

February 23, 2022

The Honorable Phil Mendelson  
Council of the District of Columbia  
1350 Pennsylvania Avenue, N.W.  
Suite 504  
Washington, DC 20004

Dear Chairman Mendelson:

Please find enclosed our responses to the preliminary questions contained in your letter requesting information in preparation for the February 25, 2022, Committee of the Whole's performance oversight hearing for the Office of the District of Columbia Auditor. Please do not hesitate to contact me should you have any questions or concerns about the material that follows.

Thank you.

Sincerely yours,



Kathleen Patterson  
District of Columbia Auditor

cc: Evan Cash, Committee Director

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. Also include the effective date on the chart.

**Response:** See Attachment A

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, 2022. The Schedule A also should indicate all vacant positions in the agency. Please do not include Social Security numbers.

**Response:** See Attachment B

3. Please list as of January 31 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 actual or projected date of return.

**Response:** None

4. (a) For fiscal year 2021, please list each employee whose annual salary was \$125,000 or more. For each employee listed provide the name, position title, salary, and amount of any overtime and any bonus pay.

**Response:** Fiscal Year 2021 Employee Salary \$125,000 or More

Name	Position Title	Salary	Overtime Paid	Bonus Paid
Kathleen Patterson	DC Auditor	\$189,367	None	None
Julie Ann Lebowitz	Deputy Auditor	\$176,608	None	None
Stacie Pittell	Assistant Deputy Auditor	\$157,590	None	\$1,000
Amy Bellanca	General Counsel	\$171,248	None	\$1,000
Clifford Dozier	Chief of Staff	\$165,000	None	\$1,000
Eric Rogers	Chief of Staff	\$157,590	None	None
Hussein Aden	SR Financial Auditor	\$147,084	None	\$1,000
Jason Juffras	Senior Auditor	\$144,840	None	\$1,000
Toya M. Harris	Supervisory Auditor	\$142,800	None	\$1,000
Diane Shinn	Communications Specialist	\$136,208	None	\$1,000
Michael Onojeta	Supervisory Auditor	\$137,700	None	None
Nelson Abel	Senior Auditor	\$129,435	None	None

(b) For fiscal year 2022, please list each employee whose annual salary is or was \$125,000 or more. For each employee listed provide the name, position title, salary, and amount of any overtime and any bonus pay as of the date of your response.

**Response: Fiscal Year 2022 Employee Salary \$125,000 or More**

Name	Position Title	Salary	Overtime Paid	Bonus Paid
Kathleen Patterson	DC Auditor	\$193,155	None	None
Julie Ann Lebowitz	Deputy Auditor	\$176,608	None	\$1,500
Stacie Pittell	Assistant Deputy Auditor	\$157,590	None	None
Amy Bellanca	General Counsel	\$171,248	None	None
Eric Rogers	Chief of Staff	\$157,590	None	None
Hussein Aden	SR Financial Auditor	\$147,084	None	None
Jason Juffras	Senior Auditor	\$144,840	None	None
Toya M. Harris	Supervisory Auditor	\$142,800	None	None
Diane Shinn	Communications Specialist	\$136,208	None	None
Ingrid Natasha Drake	Supervisory Auditor	\$128,800	None	None
Michael Onojeta	Supervisory Auditor	\$137,700	None	None
Nelson Abel	Senior Auditor	\$129,435	None	None

**Note: Ingrid Natasha Drake's actual FY 2022 compensation is \$112,700**

5. Please list, in descending order, the top 15 overtime earners in your agency for fiscal year 2021. For each, state the employee's name, position or title, salary, and aggregate overtime pay.

**Response: None**

6. For fiscal years 2021 and 2022 (as of 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.

**Response:** For performance in FY 21, the following employees received performance bonuses for \$1,500: Julie Leibowitz, Imani Boston, Jennifer Browning, and Ruth Werner. For FY 22, none as of yet.

7. For fiscal years 2021 and 2022 (as of 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.

**Response: None.**

8. For fiscal years 2020, 2021, and 2022 (as of January 31), please state the total number of employees receiving worker's compensation payments.

**Response: None**

9. Please provide the name of each employee who was or is on administrative leave in fiscal years 2021 and 2022 (as of 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, 2022).

**Response:** Following DCHR guidelines, in FY 21 and 22, we offered all ODCA staff 2 hours Paid Admin Leave for COVID-19 vaccinations. All staff is fully vaccinated and working in a full-time capacity. ODCA has not placed any employee on admin leave for HR-related purposes.

10. For fiscal years 2021 and 2022 (as of January 31), please list, in chronological order, all intra-District transfers to or from the agency. Give the date, amount, and reason for the transfer.

**Response:** There were no intra-district transfers during fiscal Year 2021 and 2022 (as of January 31).

11. Please list, in chronological order, every reprogramming of funds into or out of the agency for fiscal years 2021 and 2022 (as of 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.

**Response:** There was no reprogramming of funds into or out of ODCA during fiscal years 2021 and 2022 (as of January 31).

12. Please list, in chronological order, every reprogramming within your agency during fiscal year 2022 to date. Also, include both known and anticipated intraagency reprogrammings. For each, give the date, amount, and rationale.

**Response:** There was no reprogramming of funds within ODCA during FY 2022 (to date).

13. For fiscal years 2021 and 2022 (as of January 31), please identify each special purpose revenue fund 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 programs 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) 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.

**Response:** ODCA had no special revenue fund during FY 2021 and FY 2022.

14. Please provide a table showing your agency’s Council-approved original budget, revised budget (after reprogrammings, etc.) for fiscal years 2020, 2021, and the first quarter of 2022. In addition, please explain the variances between fiscal year appropriations and actual expenditures for fiscal years 2020 and 2021.

**Response:** **Fiscal Year 2020 Budget**

Agency	Original Budget	Revised Budget	Actual Spending	Variances	Variance Description
Office of the DC Auditor (AC0)	5,552,499	5,552,499	5,052,162	500,337	Mainly due to salary lapse

**Fiscal Year 2021 Budget**

Agency	Original Budget	Revised Budget	Actual Spending	Variiances	Variance Description
Office of the DC Auditor (AC0)	5,652,794	6,004,021	5,523,321	480,700	Mainly due to salary lapse

**1st Quarter Fiscal Year 2022 Budget**

Agency	Original Budget	Revised Budget
Office of the DC Auditor (AC0)	6,876,168	7,505,979

15. Please list all memoranda of understanding (MOU) either entered into by your agency or in effect during fiscal years 2021 and 2022 (as of January 31). For each, describe its purpose, indicate the date entered, and provide the actual or anticipated termination date.

**Response:** ODCA’s MOUs are as follows.

- Educational Data Access and Use Agreement between the Office of the State Superintendent of Education and the Office of the DC Auditor.  
Purpose: To facilitate data sharing, particularly FERPA data, for ODCA’s school enrollment projections audit through a consortium of consultants, led by Cooperative Strategies. School Enrollment Projections audit. The first report was by the consortium and released in September 2018. A second report by the Johns Hopkins Center for Research and Reform in Education was released in January 2020. This agreement had 5 extensions, the last of which expired in January 2020.

A New Agreement for purposes of retaining the data for ODCA Peer Review purposes was signed on April 2020 and expires January 15, 2023.

- Educational Data Access and Use Agreement among Office of the Deputy Mayor for Education, DC Public Schools, Office of the State Superintendent of Education, DC Public Charter School Board, Office of the DC Auditor and Data Ethics, LLC.  
Purpose: To facilitate data sharing, particularly FERPA data, to review and assess public education data management and data collection practices in DC pursuant to the District of Columbia Education Research Practice Partnership Establishment and Audit Act of 2018.  
 Date executed: June 2019. Original termination date: December 30, 2019  
 Extension #1: December 2019 (extends through March 30, 2020)  
 Extension #2: August 2020 (extends through January 15, 2021)  
 Extension #3: January 2021 (extends through April 15, 2021)

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, such as 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 2020, 2021, and 2022.

**Response:** The following email constitutes a request for additional funding submitted to the Secretary of the Council in January 2022 but as a communication within the legislative branch this exchange was not submitted through the Form B process.

**From:** Patterson, Kathy (ODCA)  
**Sent:** Thursday, January 20, 2022 8:38 PM  
**To:** Smith, Nyasha (Council) <NSmith@DCCOUNCIL.US>  
**Cc:** Aden, Hussein (ODCA) <hussein.aden@dc.gov>; Rogers, Eric (ODCA) <eric.rogers@dc.gov>; Bellanca, Amy (ODCA) <Amy.Bellanca@dc.gov>  
**Subject:** ODCA FY23 budget request

Nyasha – I would be grateful if you would submit this budget for ODCA and please let me know if that works at your end.

A few notes: The total here is more than the “maximum allowable request ceiling” and for this reason: the FY22 budget for ODCA included funding for the newly proposed “Deputy Auditor for Public Safety.” The chairman’s mark-up used our projection of part-year costs for 9 professional FTEs but the financial plan for subsequent years erred in using the same number, i.e. not full funding. So this proposed budget assumes full funding which takes it over the amount the executive had suggested. The total FY 2023 MARC we’re requesting is **\$7.589 million**, an increase of **655K** which is the remaining or the additional amount needed to fully fund the Public Safety program.

Also, and only tangential: the final FY22 budget included significant oversight/accountability funding in anticipation of the District spending the \$3B in ARPA funds. That funding went NOT to ODCA but to the OIG and OCFO. The budget book submitted to Congress notes the OIG received \$3.8M and 10 FTEs in ARPA funds for oversight of the federal expenditures. ODCA is doing considerable COVID oversight without benefit of federal funding.

<b>OFFICE OF THE DC AUDITOR REQUEST FOR FY 2023 MARC INCREASE</b>		
<b>FY 2023 Mayor's MARC</b>	<b>ODCA Audit Programs</b>	5,705,693.00
	<b>Deputy Public Safety Program first year cost</b>	1,228,325.00
<b>Total current FY 2023 agency MARC in BFA</b>		<b><u>6,934,018.00</u></b>
<b>Additional MARC request for Public Safety Program to fully fund the program in FY 2023</b>		<u>655,235.00</u>
<b>Total ODCA MARC request for FY 2023</b>		<b><u>7,589,253.00</u></b>

Thanks!

Kathy

**Kathleen Patterson | D.C. Auditor**

*she/her/hers*

**Office of the D.C. Auditor**

717 14<sup>th</sup> Street NW 9<sup>th</sup> Floor

Washington D.C. 20005

Direct: (202) 727-8982 | Office: (202) 727-3600

Email: [kathy.patterson@dc.gov](mailto:kathy.patterson@dc.gov)

Website: [dcauditor.org](http://dcauditor.org)

17. Please list all currently open capital projects for your agency (as of January 31st) 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.

**Response:** There are no open capital projects.

18. Please list all pending lawsuits that name your agency (or you, the Auditor, in your official capacity) 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.

**Response:** ODCA does not have any pending lawsuits.

19. (a) Please list and describe any investigations, studies, audits, or reports of your agency or any employee of your agency that were completed at any time in fiscal years 2021 or 2022 (as of January 31).

**Response:** There are no completed investigations, studies, audits, or reports pertaining to ODCA.

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

**Response:** There are no ongoing investigations or audits pertaining to ODCA or any ODCA employee.

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 2020, 2021, and 2022 (as of January 31). Give a brief description of each grievance, and the outcome as of January 31, 2022. Include on the chronological list any earlier grievance that is still pending in any judicial forum.

**Response:** A discrimination complaint was filed by a former employee in December 2019. The case apparently continues to be open within the Office of Human Rights.

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

**Response:** ODCA strongly believes in a workplace free from sexual harassment and other forms of workplace discrimination and treats every complainant with dignity and respect. Depending on the nature of the complaint, we may use various processes to ascertain the relevant

facts, including investigatory interviews engagement with the OHR, DCHR, or relevant authorities, to render an appropriate judgment on the complaint or issue, which informs any final decisions.

(b) If different, please describe the agency’s procedures for investigating allegations of misconduct.

**Response:** No difference.

(c) List chronologically and describe each allegation of sexual harassment and misconduct received by the agency in FY 2021 and FY 2022 (as of January 31) and the resolution of each as of the date of your answer.

**Response:** None

22.

In table format, please list the following for fiscal years 2021 and 2022 (as of January 31, 2022) 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).

**Response:** Fiscal Year 2021 PCard Use

Cardholder/Authorized Name & Title	Single Purchase Limit	Total FY 2021
Cathy Patten, Receptionist/Admin. Assistant	5,000	36,257
Lachelle S. Rogers, Human Resource Specialist	5,000	

**Note: Monthly Cycle Limit is \$20,000**

**Fiscal Year 2022 PCard Use**

Cardholder/Authorized Name & Title	Single Purchase Limit	Total FY 2022 as of 1/31/22 Spending
Cathy Patten, Receptionist/Admin. Assistant	5,000	10,123
Lachelle S. Rogers, Human Resource Specialist	5,000	

**Note: Monthly Cycle Limit is \$20,000**

23. Please provide a list of all procurements for goods or services for use by your agency over \$25,000 for fiscal years 2021 and 2022 (as of 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.

**Response: Fiscal Year 2021 Procurement over \$25,000**

Contractor/Vendor	Purpose	Contract Amount
Centric De Lage Landen Financial Services	Copier Lease	31,211
Fors Marsh Group	Evaluation of 2000 Election Cycle	171,795
District Economics Group	Revenue Forecast	85,000
The Bromwich Group LLC	MPD officer-involved fatality review	265,000
Talus Analytics	DC COVID policy and data analysis	125,000
The Council for Court Excellence	Criminal Justice forums	56,023
Federal Engineering, Inc.	OUC Audit	248,232
Data Ethics LLC	Education Data Audit 2021	53,000
Data Ethics LLC	Finalization of Ed Data audit	25,000
FINN Partners, Inc.	Education Data Audit Public Engagement	57,000
RSM US LLP	School modification construction closeout FY21	45,000
AINS	eCase Audit software	85,570
The Murawski Group LLC	Writing Training Course for Auditors	35,000

**Response: Fiscal Year 2022 (as of January 31) Procurement over \$25,000**

Contractor/Vendor	Purpose	Contract Amount
Centric De Lage Landen Financial Services	Copier Lease	33,800
District Economics Group	Revenue Forecast	63,000
The Bromwich Group LLC	MPD officer-involved fatality review	51,000

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

**Response:** ODCA has no cellular or mobile devices assigned to its employees.

(b) In table format (if the answer is more than 20 lines then provide as an attachment) please provide the following information for fiscal years 2021 and 2022 (as of January 31), 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 20 individuals, group the answer by program, giving the total number of FTEs for that program as well as the number of cellular phones and mobile devices.

**Response:** ODCA has no cellular or mobile devices assigned to its employees.

25. (a) Does your agency have or use one or more government vehicle? If so, for fiscal years 2021 and 2022 (as of 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.); and (b) what employee discipline resulted, if any.

**Response:** None

(b) Please list all vehicle accidents involving your agency's vehicles for fiscal years 2020, 2021, and 2022 (as of January 31). Provide: (1) a brief description of each accident; (2) the type of vehicle involved; (3) the name and title/position of the driver involved; (4) the justification for using such vehicle; and (5) whether there was a finding of fault and, if so, who was determined to be at fault.

**Response:** None

26. Please list every lawsuit against the agency that was settled or decided by a trial court in FY 2021 and FY 2022 to date. Briefly describe each and the sanction, if any.

**Response:** None

27. D.C. Law requires the Mayor to pay certain settlements and judgements 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 in FY 2020, 2021, and 2022 (as of January 31) for a settlement or judgment pursuant to D.C. Code § 2-402.

**Response:** None

28. (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?

**Response:** Yes

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

**Response:** No exceptions.

29. In table format, please provide the following information for fiscal years 2021 and 2022 (as of January 31) regarding your agency's authorization of employee travel: (1) each trip outside the region on official business or at agency expense; (2) individuals (by name and title/position) who traveled outside the region; (3) total expense for each trip (per person, per trip, etc.); (4) what agency or entity paid for the trips; and (5) justification for the travel (per person and trip).

**Fiscal Year 2021 Employee Travel**

**Response:** There was no employee travel in FY 2021.

**Fiscal Year 2022 Employee Travel**

**Response:** There was no employee travel in FY 2022 (as of January 31).

30. Please provide and itemize, as of January 31, 2022, 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.

**Response:** None

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

**Response:** The most significant recommendation we issued regarding transparency was the recommendation that the Metropolitan Police Department release the Use of Force Board conclusions and the Internal Affairs Division investigative report on uses of force. Chief Contee stated that MPD would implement this recommendation but as of January 2022 had not done so. A report we released on February 14, 2022, provided an update on this and other recommendations noting that MPD cites a December class grievance by the police union as a reason for not moving forward on this policy though, as the report will note, there is nothing in the Collective Bargaining Agreement relevant to the policy.

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

**Response:** We will continue to use, as appropriate, this provision in DC Code: “The public policy of the District of Columbia is that all persons are entitled to full and complete information regarding the affairs of government and the official acts of those who represent them as public officials and employees” as a criterion in audits. When the policy or practice of the agency under audit is contrary to this policy, we will take note and recommend adhering to the D.C. policy.

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

**Response:** In our FY23 budget submission to the Council we noted that the FY22 funding to create a new office, the Deputy Auditor for Public Safety, provided partial-year funds in accordance with the D.C. Auditor’s recommendation but that the OCFO did not acknowledge that this was partial year funding. The District is no longer publishing out-year projections as the law requires and when we secured a copy of the unpublished projection we learned it did not provide full-year funding. Because the legislation authorizing the DAPS has not been enacted we have not moved forward with the office’s creation but continue to plan for its creation.

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

**Response:** N/A

35. Did your agency receive any FOIA requests in fiscal year 2021? 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. Also state here the total cost incurred by your agency for each fiscal year 2020, 2021, and 2022 (as of January 31) related to FOIA.

**Response:** ODCA received five FOIA requests in FY 2021. ODCA filed the required report of FOIA activities in FY 2021 (See Attachment C). Cost for FOIA activities: FY 2020 = \$303, FY 2021 = \$4,026, FY 2022 approximately \$4,025.

36. 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 this answer for fiscal years 2020, 2021 and 2022 (as of January 31).

**Response:** Current Adjusted Expendable

Adjusted Expendable Budget	Current SBE Expenditures	SBE % over Expendable	SBE Expenditures as a % of SBE Goal	CBE Expenditures	Waiver Requested	Effort to Reduce Waiver
105,961	995.07	1.00%	1.88%	1.88%	0.00	

**Agency Spending Goals for FY 2020, 2021 & 2022 (as of January 31)**

Fiscal Year	SBE Spending Goal
2020	7,158
2021	414,929.18
2022	52,980

37. (a) What are your agency’s key performance indicators and what has been your agency’s performance (for each of these KPIs) in fiscal year (or calendar year) 2020, 2021, and 2022 (through the first quarter).

**Response:** We are continuing to reevaluate our Key Performance Indicators as part of a longer-range strategic planning process that takes into account the term and tenure of the current D.C. Auditor which concludes in early 2023. This is a project with the lead taken by the ODCA chief of staff and during calendar 2021 that position became vacant and was filled with a new incumbent which resulted in a delay in developing new/additional KPIs. This will be more fully addressed in our testimony. Below is the chart from our 2020 performance report with the last set of performance metrics.

ODCA Key Performance Indicators (KPIs)	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Target
KPI #1: Number of times the Council has acted based on ODCA reports or other ODCA information	13	12	13	15
KPI #2: Percentage of recommendations implemented within one year	32%	42%	Not Available*	60%
KPI #3: Percentage of engagements completed within 10 months	53%	54%	59%	65%

\* The data for FY 2019 is not available until the close of FY 2020.

- (b) What KPIs have been dropped (or changed) since 2020? List each specifically and explain why it was dropped or changed.

**Response:** As I indicated in last year’s submission, we dropped our fourth indicator three years ago which was based on survey results when we sent questionnaires to audited agency staff who participated in audits. We did not receive a sufficient number of responses for the surveys to yield useful

information. We are dispensing with the performance indicator based on specific actions taken by the D.C. Council because we deemed it to be overly subjective and also realize the metric did not capture all of the relevant information. We have ceased to use the performance indicator tied to the number of audit recommendations that have been implemented because of the wide variety in the type of recommendations we provide in such a wide variety of audits and other types of evaluations. We have continued informally to use the performance indicator based on the proportion of engagements that are concluded within 10 months even though our audit engagements vary widely and are not always comparable. As I will note in my testimony, use of this metric has greatly assisted ODCA in streamlining our work processes. We have developed a more robust approach to audit supervision and are not seeing the huge gaps in time in reaching the end of a project that was originally the case when we developed the KPI.

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.

**Response:** ODCA priorities are as follows.

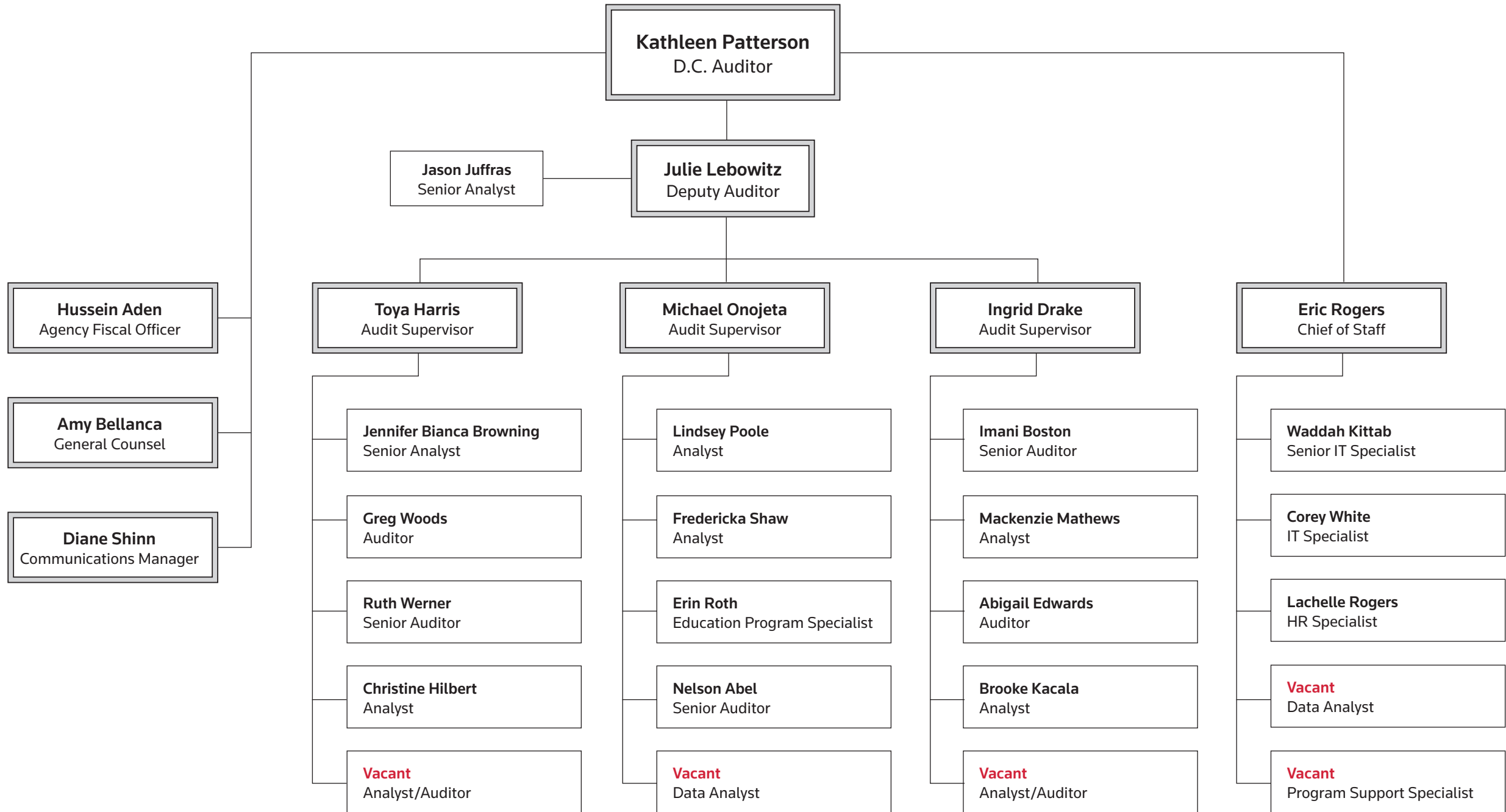
- 1. Enhance impact.** As indicated a year ago, ODCA has seen in our recommendation compliance tracking that we are not securing the kind of recommendation implementation we would like to see, and that is particularly the case for a second year in a row with recommendations we have made to the D.C. Council. Part of the strategic planning process we began aims at strategies and action steps to increase our impact. To foster closer working relationships with Council offices the D.C. Auditor provided staff training for two of the newly elected Councilmembers in 2021 and has requested an opportunity to meet with the full legislature during the Council's annual retreat. We have also designated one of our senior auditors to work with the General Counsel to enhance our working relationships and provide additional follow up after publication of ODCA reports including contacts with Executive Branch agencies, legislators and staff, and community organizations.
- 2. Continue COVID-19 work.** A major emphasis since early 2020 has been analyses to assist in mitigation and future planning related to the pandemic. ODCA participated in a multi-state review of public health data collection and dissemination. We published several other reports from a national consulting firm on COVID-19 policies and their impact. We have a project underway evaluating District nursing homes and their management of the pandemic. We are starting work on a contract audit to evaluate the District's use of the Coronavirus Relief Fund from the federal CARES Act. Our goal with the additional COVID-19 reports we issue will be to help build a record for a more robust, timely, and cost-effective mitigation strategy for the District of Columbia going forward. We know this is a high priority for elected officials given the decision in the FY22 budget to provide federal COVID-19 funds to the Office of the Inspector General and the Office of the Chief Financial Officer (though not to ODCA) for enhanced capacity to evaluate the use of the "these significant federal funds."
- 3. Deputy Auditor for Public Safety.** As the Council is aware, a major proposal from the Police Reform Commission, creation of the position Deputy Auditor for Public Safety within the Office of the DC Auditor, was included in the Chairman's legislation introduced in 2021. And the Committee of the Whole and the Council included funding for the initiation of the office in the FY22 Financial Plan and Budget. With the funding provided and anticipating that the Council will follow that by enacting the authorizing legislation ODCA has been preparing to create this division with ODCA, including planning for new office space and beginning the work of developing position descriptions and a recruitment process. We plan to be prepared to initiate recruitment for the initial leadership position as soon as the legislation is enacted.
- 4. Office Relocation.** At some point this calendar year ODCA will move from 717 14th Street N.W. to office space across Freedom Plaza from The Wilson Building at 1331 Pennsylvania Avenue N.W. This is a major priority with a heavy impact on ODCA staff time working with the Department of General

Services and all of their contractors on selecting space and decisions regarding the build-out of the space. There was a delay which DGS has attributed primarily to the pandemic, and we are in a 1-year extension of our current lease. The new space will include offices to accommodate the anticipated Deputy Auditor for Public Safety.

5. **Transition to eCase.** A major internal effort began in 2021 after several years of planning—the transition to a new audit software product, known as eCase. This has been a major financial outlay and a major commitment of staff time to bring the product on board and to train all staff in its use. We have had our “go-live” date in 2021 and while most of our current projects will be completed with the old software all of our new audits are being managed through eCase. This effort is being led by Deputy Auditor Julie Lebowitz. Our goal has been a smooth transition with a minimum amount of downtime, and I hope this transition will be invisible to those who receive and use our reports. We have encountered some information technology challenges and are currently working through them with OCTO.

**Attachment A**

**ODCA Organizational Chart**



 = Management Team Members

**Attachment B**

**Current ODCA Employees, Titles, Current Salary,  
Fringe Benefits, and Program Office**

**Office of the District of Columbia Auditor (AC0)**  
**Agency Position Listing as of January 31, 2022**

#	Title	Position Status Filled/Vacant	Grade	Step	Salary	Fringe	Full/Part Time
<b>Program: 2000 Audit, Financial Oversight, and Investigation</b>							
1	DC Auditor	F	11	0	193,155	45,391	Full Time
2	Deputy Auditor	F	10	0	176,602	41,501	Full Time
3	General Counsel	F	9	0	171,248	40,243	Full Time
4	Assistant Deputy Auditor	V	15	0	146,519	34,432	Full Time
5	Chief of Staff	F	9	0	157,590	37,034	Full Time
6	Communications Specialist	F	14	10	136,208	32,009	Full Time
7	Senior Financia Auditor	F	15	0	147,084	34,565	Full Time
8	Supvy Auditor	F	14	0	142,800	33,558	Full Time
9	Supvy Auditor	F	14	0	137,700	32,360	Full Time
10	Supvy Auditor	F	14	0	112,700	26,485	Part Time
11	Senior Auditor	F	15	0	144,840	34,037	Full Time
12	SENIOR AUDITOR	F	14	8	129,435	30,417	Full Time
13	Senior Auditor	F	14	5	119,276	28,030	Full Time
14	Senior Auditor	F	14	2	109,117	25,642	Full Time
15	Auditor	F	12	9	96,914	22,775	Full Time
16	Auditor	V	12	0	77,649	18,248	Full Time
17	Auditor	V	12	0	77,649	18,248	Full Time
18	Auditor	V	12	0	77,649	18,248	Full Time
19	Auditor	F	11	5	70,818	16,642	Full Time
20	Program Analyst	F	13	7	106,660	25,065	Full Time
21	Program Analyst	F	12	8	94,506	22,209	Full Time
22	Program Analyst	F	12	8	94,506	22,209	Full Time
23	Program Analyst	F	12	5	87,281	20,511	Full Time
24	Program Analyst	V	12	0	77,649	18,248	Full Time
25	Program Analyst	F	11	5	70,818	16,642	Full Time
26	Program Analyst	F	11	5	70,818	16,642	Full Time
27	Education Program Specialist	F	13	6	103,793	24,391	Full Time
28	Human Resources Spec	F	13	7	63,996	15,039	Part Time
29	Administrative Assistant	V	11	0	62,751	14,746	Full Time
30	Legal Assistant/Intern	V	9	0	52,080	12,239	Part Time
<b>Program: 1000 Agency Management Program</b>							
31	Senior IT Specialist	F	13	9	112,395	26,413	Full Time
32	IT Specialist	F	11	5	70,818	16,642	Full Time
<b>Program: 2040 Public Safety</b>							
33	Deputy Auditor for Public Safety	V	10	0	172,500	39,089	Full Time
34	Audit Supervisor	V	11	0	80,000	18,128	Full Time
35	Senior Auditor	V	11	0	70,000	15,862	Full Time

36	Senior Anylyst	V	10	6	65,000	14,729	Full Time
37	Senior Investigator	V	10	6	65,000	14,729	Full Time
38	Auditor	V	7	3	45,000	10,197	Full Time
39	Auditor	V	7	3	45,000	10,197	Full Time
40	Analyst	V	7	3	45,000	10,197	Full Time
41	Anlyst	V	7	3	45,000	10,197	Full Time

**Attachment C**

**FY 2021 FOIA Report Form**

Agency Name

Office of the D.C. Auditor

Annual Freedom of Information Act Report for Fiscal Year 2021  
October 1, 2020 through September 30, 2021

FOIA Officer Reporting Amy Bellanca

PROCESSING OF FOIA REQUESTS

- 1. Number of FOIA requests received during reporting period .....5
- 2. Number of FOIA requests pending on October 1, 2020.....0
- 3. Number of FOIA requests pending on September 30, 2021.....0
- 4. The average number of days unfilled requests have been pending before each public body as of September 30, 2021 .....

DISPOSITION OF FOIA REQUESTS

- 5. Number of requests granted, in whole.....1
- 6. Number of requests granted, in part, denied, in part.....1
- 7. Number of requests denied, in whole.....0
- 8. Number of requests withdrawn.....2
- 9. Number of requests referred or forwarded to other public bodies.....0
- 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).....1
- 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.....	4
24. Number of FOIA requests processed between 16 and 25 days.....	0
25. Number of FOIA requests processed in 26 days or more.....	1
26. Median number of days to process FOIA Requests.....	3

**RESOURCES ALLOCATED TO PROCESSING FOIA REQUESTS**

27. Number of staff hours devoted to processing FOIA requests.....	58
28. Total dollar amount expended by public body for processing FOIA requests.....	4,026

**FEEES FOR PROCESSING FOIA REQUESTS**

29. Total amount of fees collected by public body.....	0
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**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.....	0
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**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].”

The only FOIA request for which ODCA failed to meet the statutory deadline was due to a delay in receiving responsive documents from an OCTO email search.