

February 21, 2023

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 22, 2023, 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 of the Whole 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, 2023. 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 2022, 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 2022 Employee Salary \$125,000 or More

Name	Position Title	Salary	Overtime Paid	Bonus Paid
Kathleen Patterson	DC Auditor	\$196,052	None	None
Julie Ann Lebowitz	Deputy Auditor	\$179,251	None	\$1,500
Stacie Pittell	Assistant Deputy Auditor	\$157,590	None	None
Amy Bellanca	General Counsel	\$173,817	None	None
Eric Rogers	Chief of Staff	\$159,954	None	None
Hussein Aden	SR Financial Auditor	\$149,290	None	None
Jason Juffras	Senior Auditor	\$147,013	None	None
Toya M. Harris	Supervisory Auditor	\$144,942	None	None
Michael O Onojeta	Supervisory Auditor	\$139,766	None	None
Diane Shinn	Communications Specialist	\$138,251	None	None
Nelson Abel	Senior Auditor	\$131,376	None	None
Ingrid Natasha Drake	Supervisory Auditor	\$130,732	None	None
Lori Leigh Metcalf	Senior Auditor	\$127,939	None	None

(b) For fiscal year 2023, 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 2023 Employee Salary \$125,000 or More

Name	Position Title	Salary	Overtime Paid	Bonus Paid
Kathleen Patterson	DC Auditor	\$200,953	None	None
Julie Ann Lebowitz	Deputy Auditor	\$183,732	None	None
Amy Bellanca	General Counsel	\$178,162	None	None
Eric Rogers	Chief of Staff	\$163,953	None	None
Hussein Aden	SR Financial Auditor	\$153,023	None	None
Jason Juffras	Senior Auditor	\$150,688	None	None
Toya M. Harris	Supervisory Auditor	\$148,566	None	None
Michael O Onojeta	Supervisory Auditor Communications	\$143,260	None	None
Diane Shinn	Specialist	\$141,707	None	None
Ingrid Natasha Drake	Supervisory Auditor	\$134,000	None	None
Nelson Abel	Senior Auditor	\$134,661	None	None
Ruth A. Werner	Senior Auditor	\$131,138	None	None
Lori Leigh Metcalf	Senior Auditor	\$131,138	None	None
Imani Boston	Senior Auditor	\$127,615	None	None

5. Please list, in descending order, the top 15 overtime earners in your agency for fiscal year 2022. For each, state the employee's name, position or title, salary, and aggregate overtime pay.

Response: None

6. For fiscal years 2022 and 2023 (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 calendar 2021, the following employees received performance bonuses of \$1,500: Julie Leibowitz, Imani Boston, Jennifer Browning, and Ruth Werner. Performance bonuses for calendar 2022 have not been paid out yet.

7. For fiscal years 2022 and 2023 (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 2021, 2022, and 2023 (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 2022 and 2023 (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, 2023).

Response: The following individuals were granted administrative leave for a variety of reasons which are not captured in the agency PeopleSoft records. Where reason is left blank we assume the time was taken to secure a COVID vaccination, as permitted by District regulations and approved by an ODCA supervisor. All were on staff as of January 31, 2023, unless otherwise noted.

- Nelson Abel, Senior Auditor, one hour paid 9.29.22.
- Imani Boston, Senior Auditor, 2 hours paid 2.1.22.
- Jennifer Browning, Program Analyst, 2 hours paid 11.29.21 resigned 3.12.22.
- Fredericka Eubanks Shaw, Program Analyst, 9 hours accrued week of 7.19.22 paid and used 11.8.22 and 11.25.22, for filling in on time management while HR specialist was on maternity leave.
- Lori Metcalf, Senior Auditor, 16 hours paid and used 11.17.22 and 11.18.22, negotiated as part of recruitment and transferring from OCFO staff to ODCA.
- Michael Onojeta, Audit Supervisor, 2 hours paid 11.3.22, voting.
- Lachelle Rogers, HR Specialist, 43 hours paid and used 11.12.21 and 5.10.22-5.29.22 in compensation for hours worked during maternity leave.
- Ruth Werner, Senior Auditor, 1 hour paid 11.3.22, voting.
- Stacie Pittell, Assistant Deputy Auditor, 62 hours granted in lieu of restored leave, paid and used 10.29.21-11.9.21; deceased.

10. For fiscal years 2022 and 2023 (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: FY 2022 and 2023 T-D

Fiscal Year	Seller	Buyer	Service Description	Amount
FY 2022	OCTO/OFRM	ODCA	Telecommunications	33,439.52
	DGS	ODCA	Rentals—land and structures	617,898.00
	OCP	ODCA	Office support—Pcard	56,655.29
FY 2022 Total				707,992.81
FY 2023	DGS	ODCA	Rentals—land and structures	208,645.32
	OCP	ODCA	Office support—PcARD	8,713.70
FY 2023 Total				217,359.02

11. Please list, in chronological order, every reprogramming of funds into or out of the agency for fiscal years 2022 and 2023 (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 2022 and 2023 (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 2023 (to date).

13. For fiscal years 2022 and 2023 (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 2022 and FY 2023.

14. Please provide a table showing your agency’s Council-approved original budget, revised budget (after reprogrammings, etc.) for fiscal years 2021, 2022, and the first quarter of 2023. In addition, please explain the variances between fiscal year appropriations and actual expenditures for fiscal years 2021 and 2022.

Response: Fiscal Year 2021 Budget

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

Fiscal Year 2022 Budget

Agency	Original Budget	Revised Budget	Actual Spending	Variances	Variance Description
Office of the DC Auditor (AC0)	6,876,168	6,631,746	5,257,463	1,374,283	Mainly due to salary lapse and contractual services

1st Quarter Fiscal Year 2023 Budget

Agency	Original Budget	Revised Budget
Office of the DC Auditor (AC0)	7,676,064	9,498,732

15. Please list all memoranda of understanding (MOU) either entered into by your agency or in effect during fiscal years 2022 and 2023 (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 among 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 led (through a consortium of consultants, led by Cooperative Strategies.) School Enrollment Projections audit. The first report was 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 of ODCA Peer Review purposes was signed on April 2020 and expired January 15, 2023. ODCA destroyed the data, per the agreement, in January 2023.

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 2021, 2022, and 2023.

Response: There were no budget enhancement requests.

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: ODCA underwent our regular triennial peer review in July 2022, which covered 2019-2022. In the peer review team's opinion, ODCA has a quality control system that was suitably designed and followed during the period reviewed to provide ODCA with reasonable assurance that its performance audit engagements conform with applicable Government Auditing Standards

in all material respects. Based on its professional judgment, the peer review team gave the highest rating of pass to the Office of the District of Columbia Auditor.

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 adjudication of the complaint remains in progress with 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 2022 and 2023 (as of January 31, 2023) 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 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	56,655
Lachelle S. Rogers, Human Resource Specialist	5,000	
Eric Rogers, Chief of Staff	5,000	

Fiscal Year 2023 PCard Use

Cardholder/Authorized Name & Title	Single Purchase Limit	Total FY 2023 as of 1/31/23 Spending
Eric Rogers, Chief of Staff	5,000	8,714
Lachelle S. Rogers Human Resource Specialist	5,000	

23. Please provide a list of all procurements for goods or services for use by your agency over \$25,000 for fiscal years 2022 and 2023 (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 2022 Procurement over \$25,000

Contractor/Vendor	Purpose	Contract Amount
RSM US LLP	Roosevelt HS Modernization	155,000
Boise Schiller Flexner LLP	Legal services	150,000
EFPR Group	Audit of COVID fund under CARES Act	110,000
Talus Analytics LLC	COVID-19 mental health effects Part I	100,000
RSM US LLP	Roosevelt HS Modernization CMMS	95,000
Council for Court Excellence	Review of CFSA	92,081
Federal Engineering, Inc.	OUC progress of implementation of recommendations	85,498
District Economic Group (DEG)	Revenue analysis	63,000
The Bromwich Group LLC	MPD officer-involved fatality review	51,000
Centric De Lage Landen Financial Services	Copier lease	33,800
AINS Inc.	eCase audit software	28,325

Response: Fiscal Year 2023 (as of January 31) Procurement over \$25,000

Contractor/Vendor	Purpose	Contract Amount
Alexander Weiss Consulting LLC	Study of police staffing	217,600
Georgetown University	COVID-19 mental health effects Part II	125,000
Council for Court Excellence	Review of CFSA	122,700
EFPR Group, CPAS, PLLC	Audit of COVID funds under CARES Act	90,025
District Economic Group (DEG)	Revenue forecast	82,200
RSM US LLP	Roosevelt High School Modernization follow-up	73,575
The Bromwich Group LLC	MPD officer-involved fatality review	50,000
Boise Schiller Flexner LLP	Legal services	50,000
Dell Computer Corporation	Laptop purchases	26,615

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 2022 and 2023 (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 (6) what employee discipline resulted, if any.

Response: None

(b) Please list all vehicle accidents involving your agency's vehicles for fiscal years 2021, 2022, and 2023 (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: There are no lawsuits. However, on November 3, 2022, the Fraternal Order of Police, Metropolitan Police Department Labor Committee, D.C. Police Union filed a Notice of Claim Against the District of Columbia for Unliquidated Damages sustained by D.C. Police Union members in response to ODCA's October 2022 report entitled "36 Fired MPD Officers

Reinstated: Receive \$14 Million in Back Pay.” The Union alleges that by revealing the names of officers who had been involved in disciplinary matters that resulted in unlawful terminations violated certain rights of those officers. The Office of Risk Management is currently reviewing this claim and no official action has been taken.

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 2022 and 2023 (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 2022 Employee Travel

Name	Total Expenses	Agency Paid for the Trip	Travel Justification
Fredericka Eubanks Shaw, Program Analyst	\$ 1,799	ODCA	To attend 2022 ALGA conference
Gregory D. Woods, Auditor	\$ 1,481	ODCA	To attend 2022 ALGA conference
Imani A. Boston, Auditor	\$ 1,321	ODCA	To attend 2022 ALGA conference
Mackenzie Mathews, Analyst	\$ 1,490	ODCA	To attend 2022 ALGA conference
Michael Onojeta, Audit Supervisor	\$ 1,446	ODCA	To attend 2022 ALGA conference

Fiscal Year 2023 Employee Travel

Response: There was no employee travel in FY 2023 (as of January 31).

30. Please provide and itemize, as of January 31, 2023, 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: I am pleased to report that the recommendation we made that the Metropolitan Police Department release the Use of Force Board conclusions and the Internal Affairs Division investigative report on uses of force has been complied with, at least partially. By way of background, Chief Contee stated that MPD would implement this recommendation but as of a year ago had not done so. The recommendation compliance report we released February 9, 2023, included a full report by The Bromwich Group on the status of recommendations from our series of case studies of MPD's handling of officer-involved fatality review. The department began posting summaries of their internal reviews in November, 2022.

The recommendation compliance report itself is an example of improved transparency. The recommendation status chart is now a searchable database on the ODCA website, which we hope will be particularly useful to Councilmembers and staff as they check on issues of interest.

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. One of our upcoming reports, on the Mayor's Vision Zero initiative, will include a significant section on the extent to which the Department of Transportation in its engineering efforts to improve traffic safety has been communicating with the community – we recommend following the requirements for an annual report, for example, and we chart the extent to which and timing for which DDOT has provided those requesting traffic studies and mitigation efforts with an update on the status of their requests.

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

Response: We would like the Council to adopt and follow a rule that requires consultation with ODCA prior to legislating any additional audit mandates and for the General Counsel to find legislation to not meet legal sufficiency if there is such a mandate absent consultation.

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

Response: None

35. Did your agency receive any FOIA requests in fiscal year 2022? 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 2021, 2022, and 2023 (as of January 31) related to FOIA.

Response: ODCA received three FOIA requests in FY 2022. ODCA filed the required report of FOIA activities in FY 2022 (See Attachment C). Cost for FOIA activities: FY 2021 = \$4,026, FY 2022 \$1,483, and FY23 (through Jan 31) = \$0.

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 2021, 2022 and 2023 (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
94,165.83	0.00	0 %	0 %	0 %	0.00	

Agency Spending Goals for FY 2021, 2022 & 2023 (as of January 31)

Fiscal Year	SBE Spending Goal
2021	6,472.30
2022	52,980.56
2023	47,082.92

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) 2021, 2022, and 2023 (through the first quarter).

Response: We are continuing to reevaluate our Key Performance Indicators as part of a longer-range strategic planning process with the lead taken by the ODCA chief of staff. We have not made headway on this goal, however, because of the press of overseeing ODCA’s new lease and move to space at 1331 Pennsylvania Avenue N.W. which has taken far more of the COS’s time than I would have anticipated.

Our major performance metric remains the proportion of our audit recommendations that are adopted and implemented by the audited agency. On this metric we have seen very gradual improvement over the last several years as reflected in the recommendation compliance report we issue as soon after the first of each calendar year as possible. We track recommendations made one year prior, and track them over a three year period. This past year we began including in the tracking the recommendations contained in some of our contract audits. The report issued February 9, for example, included separate appendices reporting on recommendations contained in a report by the Council for Court Excellence on services to justice-involved individuals with substance use disorders and on the officer-involved fatality case studies.

Over the last four years we have seen the percentage of recommendations implemented or in progress increase to 77 percent, with a slight drop in 2021. The combined implemented/in progress percentages by the year of the report’s release: 2020, 69 percent; 2021, 60 percent; 2022, 71 percent; 2023, 77 percent.

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.

Enhance impact. This continues to be our top priority, reflecting the fact that ODCA continues to produce strong, compelling audit reports and we hope to improve the extent to which recommendations are adopted and implemented. We will continue to take steps to improve our communication and collaboration with the D.C. Council through contacts with individual legislators and their staffs and I look forward to meeting with the full Council during administrative meetings on a quarterly basis this year. We are in discussions with two offices about potential hearings that will focus on our recent or upcoming reports. ODCA staff will continue to build closer working relationships with Council staff including offering briefings on each report issued containing policy recommendations. We will continue to develop and offer training on legislative and oversight such as fact-finding hearings, investigations, litigation, and the exercise of the full range of legislative powers. I will continue to consult on a possible independent study of the Council by DC Appleseed or another organization or coalition and participate as appropriate with regard to our role in supporting the oversight process. We will also continue to work on collaboration with the Executive Branch. I am optimistic about the possibility of releasing an audit report alongside the audit agency's director.

Deputy Auditor for Public Safety. We began our national search for a new Deputy Auditor for Public Safety a few weeks ago and I look forward to bringing someone on board this spring. My senior team and I will work with the new Deputy Auditor to build out a staff and begin the important work of helping to strengthen law enforcement in the District of Columbia.

Meeting HR Challenges: New Office, New Work Rules, New Normal We have moved into our new offices at 1331 Pennsylvania Avenue N.W. but the work is not complete and there are issues with the final completion of the build-out. Staff are coming into the office only sporadically and work continues to be done primarily remotely. My staff is diligent and I have no complaints about productivity. Figuring out how to support staff who wish to work remotely while also promoting camaraderie and teamwork represents a challenge, and a priority for me and my leadership team over the coming year..

Initiating and Building A Data Unit. This past year we began recruiting a senior data analyst to stand up and lead a "data unit" within ODCA, envisioned as a small team of two to four professionals who will produce reports on their own and also provide assistance and direction to audit teams to determine how best to reflect data in audit reports. Among the unit's products would be short (two- to five-pages) "data policy briefs" that use DC government data to provide useful information for those guiding policy and practice – similar to articles published in Governing Magazine and by the California Office of the Legislative Analyst. These will provide interpretations of D.C. data and/or provide comparative context with other cities and states issue by issue.

Attachment A

FY 2023 ODCA Organizational Chart

Kathleen Patterson
D.C. Auditor

Julie Lebowitz
Deputy Auditor

VACANT
Deputy Auditor for
Public Safety

Eric Rogers
Chief of Staff

Amy Bellanca
General Counsel

Hussein Aden
AFO

Diane Shinn
Comm. Manager

Toya Harris
Audit Supervisor

Ruth Werner
Sr. Auditor

Nelson Abel
Sr. Auditor

Mackenzie Mathews
Analyst

Christine Hilbert
Analyst

Michael Onojeta
Audit Supervisor

Jason Juffras
Sr. Analyst

Freddee Shaw
Analyst

Imani Boston
Sr. Auditor

Tara Garner
Sr. Auditor/
Analyst

Ingrid Drake
Audit Supervisor

Abigail Edwards
Auditor

Brooke Kacala
Analyst

Lori Metcalf
Sr. Auditor

Brittney Etheridge
Analyst

Auditor

Auditor

Investigator

Investigator

Analyst

Analyst

Waddah Kittab
Sr. IT Specialist

Corey White
IT Specialist

Lachelle Rogers
HR Specialist

April Bumbrey
Prog Sup Spec

Vacant
Data Scientist/
Analyst

Attachment B

FY 2023 Schedule A

Office of the District of Columbia Auditor (AC0)
Agency Position Listing as of January 31, 2023

#	Title	Filled or Vacant	Grade	Step	Salary	Fringe	FT/PT
1	D.C. Auditor	F	11	0	200,953	47,827	Full Time
2	Deputy Auditor	F	10	0	183,732	43,728	Full Time
3	General Counsel	F	9	0	178,162	42,403	Full Time
4	Chief of Staff	F	9	0	163,953	39,021	Full Time
5	Communications Specialist	F	14	10	141,707	33,726	Full Time
6	Senior Financia Auditor	F	15	0	153,023	36,419	Full Time
7	Supervisory Auditor	F	14	0	148,566	35,359	Full Time
8	Supervisory Auditor	F	14	0	143,260	34,096	Full Time
9	Supervisory Auditor	F	14	0	134,000	31,892	Full Time
10	Senior Auditor	F	15	0	150,688	35,864	Full Time
11	Senior Auditor	F	14	8	134,661	32,049	Full Time
12	Senior Auditor	F	14	7	131,138	31,211	Full Time
13	Senior Auditor	F	14	7	131,138	31,211	Full Time
14	Senior Auditor	F	14	6	127,615	30,372	Full Time
15	Senior Auditor	V	14	0	109,999	26,180	Full Time
16	Auditor	V	12	0	80,784	19,227	Full Time
17	Auditor	V	12	0	80,784	19,227	Full Time
18	Auditor	V	12	0	80,784	19,227	Full Time
19	Auditor	F	11	5	73,677	17,535	Full Time
20	Program Analyst	F	12	8	98,322	23,401	Full Time
21	Program Analyst	F	12	5	90,805	21,612	Full Time
22	Program Analyst	F	11	9	82,069	19,532	Full Time
23	Program Analyst	V	12	0	80,784	19,227	Full Time
24	Program Analyst	F	11	5	73,677	17,535	Full Time
25	Program Analyst	F	11	5	73,677	17,535	Full Time
26	Program Support Specialist	F	11	7	77,873	18,534	Full Time
27	Education Program Specialist	F	13	0	93,069	22,150	Full Time
28	Human Resources Spec	F	13	10	95,933	22,832	Part Time
29	Administrative Assistant	V	11	0	65,285	15,538	Full Time
30	Legal Assistant/Intern	V	9	0	54,183	12,896	Part Time
Program: 1000 Agency Management Program							
31	Senior IT Specialist	F	13	10	119,916	28,540	Full Time
32	IT Specialist	F	11	6	75,775	18,034	Full Time
Program: 2040 Public Safety							
33	Deputy Auditor for Public Safety	V	11	1	214,000	50,932	Full Time
34	Audit Supervisor	V	15	1	163,000	38,794	Full Time
35	Senior Auditor	V	15	0	142,800	33,986	Full Time
36	Senior Analyst	V	14	9	132,821	31,611	Full Time
37	Senior Investigator	V	14	9	132,831	31,614	Full Time
38	Auditor	V	12	6	89,690	21,346	Full Time
39	Auditor	V	12	6	89,690	21,346	Full Time
40	Analyst	V	12	6	89,690	21,346	Full Time
41	Analyst	V	12	6	89,690	21,346	Full Time

Attachment C

FY 2023 FOIA Report Form

Agency Name

Office of the D.C. Auditor

Annual Freedom of Information Act Report for Fiscal Year 2022
October 1, 2022 through September 30, 2022

FOIA Officer Reporting

PROCESSING OF FOIA REQUESTS

- 1. Number of FOIA requests received during reporting period ...3
2. Number of FOIA requests pending on October 1, 2021 ...0
3. Number of FOIA requests pending on September 30, 2022 ...0
4. The average number of days unfilled requests have been pending before each public body as of September 30, 2022 ...0

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 ...1
9. Number of requests referred or forwarded to other public bodies ...0
10. Other disposition ...0

NUMBER OF REQUESTS THAT RELIED UPON EACH FOIA EXEMPTION

- 11. Exemption 1 - D.C. Official Code § 2-534(a)(1) ...0
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) ...0
Subcategory (B) ...0
Subcategory (C) ...0
Subcategory (D) ...0
Subcategory (E) ...0
Subcategory (F) ...0
14. Exemption 4 - D.C. Official Code § 2-534(a)(4) ...1
15. Exemption 5 - D.C. Official Code § 2-534(a)(5) ...0

16. Exemption 6 - D.C. Official Code § 2-534(a)(6)	
Subcategory (A).....	1
Subcategory (B).....	0.
17. Exemption 7 - D.C. Official Code § 2-534(a)(7).....	0.
18. Exemption 8 - D.C. Official Code § 2-534(a)(8).....	0.
19. Exemption 9 - D.C. Official Code § 2-534(a)(9).....	0.
20. Exemption 10 - D.C. Official Code § 2-534(a)(10).....	0.
21. Exemption 11 - D.C. Official Code § 2-534(a)(11).....	0.
22. Exemption 12 - D.C. Official Code § 2-534(a)(12).....	0.

TIME-FRAMES FOR PROCESSING FOIA REQUESTS

23. Number of FOIA requests processed within 15 days.....	2
24. Number of FOIA requests processed between 16 and 25 days.....	1
25. Number of FOIA requests processed in 26 days or more.....	0
26. Median number of days to process FOIA Requests.....	1

RESOURCES ALLOCATED TO PROCESSING FOIA REQUESTS

27. Number of staff hours devoted to processing FOIA requests.....	19
28. Total dollar amount expended by public body for processing FOIA requests.....	\$1,482.53.

FEES 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].”

My agency is very transparent and usually handles requests for public information outside of FOIA. Additionally, delays in responding are often a result of waiting for OCTO email searches.