

February 22, 2024

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 a final version of our responses to the preliminary questions contained in your letter requesting information in preparation for the February 21, 2024, Committee of the Whole 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 Staff 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 ODCA Organizational Chart in 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, 2024. The Schedule A also should indicate all vacant positions in the agency. Please do not include Social Security numbers.

**Response:** See ODCA Schedule A in 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 2023, 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 2023 Employee Salary \$125,000 or More

Last Name	Title	Salary	Bonus	Overtime (N/A)
Patterson, Kathleen	D.C. Auditor	\$200,953.46		
Magnus, Christopher	Deputy Auditor for Public Safety	\$185,000.00		
Lebowitz, Julie	Deputy Auditor	\$183,731.95		
Bellanca, Amy	General Counsel	\$178,161.93		
Rogers, Eric	Chief of Staff	\$163,952.70		
Harris, Toya	Supervisory Auditor	\$160,216.00	\$2,000	
Farley, Edward	Supervisory Auditor	\$158,000.00		
Aden, Hussein	Agency Fiscal Officer	\$153,022.52		
Juffras, Jason	Sr. Auditor	\$150,687.92	\$2,000	
Drake, Ingrid	Supervisory Auditor	\$150,000.00		
Shinn, Diane	Communications Director	\$141,707.00		

Last Name	Title	Salary	Bonus	Overtime (N/A)
Churney, Michael (Brian)	Supervisory Auditor	\$140,000		
Boston, Imani	Sr. Auditor	\$138,184.00		
Werner, Ruth	Sr. Auditor	\$138,184.00		
Abel, Nelson	Sr. Auditor	\$134,661.00		
Metcalf, Lori	Sr. Auditor	\$131,138.00		

(b) For fiscal year 2024, 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 2024 Employee Salary \$125,000 or More**

Last Name	Title	Salary	Bonus	Overtime (N/A)
Patterson, Kathleen	D.C. Auditor	\$240,000.00		
Lebowitz, Julie	Deputy Auditor	\$199,684.00		
Magnus, Christopher	Deputy Auditor for Public Safety	\$190,000.00		
Bellanca, Amy	General Counsel	\$190,000.00		
Harris, Toya	Supervisory Auditor	\$170,000.00	\$2,000	
Rogers, Eric	Chief of Staff	\$165,000.00		
Aden, Hussein	Agency Fiscal Officer	\$164,000.00		
Farley, Edward	Supervisory Auditor	\$160,000.00		
Drake, Ingrid	Supervisory Auditor	\$160,000.00	\$2,000	
Juffras, Jason	Senior Auditor	\$155,000.00	\$2,000	
Shinn, Diane	Communications Director	\$150,000.00		
Churney, Michael (Brian)	Supervisory Auditor	\$140,000		
Singer, William	Assistant Deputy Director, Finance	\$140,000.00		
Boston, Imani	Sr. Auditor	\$145,000.00	\$2,000	

Last Name	Title	Salary	Bonus	Overtime (N/A)
Werner, Ruth	Senior Auditor	\$145,000.00	\$2,000	
Abel, Nelson	Senior Auditor	\$134,661.00		
Metcalf, Lori	Senior Auditor	\$134,661.00		
Kittab, Waddah	IT Project Lead	\$134,661.00		
Rogers, Lachelle	Lead HR Specialist	\$134,661.00		

5. Please list, in descending order, the top 15 overtime earners in your agency for Fiscal Year 2023. For each, state the employee's name, position or title, salary, and aggregate overtime pay.

**Response:** None

6. For fiscal years 2023 and 2024 (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 calendar year 2022 four ODCA employees were rated "role models," based on exceptional performance and the agency's highest rating, as follows and received bonuses in 2023.

Fredericka Shaw (\$2,000)  
 Toya Harris (\$2,000)  
 Abigail Edwards (\$2,000)  
 Jason Juffras (\$2,000)

For calendar 2023 five employees were rated "role models" and received bonuses in 2024 based on performance.

Imani Boston (\$2,000)  
 Toya Harris (\$2,000)  
 Ingrid Drake (\$2,000)  
 Ruth Werner (\$2,000)  
 Jason Juffras (\$2,000)

7. For fiscal years 2023 and 2024 (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 2022, 2023, and 2024 (as of January 31), please state the total number of employees receiving worker's compensation payments.

**Response:**

FY 2022: 0 employees  
 FY 2023: 1 employee (effective 2/16/2023)

FY 2024 (through 1/31): 1 employee (WC was terminated/concluded on 12/20/2023)

9. Please provide the name of each employee who was or is on administrative leave in fiscal years 2023 and 2024 (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, 2024).

**Response:** Chris Magnus, Deputy Auditor for Public Safety; Jeannelle Francis, Investigator, and Edward Farley, Supervisory Auditor, each recorded eight hours of paid administrative leave due to filing an incorrect code in PeopleSoft for the day after Thanksgiving, 11.24.23. In addition, Mr. Farley had a total of eight hours of paid administrative leave on five days in 2023 for blood donations.

10. For fiscal years 2023 and 2024 (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 2023 and 2024 Intra-District Transfers**

Fiscal Year	Seller	Buyer	Service Description	Amount
<b>FY 2023</b>	OCTO/OFRM	ODCA	Telecommunication	\$22,996.74
	OCTO	ODCA	IT Assessment	\$22,002.12
	DGS	ODCA	Rent – Office	\$904,935.51
	OCP	ODCA	ODCA PCard	\$3,000.00
<b>FY 2023 Total</b>				
<b>FY 2024 budgeted</b>	OCTO/OFRM	ODCA	Telecommunication	\$21,683.14
	OCTO	ODCA	IT Assessment	\$27,779.96
	DGS	ODCA	Rent – Office	\$864,651.02
	OCP	ODCA	ODCA PCard	\$10,000.00
<b>FY 2024 Total</b>				

11. Please list, in chronological order, every reprogramming of funds into or out of the agency for fiscal years 2023 and 2024 (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 2023 and 2024.

12. Please list, in chronological order, every reprogramming within your agency during fiscal year 2024 to date. Also, include both known and anticipated intraagency reprogrammings. For each, give the date, amount, and rationale.

**Response:** **2024 Reprogramming (as of January 31)**

Fiscal Year	Seller	Buyer	Date	Description	Amount
FY 2024	ODCA	ODCA	11/1/2023	Moved unused occupancy budget to contractual services	\$77,800.53

13. For fiscal years 2023 and 2024 (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 2023 and FY 2024.**

14. Please provide a table showing your agency's Council-approved original budget, revised budget (after reprogrammings, etc.) for fiscal years 2022, 2023, and the first quarter of 2024. In addition, please explain the variances between fiscal year appropriations and actual expenditures for fiscal years 2022 and 2023.

**Response:** **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

**Fiscal Year 2023 Budget**

Agency	Original Budget	Revised Budget	Actual Spending	Variances	Variance Description
Office of the DC Auditor (AC0)	\$7,676,064	\$8,498,732	\$5,903,097	\$2,595,635	Mainly due to salary lapse and contractual services

**Fiscal Year 2024 Budget**

Agency	Original Budget	Revised Budget
Office of the DC Auditor (AC0)	\$7,347,706	\$9,943,337

15. Please list all memoranda of understanding (MOU) either entered into by your agency or in effect during fiscal years 2023 and 2024 (as of January 31). For each, describe its purpose, indicate the date entered, and provide the actual or anticipated termination date.

**Response:**

- 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 by Cooperative Strategies. The first report was 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 successor agreement for purposes of retaining the data for ODCA Peer Review purposes was signed on April 2020 and expired January 15, 2023. ODCA destroyed the data, per the agreement, in January 2023.
- MOU/Service Level Agreement with OCTO, which includes the following: an annual assessment to provide IT support in the following areas to support ODCA operations, cloud-based infrastructure services, box licensing, data analytics, ServeUs support, as well as telecommunications and internet services. This is an annual agreement that self-renews each year until it is actively terminated.

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 2022, 2023, and 2024.

**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 were no 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:** In October 2023, ODCA was formally sued by three individuals who have been sworn members of MPD for publishing information on actions that led to formal discipline. The plaintiffs claim that by publishing these details, ODCA violated their privacy, harmed their reputations, and diminished their promotion potential. The plaintiffs seek certification of a class action and are seeking not less than \$1 million in compensatory damages and not less than \$2 million in punitive damages. There is a hearing on our Motion to Dismiss currently scheduled for February 28, 2024. The defendants include ODCA, the Mayor, the District of Columbia, and the D.C. Auditor and three members of the ODCA staff each sued in their official and personal capacity. The case is *Richard Mazloom, et al, v. Kathleen Patterson, et al*, Case No. 23-CAB-006009.

19. (a) Please list and describe any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed at any time in fiscal years 2023 or 2024 (as of January 31).

**Response:** ODCA's regular triennial peer review took place in July 2022, and 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 2022, 2023, and 2024 (as of January 31). Give a brief description of each grievance, and the outcome as of January 31, 2024. 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. The last update on this case was in March 2022 when an OHR investigator conducted phone interviews with certain ODCA staff. ODCA has received no further information from OHR on the status of the complaint.

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. Additionally, all ODCA staff have signed the Mayor’s Sexual Harassment Acknowledgment.

(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 2023 and FY 2024 (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 2023 and 2024 (as of January 31, 2024) 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 2023 PCard Use**

Cardholder/Authorized Name & Title	Single Purchase Limit	Total FY 2023 Spending
Eric Rogers, Chief of Staff	\$5,000	110,625.65
April Bumbrey Program Support Specialist	\$5,000	

**Fiscal Year 2024 PCard Use (as of January 31)**

Cardholder/Authorized Name & Title	Single Purchase Limit	Total FY 2024 as of 1/31/24 Spending
Eric Rogers, Chief of Staff	\$5,000	\$40,080.72
April Bumbrey Program Support 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 2023 and 2024 (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 2023 Procurement over \$25,000**

Contractor/Vendor	Purpose	Contract Amount
Alexander Weiss Consulting LLC	Study of police staffing	\$81,600
Georgetown University	COVID-19 mental health effects Part II	\$117,500

Contractor/Vendor	Purpose	Contract Amount
Amy C. Mauro	Recruitment & development of DAPS	\$41,250
Council for Court Excellence	Review of CFSA	\$149,136
Council for Court Excellence	Compliance with 2020 SUD audit recommendations	\$19,000
EFPR Group, CPAs, PLLC	Assessment of COVID fund under Cares Act	\$46,242
District Economic Group (DEG)	Revenue forecast	\$64,000
RSM US LLP	Review construction contract of ODCA new office interior doors installation	\$35,000
RSM US LLP	Roosevelt High School modernization follow-up	\$88,571
Jason Cherkis	Assessing suicide prevention in DCPS	\$45,150
Boies, Schiller & Flexner, LLP	Legal services	\$112,893
Dell Computer Corp.	Laptops & IT equipment purchases	\$32,776
PFM Group Consulting	MPD Staffing Study	\$149,934
AINS	eCase audit system	\$32,129

**Response: Fiscal Year 2024 (as of January 31) Procurement over \$25,000**

Contractor/Vendor	Purpose	Contract Amount
Boies, Schiller & Flexner, LLP	Legal services	\$450,000
Jason Cherkis	Assessing suicide prevention in DCPS (continuation)	\$58,050
PFM Group Consulting	MPD staffing study (continuation)	\$170,300
Federal Engineering	OUC recommendation compliance	\$68,000
Council for Court of Excellence	Compliance with 2020 SUD audit recommendations	\$27,000
The Bromwich Group LLC	MPD officer-involved fatality review	\$40,000
Ernst & Young LLP (EY)	Revenue forecasting and bond certifications	\$99,370
AINS	eCase audit system	\$32,560

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

**Response:** ODCA does not as a rule provide cellular phones or other mobile devices but purchased a phone for the staff member who serves as receptionist to enable transfer of calls when working remotely. This policy continues under review.

(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 2023 and 2024 (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:**

Name	Total Expenses	Justification
April Bumbrey, Program Support Specialist	FY23 – \$470.49 (purchase and one month service charge) FY24 – \$162.16 (service charges)	To ensure agency phone operations during normal business hours

Note: ODCA also maintains a hotspot at a monthly cost of \$40 to facilitate remote work from locations that do not have strong internet coverage.

25. Does your agency have or use one or more government vehicle? If so, for fiscal years 2023 and 2024 (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 2022, 2023, and 2024 (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 2023 and FY 2024 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 2022, 2023, and 2024 (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 chauffer or take-home status.

**Response: No exceptions.**

29. In table format, please provide the following information for fiscal years 2023 and 2024 (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).

**Response:**

Name	Total Expenses	Agency Paid for the Trip	Agency Justification
Amy Bellanca, General Counsel	\$2,756.00	ODCA	To attend ABA Conference
Lachelle Rogers, Lead HR Specialist	\$2,915.00	ODCA	To attend SHRM Conference
Kathy Patterson, Auditor	\$222.00	ODCA	To attend NSAA Principal's Meeting
Abigail Edwards, Analyst	\$648.00	ODCA	To attend 2023 ALGA Conference
Freddie Shaw, Analyst	\$1,183.00	ODCA	To attend 2023 ALGA Conference
Brooke Kacala, Analyst	\$648.00	ODCA	To attend 2023 ALGA Conference
Lori Metcalf, Senior Analyst	\$1,528.00	ODCA	To attend 2023 ALGA Conference
Mackenzie Mathews, Auditor	\$648.00	ODCA	To attend 2023 ALGA Conference
Brittany Etheridge, Analyst	\$948.50	ODCA	To attend 2023 ALGA Conference
Ruth Werner, Senior Analyst	\$653.00	ODCA	To attend 2023 ALGA Conference
Imani Boston, Senior Auditor	\$450.00	ODCA	To attend 2023 ALGA Conference
Ingrid Drake, Supervisory Auditor	\$626.00	ODCA	To attend 2023 ALGA Conference
Jason Juffras, Senior Analyst	\$1,564.00	ODCA	To attend NLPES Conference
Chris Magnus, Deputy Auditor for Public Safety	\$2,298.00	NACOLE/ODCA	To attend 2023 NACOLE Conference
Brian Churney, Supervisory Auditor	\$2,050.00	ODCA	To attend 2023 NACOLE Conference
Jeanelle Francis, Analyst	\$3,178.00	ODCA	To attend 2023 NACOLE Conference

Name	Total Expenses	Agency Paid for the Trip	Agency Justification
Ingrid Bucksell, Senior Investigator	\$3,135.00	ODCA	To attend 2023 NACOLE Conference
Megan Crowder, Auditor	\$3,075.00	ODCA	To attend 2023 NACOLE Conference

Though the question asks for travel outside the region, we include ODCA participation in the 2023 Association of Local Government Auditors (ALGA) conference in Baltimore since it was an opportunity for a larger than usual attendance. The costs vary widely because one attendee had airfare from her home outside the DMV, some staff commuted and others stayed overnight, and for those staying overnight staff could opt to share hotel rooms resulting in lower overall cost.

30. Please provide and itemize, as of January 31, 2024, 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:** ODCA has published an audit, two follow-up reports, and recommendation compliance reports with a strong focus on the importance of transparency on the part of the Office of Unified Communications and its 911 operations. One recommendation related specifically to publication of after-action reports on publicized incidents and members of the Council have also followed up with requirements for publication on the new OUC dashboard of information specific to corrective actions taken by the agency. We have also pursued a transparency recommendation concerning the Metropolitan Police Department. In our first of three reports on MPD's use of lethal force in 2021 we recommended that MPD publish Internal Affairs Division reports and Use of Force Review Board findings on use of force investigations. The agency began publishing UFRB summary reports in November 2022 but stopped at the end of 2023. We worked informally with the Chairman and his staff with the result that a provision requiring publication of UFRB summaries was included in the pending public safety legislation.

Regarding transparency at ODCA, we continue to publish reports, press releases, testimony, correspondence, our triennial peer reviews and make use of social media to let the public know about our work. The Auditor has spoken at community meetings, also to share the work of ODCA and respond to community questions and concerns. We have also expanded our outreach when we publish reports to include emailing to all Advisory Neighborhood Commissioners rather than just to the Commissioners who have signed up to receive our reports.

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

**Response:** We are exploring ways in which we can work more collaboratively with Advisory Neighborhood Commissioners as commissioners form issue-focused task forces to learn from them what their priorities and concerns might be. We will be conducting another survey of Commissioners this spring to assist us in developing our ongoing audit work plan to ensure we

are covering issues of interest and concern to ANCs. In addition, we will continue in our audit reports to focus as needed on the transparency of government agencies.

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

**Response:** We have sufficient resources to meet our agency mission.

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

**Response:** With the Committee’s support we have streamlined responsibilities with regard to Advisory Neighborhood Commissions to reduce or eliminate administrative activities that constitute a conflict with our statutory role as the legislative auditor for the District of Columbia. We follow Generally Accepted Government Auditing Standards as promulgated by the Government Accountability Office. Generally speaking, GAGAS indicates that auditors should not have an operational role with regard to entities they audit. For that reason, we recommended legislation that the Council enacted to transition responsibility for quarterly ANC reports from ODCA to the Office of the Advisory Neighborhood Commissions. We recommend that another change be made with regard to our current responsibility for the ANC Security Fund. We will be proposing legislation in this area and prior to making a specific legislative proposal we are discussing the issue with representatives of the OANC and the Council’s oversight committee.

35. Did your agency receive any FOIA requests in fiscal year 2023? 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 2022, 2023, and 2024 (as of January 31) related to FOIA.

**Response:** See **Attachment C** for a copy of the ODCA Annual FOIA Report. ODCA received one FOIA request in FY 2023. The total cost incurred by ODCA for FOIA compliance is:

FY 2022:	\$1,483
FY 2023:	\$261
FY 2024 (through first quarter):	\$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 2022, 2023 and 2024 (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
\$45,511.83	0.00	0 %	0 %	0 %	0.00	

**Agency spending goals for FY 2022, FY 2023, & FY 2024 (as of January 31)**

Fiscal Year	SBE Spending Goal
2022	\$52,980.56
2023	\$47,082.92
2024	\$22,755.92

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) 2022, 2023, and 2024 (through the first quarter).

(b) What KPIs have been dropped (or changed) since 2022? List each specifically and explain why it was dropped or changed.

**Response to (a) and (b):** We have continued to reevaluate our Key Performance Indicators and have developed a revised set of indicators that we will put into practice this year and be able to report on a year from now. I share below the chart from our 2020 performance report with the last set of performance metrics.

We dropped a fourth indicator several 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.

Our new and/or newly revised KPIs are as follows:

- Timeliness of report—the length of time it takes from our letter of engagement until the report is published.
- Number of Council and Executive actions based on ODCA work—this is an update to a prior KPI to reflect not just legislative actions but also administration actions and actions taken by independent organizations.
- Percentage of recommendations accepted by auditee—this is a new measure, to indicate receptivity to recommendations as they are made and is an important indicator of ODCA communication and collaboration.
- Percentage of recommendations implemented by auditee – this is a measure we have used previously, and one used by most audit shops. One issue we continue to discuss is how long we should continue tracking recommendations that haven’t been fully implemented –and we require documentation to classify something as “implemented.”

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:**

- Strong first-year performance by the new Deputy Auditor for Public Safety.

We hired a highly qualified Deputy Auditor for Public Safety and with him hired a strong team which was in place by September 2023. This year the team will produce at least three reports, the police staffing study which began in 2022, a statutorily required review of the influence of white

nationalism and other hate groups in the Metropolitan Police Department, and an evaluation of MPD against performance metrics developed by the New York University Policing Project.

- Effective implementation of recommendations for a stronger 911 operation

We have followed up on recommendations from our 2021 audit of the Office of Unified Communications 911 operations and will continue pressing for effective implementation, with a focus on improving the after-action reporting. We anticipate continuing work with Councilmembers and staff on OUC transparency issues including testimony and responding to press and public questions.

- Develop a closer working relationship with the DC Council.

With the Chairman's concurrence the Auditor is now attending breakfast meetings of the full Council on a quarterly basis, which affords an opportunity to provide updates on new and continuing ODCA projects. The Auditor and ODCA staff are in more frequent contact with members and Committees and that will continue and be enhanced. We are attempting to provide briefings at the outset of audit projects for the relevant oversight committee and offer briefings as the work concludes.

- Contribute to stronger, more effective legislative oversight.

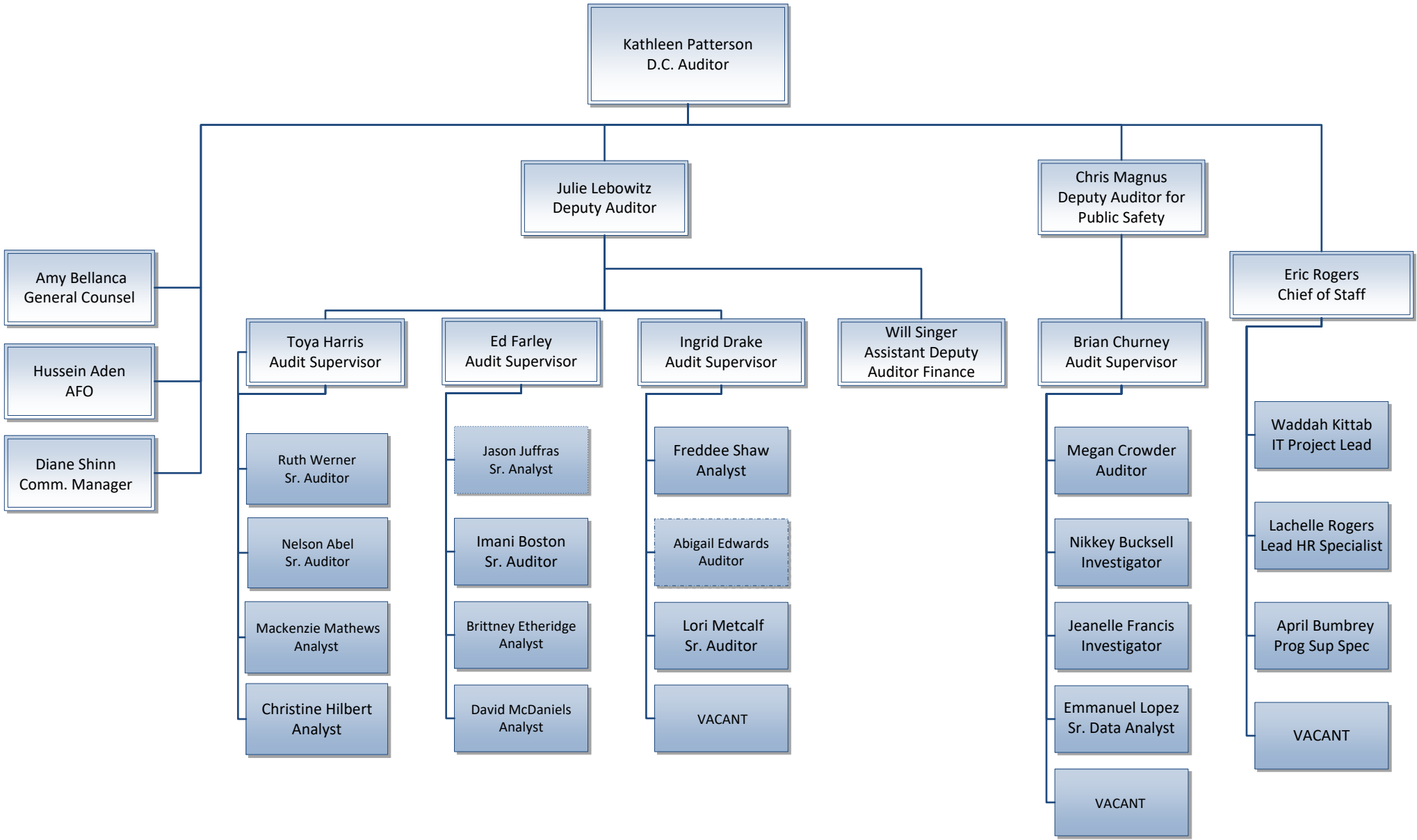
As a result of a closer working relationship with individual Councilmembers and staff members we hope to see the Council press more consistently for effective implementation of laws including the annual budget act.

- Retaining a strong agency workforce including an effective work-from-home policy and maintaining a high level of productivity.

As will be outlined in our performance testimony, ODCA has developed a tour of duty policy that permits most members of the ODCA staff to work remotely a great majority of the time. The policy places a priority on whatever is required by each audit project including fieldwork and time spent at agency locations, as well as at least twice monthly staff meetings. The policy is based on research and evidence on productivity, and we will monitor ongoing productivity and make any change in the policy as experience indicates.



**Attachment A**  
**ODCA Organizational Chart**



ODCA Organizational Chart  
January 2024

**Attachment B**  
**ODCA Schedule A**

**Office of the District of Columbia Auditor (AC0)**  
**Agency Position Listing as of January 31, 2024**

#	Position Number	Title	Position Status Filled/Vacant	Sum of Salary	Finge Benefits
<b>Program: 500021 Audit, Financial Oversight, and Investigation</b>					
1	00043177	Program Analyst	F	\$69,481.00	\$16,536.48
2	00001617	Chief of Staff	F	\$165,000.00	\$39,270.00
3	00008961	Program Analyst	F	\$99,035.00	\$23,570.33
4	00011584	Legal Assistant	V	\$54,183.00	\$12,895.55
5	00016818	Senior Auditor	F	\$155,000.00	\$36,890.00
6	00019462	Senior Financial Auditor	F	\$164,000.00	\$39,032.00
7	00023238	Program Analyst	V	\$80,784.00	\$19,226.59
8	00042589	Program Analyst	F	\$107,984.00	\$25,700.19
9	00044192	Auditor	V	\$80,784.00	\$19,226.59
10	00046192	Auditor	V	\$80,784.00	\$19,226.59
11	00046594	Administrative Assistant	V	\$65,285.00	\$15,537.83
12	00046596	Lead Human Resources Specialist	F	\$134,661.00	\$32,049.32
13	00046597	Auditor	V	\$80,784.00	\$19,226.59
14	00047198	Sr. Communications Manager	F	\$150,000.00	\$35,700.00
15	00047272	Deputy Auditor	F	\$199,684.00	\$47,524.79
16	00047316	Program Support Specialist	F	\$79,971.00	\$19,033.10
17	00048748	D.C. Auditor	F	\$240,000.00	\$57,120.00
18	00051197	Program Analyst	F	\$88,300.00	\$21,015.40
19	00051198	Supervisory Auditor	F	\$170,000.00	\$40,460.00
20	00051428	Supervisory Auditor	F	\$145,000.00	\$34,510.00
21	00051429	Senior Auditor	V	\$109,999.00	\$26,179.76
22	00051430	Senior Auditor	F	\$134,661.00	\$32,049.32
23	00063433	Senior Auditor	F	\$145,000.00	\$34,510.00
24	00063437	Assistant Deputy Auditor for Finance	F	\$140,000.00	\$33,320.00
25	00063438	Supervisory Auditor	F	\$160,000.00	\$38,080.00
26	00063460	Program Analyst	V	\$80,784.00	\$19,226.59
27	00067699	Senior Auditor	F	\$138,184.00	\$32,887.79
28	00067803	Auditor	F	\$80,784.00	\$19,226.59
29	00067804	General Counsel	F	\$190,000.00	\$45,220.00
30	00070279	Supervisory Auditor	F	\$160,000.00	\$38,080.00
31	00073346	Program Analyst	F	\$79,971.00	\$19,033.10
32	00110157	Deputy Auditor for Public Safety	F	\$190,000.00	\$45,220.00

33	00110209	Supervisory Auditor	F	\$140,000.00	\$33,320.00
34	00110210	Auditor	F	\$95,816.00	\$22,804.21
35	00110211	Auditor	V	\$93,069.00	\$22,150.42
36	00111613	Investigator	F	\$93,069.00	\$22,150.42
37	00111614	Senior Investigator	F	\$117,045.00	\$27,856.71
38	00111615	Senior Data Analyst	F	\$113,950.00	\$27,120.10
39	00111616	Auditor	V	\$80,784.00	\$19,226.59
40	00111617	Data Analyst	V	\$80,784.00	\$19,226.59
<b>Progra: 100071 Information Technology Services</b>					
41	00063451	IT Specialist	F	\$134,661.00	\$32,049.32

**Attachment C**  
**ODCA FOIA Report**

**DCA  
Office of the  
DC Auditor**

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**Annual Freedom of Information Act Report for Fiscal Year 2023  
October 1, 2022 through September 30, 2023**

**FOIA Officer Reporting Amy Bellanca**

<b>PROCESSING OF FOIA REQUESTS</b>
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1. Number of FOIA requests received during reporting period .....	1
2. Number of FOIA requests pending on October 1, 2022.....	0
3. Number of FOIA requests pending on September 30, 2023.....	0
4. The average number of days unfilled requests have been pending before each public body as of September 30, 2023.....	0

<b>DISPOSITION OF FOIA REQUESTS</b>
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5. Number of requests granted, in whole.....	1
6. Number of requests granted, in part, denied, in part.....	0
7. Number of requests denied, in whole.....	0
8. Number of requests withdrawn.....	0
9. Number of requests referred or forwarded to other public bodies.....	0
10. Other disposition .....	0

<b>NUMBER OF REQUESTS THAT RELIED UPON EACH FOIA EXEMPTION</b>
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11. Exemption 1 - D.C. Official Code § 2-534(a)(1).....	0
12. Exemption 2 - D.C. Official Code § 2-534(a)(2).....	0
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) .....	0
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).....	0
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

<b>TIME-FRAMES FOR PROCESSING FOIA REQUESTS</b>
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23. Number of FOIA requests processed within 15 days.....	1
24. Number of FOIA requests processed between 16 and 25 days.....	0
25. Number of FOIA requests processed in 26 days or more.....	0
26. Median number of days to process FOIA Requests.....	13

<b>RESOURCES ALLOCATED TO PROCESSING FOIA REQUESTS</b>
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27. Number of staff hours devoted to processing FOIA requests.....	3
28. Total dollar amount expended by public body for processing FOIA requests.....	\$261.08

<b>FEES FOR PROCESSING FOIA REQUESTS</b>
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29. Total amount of fees collected by public body.....	\$0
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<b>PROSECUTIONS PURSUANT TO SECTION 207(d) OF THE D.C. FOIA</b>
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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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<b>QUALITATIVE DESCRIPTION OR SUMMARY STATEMENT</b>
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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].”

This was a year with only one official FOIA request, so no issues.