ATTACHMENT Q1

Names and titles of all senior personnel

Title	Division	Name
City Administrator	Office of the City Administrator	Kevin Donahue
Assistant City Administrator	Internal Services	Lindsey Parker
Chief of Staff	Office of the City Administrator	Helder Gil
Senior Operations Advisor	Office of the City Administrator	Christina Murphy
General Counsel	Office of the City Administrator/ General Counsel	Barry Kreiswirth
Director	Office of Budget and Performance Management	Jennifer Reed
Communications Officer	Office of Communications and External Affairs	Interim – Dora Taylor
Director	Office of Budget and Performance Management /The Lab @ DC	Samuel Quinney
Director	Office of Racial Equity	Dr. Amber Hewitt
Director	Gun Violence Prevention	Linda Harllee Harper
Chief Performance Officer	Performance Management	Lia Katz
Senior Policy Advisor	Office of the City Administrator	Meagan Reed

OCA's strategic plan and explanation of how each division and subdivision contributes to that plan

The Office of the City Administrator provides oversight and support to the Deputy Mayors and District agencies by increasing government effectiveness through cross-agency and targeted improvement initiatives, including the integration of strategic policy priorities, budgetary planning, and operational directives. The City Administrator manages the District's performance management activity and organizes multi-agency accountability sessions with the Mayor. The divisions of OCA and the ways in which each division contributes to OCA's overall mission are outlined below.

Roles and responsibilities of each division and subdivision

- **Office of Budget and Performance Management**: Responsible for assisting the Mayor and City Administrator in formulating the District government's annual operating and capital budgets; administering the District government's annual performance planning process; implementing the CapStat program and performance management activities; leading the District's strategic planning work and development and execution of monitoring and accountability tools; and—through The Lab @ DC—working to drive innovation by helping agencies apply rigorous, scientific methods to their service of District residents. (35 FTEs)

- **General Counsel**: Provides guidance and advice on all legal matters pertaining to the Office of the City Administrator. (2 FTEs)

- **Internal Services**: Under the direction of the Assistant City Administrator, provides direct management and in-depth oversight of agencies that provide services directly to other District government agencies. These agencies include the Department of General Services, the Office of the Chief Technology Officer, the District of Columbia Department of Human Resources, the Office of Contracting and Procurement, the Office of Risk Management, the Office of Disability Rights, and the Office of Labor Relations and Collective Bargaining. (9 FTEs)

- **Office of Communications and External Affairs**: Manages communications and external affairs for the Office of the City Administrator. (3 FTEs)

- **Office of Racial Equity**: Under the direction of the Chief Equity Officer, oversees the development and management of innovative strategies to achieve racial equity for District residents. (7 FTEs)

- **Office of Gun Violence Prevention**: Oversees the development and implementation of a comprehensive, District-wide gun violence prevention strategy. (5 FTEs)

- **Operations**: Provides administrative, financial, and logistical support to the City Administrator to ensure accountability for this office. Assists the City Administrator in the day-to-day administration of District operations and programs. (3 FTEs)

Explanation of changes made to the organizational chart during FY22 and FY23 to date

- In FY22, The Office of the City Administrator Office increased by 9 additional Full-Time Employees for the Districts Recovery Plan, to support the Launch, Evaluation and Monitoring Projects.