina Mitchell

Total Number of FTE: 1

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

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

ODR and the District of Columbia Developmental Disabilities Council will host the District Government's Mentoring Days Initiative and ascertain that at least 10 agencies or business and at least fifty (40) students participate in this one day program of teaching and mentoring. **Completion Date: November 30, 2016.**

Responsible Employee: Mat McCollough

Total Number of FTE: 1

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

**INITIATIVE 3.4: The Olmstead Plan**

The ADA (as interpreted in the Supreme Court's "Olmstead" decision) requires governments to serve people with disabilities in the most integrated setting appropriate to their needs. This court decision requires the District, as appropriate, to serve people with disabilities in community settings, rather than in institutions. The District's Olmstead Plan establishes District procedures and goals to help ensure that individuals receive treatment in the least-restrictive setting appropriate to their needs and available services for which they are eligible. ODR will continue to monitor the agencies on a quarterly basis to determine compliance with their individual agency plans. This fiscal year, ODR will host two (2) Community Forums. The forums will provide constituents the opportunity to discuss their concerns, provide feedback on the Olmstead Plan and discover resources in the community. **Completion Date: September 30, 2017.**

Responsible Employee: Jessica Hunt

Total Number of FTE: 1

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

**Objective 4: Training and Technical Assistance**

**INITIATIVE 4.1: Provide a comprehensive disability rights education program for DC employees, contractors, and grantees**

In FY 2016, ODR provided technical assistance and training to District Government Agencies that provide grant funding to local community service providers/NGO. The support included participating on the grant review panel as well as providing training to grantees on grantee responsibility under ADA Title II and we reached over 5000 participants. With FY2017, ODR will



continue to provide training. The target for 2017 is to reach 1500 participants. **Completion Date: September 30, 2017.**

Responsible Employee: Christina Mitchell, Haydn Demas, Jessica Hunt, Susie McFadden-Resper

Total Number of FTE: 4

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

- 16. Please provide a list of all studies, research papers, and analyses (“studies”) the agency prepared, or contracted for, during FY16 and FY17, to date. Please state the status and purpose of each study.**

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

- 17. Please list and describe any ongoing investigations, studies, audits, or reports on your agency or any employee of your agency, or any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed during FY16 or FY17, to date.**

There have been no investigations on ODR employees.

- 18. If applicable, please explain the impact on your agency of any legislation passed at the federal level during FY16 or FY17, to date.**

Although no seminal federal legislation passed in FY16 and FY17, the Americans with Disabilities Act and the Amendment Act greatly impact the manner we provide training and technical assistance to the agencies. Further, the ADA regulations promulgated by the Equal Employment Opportunity Commission (EEOC) and the United States Department of Justice (DOJ) has provided *guidance in our work.*

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

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

- Section 503 of the Rehabilitation Act of 1973
- Fair Housing Act
- Individuals with Disabilities in Education Act
- 21<sup>st</sup> Century Communications Video Accessibility Act
- Mental Health Consumers Rights Protection Act
- DC Human Rights Act
- DC American Sign Language Legal Recognition
- Mayor’s Order on Centralization of Reasonable Accommodations

**20. Did the agency meet the objectives set forth in the performance plan for FY16? Please provide a narrative description of what actions the agency undertook to meet the key performance indicators or any reasons why such indicators were not met.**

No, not all FY16 objectives were met by September 30. Although we planned to review 50 schools by September 30, we actually reviewed 45. The remaining 5 were reviewed by October 30, 2016. We surmise that the review of 152 voter polling sites for accessibility impacted our ability to complete all schools by September 30, 2016.

We do note that despite this unforeseen task, we still provided training for over 5000 persons through our comprehensive disability rights education program. Further, we accommodated close to 400 Effective Communication requests in the form of Braille, assistive technology and American Sign Language Interpretation.

**21. What has the agency done in FY16 to make the activities of your agency more transparent to the public?**

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

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

22. For FY16 and FY17 to date how many and which facilities have been assessed for accessibility? Please provide a summary of the outcomes of your assessments by facility type.

Facility Type	Number of Locations	Outcomes
Early Voter Polling Sites	9	Sites reviewed for accessibility.
Precinct Polling Sites	143	Assessed by Board of Elections, Department of General Services (DGS) and the Office of Disability Rights;
Senior Wellness Centers	7	Assessed with slight modifications submitted to the Office on Aging.
DC Public Schools	50	Suggested modifications submitted to DGS for upgrades.

ODR partnered with DGS to assess over 200 District-owned facilities for accessibility compliance. Each assessment includes the path of travel around the exterior and in the interior of the building, accessibility of restrooms, wheelchair ramps and other criteria as listed in the Americans with Disabilities Act Architectural Guidelines (ADAAG).

23. Please respond to the following for FY16 and FY17, to date:

- a. The number of complaints received by ODR;
- b. Provide a breakdown of complaints received by category type and the number within each category type;
- c. Indicate the agency or provider identified in the complaint;
- d. Provide the outcomes or corrective actions to address each complaint; and
- e. Provide the response time for responding to complaints.

Total number of Complaints, Information, Technical Assistance (CITA) and Reasonable Accommodations received to date are 960. In terms of outcomes or corrective actions, ODR has facilitated a number of different requests which include consideration of telework options, reassignments, and a modified workspace. Finally, ODR responds to requests for feedback on agency complaints within 30 days or less; and we also encourage District agencies to respond in an expedited manner.

CITA Category	FY16	FY17
Complaints	72	26
Information	93	47
Technical Assistance	110	22
Reasonable Accommodations	492	79
Miscellaneous	19	0
<b>TOTAL RECEIVED</b>	<b>786</b>	<b>174</b>
Agency Submissions	FY16	FY17
Dept. Behavior Health	54	3

Dept. Human Services	190	0
Metropolitan Police Dept.	221	66
Off. Administrative Hearings	0	1
Office of Police Complaints	0	1
Office of Disability Rights	319	103