



February 15, 2018

The Honorable Councilmember Kenyan McDuffie  
John A. Wilson Building  
1350 Pennsylvania Avenue, NW, Suite 506  
Washington, D.C. 20004

RE: Oversight Hearing Questions

Dear Chairperson McDuffie:

In response to the Committee on Business and Economic Development's performance oversight questions related to the Alcoholic Beverage Regulation Administration (ABRA), I respectfully submit the following information.

Thank you for the opportunity to provide prehearing responses to your questions related to ABRA's FY17 performance.

Sincerely,

Fred P. Moosally  
Director  
Alcoholic Beverage Regulation Administration

**Alcoholic Beverage Regulation Administration (“ABRA”)**  
**FY17-18 Performance Oversight Hearing Questions**  
**Committee on Business and Economic Development**  
**Kenyan McDuffie, Chairperson**

General Questions

1. Please provide a current organizational chart for the agency, including the number of vacant, frozen, and filled positions in each division or subdivision. Include the names and titles of all senior personnel, and note the date that the information was collected on the chart.
  - a. Please provide an explanation of the roles and responsibilities of each division and subdivision.

**Response: Please see the attached response to Question 1 for an agency organizational chart. The organizational chart is accurate as of January 2018.**

- b. Please provide a narrative explanation of any changes to the organizational chart made during the previous year.

**Response: The sole change to the organization was the hiring of the Freedom of Information Act Officer.**

2. Please provide a current Schedule A for the agency which identifies each position by program and activity, with the employee’s title/position, salary, fringe benefits, and length of time with the agency. Please note the date that the information was collected. The Schedule A should also indicate if the position is continuing/term/temporary/contract or if it is vacant or frozen. Please separate salary and fringe and indicate whether the position must be filled to comply with federal or local law.

**Response: Please see the attached response to Question 2 for the Schedule A document.**

3. Please list all employees detailed to or from your agency. 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 of the detail, and the employee’s projected date of return.

**Response: ABRA does not have any employees that have been detailed to or from our agency.**

4. Please provide the Committee with:

- a. A list of all employees who received or retained cellphones, personal digital assistants, or similar communications devices at agency expense in FY17 and FY18, to date;

**Response: Please see the attached response to Question 4a.**

- b. A list of all vehicles owned, leased, or otherwise used by the agency and to whom the vehicle is assigned, as well as a description of all vehicle accidents involving the agency's vehicles in FY17 and FY18, to date;

**Response: ABRA has nine vehicles that are assigned as follows:**

**Primary Vehicle used by Supervisory Investigators**

<u>Tag</u>	<u>Make and Model</u>	<u>Year</u>
DC-10891	Toyota Camry	2017

**Supervisory Investigator Keith Gethers  
Green Team (Rotating Shift)**

<u>Tag</u>	<u>Make and Model</u>	<u>Year</u>
DC-12847	Ford Taurus	2017
DC-8842	Dodge Caravan	2014
DC-10595	Toyota Corolla	2014
DC-10190	Toyota Corolla	2013

**Supervisory Investigator John Suero  
Blue Team (Rotating Shift)**

<u>Tag</u>	<u>Make and Model</u>	<u>Year</u>
DC-11379	Dodge Avenger	2010
DC-11385	Pontiac G6	2009
DC-10596	Toyota Corolla	2014
DC-11503	Toyota Corolla	2013

**Supervisory Investigator Kevin Hargrave  
Orange Team (Night Shift)**

**The Orange Team has access to the nine vehicles listed above.**

**There were six (6) accidents in FY 2017 and three (3) thus far in FY 2018.**

**Response: Please see the attached worksheets – Agency Accidents in FY 2017 and Accidents in FY 2018.**

- c. A list of travel expenses, arranged by employee for FY17 and FY18, to date, including the justification for travel; and

**Response: Please see the attached response to Question 4c.**

- d. A list of the total workers' compensation payments paid in FY17 and FY18, to date, including the number of employees who received workers' compensation payments, in what amounts, and for what reasons.

**Response: Please see the attached response to Question 4d.**

5. For FY17 and FY18, to date, what was the total cost for mobile communications and devices, including equipment and service plans?

**Response: For FY 17, the total cost for mobile communications and devices was \$81,028.19. For FY 18, to date, the total cost for mobile communications and devices is \$80,388.62.**

6. For FY17 and FY18, to date, please list all intra-District transfers to or from the agency. For each transfer, include the following details:
  - a. Buyer agency;
  - b. Seller agency;
  - c. The program and activity codes and names in the sending and receiving agencies' budgets;
  - d. Funding source (i.e. local, federal, SPR);
  - e. Description of MOU services;
  - f. Total MOU amount, including any modifications;
  - g. Whether a letter of intent was executed for FY17 or FY18 and if so, on what date,
  - h. The date of the submitted request from or to the other agency for the transfer;
  - i. The dates of signatures on the relevant MOU; and
  - j. The date funds were transferred to the receiving agency.

**Response: Please see the attached response to Question 6.**

7. Please list any additional intra-district transfers planned for FY18, including the anticipated agency(ies), purposes, and dollar amounts.

**Response: No additional intra-district transfers are planned for FY18 at this time.**

8. For FY17 and FY18, to date, please identify any special purpose revenue funds maintained by, used by, or available for use by the agency. For each fund identified, provide:
  - a. The revenue source name and code;
  - b. The source of funding;
  - c. A description of the program that generates the funds;

- d. The amount of funds generated by each source or program;
- e. Expenditures of funds, including the purpose of each expenditure; and
- f. The current fund balance.

**Response: Please see the attached response to Question 8.**

- 9. For FY17 and FY18, to date, please list any purchase card spending by the agency, the employee making each expenditure, and the general purpose for each expenditure.

**Response: Please see the attached response for question 9.**

- 10. Please list all memoranda of understanding (“MOU”) entered into by your agency during FY17 and FY18, to date, as well as any MOU currently in force. For each, indicate the date on which the MOU was entered and the termination date.

**Response: Please see the attached response to question 10.**

- 11. Please list the ways, other than MOU, in which the agency collaborated with analogous agencies in other jurisdictions, with federal agencies, or with non-governmental organizations in FY17 and FY18, to date.

**Response: ABRA worked with various federal, District, and state agencies in FY17 and FY 18, to date. Specifically, ABRA coordinates with the US Marshal Service (USMS) anytime the USMS executes an eviction for an ABC licensed premises in the District of Columbia. ABRA is notified in advance of the eviction and is present on the scene during the eviction to ensure that any alcoholic beverages are properly secured and stored.**

**Additionally, ABRA also works with the US Attorney’s Office (USAO) on those matters that occur at an ABC licensed establishment that are criminal in nature, such as an assault or the bribing of an ABRA investigator. ABRA will assist the USAO attorney with testimony and evidence.**

**ABRA’s Enforcement Division collaborated with the National Liquor Law Enforcement Association (NLLEA) by providing information regarding District of Columbia Alcohol Laws and Regulations, and best practices learned during Underage Drinking enforcement activities. ABRA Enforcement has also assisted the United States Park Police in the investigation of a fatality which was a result of an intoxicated driver that was involved in an accident where occupants of the struck vehicle were killed. The driver/defendant was a patron at a District of Columbia ABC Licensed establishment prior to the accident. ABRA Enforcement also assisted the Montgomery County Police Department (Maryland), in the follow up investigation of a death of a 17 year old where the death was partially caused by severe alcohol intoxication, and it was believed that the alcohol consumed was purchased in Washington, D.C.**

**Finally, ABRA has collaborated with DCRA and the Office and Tax Revenue on licensing and enforcement issues.**

12. Please identify all recommendations identified by the Office of the Inspector General, D.C. Auditor, or other federal or local oversight entities during the previous 3 years. Please provide an update on what actions have been taken to address these recommendations. If the recommendation has not yet been implemented, please explain why.

**Response: ABRA has not received any recommendations in FY16, FY17, or thus far in FY18.**

13. Please list all capital projects in the financial plan and provide an update on all capital projects under the agency's purview in FY17 and FY18, to date, including the amount budgeted, actual dollars spent, and any remaining balances. In addition, please provide:
- a. An update on all capital projects begun, in progress, or concluded in FY16, FY17, and FY18, to date, including the amount budgeted, actual dollars spent, and any remaining balances.
  - b. An update on all capital projects planned for FY18, FY19, FY20, FY21, FY22, and FY23.
  - c. A description of whether the capital projects begun, in progress, or concluded in FY16, FY17, or FY18, to date, had an impact on the operating budget of the agency. If so, please provide an accounting of such impact.

**Response: ABRA does not have any capital projects.**

14. Please provide a table showing your agency's Council-approved original budget, revised budget (after reprogrammings, etc.), and actual spending, by program and activity, for fiscal years 2016, 2017, and the first quarter of 2018. For each program and activity, please include total budget and break down the budget by funding source (federal, local, special purpose revenue, or intra-district funds).
- a. Include any over- or under-spending. Explain any variances between fiscal year appropriations and actual expenditures for fiscal years 2016 and 2017 for each program and activity code.
  - b. Attach the cost allocation plans for FY17 and FY18.
  - c. In FY16 or FY17, did the agency have any federal funds that lapsed? If so, please provide a full accounting, including amounts, fund sources (e.g. grant name), and reason the funds were not fully expended.

**Response: Please see the attached response to question 14.**

15. Please provide a list of all budget enhancement requests (including capital improvement needs) for FY17 and FY18, to date. For each, include a description of the need and the amount of funding requested.

**Response: ABRA did not have any budget enhancement requests for FY 17 or FY18, to date.**

16. Please list, in chronological order, each reprogramming in FY17 and FY18, to date, that impacted the agency, including those that moved funds into the agency, out of the agency, and within the agency. Include the revised, final budget for your agency after the reprogrammings for FY17 and FY18, to date. For each reprogramming, list the date, amount, rationale, and reprogramming number. Please also include the program, activity, and CSG codes for the originating and receiving funds.

**Response: ABRA did not have any reprogrammings in FY17 or FY18, to date.**

17. Please list each grant or sub-grant received by your agency in FY17 and FY18, to date. List the date, amount, source, purpose of the grant or sub-grant received, and amount expended.

**Response: ABRA did not receive any grants for FY17 or FY18.**

- a. How many FTEs are dependent on grant funding? What are the terms of this funding? If it is set to expire, what plans, if any, are in place to continue funding the FTEs?

**Response: ABRA does not have any FTEs that are dependent upon grant funding.**

18. Please describe every grant your agency is, or is considering, applying for in FY19.

**Response: ABRA is not applying for any grants in FY19.**

19. Please list each contract, procurement, and lease, entered into, extended, and option years exercised by your agency during FY17 and FY18, to date. For each contract, please provide the following information, where applicable:

- a. The name of the contracting party;
- b. Contract number;
- c. Contract type (e.g. HCA, BPA, Sole Source, sing/exempt from competition award, etc.)
- d. The nature of the contract, including the end product or service;
- e. Contract's outputs and deliverables;
- f. Status of deliverables;
- g. The dollar amount of the contract, including amount budgeted and amount actually spent;
- h. The term of the contract;
- i. Whether the contract was competitively bid;
- j. Subcontracting status (i.e. Did the Contractor sub any provision of the goods and/or services with another vendor);
- k. CBE status;

- l. Division and activity within ABRA utilizing the goods and/or services;
- m. The name of the agency's contract monitor and the results of any monitoring activity; and
- n. The funding source.

**Response: Please see the attached response to Question 19.**

20. Please list all pending lawsuits that name the agency as a party. Identify which cases on the list are lawsuits that potentially expose the District to significant financial liability or will result in a change in agency practices, and describe the current status of the litigation. Please provide the extent of each claim, regardless of its likelihood of success. For those identified, please include an explanation about the issues involved in each case.

**Response: There are two lawsuits pending against the agency at this time. They are:**

1. **Scahill v. District of Columbia, (271 F. Supp. 3d 216 (D.D.C. 2017), where the plaintiff alleged conditions imposed by the Board violated his Fifth Amendment rights to travel and movement, procedural due process, and other liberty in general. The Court dismissed the case, and the matter is now pending before the federal appellate court.**
2. **2461 Corporation Madam's Organ Restaurant and Bar v. District of Columbia, (Case No. 2016 CA 001769 B). This lawsuit is related to enforcement action taken by ABRA investigators against the establishment. The Superior Court stayed the case pending resolution of the administrative proceeding that is currently on appeal before the District of Columbia Court of Appeals.**

21. Please list all settlements entered into by the agency or by the District on behalf of the agency in FY17 or FY18, to date, and provide the parties' names, the amount of the settlement, and if related to litigation, the case name and a brief description of the case. If unrelated to litigation, please describe the underlying issue or reason for the settlement (e.g. administrative complaint, etc.).

**Response: The agency did not enter into any litigation or administrative complaint settlements in FY17 or FY18 to date.**

22. Please list the administrative complaints or grievances that the agency received in FY17 and FY18, to date, broken down by source. Please describe the process utilized to respond to any complaints and grievances received and any changes to agency policies or procedures that have resulted from complaints or grievances received. For any complaints or grievances that were resolved in FY17 or FY18, to date, describe the resolution.

**Response: ABRA has one pending administrative complaint or administrative grievance that was filed after the employee's term appointment was not renewed.**

23. Please describe the agency's procedures for investigating allegations of sexual harassment or misconduct committed by or against its employees. List and describe any



allegations received by the agency in FY17 and FY18, to date, whether or not those allegations were resolved.

**Response: The agency has not received any complaints regarding sexual harassment or sexual misconduct in FY17 or FY18, to date. If a complaint regarding sexual harassment or sexual misconduct were to be filed, ABRA management would address the matter pursuant to the requirements set forth in Mayor's Order 2017-313, issued December 18, 2017.**

24. Please list and describe any ongoing investigations, audits, or reports on the agency or any employee of the agency, or any investigations, studies, audits, or reports on the agency or any employee of the agency that were completed during FY17 and FY18, to date.

**Response: ABRA is one of several District agencies participating in an on-going audit being conducted by the Office of the District of Columbia Auditor on those D.C. Code provisions that require the views of Advisory Neighborhood Commissions to be given great weight in government decisions.**

25. Please describe any spending pressures the agency experienced in FY17 and any anticipated spending pressures for the remainder of FY18. Include a description of the pressure and the estimated amount. If the spending pressure was in FY17, describe how it was resolved, and if the spending pressure is in FY18, describe any proposed solutions.

**Response: The agency did not experience any spending pressures in FY17. The agency does not anticipate any spending pressures in FY18.**

26. Please provide a copy of the agency's FY17 performance plan. Please explain which performance plan objectives were completed in FY17 and whether they were completed on time and within budget. If they were not, please provide an explanation.

**Response: A copy of the agency's FY17 performance plan is attached. ABRA completed all of its performance plan objectives on time and within budget.**

27. Please provide a copy of your agency's FY18 performance plan as submitted to the Office of the City Administrator.

**Response: A copy of the agency's FY18 performance plan is attached.**

28. Please provide the number of FOIA requests for FY17 and FY18, to date, that were submitted to your agency. Include the number granted, partially granted, denied, and pending. In addition, please provide the average response time, the estimated number of FTEs required to process requests, the estimated number of hours spent responding to these requests, and the cost of compliance.

**Response:** In FY17, there were a total of seventy-two (72) FOIA requests submitted to the agency. Of the 72 requests submitted, Sixty-Nine (69) requests were completed. Three (3) requests were pending at the end of the fiscal year.

Fourteen (14) requests were *Granted in Full* with no information withheld. Forty-Five (45) requests were *Granted in Part/ Denied in Part* with some personal information, trade secrets, and other exempt information, withheld. One (1) request was *Denied in Full*. The remaining nine (9) requests were disposed of by other means, i.e. “Withdrawn” or “Not Agency Record”. The average processing time was 8.3 days. The FOIA officer spent approximately 1,248 hours per year responding to FOIA requests. This is approximately 60% of the total working hours for the year. The remaining time was spent responding to subpoenas and preparation of routine ABRA records for public dissemination such as Enforcement Division case reports and investigative histories.

In FY18, as of February 8, 2018, there have been a total of sixteen (16) FOIA requests submitted to the agency. Of the 16 requests submitted, ten (10) requests have been completed. Six (6) requests are currently pending; three (3) due to administrative holds for clarification of the request from the requestor. Two (2) requests were *Granted in Full* with no information withheld. Seven (7) requests were *Granted in Part/ Denied in Part* with personal information, trade secrets, and other exempt information, withheld. Zero (0) requests were *Denied in Full*. One (1) request was disposed of by other means. (Withdrawn). The average processing time is 13.7 days. The increase in processing time is attributable to the agency’s understanding of and compliance with 1 DCMR §405.6 (“Stopping the Clock”). The FOIA officer has spent approximately 504 hours, to date, responding to FOIA requests. This is approximately 70% of the total hours worked for the year. The remaining time was spent responding to subpoenas and preparation of routine ABRA records for public dissemination, such as Enforcement Division case reports and investigative histories.

<b>Alcoholic Beverage Regulation Administration Freedom of Information Act Data Summary FY17 &amp; FY 18</b>		
	<b>FY 17</b>	<b>FY 18</b>
<b>Total Requests Submitted</b>	72	16
<b>Total Requests Completed</b>	69	10
<b>Average Processing Time (DAYS)</b>	8.3	13.7
<b>Dispositions</b>		

	<b>FY 17</b>	<b>FY 18</b>
<b>Granted in Full</b>	14	2
<b>Granted in Part/Denied In Part</b>	45	7
<b>Denied</b>	1	0
<b>Pending</b>	3 (As of 9/30/2017)	6 (As of 2/8/2018)
<b>Disposed by Other Means</b>	9	1

29. Please provide a list of all studies, research papers, reports, and analyses that the agency prepared or contracted for during FY17 and FY18, to date. Please state the status and purpose of each. Please submit a hard copy to the Committee if the study, research paper, report, or analysis is complete.

**Response: The agency did not contract for any studies, research papers or reports in either FY17 or FY18, to date.**

30. Please separately list each employee whose salary was \$100,000 or more in FY17 and FY18, to date. Provide the name, position number, position title, program, activity, salary, and fringe. In addition, state the amount of any overtime or bonus pay received by each employee on the list.

**Response: Please see the attached response to Question 30.**

31. Please list in descending order the top 25 overtime earners in your agency in FY17 and FY18, to date, if applicable. For each, state the employee's name, position number, position title, program, activity, salary, fringe, and the aggregate amount of overtime pay earned.

**Response: Please see the attached response to Question 31.**

32. For FY17 and FY18, to date, please provide a list of employee bonuses or special 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: ABRA Assistant Attorney Generals Jonathan Berman and April Randall received a 2 percent bonus of their salary in FY17. These amounts were required by the attorneys' union contract under the American Federation of Government Employees. These two attorneys are also entitled to receive a 2 percent bonus of their salary in FY18 as a result of their union contract.**

**For more detail, please see the attached response to Question 30.**

33. Please provide each collective bargaining agreement that is currently in effect for agency employees. Please include the bargaining unit and the duration of each agreement. Please note if the agency is currently in bargaining and its anticipated completion.

**Response: A copy of ABRA's collective bargaining agreements currently in effect are attached. Collective bargaining agreements for ABRA's union employees are negotiated by the Mayor's Office of Labor Relations and Collective Bargaining.**

34. If there are any boards or commissions associated with your agency, please provide a chart listing the names, confirmation dates, terms, wards of residence, and attendance of each member. Include any vacancies. Please also attach agendas and minutes of each board or commission meeting in FY17 or FY18, to date, if minutes were prepared. Please inform the Committee if the board or commission did not convene during any month.

**Response: The requested information regarding specific Board Members is contained in the responses to questions 55 through 58.**

**The Board's agendas and the results of the Board's deliberations are posted on ABRA's website on a weekly basis. The Board does not maintain its own written minutes, but rather Board discussion on agenda items are captured on the record in transcripts on a weekly basis when the Board is in session. These transcripts are also posted on the agency's website, which is [www.abra.dc.gov](http://www.abra.dc.gov).**

35. Please list all reports or reporting currently required of the agency in the District of Columbia Code or Municipal Regulations. Provide a description of whether the agency is in compliance with these requirements, and if not, why not (e.g. the purpose behind the requirement is moot, etc.).

**Response: Pursuant to DC Official Code § 25-205, the ABC Board is required to provide an annual report to the Council detailing its activities during the previous year. This report includes:**

- (1) Licenses, including the number of licenses outstanding; the number of new alcohol licenses and permits issued; the number of alcohol licenses and permits renewed; the number of licenses suspended; and the number of licenses revoked;**
- (2) Enforcement, including the number of regulatory inspections performed and the number of investigations conducted;**
- (3) The workload of the Board, including the number of adjudicated cases processed; the number of hearings conducted; and the number of show cause cases pending;**
- (4) Community notification efforts, including the number of ANC notifications issued; the number of ANC meetings attended by Board members; and the number of community meetings attended by Board members; and**
- (5) Revenue generated by Board actions, including revenue generated by the Board from permits and licenses and from fines.**

**The agency is in compliance with these reporting requirements.**

36. Please attach copies of the required annual **small business enterprise (SBE) expenditure** reports for your agency for FY16 and FY17.

- a. D.C. Official Code § 2-218.53(b) requires each District agency to submit supplemental information with their annual SBE expenditure report, including: a description of the activities the agency engaged in to achieve their fiscal year SBE expenditure goal; and a description of any changes the agency intends to make during the next fiscal year to achieve their SBE expenditure goal. Has your agency submitted the required information for fiscal year 2017? Please provide a copy as an attachment.

**Response: Please see the attached FY16 and FY17 SBE expenditure reports.**

37. Please provide a list of any additional training or continuing education opportunities made available to agency employees. For each additional training or continuing education program, please provide the subject of the training, the names of the trainers, and the number of agency employees that were trained.

**Response: Active Shooter Training was provided to all ABRA employees on October 16, 2017. The training was offered and put together by Serve DC. Customer Care Training was provided to ABRA employees on January 19, 2017. The training was conducted by Steven Conley at DCHR. ABRA employees are encouraged to take on-line training throughout the year. ABRA employees have either completed or in the process of completing the Sexual Harassment training offered on PeopleSoft and mandated by Mayor's Order 2017-313, issued on December 18, 2017. Finally, the ABC Board received one hour of ethics training and one hour of training on the Open Meetings Act on May 10, 2017. This training was conducted by BEGA.**

38. Does the agency conduct annual performance evaluations of all its employees? Who conducts such evaluations? What steps are taken to ensure that all agency employees are meeting individual job requirements?

**Response: Yes, ABRA conducts mid-year and annual performance plans for its employees, including managers. Mid-year performance plans are required to be completed by managers and reviewed with the employee. The mid-year is a marker for the employee to ensure they are on track to meet or exceed their performance goals. Annual performance plans are then completed at the end of the fiscal year by the manager to evaluate the employee's performance and provide feedback. The mid-year review provides an opportunity for all managers to ensure that employees are meeting their individual job requirements. Managers may at any time during the course of the performance year provide feedback to the employee to encourage and assist with meeting all job requirements.**

## Agency Operations

39. Please describe any initiatives that the agency implemented in FY17 or FY18, to date, to improve the internal operations of the agency or the interaction of the agency with outside parties. Please describe the results, or expected results, of each initiative.

**Response:** In FY17 and FY18, to date, the agency implemented many new initiatives that included new and revised forms and enhancements to improve on the efficiency of internal operations as well as the interactions with outside parties. This included on-going division-specific trainings on regulatory processes, policies, and procedures. The agency also undertook efforts to roll out Twitter/Facebook campaigns to advertise the agency's activities, such as licensee training sessions. This resulted in a significant increase in participant enrollment. The agency also launched campaigns to provide the public with important licensee information on all renewal, extended hours, and pub crawl license deadlines. As a result, ABRA's licensing division experienced an increase in licensees renewing on time and a decrease in the number of licenses that were renewed late. ABRA also experienced a decrease in cease and desist orders and cancellations.

Pub Crawl interest significantly increased at the end of FY17 into FY 18 as licensees and applicants were afforded the opportunity to file applications and submit documentation on-line and on time. Separate campaigns were created to inform licensees and the public of rule changes and postings for all closures including the expansion of customer services by improving on-line services to better inform customers as quickly as possible. ABRA's effort to facilitate enhanced internal processes with the expectation of delivering better external customer service also included:

- On-line registration for new and existing licensee training;
- Licensee training for maintaining books and records;
- Ability for caterers to submit semi-annual and annual reports on-line;
- Availability of moratorium zone maps on-line; and
- On-line FOIA requests and public inquiries for documents.

In addition to the aforementioned, ABRA created and implemented the below:

New public information documents:

- Class B renewal checklist trifold brochure; and
- Class A renewal checklist trifold brochure.

New webpages:

- Moratorium Zone Maps;

- **Licensee Map;**
- **Class B renewal webpage; and**
- **Class A renewal webpage.**

**Updated forms and applications:**

- **Online Import-transport permit;**
- **Solicitor License Renewal Application;**
- **Private Collector Tasting Permit; and**
- **Clean Hands Certificate.**

**New graphics:**

- **Social media graphics for trainings promotions; and**
- **Image rotator for ABRA updates.**

40. What are the agency's top five priorities? Please explain how the agency expects to address these priorities in FY18. How did the agency address its top priorities listed for this question last year?

**Response: The agency's top five priorities in FY18 are:**

- 1. Educate licensees on the District's alcoholic beverage laws and regulations;**
- 2. Ensure that licensed establishments are in compliance with the ABC laws and regulations;**
- 3. Engage in community outreach regarding the licensing process;**
- 4. Create and maintain a highly efficient, transparent and responsive agency in the District of Columbia government; and**
- 5. Attend community meetings to educate the community regarding the licensing process.**

**The agency did not have this question in FY17.**

41. Please list each new program implemented by the agency during FY17 and FY18, to date. For each initiative, please provide:

- A description of the initiative;
- The funding required to implement to the initiative; and
- Any documented results of the initiative.

**Response: The agency did not implement any new programs in FY 17 or FY18, to date.**

42. How does the agency measure programmatic success? Please discuss any changes to outcomes measurement in FY17 and FY18, to date.

**Response:** The agency measures programmatic success by accomplishing all of the goals in its performance plan, which it did successfully in FY17. In response to suggestions from the Committee, ABRA changed three measureable goals in its performance plan for FY18. First, ABRA increased its target goal for conducting regulatory inspections from 7,000 to 10,000. Second, the agency increased its target goal for conducting sale to minor compliance checks from 700 to 900. Finally, ABRA increased its target goal for fine collections from \$290,000 to \$400,000.

43. What are the top metrics regularly used by the agency to evaluate its operations? Please be specific about which data points are monitored by the agency.

**Response:** The agency uses a variety of metrics to meet goals, be transparent, and ensure that licensees and the community are educated. ABRA's key metrics consist of tracking the number of ABC licenses and permits issued and renewed, along with the number of temporary licenses issued. These metrics have a direct effect on ABRA's annual revenue collection, which correlates directly with the ability of the agency to sustain operations without requiring local funds to operate. ABRA also tracks revenue and citation collections. ABRA additionally tracks the number of regulatory inspections, investigations and sale to minor violations. Regarding the ABC Board (Board), ABRA tracks the number of cases adjudicated; show cause cases pending; Board approved settlement agreements; number of hearings conducted by the Board; fines ordered by the Board; citations issued; and ABC licenses suspended or revoked.

44. Please list the task forces and organizations of which the agency is a member.

**Response:** ABRA is a member of the following task forces and organizations:

- The National Liquor Law Enforcement Association (NLLEA);
- The Noise Task Force, which consists of personnel from ABRA and the Department of Consumer and Regulatory Affairs (DCRA); and
- The Mayor's Special Events Task Group (MSETG), which consists of members from several agencies in the city tasked to review and approve special events for the District.

45. Please explain the impact on your agency of any legislation passed at the federal level during FY17 and FY18, to date, which significantly affected agency operations.

**Response:** There was not any legislation passed on the federal level during FY17 and FY18, to date, that has had an impact on ABRA.

46. Please describe any steps the agency took in FY17 and FY18, to date, to improve the transparency of agency operations.

**Response:** For ABRA, transparency is of utmost concern. The agency takes every reasonable step to ensure that the public is duly informed about matters before the ABC



Board and the decisions that the ABC Board makes during its Wednesday meetings. To achieve this goal, ABRA does the following:

- a) ABRA regularly updates its website. ABC Board decisions and copies of Board Orders are posted on ABRA's website within 24 hours of the Board issuing its decision or executing an Order. ABRA also posts its rulemakings on its website to ensure that the public is aware of any pending proposed rulemakings so that they can submit comments. In addition, the contact information for ABRA staff is always kept current so that members of the public can be assured that if they contact the agency, they will receive a response.
- b) In accordance with the Open Meetings Amendment Act, ABRA publishes its weekly calendars in the *D.C. Register* in advance of the ABC Board's meeting. In addition to publishing the calendar on the website, the calendar is posted outside of the hearing room.
- c) ABRA also has a mailing distribution list that any member of the public can join. The mailing list gives the public access to frequent updates of ABC Board hearings, rulemakings, and ABC Board decisions. ABRA also has an electronic newsletter that provides the public with a wealth of information.
- d) ABRA has hired a FOIA Officer and Records Division Staff to ensure timely responses to document requests.
- e) Lastly, customer service is paramount to the Agency. All staff persons are expected to respond to e-mails and/or telephone calls within 24 hours. If the staff member is unable to assist a member of the public, they are expected to refer the individual to someone that can assist them.

47. Please identify all electronic databases maintained by your agency, including the following:

- a. A detailed description of the information tracked within each system;
- b. The age of the system and any discussion of substantial upgrades that have been made or are planned to the system; and
- c. Whether the public can be granted access to all or part of each system.

**Response:** ABRA utilizes an electronic database referred to as Accela. The Accela database tracks every alcohol license that has been processed by the agency since 2008. Accela tracks the status of each license, changes made to the license, protests against the license, and enforcement actions related to the license. Both permanent and temporary licenses are tracked, in addition to ABC Manager and Solicitor licenses. The Ad Hoc reporting system of the database can be used to produce informational and statistical reports regarding the number and kinds of licenses that ABRA has processed over time. Two years ago, ABRA completed a migration of the Accela system to the cloud and, in the past year, additional upgrades were made to bring the capabilities of the system more up-to-date with current laws and procedures and increase reporting capabilities. The public cannot currently access the Accela system.

48. Please provide a detailed description of any new technology acquired in FY17 and FY18, to date, including the cost, where it is used, and what it does. Please explain if there have been any issues with implementation.

**Response: ABRA did not purchase any new technology, excluding computers, in FY17 or FY18, to date.**

49. How many in-person training programs took place in FY17 and FY18, to date?

**Response: Please see the response to Question 37.**

50. What training deficiencies, if any, has the agency identified during FY17 and FY18, to date?

**Response: The agency has identified no training deficiencies. Consistent with the Mayor's directive, ABRA employees are required to complete on-line sexual harassment training by February 28, 2018.**

#### Voluntary Agreements

51. How many voluntary agreements were submitted to the ABC Board for review and approval in FY17 and FY18, to date?

**Response: In FY17, the ABC Board received 165 voluntary/settlement agreements. Of those, 138 were new voluntary/settlement agreements; 9 were petitions to terminate or amend a voluntary/settlement agreement, and 18 were amendments to voluntary/settlement agreements.**

**In FY18, as of February 8, 2018, the ABC Board has received 44 voluntary/settlement agreements. Of those, 32 are new voluntary/settlement agreements; 11 are amended voluntary/settlement agreements, and 1 is a petition to terminate or amend a voluntary/settlement agreement.**

52. How many such agreements were approved in FY17 and FY18, to date? Please provide the reason(s) for each approval?

**Response: In FY 2017, the ABC Board approved 160 voluntary/settlement agreements. Of the 160 voluntary/settlement agreements, 133 were new settlement/voluntary agreements; 11 were for petitions to terminate or amend; and 16 were amendments.**

**In FY 2018, to date, the ABC Board has approved 30 voluntary/settlement agreements. Of the 30 voluntary/settlement agreements, 18 are new voluntary/settlement agreements; 11 are amendments; and 1 is for a petition to terminate or amend an agreement.**

53. How many voluntary agreements were either violated or terminated in FY17 and FY18, to date? Please provide a breakdown of the reason(s) for each violation and termination.

**Response:** The Board has held adjudicatory hearings on violations of settlement agreements, as it does with any violation of the law and regulations that govern licensees. However, the Board does not maintain statistics that break down the specific information with regard to settlement agreement violations. No two agreements are alike and the tracking of this type of information would be burdensome to the agency.

**For information regarding settlement agreement terminations, please see the response to Question No. 54 below.**

54. How many establishments have requested to have their voluntary agreements terminated without community approval? How many of those requests were granted? Please provide the location of each establishment.

**Response:** In FY 2017, nine establishments sought to terminate or amend its voluntary/settlement agreement without community approval. Below are specifics about the petitions:

- a) A unilateral petition to terminate or amend a voluntary/settlement agreement was filed in ANC 1B and it resulted in a new settlement agreement.
- b) A unilateral petition to terminate or amend a voluntary/settlement agreement was filed in ANC 1C and it resulted in an amended settlement agreement.
- c) Another unilateral petition to terminate or amend a voluntary/settlement agreement was filed in ANC 1B. The Board denied the request.
- d) \*Another unilateral petition to terminate or amend a voluntary/settlement agreement was filed in ANC 1C. The Board voted to placard the petition.
- e) A unilateral petition to terminate was filed in ANC 2E. The Board granted the petition.
- f) \*The Board received a petition to terminate or amend a voluntary/settlement agreement in ANC 3B. The Board voted to placard the petition.
- g) \*The Board received a unilateral petition to terminate or amend a voluntary/settlement agreement in FY 2016 for an establishment in ANC 1D. The Board issued a Board Order granting the petition in FY 2017.
- h) \*The ABC Board received a unilateral petition to terminate or amend a voluntary/settlement agreement for an establishment in ANC 6A in FY 2016. The Board issued an Order on a Settlement Agreement and Terminating Settlement Agreement and Addendum to Settlement Agreement in FY 2017.
- i) A petition to unilaterally terminate or amend a voluntary/settlement agreement was submitted to the ABC Board for an establishment in ANC 1C that resulted in an amended settlement agreement.
- j) Another petition to unilaterally terminate or amend a voluntary/settlement agreement was submit for an establishment in ANC 6B. This petition resulted in an amended settlement agreement.
- k) Lastly, a unilateral petition to terminate or amend a voluntary/settlement agreement was received for an establishment in ANC 2F. The Board denied the petition.

The items with asterisks next to them refer to petitions that were filed in FY 2016 and were not captured in the statistics for FY 2017. However, the dispositions are provided for information.

In FY 2018, the ABC Board has only received one unilateral petition to terminate or amend a voluntary/settlement agreement. The Board denied the request.

Board Questions

55. What is the current number of seats filled on the Board? How many seats are vacant?

**Response: There are currently seven (7) seats that are filled on the Board. As of February 14, 2018, there are no vacant seats on the Board.**

56. Please provide the date when each member was appointed and the date their appointment ends.

**Response: Please see the table below:**

<b>ABC Board Member</b>	<b>Initial Appointment Date</b>	<b>Term End Date</b>
<b>Donovan Anderson</b>	<b>November 3, 2015</b>	<b>May 7, 2019</b>
<b>Nick Alberti</b>	<b>June 3, 2008</b>	<b>May 7, 2019</b>
<b>James N. Short</b>	<b>January 7, 2014</b>	<b>May 7, 2020</b>
<b>Mike Silverstein</b>	<b>April 20, 2010</b>	<b>May 7, 2019</b>
<b>Donald Isaac, Sr.</b>	<b>April 4, 2017</b>	<b>May 7, 2019</b>
<b>Bobby Cato, Jr.</b>	<b>January 9, 2018</b>	<b>May 7, 2019</b>
<b>Rema Wahabzadah</b>	<b>January 9, 2018</b>	<b>May 7, 2020</b>

57. Please provide the Ward in which each Board member resides.

**Response: Donovan Anderson, Chairperson, Ward 7  
 Nick Alberti, Member, Ward 6  
 James N. Short, Member, Ward 7  
 Mike Silverstein, Member, Ward 2  
 Donald Isaac, Sr., Member, Ward 7  
 Bobby Cato, Jr., Member, Ward 5  
 Rema Wahabzadah, Member, Ward 6**

58. What was the attendance rate of each ABC Board member at Board meetings in FY17?  
What has been the attendance rate for each member at Board meetings in FY18, to date?

**Response: Please see the attached response to Question 58.**

59. The ABC Board's hours sometimes pose difficulty for community and ANC volunteers who hold a job during the traditional work week. Will the ABC Board continue to provide 4:30 p.m. protest hearing time slots?

**Response: Yes, the ABC Board will continue to hold hearings at 4:30 p.m.**

60. Please provide whether the ABC Board filled all vacant positions in FY17.

**Response: All vacant positions on the ABC Board were filled in FY18.**

#### Reimbursable Detail Officer ("RDO") Program

61. How much of the RDO subsidy did your agency spend in FY17 and how much has been spent so far in FY18?

**Response: In FY17, ABRA spent \$1,047,683.00 of the RDO Subsidy. For FY 18, to date, ABRA will be receiving a spending breakdown from MPD in the coming weeks.**

62. How many total ABC licensees, independently or in a group, utilized the RDO Subsidy Program in FY17 and FY18, to date?

**Response: In FY 17, there were 57 ABC licensees that utilized the RDO Subsidy Program. For FY18, ABRA will be receiving a list of participating establishments from MPD in the coming weeks.**

63. Please provide a monthly listing of the funds spent from the RDO Subsidy Program for FY17 and FY18, to date.

**Response: Please see the attached RDO subsidy worksheet. Per the answer to question 61, ABRA does not yet have the RDO spending breakdown for FY18, to date.**

#### Noise Issues

64. How many complaints did ABRA receive from residents regarding noise from ABC establishments in FY17 and thus far in FY18? In addition, how many such complaints were referred to ABRA by MPD in FY17 and thus far in FY18?

**Response: Please see below.**

**FY 17**

**Residents: 396**

**Others: 6 (MPD, DCRA, and ABRA)**

**FY 18**

**Residents: 224**

**Others: 2 (1 - MPD and 1 - ABC Manager)**

**MPD Referrals: FY 17      4**

**MPD Referrals: FY 18      1**

65. Of those total complaints, how many did ABRA formally investigate?

**Response: Noise complaints that are received via the ABRA hotline are routinely assigned for immediate follow-up. Complaints that are received by ABRA through e-mails and other means are typically assigned for monitoring by one of the ABRA Enforcement investigative teams and follow-up by the Noise Task Force.**

**The number of noise complaints substantiated in FY17 was (3) three.**

**The number of noise complaints substantiated, thus far, in FY18 was (1) one.**

66. How many citations were issued to ABC establishments for noise violations in FY17 and FY18, to date? List each citation and establishment.

**Response: ABRA is currently submitting investigative reports involving noise violations to the ABC Board for appropriate enforcement action instead of issuing noise citations.**

67. Explain ABRA's current procedures with respect to responding and investigating complaints about noise from ABC establishments.

**Response: ABRA responds to noise complaints according to DC Official Code § 25-725, which reads as follows:**

**25-725. Noise from licensed premises**

**(a) The licensee under an on-premises retailer's license shall not produce any sound, noise, or music of such intensity that it may be heard in any premises other than the licensed establishment by the use of any:**

**(1) Mechanical device, machine, apparatus, or instrument for amplification of the human voice or any sound or noise;**

**(2) Bell, horn, gong, whistle, drum, or other noise-making article, instrument, or device; or**

**(3) Musical instrument.**

**(b) This section shall not apply to:**

**(1) Areas in the building which are not part of the licensed establishment;**

**(2) A building owned by the licensee which abuts the licensed establishment;**

(3) Any premises other than the licensed establishment which are located within a C-1, C-2, C-3, C-4, C-M, or M zone, as defined in the zoning regulations for the District and *the zoning map conversation table*; or

(4) Sounds, noises, or music occasioned by normal opening of entrance and exit doors for the purpose of ingress and egress.

(c) The licensees under this subchapter shall comply with the noise level requirements set forth in Chapter 27 of Title 20 of the District of Columbia Municipal Regulations.

The open access complaint process currently in place allows complainants to forward complaints using the following methods:

- ABRA phone hotline;
- ABRA on-line complaint form;
- Email;
- Letter; and
- Twitter.

For complaints that are received while the noise (usually music) is active, complainants commonly call the ABRA hotline and speak with the Supervisory Investigator on-duty.

The complaint is screened and recorded to ensure that it is responded to by the appropriate agency. The complaint is included on the ABRA Noise Log with the following information:

1. Time and date of the complaint;
2. Name and address of the establishment that is the subject of the complaint;
3. Name and address of the complainant, if available;
4. Nature of the noise complaint; and
5. Whether the complaint was substantiated.

If it is a matter for ABRA, the on-duty Supervisory Investigator refers to the District of Columbia Official Zoning electronic map to determine the zoning information for the complainant's address. ABRA records are also reviewed to determine if there is a Settlement Agreement.

Following this supervisory assessment, the complainant is provided with information concerning ABRA's response options and the likelihood of a violation based on zoning information.

If it is determined that the circumstances are fitting for ABRA follow-up, the complainant is provided with an overview of the standard procedures for follow-up, which involves two investigators entering the complainant's residence to determine whether the noise can be heard with the doors and windows closed. If the complainant elects to have investigators respond, the supervisor sends two investigators to the residence. Upon their arrival, the investigators enter the residence to listen and determine if there is a noise violation.

If the noise is not heard, investigators will advise the complainant and notify the licensee's representative that the business was the subject of a complaint.

If noise is heard, the investigators will respond to the establishment to verify the source and advise the licensee's representative (owner or ABC Manager) of the violation. In the days following the violation notification, one of the investigators prepares a case report. The report details the circumstances and investigative findings.

Regardless of how and when the noise complaint is received, an ABRA employee will contact a representative (ABC Manager or owner) of the establishment by phone or registered mail, or in person to inform them that the establishment is the subject of a noise complaint.

ABRA's Noise Program Coordinator is Supervisory Investigator Keith Gethers, who is responsible for maintaining the log, responding to questions and concerns, and conducting presentations. In situations where the law does not provide the desired relief, the complainants are supplied with alternative methods to seek relief or a compromise via one the following processes:

- **Alternative Dispute Resolution:** Efforts are undertaken with complainants and ABC licensees to informally resolve issues. For noise, the agreed upon remedies commonly involve agreements to reposition speakers, determine and utilize predetermined volume settings, and reduce bass settings (which is a common problem).
- **Settlement Agreement Enforcement:** ABRA is responsible for enforcing the terms of Settlement Agreements. A Settlement Agreement is a contractual agreement between an ABC licensee and often a protestant to a license, which becomes part of the terms of the ABC license.
- **Filing a Protest:** A Protest is a written statement submitted to the ABC Board opposing the issuance of, or modification to, an establishment's ABC license. Protests are often initiated in regards to:
  - A new ABC license application or license renewal (every three years);
  - Transfer of an ABC license to a new location;
  - Substantial changes to the nature of an operation, e.g. the addition of a sidewalk café, summer garden, extension of hours of operation, or additional seating;
  - Changes to license class (e.g. from restaurant to tavern); and
  - Application for an entertainment endorsement.

68. How many times has the Noise Task Force gone out to investigate noise complaints in FY17 and thus far in FY18? Please provide the dates and the locations.

**Response:** In FY17, ABRA visited 499 establishments (see the attached response to Question 68, FY17 for details)

In FY18, ABRA visited 81 establishments as of 2/3/18 (see the attached response to Question 68, FY 18 for details)



Entertainment Endorsements and Promoters

69. How many ABC establishments currently have entertainment endorsements?

**Response: As of February 5, 2018, 671 establishments have entertainment endorsements.**

70. Please provide an update of ABRA's new regulations regarding "pub crawls". Has ABRA received positive or negative feedback concerning the effects of the new regulations?

**Response: ABRA's pub crawl regulations have been in place since February 8, 2017. The agency has received positive feedback regarding the new rules. Of note, the decline in complaints from the community involving pub crawl events is profound.**

**In FY 2017, ABRA received 30 pub crawl applications. Of the 30 applications received, the Board approved 27 of them. The majority of the pub crawls occur in Chinatown, Dupont Circle, and on U Street. ABRA did not receive any complaints in FY 2017 about the pub crawl events. Under the new regulations, the pub crawl promoters are required to notify MPD, FEMS, and DPW 60 days in advance of the pub crawl event. This helps tremendously in ensuring the public's safety and health are protected. The BIDs have also been instrumental in ensuring that pub crawls are run effectively. The community is always informed of an approved pub crawl on ABRA's website within 24 hours of the Board approving an application.**

**Thus far in FY 2018, ABRA has received 10 pub crawl applications. All 10 of these pub crawl applications have been approved by the Board.**

Additional Questions

71. How many protests regarding current ABC establishments or establishments applying for and ABC license were initiated in FY17 and have been initiated thus far in FY18?

**Response: In FY17, there were 93 protests filed with ABRA. In FY18, to date, 45 protests have been filed.**

72. Please provide an update on the Minor Compliance Check Program and provide whether the vendor of the hired minors are District residents.

**Response: During FY 2018, Hales Creative Solutions was contracted by the Office of Contracting and Procurement as the vendor to provide ABRA with minors for the Compliance Check Program. All of the minors contracted by Hales Creative Solutions for ABRA are District of Columbia residents. For FY 17, ABRA conducted 1,246 Compliance Checks with 110 Sale to Minor violations. For FY 18, as of 1/31/18, ABRA conducted 214 Compliance Checks with 34 Sale to Minor violations.**

73. Please provide an update on the partnership with Office of Cable, Television, Film, Music, and Entertainment to stream and archive ABC Board hearings and meetings during FY17 and FY18, to date.

**Response: ABRA has had discussions with the Office of Cable, Television, Film, Music, and Entertainment on this issue and is continuing to assess the potential partnership.**

74. Please provide an update on the moratorium to ban the sale of individual beer purchase.

**Report: ABRA intends to submit a report to the Committee on this issue by September 30, 2018.**

75. What has the agency done in the past year to make the activities of the agency more transparent to the public? Please identify ways in which the activities of the agency and information retained by the agency could be made more transparent.

**Response: ABRA continues to post numerous updates for the public via its listserv, Twitter, and the ABRA website. This includes copies of Board agendas, decisions, and transcripts being posted on the ABRA website. The licensing division ensures that all public hearing notices and agendas are published in the DC register in accordance with DC Government guidelines. Finally, ABRA continues to conduct licensee and community member specific workshops and trainings to keep the public informed on District laws and regulations. Please see the response to Question 46 for more detail.**

76. How does the agency solicit feedback from customers?

a. Has the agency changed any practices or procedures as a result of such feedback?

**Response: The agency's Community Resource Officer solicits feedback from licensees, ANC Commissioners, and members of the public following customer training sessions held at ABRA, including through in-person and direct email surveys. Specifically, ABRA requests that training participants fill out surveys after training sessions held at ABRA which include but are not limited to:**

**(1) New licensee orientation trainings;**

**(2) Books and records trainings; and**

**(3) Advisory Neighborhood Commission and community organization trainings.**

**ABRA has made changes to its website as a result of customer feedback received at these training sessions.**

ALCOHOLIC BEVERAGE REGULATION ADMINISTRATION  
INTRA-DISTRICTS

FY 2017								
ABRA (LQ0) Buyer								
Agency	MOU Value	Program/Activity	Fund	Letter of Intent (LOI) Executed	LOI Date	Date of Signed MOU	Date Funds Transferred	Description
Office of Unified Communications	1,953.71	Program 3000 - Investigations Activity 3010 - Investigations	6017	Yes	12/10/15	10/12/16	06/12/17	Citywide radio system
Department of Public Works	55,110.19	Program 1000 - Agency Management Activity 1070 - Fleet Management	6017	N/A	N/A	N/A	11/01/16	Fleet maintenance
Office of the Chief Technology Officer	79,906.13	Program 1000 - Agency Management Activity 1030 - Property Management	6017	N/A	N/A	N/A	10/01/16	IT ServUs and Network Support
Office of Finance and Treasury	40,262.75	Program 1000 - Agency Management Activity 1050 - Financial Management	6017	No	N/A	04/04/17	06/05/17 - 09/06/17	Merchant service fees
Metropolitan Police Department	1,170,000.00	Program 3000 - Investigations Activity 3010 - Investigations	0110	Yes	12/11/15	04/03/17	10/01/16	Reimbursable Detail Program
FY 2017								
ABRA (LQ0) Seller								
Agency	MOU Value	Program/Activity	Fund	Letter of Intent (LOI) Executed	LOI Date	Date of Signed MOU	Date Funds Transferred	Description
N/A								

ALCOHOLIC BEVERAGE REGULATION ADMINISTRATION  
INTRA-DISTRICTS

FY 2018								
ABRA (LQ0) Buyer								
Agency	MOU Value	Program/Activity	Fund	Letter of Intent (LOI) Executed	LOI Date	Date of Signed MOU	Date Funds Transferred	Description
Office of Unified Communications	1,953.71	Program 3000 - Investigations Activity 3010 - Investigations	6017	Yes	10/12/16			Citywide radio system
Department of Public Works	18,399.79	Program 1000 - Agency Management Activity 1070 - Fleet Management	6017	N/A	N/A	N/A	12/01/17	Fleet maintenance
Office of the Chief Technology Officer	80,388.62	Program 1000 - Agency Management Activity 1030 - Property Management	6017	N/A	N/A	N/A	10/01/17 10/12/17	IT ServUs and Network Support
Office of Finance and Treasury	70,000.00	Program 1000 - Agency Management Activity 1050 - Financial Management	6017	No	N/A		01/03/18	Merchant service fees
Metropolitan Police Department	1,170,000.00	Program 3000 - Investigations Activity 3010 - Investigations	0110	No	N/A			Reimbursable Detail Program
FY 2018								
ABRA (LQ0) Seller								
Agency	MOU Value	Program/Activity	Fund	Letter of Intent (LOI) Executed	LOI Date	Date of Signed MOU	Date Funds Transferred	Description
N/A								

ALCOHOLIC BEVERAGE AND REGULATION ADMINISTRATION  
(LQ0)  
CURRENT SCHEDULE A

Activity Code	Activity Title	Position Nbr	Title	Hire Date	Filled/ Vacant	Grade	Step	Reg/ Temp/ Term	O-Type Fund (0600)	FTE'S	Salary	Fringe
<b>1000 - AGENCY MANAGEMENT</b>												
1060	LEGAL	00013752	Mediation Specialist	5/21/1990	F	13	7	Reg	6017	1	104,523	22,263
		00022846	Adjudication Specialist	2/23/2015	F	9	4	Term	6017	1	55,929	11,913
		00031504	Legal Administrative Specialis	3/6/2006	F	11	6	Reg	6017	1	71,371	15,202
		00041738	SUPERVISORY ATTORNEY ADVISOR	6/11/2007	F	1	0	Reg	6017	1	152,771	32,540
		00041739	ATTORNEY ADVISOR	2/16/2010	F	14	5	Reg	6017	1	129,403	27,563
		00043314	ATTORNEY ADVISOR	11/10/2008	F	13	7	Reg	6017	1	115,943	24,696
		00092139	Paralegal Specialist	3/31/2008	F	12	7	Reg	6017	1	90,254	19,224
<b>1060 Total</b>										<b>7</b>	<b>720,194</b>	<b>153,401</b>
1080	COMMUNICATIONS	00010741	Community Outreach Specialist	10/11/2011	F	12	3	Reg	6017	1	80,806	17,212
		00031508	Public Affairs Specialist	6/12/2017	F	12	8	Term	6017	1	85,626	18,238
		00092068	Public Information Officer	6/17/2013	F	13	0	Reg	6017	1	107,000	22,791
<b>1080 Total</b>										<b>3</b>	<b>273,432</b>	<b>58,241</b>
1085	CUSTOMER SERVICE	00031512	CONTACT REPRESENTATIVE	12/21/1986	F	8	10	Reg	6017	1	59,701	12,716
<b>1085 Total</b>										<b>1</b>	<b>59,701</b>	<b>12,716</b>
1090	PERFORMANCE MANAGEMENT	00000382	Director of Alcoholic Beverage	1/4/1999	F	11	0	Term	6017	1	182,891	38,956
		00013529	Administrative Officer	4/12/1999	F	14	0	Reg	6017	1	139,521	29,718
		00021204	OPERATIONS MGR	10/11/1987	F	13	10	Reg	6017	1	112,956	24,060
		00021501	Staff Assistant	8/11/2014	F	11	10	Term	6017	1	79,275	16,886
		00031499	CONTACT REPRESENTATIVE	11/14/2016	F	7	2	Term	6017	1	43,718	9,312
		00088521	Information Technology Special	5/16/2016	F	12	3	Term	6017	1	74,711	15,913
00088664	Administrative Support Spec.	6/13/2016	F	12	5	Term	6017	1	79,077	16,843		
<b>1090 Total</b>										<b>7</b>	<b>712,149</b>	<b>151,688</b>
<b>1000 - AGENCY MANAGEMENT Total</b>										<b>18</b>	<b>1,765,476</b>	<b>376,046</b>
<b>2000 - LICENSING</b>												
2010	LICENSING	00008074	LICENSING SPEC	10/1/2012	F	11	1	Reg	6017	1	61,491	13,098
		00012097	Licensing Officer	2/6/2006	F	13	0	Reg	6017	1	100,468	21,400
		00016930	LICENSING SPEC	8/17/1987	F	11	7	Reg	6017	1	73,347	15,623
		00019864	LICENSING SPEC	7/29/2013	F	9	4	Reg	6017	1	55,929	11,913
		00025384	LICENSING SPEC	7/27/2015	F	11	4	Term	6017	1	67,419	14,360
		00031505	Freedom of Info Spec	11/14/2016	F	12	1	Term	6017	1	70,345	14,983
		00077044	Licensing Manager	5/20/2013	F	14	0	Reg	6017	1	139,522	29,718
		00077054	CONTACT REPRESENTATIVE	11/18/2013	F	8	4	Reg	6017	1	50,833	10,827
		00091275	CONTACT REPRESENTATIVE	3/7/2016	F	7	2	Term	6017	1	43,718	9,312
		00091418	LICENSING SPEC	1/22/2018	F	9	1	Term	6017	1	51,039	10,871
		00091968	LICENSING SPEC	(blank)	V	11	1	Reg	6017	1	61,491	13,098
<b>2010 Total</b>										<b>11</b>	<b>775,602</b>	<b>165,203</b>
<b>2000 - LICENSING Total</b>										<b>11</b>	<b>775,602</b>	<b>165,203</b>
<b>3000 - INVESTIGATIONS</b>												
3010	INVESTIGATIONS	00003368	Investigator	3/15/1999	F	12	7	Reg	6017	1	90,254	19,224
		00005244	Investigator	8/12/2013	F	12	4	Reg	6017	1	83,168	17,715
		00010731	Compliance Analyst	9/14/2009	F	12	10	Reg	6017	1	97,340	20,733
		00019748	Investigator	2/20/2007	F	12	10	Reg	6017	1	97,340	20,733
		00021798	Investigator	1/4/2010	F	12	2	Term	6017	1	78,444	16,709
		00022254	Investigator	4/18/2017	F	9	1	Term	6017	1	51,039	10,871
		00024962	Investigator	8/26/2013	F	11	0	Term	6017	1	65,443	13,939
		00031511	Supervisory Investigator	10/22/2012	F	13	0	Reg	6017	1	95,326	20,304
		00033545	Supervisory Investigator	12/11/2006	F	15	0	Reg	6017	1	142,710	30,397
		00045489	Investigator	11/28/2016	F	11	2	Term	6017	1	63,467	13,518
		00045490	Investigator	9/28/2009	F	12	5	Reg	6017	1	85,530	18,218

ALCOHOLIC BEVERAGE AND REGULATION ADMINISTRATION  
(LQ0)  
CURRENT SCHEDULE A

Activity Code	Activity Title	Position Nbr	Title	Hire Date	Filled/ Vacant	Grade	Step	Reg/ Temp/ Term	O-Type Fund (0600)	FTE'S	Salary	Fringe
		00085658	Supervisory, Investigator I	12/3/2012	F	13	0	Reg	6017	1	95,325	20,304
		00087322	Investigator	11/28/2016	F	9	2	Term	6017	1	52,669	11,218
		00087784	Investigator	4/8/2013	F	12	4	Reg	6017	1	83,168	17,715
		00087786	Investigator	4/18/2017	F	9	1	Term	6017	1	51,039	10,871
		00088458	Investigator	3/31/2008	F	12	4	Term	6017	1	83,168	17,715
		00090690	Supervisory Investigator	6/3/2013	F	13	0	Reg	6017	1	86,660	18,459
		00091083	Investigator	7/27/2015	F	11	4	Term	6017	1	67,419	14,360
		00091084	Investigator	7/27/2015	F	11	4	Term	6017	1	67,419	14,360
		00091085	Investigator	(blank)	V	11	0	Reg	6017	1	61,491	13,098
		00091086	Investigator	7/27/2015	F	11	4	Term	6017	1	67,419	14,360
		00091467	Staff Assistant	8/22/2016	F	11	2	Term	6017	1	63,467	13,518
		00092367	Compliance Monitor	7/2/2012	F	11	2	Reg	6017	1	63,467	13,518
		00093189	Investigator	1/8/2018	F	9	1	Term	6017	1	51,039	10,871
<b>3010 Total</b>										<b>24</b>	<b>1,843,811</b>	<b>392,732</b>
<b>3000 - INVESTIGATIONS Total</b>										<b>24</b>	<b>1,843,811</b>	<b>392,732</b>
<b>5000 - RECORDS MANAGEMENT</b>												
5010	RECORDS MANAGEMENT	00075317	RECORDS MANAGEMENT SPECIALIST	3/20/2017	F	9	1	Term	6017	1	51,039	10,871
		00091087	RECORDS MANAGEMENT SPECIALIST	4/18/2016	F	9	1	Term	6017	1	51,039	10,871
		00091213	RECORDS MANAGEMENT SPECIALIST	(blank)	V	9	1	Reg	6017	1	51,039	10,871
		00091915	Records Officer	7/15/2013	F	12	0	Reg	6017	1	86,660	18,459
<b>5010 Total</b>										<b>4</b>	<b>239,777</b>	<b>51,073</b>
<b>5000 - RECORDS MANAGEMENT Total</b>										<b>4</b>	<b>239,777</b>	<b>51,073</b>
<b>Grand Total</b>										<b>57</b>	<b>4,624,666</b>	<b>985,054</b>



**Alcoholic Beverage Regulation Administration  
Answer to Question 4C**

**FY'17**

<b>EMPLOYEE NAME &amp; TITLE</b>	<b>EVENT TITLES</b>	<b>BENEFIT TO AGENCY</b>	<b>REGISTRATION</b>	<b>FUNDING SOURCE</b>	<b>LODGING</b>	<b>AIRFARE (RT)</b>	<b>PER DIEM</b>	<b>MILEAGE REIMBURSEMENT</b>
Shawn Townsend, Investigator	CADCA'S 2017 National Leadership Forum	Enhance attendee knowledge on alcoholic laws and regulations	\$905.00	O Type	\$0.00	\$0.00	\$0.00	\$0.00
Jason Peru, Investigator	CADCA'S 2017 National Leadership Forum	Enhance attendee knowledge on alcoholic laws and regulations	\$905.00	O Type	\$0.00	\$0.00	\$0.00	\$0.00
Jonathan Berman, Assistant General Counsel	24th Annual Symposium on Alcohol Beverage Law & Regulation	Enhance attendee knowledge on alcoholic laws and regulations	\$895.00	O Type	\$0.00	\$0.00	\$0.00	\$0.00
Martha Jenkins, General Counsel	24th Annual Symposium on Alcohol Beverage Law & Regulation	Enhance attendee knowledge on alcoholic laws and regulations	\$895.00	O Type	\$0.00	\$0.00	\$0.00	\$0.00
April Randall, Assistant General Counsel	24th Annual Symposium on Alcohol Beverage Law & Regulation	Enhance attendee knowledge on alcoholic laws and regulations	\$895.00	O Type	\$0.00	\$0.00	\$0.00	\$0.00
Neal Adejunnobi, Auditor	Graduate School	Enhance Attendee on writing audit reports by objectives	\$899.00	O Type	\$0.00	\$0.00	\$0.00	\$0.00
Johnnie Jackson, Chief Investigator	31st Annual NLLEA Conference	Accept agency award	\$450.00	O Type	\$334.80	\$470.96	\$206.50	\$0.00

**FY'18**

<b>EMPLOYEE NAME &amp; TITLE</b>	<b>EVENT TITLES</b>	<b>BENEFIT TO AGENCY</b>	<b>REGISTRATION</b>	<b>FUNDING SOURCE</b>	<b>LODGING</b>	<b>AIRFARE (RT)</b>	<b>PER DIEM</b>	<b>MILEAGE REIMBURSEMENT</b>
John Suero, Supervisory Investigator	FBI-LEEDA Supervisor Leadership Training	Enhance management skills	\$650.00	O Type	\$485.45	\$233.29	\$324.50	\$0.00
John Suero, Supervisory Investigator	FBI-LEEDA	Enhance leadership skills	\$650.00	O Type	\$0.00	\$0.00	\$0.00	\$0.00
Neal Adejunnobi, Auditor	ISACA Membership Dues	To ensure Auditor maintains his certification	\$220.00	O Type	\$0.00	\$0.00	\$0.00	\$0.00
Neal Adejunnobi, Auditor	Institute of Internal Auditors Membership Dues	To ensure Auditor maintains his certification	\$255.00	O Type	\$0.00	\$0.00	\$0.00	\$0.00



**ALCOHOLIC BEVERAGE REGULATION ADMINISTRATION  
WORKERS' COMPENSATION (4D)**

<b>ClaimNumber</b>	<b>Status</b>	<b>Injury Date</b>	<b>Accident Description</b>	<b>Source of Injury</b>	<b>Nature of Injury</b>	<b>Part Of Body</b>	<b>Net Paid</b>	<b>Reserved</b>	<b>Net Incurred</b>
0468-WC-17-0000533	Open	2/12/2017	Employee was checking out a nightclub for job duties. Employee fell and hit knee on concrete floor and when attempting to break fall hit hands, elbows and chest on unused bar. ()	NOC-Fall, Slip, or Trip Injury	Strain	Multiple Body Parts (Including Body Systems and Body Parts)	\$265.75	\$234.25	\$500.00
0468-WC-17-0001406	Closed	8/19/2017	IW was investigating a complaint of unlawful activity at a club and went in undercover and as customers where exiting via a rear exit, he exited with the customers and jumped off a elevated edge and injured his left knee. (Exiting a investigation location	Jumping	Strain	Knee	\$0.00	\$0.00	\$0.00

ALCOHOLIC BEVERAGE AND REGULATION ADMINISTRATION  
SPECIAL PURPOSE REVENUE

FY 2017 Special Purpose Revenue Funds							
Revenue Source Name	Revenue Code	Source of Funding	Program Description	FY 2017 Revenue	FY 2017 Expenditures	FY 2017 Spending	FY 2017 Fund Balance
ABC - IMPORT AND CLASS LICENSE FEES	6017	Business owners of establishments that manufacture, distribute sell and/or serve alcoholic beverages (liquor stores, grocery stores, restaurants, hotels)  - Licensing (2000)	Revenue is generated from the collection of fees associated with the issuance and renewal of licenses and permits	5,724,787	6,199,271	57 FTE's - salaries, benefits, overtime Supplies, scanning, shredding, equipment maintenance, background checks, attorney resources, Accela subscription, reference materials, employee training, computers and office equipment	6,402,642
FY 2018 Special Purpose Revenue Funds							
Fund	Revenue Code	Source of Funding	Program Description	FY 2018 Revenue <i>(as of 01/31/18)</i>	FY 2018 Expenditures <i>(as of 01/31/18)</i>	FY 2018 Spending	FY 2018 Fund Balance <i>(as of 01/31/18)</i>
ABC - IMPORT AND CLASS LICENSE FEES	6017	Business owners of establishments that manufacture, distribute sell and/or serve alcoholic beverages (liquor stores, grocery stores, restaurants, hotels)  - Licensing (2000)	Revenue is generated from the collection of fees associated with the issuance and renewal of licenses and permits	1,076,900	2,555,233	57 FTE's - salaries, benefits, overtime Supplies, scanning, shredding, equipment maintenance, background checks, attorney resources, Accela subscription, reference materials, employee training, computers and office equipment	6,402,642

\* The monies in the fund balance account are needed to fund the agency in FY 18 and FY 19.

**Alcoholic Beverage Regulation Administration  
Answer to Council Question 9**

FY'17

<b>DATE</b>	<b>VENDOR</b>	<b>AGENCY CREDIT CARD HOLDER</b>	<b>AMOUNT</b>	<b>GENRAL PURPOSE</b>
5/1/2017	A Digital Solutions	Jackie Richardson	\$ 2,973.60	Printing of agency code books
4/26/2017	Adobe	Jackie Richardson	\$ 359.76	Acrobat subscription
6/14/2017	Adobe	Jackie Richardson	\$ 156.22	Acrobat subscription
6/20/2017	Adobe	Kim Gordon	\$ 634.37	Adobe
8/21/2017	Adobe	Jackie Richardson	\$ 244.44	Acrobat subscription
9/15/2017	Adobe	Jackie Richardson	\$ 110.39	Acrobat subscription
12/9/2016	AOP Business Services	Jackie Richardson	\$ 2,150.05	General office supplies
12/9/2016	AOP Business Services	Jackie Richardson	\$ 387.46	General office supplies
12/14/2016	AOP Business Services	Jackie Richardson	\$ 472.42	General office supplies
1/25/2017	AOP Business Services	Jackie Richardson	\$ 1,023.81	General office supplies
1/26/2017	AOP Business Services	Jackie Richardson	\$ 832.17	General office supplies
2/1/2017	AOP Business Services	Jackie Richardson	\$ 478.87	General office supplies
2/7/2017	AOP Business Services	Jackie Richardson	\$ 11.56	General office supplies
2/16/2017	AOP Business Services	Jackie Richardson	\$ 259.78	General office supplies
2/15/2017	AOP Business Services	Jackie Richardson	\$ 125.48	General office supplies
2/22/2017	AOP Business Services	Jackie Richardson	\$ 126.17	General office supplies
3/16/2017	AOP Business Services	Jackie Richardson	\$ 1,178.01	General office supplies
3/16/2017	AOP Business Services	Jackie Richardson	\$ 2,299.50	General office supplies
3/29/2017	AOP Business Services	Jackie Richardson	\$ 207.46	General office supplies
5/8/2017	AOP Business Services	Jackie Richardson	\$ 191.04	General office supplies
5/16/2017	AOP Business Services	Jackie Richardson	\$ 754.45	General office supplies
5/23/2017	AOP Business Services	Jackie Richardson	\$ 226.48	General office supplies
7/11/2017	AOP Business Services	Jackie Richardson	\$ 805.80	General office supplies
8/22/2017	AOP Business Services	Jackie Richardson	\$ 313.95	General office supplies
2/12/2016	Best Buy	Jackie Richardson	\$ 99.98	Purchased ethernet switches

DATE	VENDOR	AGENCY CREDIT CARD HOLDER	AMOUNT	GENRAL PURPOSE
9/8/2017	Best Buy	Jackie Richardson	\$ 14.99	Purchased HDML cable
12/21/2016	CADCA	Jackie Richardson	\$ 905.00	Conference Fees
12/21/2016	CADCA	Jackie Richardson	\$ 905.00	Conference Fees
1/27/2017	Canon Business Solutions	Jackie Richardson	\$ 413.91	Purchased staples for copier
3/16/2017	Capital Services	Jackie Richardson	\$ 57.98	General office supplies
4/12/2017	Capital Services	Jackie Richardson	\$ 372.40	General office supplies
5/10/2017	Capital Services	Jackie Richardson	\$ 599.00	General office supplies
6/8/2017	Capital Services	Jackie Richardson	\$ 410.00	General office supplies
7/20/2017	Capital Services	Jackie Richardson	\$ 873.75	General office supplies
8/4/2017	Capital Services	Jackie Richardson	\$ 390.00	General office supplies
1/3/2017	Custom Banner	Kim Gordon	\$ 202.71	Purchased table cover
1/5/2017	Custom Banner	Kim Gordon	\$ 240.53	Purchased retractable banner
11/7/2016	Fed Ex Office	Jackie Richardson	\$ 107.56	Xeroxing of court files
9/13/2017	Fed Ex Office	Jackie Richardson	\$ 141.00	Printing of brochures
5/2/2017	Graduate School	Jackie Richardson	\$ 899.00	Class for Auditor
9/21/2017	Human Scale	Jackie Richardson	\$ 242.84	Purchase of keyboard
5/4/2017	Innocorp Ltd.	Jackie Richardson	\$ 2,501.96	Mats for double check program
12/12/2016	Institute of Internal Auditors	Jackie Richardson	\$ 250.00	Membership Dues for Auditor
12/12/2016	ISACA	Jackie Richardson	\$ 220.00	Membership Dues for Auditor
10/14/2016	LT Printing	Jackie Richardson	\$ 151.90	Business cards
11/13/2016	LT Printing	Jackie Richardson	\$ 3,015.00	Printing of placards
1/3/2017	LT Printing	Jackie Richardson	\$ 187.90	Business cards
2/28/2017	LT Printing	Jackie Richardson	\$ 469.75	Printing of business cards
3/23/2017	LT Printing	Jackie Richardson	\$ 187.90	Printing of business cards
3/27/2017	LT Printing	Jackie Richardson	\$ 2,315.00	Printing of warning signs
4/26/2017	LT Printing	Jackie Richardson	\$ 281.85	Printing of business cards
5/25/2017	LT Printing	Jackie Richardson	\$ 84.95	Printing of business cards
7/5/2017	LT Printing	Jackie Richardson	\$ 1,205.83	Printing of letterhead

<b>DATE</b>	<b>VENDOR</b>	<b>AGENCY CREDIT CARD HOLDER</b>	<b>AMOUNT</b>	<b>GENRAL PURPOSE</b>
7/10/2017	LT Printing	Jackie Richardson	\$ 187.90	Printing of business cards
8/7/2017	LT Printing	Jackie Richardson	\$ 3,135.00	Printing of placards
8/21/2017	LT Printing	Jackie Richardson	\$ 187.90	Printing of business cards
8/22/2017	LT Printing	Jackie Richardson	\$ 2,200.80	Printing of large envelopes
9/14/2017	LT Printing	Jackie Richardson	\$ 84.95	Printing of business cards
10/17/2016	Metropolitan Office Products	Jackie Richardson	\$ 162.70	General office supplies
10/31/2016	Metropolitan Office Products	Jackie Richardson	\$ 49.98	General office supplies
11/9/2016	Metropolitan Office Products	Jackie Richardson	\$ 1,899.81	General office supplies
11/10/2016	Metropolitan Office Products	Jackie Richardson	\$ 134.50	General office supplies
12/15/2016	Metropolitan Office Products	Jackie Richardson	\$ 3,193.39	General office supplies
12/21/2016	Metropolitan Office Products	Jackie Richardson	\$ 328.01	General office supplies
3/13/2017	Metropolitan Office Products	Jackie Richardson	\$ 857.20	General office supplies
3/17/2017	Metropolitan Office Products	Jackie Richardson	\$ 857.20	Supplies returned
5/16/2017	Metropolitan Office Products	Jackie Richardson	\$ 1,781.59	General office supplies
6/1/2017	Metropolitan Office Products	Jackie Richardson	\$ 369.99	General office supplies
8/7/2017	Metropolitan Office Products	Jackie Richardson	\$ 871.92	General office supplies
9/18/2017	Metropolitan Office Products	Jackie Richardson	\$ 134.24	General office supplies
9/18/2017	Metropolitan Office Products	Jackie Richardson	\$ 2,664.17	General office supplies
9/18/2017	Metropolitan Office Products	Jackie Richardson	\$ 223.54	General office supplies
9/18/2017	Metropolitan Office Products	Jackie Richardson	\$ 307.81	General office supplies
10/24/2016	National Liquor Law Enforcement	Jackie Richardson	\$ 300.00	Agency membership
7/6/2017	National Liquor Law Enforcement	Jackie Richardson	\$ 450.00	Conference Fees
4/3/2017	North Capitol Partners	Jackie Richardson	\$ 328.00	Hired mover to move surplus equipment
1/12/2017	Office World	Jackie Richardson	\$ 1,265.00	General office supplies
2/6/2017	Office World	Jackie Richardson	\$ 157.69	General office supplies
4/11/2017	Office World	Jackie Richardson	\$ 1,577.94	General office supplies
5/19/2017	Office World	Jackie Richardson	\$ 143.37	General office supplies
6/15/2017	Office World	Jackie Richardson	\$ 137.03	General office supplies
6/15/2017	Office World	Jackie Richardson	\$ 1,288.20	General office supplies
7/5/2017	Office World	Jackie Richardson	\$ 310.05	General office supplies
7/13/2017	Office World	Jackie Richardson	\$ 1,439.85	General office supplies
8/31/2017	Paper Direct	Jackie Richardson	\$ 374.85	Purchased certificate paper
6/29/2017	Reingold Link	Jackie Richardson	\$ 400.35	Printing of poster and palm cards

DATE	VENDOR	AGENCY CREDIT CARD HOLDER	AMOUNT	GENRAL PURPOSE
6/29/2017	Reingold Link	Jackie Richardson	\$ 1,000.00	Graphic design services
9/13/2017	Standard Office Supply	Jackie Richardson	\$ 2,717.94	General office supplies
9/15/2017	Standard Office Supply	Jackie Richardson	\$ 196.05	General office supplies
9/19/2017	Standard Office Supply	Jackie Richardson	\$ 1,612.08	General office supplies
10/26/2016	Statewide Bonding Company	Jackie Richardson	\$ 2,257.00	Bonding of agency cashiers
10/13/2016	Uline	Jackie Richardson	\$ 48.53	Purchased labels
10/4/2016	United States Postal Service	Jackie Richardson	\$ 470.00	Postage stamps
10/5/2016	United States Postal Service	Jackie Richardson	\$ 470.00	Postage stamps
10/11/2016	United States Postal Service	Jackie Richardson	\$ 6.68	Certified Mail
10/26/2016	United States Postal Service	Jackie Richardson	\$ 349.68	Postage stamps
10/27/2016	United States Postal Service	Jackie Richardson	\$ 57.20	Certified Mail
12/7/2016	United States Postal Service	Jackie Richardson	\$ 17.20	Return records to NRC
12/15/2016	United States Postal Service	Jackie Richardson	\$ 238.00	Postage stamps
1/9/2017	United States Postal Service	Jackie Richardson	\$ 78.00	Returned post card stamps & purchased Forever stamps
1/9/2017	United States Postal Service	Jackie Richardson	\$ 6.59	Certified Mail
2/15/2017	United States Postal Service	Jackie Richardson	\$ 588.00	Postage stamps
2/21/2017	United States Postal Service	Jackie Richardson	\$ 6.59	Certified Mail
2/23/2017	United States Postal Service	Jackie Richardson	\$ 42.00	Additional ounce stamps
3/10/2017	United States Postal Service	Jackie Richardson	\$ 741.80	Postage stamps
3/20/2017	United States Postal Service	Jackie Richardson	\$ 448.80	Postage stamps
4/12/2017	United States Postal Service	Jackie Richardson	\$ 6.80	Certified Mail
4/27/2017	United States Postal Service	Jackie Richardson	\$ 6.59	Certified Mail
5/3/2017	United States Postal Service	Jackie Richardson	\$ 490.00	Postage stamps
5/19/2017	United States Postal Service	Jackie Richardson	\$ 115.40	Additional ounce stamps
5/25/2017	United States Postal Service	Jackie Richardson	\$ 490.00	Postage stamps
6/2/2017	United States Postal Service	Jackie Richardson	\$ 6.80	Certified Mail
6/21/2017	United States Postal Service	Jackie Richardson	\$ 7.20	Priority Mail
6/27/2017	United States Postal Service	Jackie Richardson	\$ 14.58	Certified Mail
7/5/17	United States Postal Service	Jackie Richardson	\$ 15.60	Return records to NRC
7/31/2017	United States Postal Service	Jackie Richardson	\$ 11.05	Certified Mail
8/4/2017	United States Postal Service	Jackie Richardson	\$ 490.00	Postage stamps
8/17/2017	United States Postal Service	Jackie Richardson	\$ 1,225.00	Postage stamps
8/30/2017	United States Postal Service	Jackie Richardson	\$ 36.45	Certified Mail
9/15/2017	United States Postal Service	Jackie Richardson	\$ 399.29	Postage stamps

DATE	VENDOR	AGENCY CREDIT CARD HOLDER	AMOUNT	GENERAL PURPOSE
9/16/2017	Varidesk	Jackie Richardson	\$ 363.75	Varidesk
9/7/2017	Washington Business Journal	Jackie Richardson	\$ 113.00	Washington Business Journal on-line

ALCOHOLIC BEVERAGE REGULATION ADMINISTRATION  
MOUs

<b>FY 2017</b>				
<b>ABRA MOUs</b>				
<b>Agency</b>	<b>MOU Amount</b>	<b>Date of Signed MOU</b>	<b>Termination Date</b>	<b>Description</b>
Office of Unified Communications	1,953.71	10/12/16	09/30/17	Citywide radio system
Department of Public Works	55,110.19	N/A	09/30/17	Fleet maintenance
Office of the Chief Technology Officer	79,906.13	N/A	09/30/17	IT ServUs and Network Support
Office of Finance and Treasury	40,262.75	04/04/17	09/30/17	Merchant service fees
Metropolitan Police Department	1,170,000.00	04/03/17	09/30/17	Reimbursable Detail Program

<b>FY 2018</b>				
<b>ABRA MOUs</b>				
<b>Agency</b>	<b>MOU Amount</b>	<b>Date of Signed MOU</b>	<b>Termination Date</b>	<b>Description</b>
Department of Public Works	18,399.79	N/A	09/30/18	Fleet maintenance
Office of the Chief Technology Officer	80,388.62	N/A	09/30/18	IT ServUs and Network Support



OFFICE OF THE CHIEF FINANCIAL OFFICER  
 ALCOHOLIC BEVERAGE REGULATION ADMINISTRATION  
 BUDGET VS. EXPENDITURES BY FUND/PROGRAM/ACTIVITY

Comptroller Source Group	Comptroller Source Group Title	Original Budget	Revised Budget	Expenditures	Available Balance	Variance Description
<b>SPECIAL PURPOSE REVENUE FUNDS - FUND 6017</b>						
<b>PROGRAM 1000 - AGENCY MANAGEMENT</b>						
<b>1015 - TRAINING AND EMPLOYEE DEVELOPMENT</b>						
0040	OTHER SERVICES AND CHARGES	\$39,000	\$39,000	\$4,172	\$34,828	Travel/training cost less than projected
<b>NON-PERSONNEL SERVICES</b>		<b>\$39,000</b>	<b>\$39,000</b>	<b>\$4,172</b>	<b>\$34,828</b>	
<b>1015 - TRAINING AND EMPLOYEE DEVELOPMENT</b>		<b>\$39,000</b>	<b>\$39,000</b>	<b>\$4,172</b>	<b>\$34,828</b>	
<b>1030 - PROPERTY MANAGEMENT</b>						
0020	SUPPLIES AND MATERIALS	\$71,000	\$71,000	\$52,645	\$18,355	Reduced spending for employee supplies and materials
0031	TELEPHONE, TELEGRAPH, TELEGRAM, ETC	\$78,322	\$78,322	\$79,458	(\$1,136)	Additional telecommunications services for RTS
0040	OTHER SERVICES AND CHARGES	\$119,000	\$191,000	\$101,431	\$89,569	Reduced spending for equipment maintenance agreements, printing and postage
0041	CONTRACTUAL SERVICES - OTHER	\$270,000	\$270,000	\$268,047	\$1,953	Accela cloud transition
<b>NON-PERSONNEL SERVICES</b>		<b>\$538,322</b>	<b>\$610,322</b>	<b>\$501,581</b>	<b>\$108,741</b>	
<b>1030 - PROPERTY MANAGEMENT</b>		<b>\$538,322</b>	<b>\$610,322</b>	<b>\$501,581</b>	<b>\$108,741</b>	
<b>1040 - INFORMATION TECHNOLOGY</b>						
0031	TELEPHONE, TELEGRAPH, TELEGRAM, ETC	\$0	\$7,000	\$0	\$7,000	Reprogramming for telecommunications services - expenditures posted to Activity 1030 - Property Management
0040	OTHER SERVICES AND CHARGES	\$187,218	\$187,218	\$186,267	\$951	MOU with OCTO for IT ServUs and Network Support
0070	EQUIPMENT & EQUIPMENT RENTAL	\$30,000	\$50,000	\$7,098	\$42,902	Additional funding reprogrammed for Filenet - Accela cloud infrastructure migration
<b>NON-PERSONNEL SERVICES</b>		<b>\$217,218</b>	<b>\$244,218</b>	<b>\$193,365</b>	<b>\$50,853</b>	
<b>1040 - INFORMATION TECHNOLOGY</b>		<b>\$217,218</b>	<b>\$244,218</b>	<b>\$193,365</b>	<b>\$50,853</b>	
<b>1050 - FINANCIAL MANAGEMENT</b>						
0040	OTHER SERVICES AND CHARGES	\$30,000	\$30,000	\$29,970	\$30	MOU with OFT for Merchant service fees for on-site cashiering services
<b>NON-PERSONNEL SERVICES</b>		<b>\$30,000</b>	<b>\$30,000</b>	<b>\$29,970</b>	<b>\$30</b>	
<b>1050 - FINANCIAL MANAGEMENT</b>		<b>\$30,000</b>	<b>\$30,000</b>	<b>\$29,970</b>	<b>\$30</b>	

OFFICE OF THE CHIEF FINANCIAL OFFICER  
ALCOHOLIC BEVERAGE REGULATION ADMINISTRATION  
BUDGET VS. EXPENDITURES BY FUND/PROGRAM/ACTIVITY

Comptroller Source Group	Comptroller Source Group Title	Original Budget	Revised Budget	Expenditures	Available Balance	Variance Description
<b>1060 - LEGAL</b>						
0011	REGULAR PAY - CONT FULL TIME	\$355,755	\$355,755	\$378,558	(\$22,802)	2% bonus payment for AFGE contract for attorneys
0012	REGULAR PAY - OTHER	\$271,795	\$271,795	\$254,130	\$17,666	
0013	ADDITIONAL GROSS PAY	\$0	\$0	\$4,482	(\$4,482)	
0014	FRINGE BENEFITS - CURR PERSONNEL	\$129,903	\$129,903	\$130,783	(\$880)	
0015	OVERTIME PAY	\$0	\$0	\$220	(\$220)	
<b>PERSONNEL SERVICES</b>		<b>\$757,454</b>	<b>\$757,454</b>	<b>\$768,172</b>	<b>(\$10,718)</b>	
0040	OTHER SERVICES AND CHARGES	\$155,000	\$155,000	\$89,270	\$65,730	Board member stipends
0041	CONTRACTUAL SERVICES - OTHER	\$275,000	\$275,000	\$95,019	\$179,981	Reduced spending for transcription services
<b>NON-PERSONNEL SERVICES</b>		<b>\$430,000</b>	<b>\$430,000</b>	<b>\$184,289</b>	<b>\$245,711</b>	
<b>1060 - LEGAL</b>		<b>\$1,187,454</b>	<b>\$1,187,454</b>	<b>\$952,460</b>	<b>\$234,994</b>	
<b>1070 - FLEET MANAGEMENT</b>						
0040	OTHER SERVICES AND CHARGES	\$47,383	\$47,383	\$20,175	\$27,209	MOU with DPW for fleet maintenance
0070	EQUIPMENT & EQUIPMENT RENTAL	\$25,000	\$60,000	\$30,000	\$30,000	Reprogramming to purchase additional fleet vehicles
<b>NON-PERSONNEL SERVICES</b>		<b>\$72,383</b>	<b>\$107,383</b>	<b>\$50,175</b>	<b>\$57,209</b>	
<b>1070 - FLEET MANAGEMENT</b>		<b>\$72,383</b>	<b>\$107,383</b>	<b>\$50,175</b>	<b>\$57,209</b>	
<b>1080 - COMMUNICATIONS</b>						
0011	REGULAR PAY - CONT FULL TIME	\$87,584	\$87,584	\$121,739	(\$34,155)	Vacancies - Public Affairs Specialist; Community Outreach Specialist
0012	REGULAR PAY - OTHER	\$136,364	\$136,364	\$22,691	\$113,674	
0014	FRINGE BENEFITS - CURR PERSONNEL	\$46,357	\$46,357	\$23,441	\$22,916	
0015	OVERTIME PAY	\$0	\$0	\$3,012	(\$3,012)	
<b>PERSONNEL SERVICES</b>		<b>\$270,306</b>	<b>\$270,306</b>	<b>\$170,883</b>	<b>\$99,423</b>	
<b>1080 - COMMUNICATIONS</b>		<b>\$270,306</b>	<b>\$270,306</b>	<b>\$170,883</b>	<b>\$99,423</b>	
<b>1085 - CUSTOMER SERVICE</b>						
0011	REGULAR PAY - CONT FULL TIME	\$61,618	\$61,618	\$51,672	\$9,946	Proposed grade/step increase budgeted and not realized
0012	REGULAR PAY - OTHER	\$0	\$0	\$5,066	(\$5,066)	
0014	FRINGE BENEFITS - CURR PERSONNEL	\$12,755	\$12,755	\$10,519	\$2,236	
0015	OVERTIME PAY	\$0	\$0	\$494	(\$494)	
<b>PERSONNEL SERVICES</b>		<b>\$74,373</b>	<b>\$74,373</b>	<b>\$67,752</b>	<b>\$6,621</b>	
<b>1085 - CUSTOMER SERVICE</b>		<b>\$74,373</b>	<b>\$74,373</b>	<b>\$67,752</b>	<b>\$6,621</b>	

OFFICE OF THE CHIEF FINANCIAL OFFICER  
ALCOHOLIC BEVERAGE REGULATION ADMINISTRATION  
BUDGET VS. EXPENDITURES BY FUND/PROGRAM/ACTIVITY

Comptroller Source Group	Comptroller Source Group Title	Original Budget	Revised Budget	Expenditures	Available Balance	Variance Description
<b>1087 - LANGUAGE ACCESS</b>						
0041	CONTRACTUAL SERVICES - OTHER	\$15,000	\$15,000	\$14,460	\$540	Translation and interpretation services
	<b>NON-PERSONNEL SERVICES</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$14,460</b>	<b>\$540</b>	
	<b>1087 - LANGUAGE ACCESS</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$14,460</b>	<b>\$540</b>	
<b>1090 - PERFORMANCE MANAGEMENT</b>						
0011	REGULAR PAY - CONT FULL TIME	\$541,068	\$426,068	\$240,902	\$185,166	2 vacancies within activity for 3 quarters of the fiscal year
0012	REGULAR PAY - OTHER	\$239,991	\$239,991	\$293,424	(\$53,433)	
0013	ADDITIONAL GROSS PAY	\$0	\$0	\$7,528	(\$7,528)	
0014	FRINGE BENEFITS - CURR PERSONNEL	\$161,679	\$142,679	\$88,340	\$54,339	
0015	OVERTIME PAY	\$0	\$0	\$12,256	(\$12,256)	
	<b>PERSONNEL SERVICES</b>	<b>\$942,738</b>	<b>\$808,738</b>	<b>\$642,450</b>	<b>\$166,288</b>	
	<b>1090 - PERFORMANCE MANAGEMENT</b>	<b>\$942,738</b>	<b>\$808,738</b>	<b>\$642,450</b>	<b>\$166,288</b>	
	<b>PROGRAM 1000 - AGENCY MANAGEMENT TOTAL</b>	<b>\$3,386,794</b>	<b>\$3,116,488</b>	<b>\$2,456,385</b>	<b>\$660,103</b>	
<b>PROGRAM 2000 - LICENSING</b>						
<b>2010 - LICENSING</b>						
0011	REGULAR PAY - CONT FULL TIME	\$634,693	\$634,693	\$464,562	\$170,131	2 vacancies within activity; filled before end of fiscal year
0012	REGULAR PAY - OTHER	\$204,176	\$204,176	\$334,693	(\$130,517)	
0013	ADDITIONAL GROSS PAY	\$0	\$0	\$1,437	(\$1,437)	
0014	FRINGE BENEFITS - CURR PERSONNEL	\$176,878	\$176,878	\$189,385	(\$12,508)	
0015	OVERTIME PAY	\$15,000	\$15,000	\$24,922	(\$9,922)	
	<b>PERSONNEL SERVICES</b>	<b>\$1,030,746</b>	<b>\$1,030,746</b>	<b>\$1,014,998</b>	<b>\$15,748</b>	
0020	SUPPLIES AND MATERIALS	\$20,000	\$20,000	\$18,637	\$1,363	Supplies for licensing division
0041	CONTRACTUAL SERVICES - OTHER	\$10,000	\$10,000	\$2,115	\$7,885	Video production and template design
	<b>NON-PERSONNEL SERVICES</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$20,752</b>	<b>\$9,248</b>	
	<b>2010 - LICENSING</b>	<b>\$1,060,746</b>	<b>\$1,060,746</b>	<b>\$1,035,751</b>	<b>\$24,996</b>	
	<b>PROGRAM 2000 - LICENSING</b>	<b>\$1,060,746</b>	<b>\$1,060,746</b>	<b>\$1,035,751</b>	<b>\$24,996</b>	
<b>PROGRAM 3000 - INVESTIGATIONS</b>						
<b>3010 - INVESTIGATIONS</b>						
0011	REGULAR PAY - CONT FULL TIME	\$1,047,516	\$1,047,516	\$836,009	\$211,507	Vacancies within activity throughout the fiscal year
0012	REGULAR PAY - OTHER	\$723,711	\$723,711	\$849,684	(\$125,973)	
0013	ADDITIONAL GROSS PAY	\$64,837	\$64,837	\$84,210	(\$19,373)	
0014	FRINGE BENEFITS - CURR PERSONNEL	\$368,331	\$368,331	\$372,708	(\$4,378)	
0015	OVERTIME PAY	\$155,000	\$155,000	\$108,526	\$46,474	
	<b>PERSONNEL SERVICES</b>	<b>\$2,359,395</b>	<b>\$2,359,395</b>	<b>\$2,251,138</b>	<b>\$108,258</b>	

OFFICE OF THE CHIEF FINANCIAL OFFICER  
 ALCOHOLIC BEVERAGE REGULATION ADMINISTRATION  
 BUDGET VS. EXPENDITURES BY FUND/PROGRAM/ACTIVITY

Comptroller Source Group	Comptroller Source Group Title	Original Budget	Revised Budget	Expenditures	Available Balance	Variance Description
0020	SUPPLIES AND MATERIALS	\$12,500	\$12,500	\$10,000	\$2,500	Supplies for investigations division
0040	OTHER SERVICES AND CHARGES	\$4,500	\$4,500	\$4,465	\$35	Travel/training for investigative staff
0041	CONTRACTUAL SERVICES - OTHER	\$68,000	\$68,000	\$95,300	(\$27,300)	\$52,295 of Reimbursable Detail Program expenses charged to ABRA SPR budget; dedicated taxes budget exhausted
<b>NON-PERSONNEL SERVICES</b>		<b>\$85,000</b>	<b>\$85,000</b>	<b>\$109,765</b>	<b>(\$24,765)</b>	
<b>3010 - INVESTIGATIONS</b>		<b>\$2,444,395</b>	<b>\$2,444,395</b>	<b>\$2,360,903</b>	<b>\$83,493</b>	
<b>PROGRAM 3000 - INVESTIGATIONS</b>		<b>\$2,444,395</b>	<b>\$2,444,395</b>	<b>\$2,360,903</b>	<b>\$83,493</b>	
<b>PROGRAM 5000 - RECORDS MANAGEMENT</b>						
<b>5010 - RECORDS MANAGEMENT</b>						
0011	REGULAR PAY - CONT FULL TIME	\$54,300	\$54,300	\$0	\$54,300	New FTE salary higher than budgeted salary
0012	REGULAR PAY - OTHER	\$0	\$0	\$64,133	(\$64,133)	
0014	FRINGE BENEFITS - CURR PERSONNEL	\$11,240	\$11,240	\$14,629	(\$3,389)	
0015	OVERTIME PAY	\$5,000	\$5,000	\$414	\$4,586	
<b>PERSONNEL SERVICES</b>		<b>\$70,540</b>	<b>\$70,540</b>	<b>\$79,177</b>	<b>(\$8,637)</b>	
0020	SUPPLIES AND MATERIALS	\$9,500	\$9,500	\$0	\$9,500	Supply cost reserved to absorb deficit in personnel services
<b>NON-PERSONNEL SERVICES</b>		<b>\$9,500</b>	<b>\$9,500</b>	<b>\$0</b>	<b>\$9,500</b>	
<b>5010 - RECORDS MANAGEMENT</b>		<b>\$80,040</b>	<b>\$80,040</b>	<b>\$79,177</b>	<b>\$863</b>	
<b>PROGRAM 5000 - RECORDS MANAGEMENT</b>		<b>\$80,040</b>	<b>\$80,040</b>	<b>\$79,177</b>	<b>\$863</b>	
<b>FUND - 6017 (SPECIAL PURPOSE REVENUE)</b>		<b>\$6,971,975</b>	<b>\$6,701,669</b>	<b>\$5,932,215</b>	<b>\$769,454</b>	
<b>DEDICATED TAXES FUND - FUND 0110</b>						
<b>PROGRAM 3000 - INVESTIGATIONS</b>						
<b>3010 - INVESTIGATIONS</b>						
0050	SUBSIDIES AND TRANSFERS	\$1,170,000	\$1,170,000	\$1,170,000	\$0	MPD Reimbursable Detail Program
<b>NON-PERSONNEL SERVICES</b>		<b>\$1,170,000</b>	<b>\$1,170,000</b>	<b>\$1,170,000</b>	<b>\$0</b>	
<b>0110 DEDICATED TAXES</b>		<b>\$1,170,000</b>	<b>\$1,170,000</b>	<b>\$1,170,000</b>	<b>\$0</b>	
<b>FUND - 0110 (DEDICATED TAXES)</b>		<b>\$1,170,000</b>	<b>\$1,170,000</b>	<b>\$1,170,000</b>	<b>\$0</b>	

**Alcoholic Beverage Regulation Administration  
Answer to Council Question 19**

FY'18

VENDOR	NATURE OF CONTRACT	AMOUNT	AMOUNT SPENT	CONTRACT TERM	COMPETITIVELY BIDDED	CONTRACT MONITOR	FUNDING SOURCE	CBE	DIVISION UTILIZING GOODS
Accela, Inc.	Accela subscription needed to support ABRA's use in the agency's licensing software system	\$85,660.31	\$85,660.31	10/2/17-9/30/18	OCP solicits bids	Jackie Richardson	O Type	No	Licensing Division
Accela, Inc.	Accela civic platform for individual subscription users.	\$16,716.00	\$0.00	01/18/18-9/30/18	OCP solicits bids	Jackie Richardson	O Type	No	Licensing Division
Canon Solutions America, Inc.	Annual maintenance on Canon copier	\$23,689.08	\$7,896.36	11/28/17-9/30/18	OCP solicits bids	Jackie Richardson	O Type	No	Administrative Division
Dell Marketing, LP	Purchase Dell 27" monitor	\$233.99	\$0.00	2/2/18-9/30/18	OCP solicits bids	Jackie richardson	O Type	No	Enforcement Division
Dell Marketing, LP	Purchase Dell 22" monitors	\$1,195.92	\$1,195.92	12/14/17-9/30/18	OCP solicits bids	Jackie Richardson	O Type	No	All Divisions
Digi Docs, Inc.	Shredding services	\$1,868.40	\$0.00	10/2/17-9/30/18	OCP solicits bids	Jackie Richardson	O Type	Yes	Records Division
Dupont Computers (Citywide Contract)	Translation & interpretation services for hearings, meetings, and trainings. Also, translate various agency documents.	\$13,000.00	\$2,972.50	11/09/17-9/30/18	OCP solicits bids	Jackie Richardson	O Type	No	Adjudication & Enforcement Divisions
Hales Creative Solutions	Vendor provides youth to participate in ABRA's underage Compliance Check Program.	\$39,600.00	\$4,960.00	10/13/17-9/30/18	OCP solicits bids	Jackie Richardson	O Type	No	Enforcement Division
Neal R. Gross & Company, Inc.	Transcription Services for ABC Board hearings. (Emergency Procurement)	\$99,000.00	\$11,759.10	10/2/17-9/30/18	OCP solicits bids	Jackie Richardson	O Type	Yes	Adjudication Division
Sharp Electronics Corp.	Annual maintenance on Sharp copier	\$15,000.00	\$778.66	10/2/17-9/30/18	OCP solicits bids	Jackie Richardson	O Type	No	Administrative Division
Tracers Information Specialist	Background checks on new hires	\$500.00	\$87.50	10/6/17-9/30/18	OCP solicits bids	Jackie Richardson	O Type	No	Enforcement Division
Westlaw Publishing Corp.	Access to Westlaw on-line data base for agency attorneys	\$1,698.75	\$417.10	10/02/17-9/30/18	OCP solicits bids	Jackie Richardson	O Type	No	Adjudication Division

OFFICE OF THE CHIEF FINANCIAL OFFICER  
 ALCOHOLIC BEVERAGE REGULATION ADMINISTRATION  
 SALARY GREATER THAN \$100K

Activity Code	Activity Title	Position Number	Name	Title	Salary	Fringe	FY 2017 Overtime/Bonus Pay	FY 2018 Overtime/Bonus Pay
<b>1000 - AGENCY MANAGEMENT</b>								
1060	LEGAL	00013752	Fletcher, La Verne	Mediation Specialist	104,523.00	22,263.40		
		00041738	Jenkins, Martha L	SUPERVISORY ATTORNEY ADVISOR	152,771.13	32,540.25		
		00041739	Berman, Jonathan A.	ATTORNEY ADVISOR	129,403.00	27,562.84	2,281.02	
		00043314	Randall, April Renee	ATTORNEY ADVISOR	115,943.00	24,695.86	2,111.28	
1080	COMMUNICATIONS	00092068	Cornelius, Jessie K.	Public Information Officer	107,000.00	22,791.00		
1090	PERFORMANCE MANAGEMENT	00000382	Moosally, Frederick P	Director of Alcoholic Beverage	182,891.00	38,955.78		
		00013529	Robinson, Camille	Administrative Officer	139,521.08	29,717.99		
		00021204	Richardson, Jacqueline R	OPERATIONS MGR	112,956.00	24,059.63	1,271.00	1,331.00
<b>2000 - LICENSING</b>								
2010	LICENSING	00012097	Jackson, Karen D	Licensing Officer	100,468.00	21,399.68	7,396.00	
		00077044	Gordy, Sean C	Licensing Manager	139,522.00	29,718.19		
<b>3000 - INVESTIGATIONS</b>								
3010	INVESTIGATIONS	00033545	Jackson Jr., Johnnie E	Supervisory Investigator	142,710.00	30,397.23		

OFFICE OF THE CHIEF FINANCIAL OFFICER  
ALCOHOLIC BEVERAGE REGULATION ADMINISTRATION  
OVERTIME

FY 2017 Overtime Payments By Employee								
Count	Name	Position Number	Title	Program	Activity	Salary	Fringe	Overtime Pay Earned
1	Demby,Dorshae DuJuan	00088458	Investigator	3000 - INVESTIGATIONS	3010	\$ 83,168	\$ 17,715	\$ 21,742
2	Pleitez,Vanessa	00024962	Investigator	3000 - INVESTIGATIONS	3010	\$ 65,443	\$ 13,939	\$ 20,484
3	Gilliam,Countee	00091083	Investigator	3000 - INVESTIGATIONS	3010	\$ 67,419	\$ 14,360	\$ 19,239
4	Townsend,Shawn J.	00021798	Investigator	3000 - INVESTIGATIONS	3010	\$ 78,444	\$ 16,709	\$ 16,351
5	Leftwich,Vernon	00091084	Investigator	3000 - INVESTIGATIONS	3010	\$ 67,419	\$ 14,360	\$ 15,389
6	Howze,Anthony	00091086	Investigator	3000 - INVESTIGATIONS	3010	\$ 67,419	\$ 14,360	\$ 13,525
7	Jones,Earl	00045490	Investigator	3000 - INVESTIGATIONS	3010	\$ 85,530	\$ 18,218	\$ 13,209
8	Puente,Kevin	00045489	Investigator	3000 - INVESTIGATIONS	3010	\$ 63,467	\$ 13,518	\$ 11,391
9	Peru,Jason R	00087784	Investigator	3000 - INVESTIGATIONS	3010	\$ 83,168	\$ 17,715	\$ 10,671
10	Fox,Torren	00091085	Investigator	3000 - INVESTIGATIONS	3010	\$ 67,419	\$ 14,360	\$ 9,997
11	Jackson,Karen D	00012097	Licensing Officer	2000 - LICENSING	2010	\$ 100,468	\$ 21,400	\$ 7,396
12	Cullings,Tasha	00025384	LICENSING SPEC	3000 - INVESTIGATIONS	3010	\$ 67,419	\$ 14,360	\$ 4,348
13	Langway,Nicole	00087322	Investigator	3000 - INVESTIGATIONS	3010	\$ 52,669	\$ 11,218	\$ 3,137
14	Apraku,Kofi K.	00022254	Investigator	3000 - INVESTIGATIONS	3010	\$ 78,444	\$ 16,709	\$ 3,053
15	Johnson,Constance S	00091467	Staff Assistant	1000 - AGENCY MANAGEMENT	1090	\$ 63,467	\$ 13,518	\$ 2,069
16	Brashears,Mark W	00005244	Investigator	3000 - INVESTIGATIONS	3010	\$ 83,168	\$ 17,715	\$ 2,059
17	Dantzler,Felicia	00019748	Investigator	3000 - INVESTIGATIONS	3010	\$ 97,340	\$ 20,733	\$ 1,287
18	Richardson,Jacqueline R	00021204	OPERATIONS MGR	1000 - AGENCY MANAGEMENT	1090	\$ 112,956	\$ 24,060	\$ 1,271
19	Todd,Davon A	00087786	Investigator	3000 - INVESTIGATIONS	3010	\$ 51,039	\$ 10,871	\$ 1,260
20	Edwards,Mechellelee R	00008074	LICENSING SPEC	2000 - LICENSING	2010	\$ 61,491	\$ 13,098	\$ 931
21	Ampomah,Beatrice Y	00025384	LICENSING SPEC	2000 - LICENSING	2010	\$ 65,443	\$ 13,939	\$ 417
22	Butler,Donnell S	00003368	Investigator	3000 - INVESTIGATIONS	3010	\$ 90,254	\$ 19,224	\$ 338
23	Kelly,Kathleen A	00091213	RECORDS MANAGEMENT SPECIALIST	5000 - RECORDS MANAGEMENT	5010	\$ 69,395	\$ 14,781	\$ 300
24	Wilkinson,Mark	00022254	Investigator	3000 - INVESTIGATIONS	3010	\$ 51,039	\$ 10,871	\$ 299
25	Stewart,Michael	00091968	LICENSING SPEC	2000 - LICENSING	2010	\$ 63,467	\$ 13,518	\$ 281
<b>Overtime Total</b>								<b>180,442.77</b>

ALCOHOLIC BEVERAGE REGULATION ADMINISTRATION  
BONUS OR SPECIAL PAY

<b>FY 2017 Bonus or Special Pay</b>		
<b>Name</b>	<b>Total</b>	<b>Purpose</b>
Berman,Jonathan A.	2,281.02	AFGE Contract for attorneys
Randall,April Renee	2,111.28	AFGE Contract for attorneys
<b>Bonus Pay Total</b>	<b>4,392.30</b>	
<b>FY 2018 Bonus or Special Pay</b>		
<b>Name</b>	<b>Total</b>	<b>Purpose</b>
n/a	n/a	
<b>Bonus Pay Total</b>	-	



**Alcoholic Beverage Regulation Administration  
Answer to Council Question 58**

**ABC BOARD MEMBER NICK ALBERTI**

**FY'17**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, October 5, 2016	1		
Wednesday, October 19, 2016	1		
Thursday, October 20, 2016	1		
Wednesday, October 26, 2016	1		
Monday, November 2, 2016	1		
Wednesday, November 9, 2016		1	
Wednesday, November 16, 2016	1		
Wednesday, November 30, 2016	1		
Wednesday, December 7, 2016	1		
Wednesday, December 14, 2016	1		
Wednesday, January 11, 2017	1		
Wednesday, January 25, 2017	1		
Wednesday, February 1, 2017	1		
Wednesday, February 8, 2017	1		
Wednesday, February 15, 2017	1		
Wednesday, March 1, 2017		1	
Wednesday, March 8, 2017	1		
Wednesday, March 15, 2017	1		
Wednesday, March 22, 2017	1		
Tuesday, March 28, 2017	1		
Wednesday, March 29, 2017	1		
Wednesday, April 5, 2017	1		
Wednesday, April 12, 2017	1		
Wednesday, April 26, 2017	1		
Wednesday, May 3, 2017	1		
Wednesday, May 10, 2017	1		
Wednesday, May 24, 2017	1		
Wednesday, June 7, 2017	1		
Wednesday, June 14, 2017	1		
Wednesday, June 21, 2017	1		
Wednesday, June 28, 2017	1		
Wednesday, June 14, 2017	1		
Wednesday, June 21, 2017	1		
Wednesday, June 28, 2017	1		
Wednesday, July 12, 2017	1		
Wednesday, July 19, 2017		1	

**Alcoholic Beverage Regulation Administration  
Answer to Council Question 58**

**ABC BOARD MEMBER NICK ALBERTI**

**FY'17**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, July 26, 2017	1		
Wednesday, August 2, 2017	1		
Wednesday, August 9, 2017	1		
Wednesday, August 16, 2017	1		
Wednesday, September 13, 2017	1		
Wednesday, September 20, 2017	1		
Wednesday, September 27, 2017	1		
<b>TOTAL SESSIONS</b>	<b>40</b>	<b>3</b>	<b>93.02%</b>

**FY'18**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, October 4, 2017	1		
Wednesday, October 18, 2017	1		
Wednesday, October 25, 2017	1		
Wednesday, November 1, 2017	1		
Wednesday, November 15, 2017	1		
Wednesday, November 29, 2017	1		
Friday, December 1, 2017	1		
Wednesday, December 6, 2017	1		
Wednesday, December 13, 2017	1		
Wednesday, January 10, 2018	1		
Wednesday, January 24, 2018	1		
Wednesday, January 31, 2018	1		
<b>TOTAL SESSIONS</b>	<b>12</b>		<b>100%</b>

**Alcoholic Beverage Regulation Administration  
Answer to Council Question 58**

**ABC BOARD CHAIR DONOVAN ANDERSON**

**FY'17**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, October 5, 2016	1		
Wednesday, October 19, 2016	1		
Thursday, October 20, 2016	1		
Wednesday, October 26, 2016	1		
Monday, November 2, 2016	1		
Wednesday, November 9, 2016	1		
Wednesday, November 16, 2016	1		
Wednesday, November 30, 2016	1		
Wednesday, December 7, 2016	1		
Wednesday, December 14, 2016	1		
Wednesday, January 11, 2017	1		
Wednesday, January 25, 2017	1		
Wednesday, February 1, 2017	1		
Wednesday, February 8, 2017	1		
Wednesday, February 15, 2017	1		
Wednesday, March 1, 2017	1		
Wednesday, March 8, 2017	1		
Wednesday, March 15, 2017	1		
Wednesday, March 22, 2017	1		
Tuesday, March 28, 2017	1		
Wednesday, March 29, 2017	1		
Wednesday, April 5, 2017	1		
Wednesday, April 12, 2017	1		
Wednesday, April 26, 2017	1		
Wednesday, May 3, 2017	1		
Wednesday, May 10, 2017	1		
Wednesday, May 24, 2017	1		
Wednesday, June 7, 2017	1		
Wednesday, June 14, 2017	1		
Wednesday, June 21, 2017	1		
Wednesday, June 28, 2017	1		
Wednesday, June 14, 2017	1		
Wednesday, June 21, 2017	1		
Wednesday, June 28, 2017	1		
Wednesday, July 12, 2017	1		
Wednesday, July 19, 2017	1		

**ABC BOARD CHAIR DONOVAN ANDERSON**

**FY'17**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, July 26, 2017	1		
Wednesday, August 2, 2017	1		
Wednesday, August 9, 2017	1		
Wednesday, August 16, 2017	1		
Wednesday, September 13, 2017	1		
Wednesday, September 20, 2017	1		
Wednesday, September 27, 2017	1		
<b>TOTAL SESSIONS</b>	<b>43</b>		<b>100%</b>

**FY'18**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, October 4, 2017	1		
Wednesday, October 18, 2017	1		
Wednesday, October 25, 2017	1		
Wednesday, November 1, 2017	1		
Wednesday, November 15, 2017	1		
Wednesday, November 29, 2017	1		
Friday, December 1, 2017	1		
Wednesday, December 6, 2017	1		
Wednesday, December 13, 2017	1		
Wednesday, January 10, 2018	1		
Wednesday, January 24, 2018	1		
Wednesday, January 31, 2018	1		
<b>TOTAL SESSIONS</b>	<b>12</b>		<b>100%</b>

**Alcoholic Beverage Regulation Administration  
Answer to Council Question 58**

**ABC BOARD MEMBER MAFARA HOBSON**

**FY'17**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, October 26, 2016	1		
Monday, November 2, 2016	1		
Wednesday, November 9, 2016	1		
Wednesday, November 16, 2016	1		
Wednesday, November 30, 2016		1	
Wednesday, December 7, 2016		1	
Wednesday, December 14, 2016	1		
Wednesday, January 11, 2017	1		
Wednesday, January 25, 2017	1		
Wednesday, February 1, 2017	1		
Wednesday, February 8, 2017	1		
Wednesday, February 15, 2017	1		
Wednesday, March 1, 2017	1		
Wednesday, March 8, 2017		1	
Wednesday, March 15, 2017	1		
Wednesday, March 22, 2017	1		
Tuesday, March 28, 2017		1	
Wednesday, March 29, 2017	1		
Wednesday, April 5, 2017	1		
Wednesday, April 12, 2017	1		
Wednesday, April 26, 2017	1		
Wednesday, May 3, 2017		1	
<b>TOTAL SESSIONS</b>	<b>17</b>	<b>5</b>	<b>77.27%</b>

**Alcoholic Beverage Regulation Administration  
Answer to Council Question 58**

**ABC BOARD MEMBER JAKE PERRY**

**FY'17**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, October 26, 2016	1		
Monday, November 2, 2016	1		
Wednesday, November 9, 2016	1		
Wednesday, November 16, 2016	1		
Wednesday, November 30, 2016	1		
Wednesday, December 7, 2016	1		
Wednesday, December 14, 2016	1		
Wednesday, January 11, 2017	1		
Wednesday, January 25, 2017	1		
Wednesday, February 1, 2017	1		
Wednesday, February 8, 2017		1	
Wednesday, February 15, 2017	1		
Wednesday, March 1, 2017	1		
Wednesday, March 8, 2017	1		
Wednesday, March 15, 2017		1	
Wednesday, March 22, 2017	1		
Tuesday, March 28, 2017		1	
Wednesday, March 29, 2017	1		
Wednesday, April 5, 2017	1		
Wednesday, April 12, 2017	1		
Wednesday, April 26, 2017	1		
Wednesday, May 3, 2017	1		
Wednesday, May 10, 2017		1	
Wednesday, May 24, 2017	1		
Wednesday, June 7, 2017	1		
Wednesday, June 14, 2017	1		
Wednesday, June 21, 2017	1		
Wednesday, June 28, 2017	1		
Wednesday, June 14, 2017		1	
Wednesday, June 21, 2017	1		
Wednesday, June 28, 2017	1		
Wednesday, July 12, 2017	1		
Wednesday, July 19, 2017	1		
Wednesday, July 26, 2017	1		
Wednesday, August 2, 2017		1	

**ABC BOARD MEMBER JAKE PERRY**

**FY'17**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, August 9, 2017	1		
Wednesday, August 16, 2017	1		
Wednesday, September 13, 2017	1		
Wednesday, September 20, 2017	1		
Wednesday, September 27, 2017	1		
<b>TOTAL SESSIONS</b>	<b>34</b>	<b>6</b>	<b>85%</b>

**FY'18**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, October 4, 2017		1	
Wednesday, October 18, 2017	1		
Wednesday, October 25, 2017	1		
Wednesday, November 1, 2017	1		
Wednesday, November 15, 2017		1	
Wednesday, November 29, 2017		1	
Friday, December 1, 2017		1	
Wednesday, December 6, 2017	1		
Wednesday, December 13, 2017		1	
<b>TOTAL SESSIONS</b>	<b>4</b>	<b>5</b>	<b>44.44%</b>

**Alcoholic Beverage Regulation Administration  
Answer to Council Question 58**

**ABC BOARD MEMBER JAMES SHORT**

**FY'17**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, October 5, 2016	1		
Wednesday, October 19, 2016	1		
Thursday, October 20, 2016	1		
Wednesday, October 26, 2016	1		
Monday, November 2, 2016	1		
Wednesday, November 9, 2016	1		
Wednesday, November 16, 2016	1		
Wednesday, November 30, 2016	1		
Wednesday, December 7, 2016	1		
Wednesday, December 14, 2016	1		
Wednesday, January 11, 2017	1		
Wednesday, January 25, 2017	1		
Wednesday, February 1, 2017	1		
Wednesday, February 8, 2017	1		
Wednesday, February 15, 2017	1		
Wednesday, March 1, 2017	1		
Wednesday, March 8, 2017	1		
Wednesday, March 15, 2017	1		
Wednesday, March 22, 2017		1	
Tuesday, March 28, 2017		1	
Wednesday, March 29, 2017	1		
Wednesday, April 5, 2017	1		
Wednesday, April 12, 2017	1		
Wednesday, April 26, 2017	1		
Wednesday, May 3, 2017	1		
Wednesday, May 10, 2017	1		
Wednesday, May 24, 2017	1		
Wednesday, June 7, 2017	1		
Wednesday, June 14, 2017	1		
Wednesday, June 21, 2017	1		
Wednesday, June 28, 2017	1		
Wednesday, June 14, 2017	1		
Wednesday, June 21, 2017	1		
Wednesday, June 28, 2017	1		



**ABC BOARD MEMBER JAMES SHORT**

**FY'17**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, July 12, 2017	1		
Wednesday, July 19, 2017	1		
Wednesday, July 26, 2017	1		
Wednesday, August 2, 2017	1		
Wednesday, August 9, 2017	1		
Wednesday, August 16, 2017	1		
Wednesday, September 13, 2017	1		
Wednesday, September 20, 2017	1		
Wednesday, September 27, 2017	1		
<b>TOTAL SESSIONS</b>	<b>41</b>	<b>2</b>	<b>94.23%</b>

**FY'18**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, October 4, 2017	1		
Wednesday, October 18, 2017	1		
Wednesday, October 25, 2017	1		
Wednesday, November 1, 2017	1		
Wednesday, November 15, 2017	1		
Wednesday, November 29, 2017		1	
Friday, December 1, 2017	1		
Wednesday, December 6, 2017	1		
Wednesday, December 13, 2017	1		
Wednesday, January 10, 2018	1		
Wednesday, January 24, 2018	1		
Wednesday, January 31, 2018	1		
<b>TOTAL SESSIONS</b>	<b>11</b>	<b>1</b>	<b>92%</b>

**Alcoholic Beverage Regulation Administration  
Answer to Council Question 58**

**ABC BOARD MEMBER MIKE SILVERSTEIN**

**FY'17**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, October 5, 2016	1		
Wednesday, October 19, 2016		1	
Thursday, October 20, 2016	1		
Wednesday, October 26, 2016	1		
Monday, November 2, 2016	1		
Wednesday, November 9, 2016	1		
Wednesday, November 16, 2016	1		
Wednesday, November 30, 2016	1		
Wednesday, December 7, 2016	1		
Wednesday, December 14, 2016	1		
Wednesday, January 11, 2017	1		
Wednesday, January 25, 2017	1		
Wednesday, February 1, 2017	1		
Wednesday, February 8, 2017	1		
Wednesday, February 15, 2017	1		
Wednesday, March 1, 2017	1		
Wednesday, March 8, 2017	1		
Wednesday, March 15, 2017	1		
Wednesday, March 22, 2017	1		
Tuesday, March 28, 2017	1		
Wednesday, March 29, 2017	1		
Wednesday, April 5, 2017	1		
Wednesday, April 12, 2017	1		
Wednesday, April 26, 2017	1		
Wednesday, May 3, 2017	1		
Wednesday, May 10, 2017	1		
Wednesday, May 24, 2017	1		
Wednesday, June 7, 2017	1		
Wednesday, June 14, 2017	1		
Wednesday, June 21, 2017	1		
Wednesday, June 28, 2017	1		
Wednesday, June 14, 2017	1		
Wednesday, June 21, 2017	1		
Wednesday, June 28, 2017	1		

**ABC BOARD MEMBER MIKE SILVERSTEIN**

**FY'17**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, July 12, 2017	1		
Wednesday, July 19, 2017	1		
Wednesday, July 26, 2017	1		
Wednesday, August 2, 2017	1		
Wednesday, August 9, 2017	1		
Wednesday, August 16, 2017	1		
Wednesday, September 13, 2017	1		
Wednesday, September 20, 2017	1		
Wednesday, September 27, 2017	1		
<b>TOTAL SESSIONS</b>	<b>42</b>	<b>1</b>	<b>97.67%</b>

**FY'18**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, October 4, 2017	1		
Wednesday, October 18, 2017	1		
Wednesday, October 25, 2017	1		
Wednesday, November 1, 2017	1		
Wednesday, November 15, 2017	1		
Wednesday, November 29, 2017	1		
Friday, December 1, 2017		1	
Wednesday, December 6, 2017	1		
Wednesday, December 13, 2017	1		
Wednesday, January 10, 2018	1		
Wednesday, January 24, 2018	1		
Wednesday, January 31, 2018	1		
<b>TOTAL SESSIONS</b>	<b>11</b>	<b>1</b>	<b>92%</b>

**Alcoholic Beverage Regulation Administration  
Answer to Council Question 58**

**ABC BOARD MEMBER RUTHANNE MILLER**

**FY'17**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>
Wednesday, October 5, 2016	1	
<b>TOTAL SESSIONS</b>	<b>1</b>	

**Alcoholic Beverage Regulation Administration  
Answer to Council Question 58**

**ABC BOARD MEMBER DONALD ISAAC, SR.**

**FY'17**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, May 3, 2017	1		
Wednesday, May 10, 2017	1		
Wednesday, May 24, 2017	1		
Wednesday, June 7, 2017		1	
Wednesday, June 14, 2017		1	
Wednesday, June 21, 2017	1		
Wednesday, June 28, 2017	1		
Wednesday, July 12, 2017	1		
Wednesday, July 19, 2017	1		
Wednesday, July 26, 2017	1		
Wednesday, August 2, 2017		1	
Wednesday, August 9, 2017		1	
Wednesday, August 16, 2017		1	
Wednesday, September 13, 2017	1		
Wednesday, September 20, 2017	1		
Wednesday, September 27, 2017	1		
<b>TOTAL SESSIONS</b>	<b>11</b>	<b>5</b>	<b>68.75%</b>

**FY'18**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, October 4, 2017	1		
Wednesday, October 18, 2017	1		
Wednesday, October 25, 2017		1	
Wednesday, November 1, 2017	1		
Wednesday, November 15, 2017		1	
Wednesday, November 29, 2017	1		
Friday, December 1, 2017	1		
Wednesday, December 6, 2017	1		
Wednesday, December 13, 2017	1		

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, January 10, 2018	1		
Wednesday, January 24, 2018	1		
Wednesday, January 31, 2018	1		
Wednesday, February 7, 2018		1	
Wednesday, February 14, 2018		1	
<b>TOTAL SESSIONS</b>	<b>10</b>	<b>4</b>	<b>71.43%</b>

**Alcoholic Beverage Regulation Administration  
Answer to Council Question 58**

**ABC BOARD MEMBER BOBBY CATO**

**FY'18**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, January 24, 2018	1		
Wednesday, January 31, 2018	1		
Wednesday, February 7, 2018	1		
Wednesday, February 14, 2018	1		
<b>TOTAL SESSIONS</b>	<b>4</b>	<b>0</b>	<b>100%</b>

**Alcoholic Beverage Regulation Administration**  
**Answer to Council Question 58**

**ABC BOARD MEMBER REMA WAHABZADAH**

**FY'18**

<b>ABC BOARD SESSION DATES</b>	<b>ATTENDED</b>	<b>NOT ATTENDED</b>	<b>PERCENTAGE</b>
Wednesday, January 24, 2018	1		
Wednesday, January 31, 2018	1		
Wednesday, February 7, 2018	1		
Wednesday, February 14, 2018	1		
<b>TOTAL SESSIONS</b>	<b>4</b>	<b>0</b>	<b>100%</b>



**ALCOHOLIC BEVERAGE REGULATION ADMINISTRATION  
FY 2017 REIMBURSABLE DETAIL COSTS**

MONTH	ABRA COST
<b>STARTING BUDGET</b>	<b>\$ 1,170,000</b>
OCTOBER	\$ 114,217.00
NOVEMBER	\$ 89,013.00
DECEMBER	\$ 76,205.00
JANUARY	\$ 79,984.00
FEBRUARY	\$ 98,395.00
MARCH	\$ 85,245.00
APRIL	\$ 126,190.00
MAY	\$ 81,193.00
JUNE	\$ 90,473.00
JULY	\$ 22,249.00
AUGUST	\$ 65,110.00
SEPTEMBER	\$ 119,409.00
<b>BALANCE</b>	<b>\$ 122,317.00</b>

**Agency Accidents FY 2017 (4B)**

<b>Accident Date</b>	<b>Time of Accident</b>	<b>Police Report Number (CCN)</b>	<b>Location Address</b>	<b>Description</b>	<b>Outcome</b>
January 6, 2017	10:35 PM	17-003-562	Near 9 <sup>th</sup> and Independence Avenue, NW	In attempt to make a U-turn the operator of an ABRA vehicle (DC-10596), was struck by a privately owned vehicle (Kia – SUV, VA).	No injuries, Front end damage
January 22, 2017	3:39 AM	17-012-039	11 <sup>th</sup> and U Street, NW	A privately owned vehicle (Chevrolet, Malibu) struck the ABRA owned vehicle (DC-10190) which was pushed by another vehicle into a fourth vehicle.	No injuries, Front end damage
May 15, 2017	9:50 AM	17-081-087	1100 New York Avenue, NW	The operator of an ABRA vehicle (DC-10190) bumped a privately owned vehicle while parking.	No injuries, Small scratches on the bumper of each car
June 3, 2017	12:50 AM	17-093-771	913 U Street, NW	While the ABRA vehicle (DC-11503) was legally parked a bicycle hit the vehicle. The bicyclist left the bike on the scene and the rider fled on foot.	No known injuries, Small scratch on the bumper of each car
July 5, 2017	12:50 AM	17-114-884	2000 Block of Florida Avenue, NW	While exiting a parking space the ABRA vehicle (DC-8842) struck a privately owned vehicle.	No known injuries, Small scratch on the bumper of each car
August 16, 2017	12:42 PM	17-141-251	2300 Block of Georgia Avenue, NW	While an ABRA employee was parking in a legal space, a privately owned vehicle struck the ABRA vehicle (DC-10190), as the operator was also attempting to park.	No injuries, Damage to left rear bumper

**Agency Accidents FY 2018 (4B)**

<b>Accident Date</b>	<b>Time of Accident</b>	<b>Police Report Number (CCN)</b>	<b>Location Address</b>	<b>Description</b>	<b>Outcome</b>
October 26, 2017	10:45 AM	17-185-836	First and G Place, NE	As a commercial vehicle (Chevrolet, VA) turned onto First Street NE it struck the ABRA vehicle (DC-10595).	No injuries, Damage to right bumper and quarter panel
December 1, 2017	11:10 PM	17-207-714	9 <sup>th</sup> and Florida Avenue, NW	While passing through the intersection the ABRA vehicle (DC-8842) was struck by a privately owned vehicle.	No injuries, Damage to left front bumper and quarter panel
December 17, 2017	2:45 AM	17-216-777	1818 New York Avenue, NW	While the ABRA vehicle (DC-10596) was legally parked in a parking lot, a privately owned vehicle struck the ABRA vehicle.	No injuries, Damage to rear bumper and left quarter panel

**ALCOHOLIC BEVERAGE REGULATION ADMINISTRATION  
FY 2017 NOISE TASK FORCE ESTABLISHMENTS VISITED  
QUESTION 68**

<b>DATE</b>	<b>ESTABLISHMENT</b>	<b>ADDRESS</b>	<b>QUAD</b>
10/7/2016	Avery's Bar and Lounge	1370 H St	NE
10/7/2016	Black Whiskey	1410 14th St	NW
10/7/2016	Flash	645 Flordia Ave	NW
10/7/2016	Lost Society	2001 14th St	NW
10/7/2016	Mytholoy	816 8th St	NE
10/7/2016	Old Engine 12	1626 North Capitol St	NW
10/7/2016	Smith Point	1338 Wisconsin Ave	NW
10/7/2016	Some Place Else	1637 R St	NW
10/7/2016	The Fringe	1358 Florida Ave	NE
10/7/2016	Touche Supper Club	1123 H St	NW
10/7/2016	Town tavern	2323 18th St	NW
10/15/2016	Black Whiskey	1410 14th St	NW
10/15/2016	Dacha Beer Garden	1600 7th St	NW
10/15/2016	Eye Bar/Garden of Eden	1716 I St	NW
10/15/2016	Flash	645 Flordia Ave	NW
10/15/2016	Old Engine 12	1626 North Capitol St	NW
10/15/2016	Room 11	3234 11th St	NW
10/15/2016	Smith Point	1338 Wisconsin Ave	NW
10/15/2016	Some Place Else	1637 R St	NW
10/15/2016	Tenley Bar	4611 41st St	NW
10/15/2016	Town tavern	2323 18th St	NW
10/15/2016	Wundergarten	1100 First St NE	NW
10/21/2016	Eye Bar/Garden of Eden	1716 I St	NW
10/21/2016	Flash	645 Flordia Ave	NW
10/21/2016	Old Engine 12	1626 North Capitol St	NW
10/21/2016	Room 11	3234 11th St	NW
10/21/2016	Sabor Latino Bar	3910 14th St	NW
10/21/2016	Smith Point	1338 Wisconsin Ave	NW
10/21/2016	Some Place Else	1637 R St	NW
10/21/2016	The Blaguard	2003 18th St NW	NW
10/21/2016	Town tavern	2323 18th St	NW
10/21/2016	Uproar	639 Flordia Ave	NW
10/29/2016	Bluejacket	300 Tingey St	SE
10/29/2016	Eye Bar/Garden of Eden	1716 I St	NW
10/29/2016	Flash	645 Flordia Ave	NW
10/29/2016	Juanita's	3521 14th St	NW
10/29/2016	Old Engine 12	1626 North Capitol St	NW
10/29/2016	Sabor Latino Bar	3910 14th St	NW
10/29/2016	Smith Point	1338 Wisconsin Ave	NW
10/29/2016	Some Place Else	1637 R St	NW

DATE	ESTABLISHMENT	ADDRESS	QUAD
10/29/2016	The Blaguard	2003 18th St NW	NW
10/29/2016	Town tavern	2323 18th St	NW
10/29/2016	Uproar	639 Florida Ave	NW
12/31/2016	Betty's GoJo Bar	7616 Georgia Ave	NW
12/31/2016	EXPO	1928 9th St	NW
12/31/2016	Eye Bar/Garden of Eden	1716 I St	NW
12/31/2016	Flash	645 Florida Ave	NW
12/31/2016	Salina Bar and Lounge	1936 9th St	NW
12/31/2016	Smith Point	1338 Wisconsin Ave	NW
12/31/2016	Ten Tigers	3815 Georgia Ave	NW
12/31/2016	Uproar	639 Florida Ave	NW
12/31/2016	Washington Firehouse Restaurant	1629 North Capitol Ave	NW
2/24/2017	Amsterdam Lounge	1201 U St	NW
2/24/2017	Cloud Restaurant and Lounge	1919 9th	NW
2/24/2017	Exiles	1610 U St	NW
2/24/2017	Flash	645 Florida Ave	NW
2/24/2017	Peace Lounge	2682 Georgia Ave	NW
2/24/2017	Sip	1812 Hamlin St	
2/24/2017	Smith Point	1338 Wisconsin Ave	NW
2/24/2017	Uproar	639 Florida Ave	NW
2/24/2017	Vita Restaurant and Lounge/Penthouse Nine	1318 9th St	NW
5/20/2017	Avery's Bar and Lounge	1370 H St	NW
5/20/2017	Dodge City	917 U St	NW
5/20/2017	Flash	645 Florida Ave	NW
5/20/2017	Halfsmoke	651 Florida Ave	NW
5/20/2017	Impala	1358 H St	NE
5/20/2017	Kiss Tavern	637 T St	NW

DATE	ESTABLISHMENT	ADDRESS	QUAD
5/20/2017	Lesly's Grill	4811 Georgia Ave	NW
5/20/2017	MK Lounge	1930 9th St	NW
5/20/2017	Peace Lounge	2632 Georgia Ave	NW
5/20/2017	RedRocks	1348 H St	NE
5/20/2017	Slash Run	201 Upshur St	NW
5/20/2017	The Washington Firehouse Restaurant (Old Engine 12)	1629 North Capitol St	NW
5/20/2017	Vita Restaurant and Lounge/Penthouse Nine	1318 9th St	NW
5/26/2017	Avery's Bar and Lounge	1370 H St	NE
5/26/2017	Dance Loft	4618 14th St	NW
5/26/2017	DCRA - LOCATION	5335 Wisconsin Ave	NW
5/26/2017	Flash	645 Florida Ave	NW
5/26/2017	Halfsmoke	651 Florida Ave	NW
5/26/2017	Hitching Post	200 Upshur St	NW
5/26/2017	Impala	1358 H St	NE
5/26/2017	Kiss Tavern	637 T St	NW
5/26/2017	Lesly's Grill	4811 Georgia Ave	NW
5/26/2017	MK Lounge	1930 9th St	NW
5/26/2017	Peace Lounge	2632 Georgia Ave	NW
5/26/2017	Peace Lounge	2632 Georgia Ave	NW
5/26/2017	RedRocks	1348 H St	NE
5/26/2017	Slash Run	201 Upshur St	NW
5/26/2017	Velvet	915 U St	NW
5/26/2017	Vita Restaurant and Lounge/Penthouse Nine	1318 9th St	NW
5/27/2017	Avery's Bar and Lounge	1370 H St	NE

DATE	ESTABLISHMENT	ADDRESS	QUAD
5/27/2017	Dodge City	917 U St	NW
5/27/2017	Flash	645 Florida Ave	NW
5/27/2017	Halfsmoke	651 Florida Ave	NW
5/27/2017	Kiss Tavern	637 T St	NW
5/27/2017	MK Lounge	1930 9th St	NW
5/27/2017	Peace Lounge	2632 Georgia Ave	NW
5/27/2017	RedRocks	1348 H St	NE
5/27/2017	Vita Restaurant and Lounge/Penthouse Nine	1318 9th St	NW
6/2/2017	Avery's Bar and Lounge	1370 H St	NE
6/2/2017	Dodge City	917 U St	NW
6/2/2017	Flash	645 Florida Ave	NW
6/2/2017	Halfsmoke	651 Florida Ave	NW
6/2/2017	Hitching Post	200 Upshur St	NW
6/2/2017	Johana's	4728 14th St	NW
6/2/2017	Lesly's Grill	4811 Georgia Ave	NW
6/2/2017	MK Lounge	1930 9th St	NW
6/2/2017	Peace Lounge	2632 Georgia Ave	NW
6/2/2017	Red Rocks	1348 H St	NE
6/2/2017	Salina Bar and Lounge	1936 9th St	NW
6/2/2017	The Brixton	901 U St	NW
6/2/2017	The Washington Firehouse Restaurant (Old Engine 12)	1629 North Capitol St	NW
6/2/2017	Velvet	915 U St	NW
6/2/2017	Vita	6200 3rd St	NW
6/3/2017	Dodge City	917 U St	NW
6/3/2017	Flash	645 Florida Ave	NW
6/3/2017	Halfsmoke	651 Florida Ave	NW
6/3/2017	Hitching Post	200 Upshur St	NW
6/3/2017	Kiss Tavern	637 T St	NW
6/3/2017	MK Lounge	1930 9th St	NW
6/3/2017	Salina Bar and Lounge	1936 9th St	NW
6/3/2017	Slash Run	201 Upshur St	NW

DATE	ESTABLISHMENT	ADDRESS	QUAD
6/3/2017	The Brixton	901 U St	NW
6/3/2017	Velvet	915 U St	NW
6/3/2017	VIP	6200 3rd St	NW
6/9/2017	Chinese Disco	3251 Prospect St NW	NW
6/9/2017	Cloud Restaurant and Lounge	1919 9th St	NW
6/9/2017	Dirty Bar	1223 Connecticut Ave	NW
6/9/2017	Dodge City	917 U St	NW
6/9/2017	El Centro	1218 Wisconsin Ave NW	NW
6/9/2017	El Rincon Espanol	1826 Columbia Rd	NW
6/9/2017	Exiles	1610 U St	NW
6/9/2017	Eye Bar/Garden of Eden	1716 I St	NW
6/9/2017	Flash	645 Florida Ave	NW
6/9/2017	Glover Park Hot2501 Wisconsin Ave el		NW
6/9/2017	Halfsmoke	651 Florida Ave	NW
6/9/2017	Johana's	4728 14th St	NW
6/9/2017	Kiss Tavern	637 T St	NW
6/9/2017	MK Lounge	1930 9th St	NW
6/9/2017	Rose Bar	1215 Connecticut Ave	NW
6/9/2017	The Brixton	901 U St	NW
6/9/2017	Velvet	915 U St	NW
6/10/2017	Avery's Bar and Lounge	1370 H St	NE
6/10/2017	Dodge City	917 U St	NW
6/10/2017	Flash	645 Florida Ave	NW
6/10/2017	Halfsmoke	651 Florida Ave	NW
6/10/2017	Hitching Post	200 Upshur St	NW
6/10/2017	Kiss Tavern	637 T St	NW
6/10/2017	Lesly's Grill4811 Georgia Ave		NW
6/10/2017	MK Lounge	1930 9th St	NW
6/10/2017	Nellie's Sports Bar	900 U St	NW
6/10/2017	Peace Lounge	2632 Georgia Ave	NW
6/10/2017	RedRocks	1348 H St	NE
6/10/2017	Salina Bar and Lounge	1936 9th St	NW
6/10/2017	Slash Run	201 Upshur St	NW
6/10/2017	The Brixton	901 U St	NW
6/10/2017	Velvet	915 U St	NW
6/10/2017	Vita Restaurant and Lounge/Penthouse Nine	1318 9th St	NW
6/17/2017	Avery's Bar and Lounge	1370 H St	NE
6/17/2017	Dodge City	917 U St	NW



DATE	ESTABLISHMENT	ADDRESS	QUAD
6/17/2017	Flash	645 Florida Ave	NW
6/17/2017	Halfsmoke	651 Florida Ave	NW
6/17/2017	Hitching Post	200 Upshur St	NW
6/17/2017	Kiss Tavern	637 T St	NW
6/17/2017	Lesly's Grill	4811 Georgia Ave	NW
6/17/2017	MK Lounge	1930 9th St	NW
6/17/2017	Peace Lounge	2632 Georgia Ave	NW
6/17/2017	RedRocks	1348 H St	NE
6/17/2017	Salina Bar and Lounge	1936 9th St	NW
6/17/2017	Slash Run	201 Upshur St	NW
6/17/2017	The Brixton	901 U St	NW
6/17/2017	Velvet	915 U St	NW
6/17/2017	Vita Restaurant and Lounge/Penthouse Nine	1318 9th St	NW
6/23/2017	Dodge City	917 U St	NW
6/23/2017	Hitching Post	200 Upshur St	NW
6/23/2017	Lesly's Grill	4811 Georgia Ave	NW
6/23/2017	MK Lounge	1930 9th St	NW
6/23/2017	Peace Lounge	2632 Georgia Ave	NW
6/23/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
6/23/2017	Salina Bar and Lounge	1936 9th St	NW
6/23/2017	Slash Run	201 Upshur St	NW
6/23/2017	The Brixton	901 U St	NW
6/23/2017	Velvet	915 U St	NW
6/23/2017	Vita Restaurant and Lounge/Penthouse Nine	1318 9th St	NW
6/24/2017	Avery's Bar and Lounge	1370 H St	NE
6/24/2017	Bachelor Mill Backdoor Pad	1104 8th St	SE
6/24/2017	Dodge City	917 U St	NW
6/24/2017	Flash		NW
6/24/2017	Hitching Post	200 Upshur St	NW
6/24/2017	Howard Theatre	620 T St	NW
6/24/2017	Peace Lounge	2682 Georgia Ave	NW
6/24/2017	RedRocks	1348 H St	NE
6/24/2017	Salina Bar and Lounge	1936 9th St	NW
6/24/2017	Slash Run	201 Upshur St	NW
6/24/2017	The Brixton	901 U St	NW
6/24/2017	Velvet	915 U St	NW

DATE	ESTABLISHMENT	ADDRESS	QUAD
6/24/2017	Vita Restaurant and Lounge/Penthouse Nine	1318 9th St	NW
6/30/2017	Dodge City	917 U St	NW
6/30/2017	Flash	645 Florida Ave	NW
6/30/2017	Franklin Hall	1348 Florida Ave	NW
6/30/2017	Hitching Post	200 Upshur St	NW
6/30/2017	Kiss Tavern	637 T St	NW
6/30/2017	Lesly's Grill4811 Georgia Ave		NW
6/30/2017	MK Lounge	1930 9th St	NW
6/30/2017	Peace Lounge	2682 Georgia Ave	NW
6/30/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
6/30/2017	Salina Bar and Lounge	1936 9th St	NW
6/30/2017	Slash Run	201 Upshur St	NW
6/30/2017	The Brixton	901 U St	NW
6/30/2017	Velvet	915 U St	NW
6/30/2017	Vita Restaurant and Lounge/Penthouse Nine	1318 9th St	NW
7/1/2017	Avery's Bar and Lounge	1370 H St	NE
7/1/2017	Bachelor Mill Backdoor Pad	1104 8th St	NW
7/1/2017	Dodge City	917 U St	NW
7/1/2017	Eden Nightclub & Lounge - DC	1716 I St	NW
7/1/2017	Flash		NW
7/1/2017	Hitching Post	200 Upshur St	NW
7/1/2017	Howard Theatre	620 T St	NW
7/1/2017	MK Lounge	1930 9th St	NW
7/1/2017	Peace Lounge	2682 Georgia Ave	NW
7/1/2017	RedRocks	1348 H St	NE
7/1/2017	Slash Run	201 Upshur St	NW
7/1/2017	The Brixton	901 U St	NW
7/1/2017	Velvet	915 U St	NW
7/1/2017	Vita Restaurant and Lounge/Penthouse Nine	1318 9th St	NW
7/7/2017	Avery's Bar and Lounge	1370 H Str	
7/7/2017	Dodge City	917 U St	NW
7/7/2017	Flash	645 Florida Ave	NW
7/7/2017	Hitching Post	200 Upshur St	NW
7/7/2017	Juanita's	3521 14th St	NW
7/7/2017	Lesly's Grill	4811 Georgia Ave	NW
7/7/2017	MK Lounge	1930 9th St	NW
7/7/2017	Peace Lounge	2632 Georgia Ave	NW

DATE	ESTABLISHMENT	ADDRESS	QUAD
7/7/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
7/7/2017	Salina Bar and Lounge	1936 9th St	NW
7/7/2017	Slash Run	201 Upshur St	NW
7/7/2017	The Brixton	901 U St	NW
7/7/2017	Velvet	915 U St	NW
7/7/2017	Vita Restaurant and Lounge/Penthouse Nine	1318 9th St	NW
7/7/2017	XS Lounge	2335 Bladensburg Road	NE
7/8/2017	Avery's Bar and Lounge	1370 H St	NE
7/8/2017	Bachelor Mill Backdoor Pad	1104 8th St	SE
7/8/2017	Eye Bar/Garden of Eden	1716 I St	NW
7/8/2017	Flash	645 Florida Ave	NW
7/8/2017	Golden Triangle	1200 Block of Connecticut Av	NW
7/8/2017	MK Lounge	1930 9th St	NW
7/8/2017	RedRocks	1348 H St	NE
7/8/2017	The Brig	1007 8th St	NW
7/8/2017	The Brig	1007 8th St	SE
7/8/2017	Unknown	1200 block Connecticut Ave	NW
7/14/2017	Freemyster 4	807 Georgia Ave, NW *	NW
7/14/2017	Hitching Post	200 Upshur St	NW
7/14/2017	Lesley's Grill NW	4811 Georgia Ave	NW
7/14/2017	Peace Lounge	2632 Georgia Ave NW	NW
7/14/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
7/14/2017	Slash Run	201 Upshur St	NW
7/15/2017	801	801 Florida Ave, NW	NW
7/15/2017	Bachelor Mill Backdoor Pad	1104 8th St SE	SE
7/15/2017	Dodge City	917 U St	NW
7/15/2017	Flash	645 Florida Ave	NW
7/15/2017	Juanita's	3521 14th St NW	NW
7/15/2017	MK Lounge	1930 9th St NW	NW
7/15/2017	Peace Lounge	2632 Georgia Ave	NW
7/15/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
7/15/2017	Salina Bar and Lounge	1936 9th St	NW
7/15/2017	Slash Run	201 Upshur St	NW
7/15/2017	The Brixton	901 U St NW	NW
7/15/2017	Velvet	915 U St	NW
7/15/2017	Vita Restaurant and Lounge/Penthouse Nine	1318 9th St NW	NW
7/22/2017	801	801 Florida Ave	NW
7/22/2017	Bachelor Mill Backdoor Pad	1104 8th St	SE
7/22/2017	Dodge City	917 U St	NW

DATE	ESTABLISHMENT	ADDRESS	QUAD
7/22/2017	Flash	645 Florida Ave	NW
7/22/2017	Flash	645 Florida Ave	NW
7/22/2017	Heaven and Hell	2327 18th St	NW
7/22/2017	Juanita's	3521 14th St	NW
7/22/2017	MK Lounge	1930 9th St	NW
7/22/2017	Peace Lounge	2632 Georgia Ave	NW
7/22/2017	Safari Restaurant and Lounge	4306 Georgia Ave	
7/22/2017	Salina Bar and Lounge	1936 9th St	NW
7/22/2017	Slash Run	201 Upshur St	NW
7/22/2017	The Brixton	901 U St	NW
7/22/2017	Velvet	915 U St	NW
7/22/2017	Vita Restaurant and Lounge/Penthouse Nine	1318 9th St	NW
7/28/2017	801		NW
7/28/2017	Dodge City	917 U St	NW
7/28/2017	Juanita's	4306 Georgia Ave	NW
7/28/2017	MK Lounge	1930 9th St	NW
7/28/2017	Nellies	900 U St	NW
7/28/2017	Peace Lounge	2632 Georgia Ave	NW
7/28/2017	Pearl Dive Oyster Palace/BlackJack	1612 14th St	NW
7/28/2017	Salina Bar and Lounge	1936 9th St	NW
7/28/2017	Slash Run	201 Upshur St	NW
7/28/2017	The Brixton	901 U St	NW
7/28/2017	Velvet	915 U St	NW
7/28/2017	Vita Restaurant and Lounge/Penthouse Nine	1318 9th St	NW
8/4/2017	801	801 Florida Ave	NW
8/4/2017	Bachelor Mill Backdoor Pad	1104 8th St	SE
8/4/2017	Bardo Brewing	25 Potomac Ave	SE
8/4/2017	Dodge City	917 U St	NW
8/4/2017	Flash	645 Florida Ave	NW
8/4/2017	Juanita's	3521 14th St	NW
8/4/2017	Local 16	1602 U Street	NW
8/4/2017	Local 16	1602 U St	NW
8/4/2017	MK Lounge	1930 9th St	NW
8/4/2017	Nellies	900 U St	NW
8/4/2017	Peace Lounge	2632 Georgia Ave	NW
8/4/2017	Salina Bar and Lounge	1936 9th St	NW
8/4/2017	Slash Run	201 Upshur St	
8/4/2017	The Brixton		NW
8/4/2017	Velvet	915 U St	NW

DATE	ESTABLISHMENT	ADDRESS	QUAD
8/4/2017	Vita Restaurant and Lounge/Penthouse Nine1318 9th St		NW
8/5/2017	801	801 Florida Ave	NW
8/5/2017	Dodge City	917 U St	NW
8/5/2017	Flash	645 Florida Ave	NW
8/5/2017	Freemyster	4807 Georgia Ave	NW
8/5/2017	Hazel	808 V St	NW
8/5/2017	Lesly's Grill	4811 Georgia Ave	NW
8/5/2017	MK Lounge	1930 9th St	NW
8/5/2017	Nellies	900 U St	NW
8/5/2017	Peace Lounge	2632 Georgia Ave	NW
8/5/2017	Safari Restaurant and Lounge	4306 Georgia Ave	
8/5/2017	Salina Bar and Lounge	1936 9th St	NW
8/5/2017	Sandovan's	4809 Georgia Ave	NW
8/5/2017	Slash Run	201 Upshur St	NW
8/5/2017	The Brixton	901 U St	NW
8/5/2017	The Pitch	4015 Georgia Ave	NW
8/5/2017	Velvet	915 U St	NW
8/5/2017	Vita Restaurant and Lounge/Penthouse Nine1318 9th St NW		NW
8/11/2017	Dodge City	917 U St	NW
8/11/2017	Flash	645 Florida Ave	NW
8/11/2017	Juanita's	3521 14th St	NW
8/11/2017	MK Lounge	1930 9th St	NW
8/11/2017	Nellies	900 U St	NW
8/11/2017	Peace Lounge	2632 Georgia Ave	NW
8/11/2017	Safari Restaurant and Lounge	4306 Georgia Ave	
8/11/2017	Salina Bar and Lounge	1936 9th St	NW
8/11/2017	The Brixton	901 U St	NW
8/11/2017	Velvet	915 U St	NW
8/11/2017	Vita Restaurant and Lounge/Penthouse Nine	1318 9th St NW	NW
8/12/2017	Dodge City	917 U St	NW
8/12/2017	Flash	645 Florida Ave	NW
8/12/2017	Hazel	808 V St	NW
8/12/2017	Juanita's	3521 14th St	NW
8/12/2017	MK Lounge	1930 9th St	NW
8/12/2017	Nellies	900 U St	NW
8/12/2017	Peace Lounge	2632 Georgia Ave	NW

DATE	ESTABLISHMENT	ADDRESS	QUAD
8/12/2017	Pearl Dive Oyster Palace/BlackJack	1612 14th St	NW
8/12/2017	Pearl Dive Oyster Palace/BlackJack	1612 14th St	NW
8/12/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
8/12/2017	Salina Bar and Lounge	1936 9th St	NW
8/12/2017	The Blaguard	2003 18th St	NW
8/12/2017	The Brixton	901 U St	NW
8/12/2017	Velvet	915 U St	NW
8/12/2017	Vita Restaurant and Lounge/Penthouse Nine	1318 9th St	NW
8/18/2017	Dirty Bar	1223 Connecticut Ave	NW
8/18/2017	Eye Bar/Garden of Eden	1716 I St	NW
8/18/2017	Juanita's	3521 14th St	NW
8/18/2017	Juanita's	3521 14th St	NW
8/18/2017	Ozio Martini & Cigar Lounge	1813 M St	NW
8/18/2017	Peace Lounge	2632 Georgia Ave	NW
8/18/2017	Peace Lounge	2632 Georgia Ave	NW
8/18/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
8/18/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
8/19/2017	Hazel	808 V St	NW
8/19/2017	Nellies	900 U St	NW
8/19/2017	ÖOVE LOUNGE	1853 7th St	NW
8/19/2017	Pearl Dive Oyster Palace/BlackJack	1612 14th St	NW
8/19/2017	TG Cigars	1118 9th St	NW
8/19/2017	The Blaguard	2003 18th St	NW
8/25/2017	Flash	645 Florida Ave	NW
8/25/2017	Hazel	808 V St	NW
8/25/2017	Juanita's	3521 14th St	NW
8/25/2017	Nellies	900 U St	NW
8/25/2017	ÖOVE LOUNGE	1853 7th St	NW
8/25/2017	Peace Lounge	2632 Georgia Ave	NW
8/25/2017	Pearl Dive Oyster Palace/BlackJack	1612 14th St	NW
8/25/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
8/25/2017	TG Cigars	1118 9th St	NW
8/25/2017	The Brixton	901 U St	NW
8/26/2017	Flash	645 Florida Ave	NW

DATE	ESTABLISHMENT	ADDRESS	QUAD
8/26/2017	Hazel	808 V St	NW
8/26/2017	Juanita's	3521 14th St	NW
8/26/2017	Kiss	637 T St	NW
8/26/2017	Peace Lounge	2632 Georgia Ave	NW
8/26/2017	Pearl Dive Oyster Palace/BlackJack	1612 14th St	NW
8/26/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
8/26/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
8/26/2017	Slash Run	201 Upshur St	NW
8/26/2017	TG Cigars	1118 9th St	NW
8/26/2017	The Brixton	901 U St	NW
9/1/2017	Flash	645 Florida Ave	NW
9/1/2017	Hazel	808 V St	NW
9/1/2017	Juanita's	3521 14th St	NW
9/1/2017	Nellies	900 U St	NW
9/1/2017	Peace Lounge	2632 Georgia Ave	NW
9/1/2017	Pearl Dive Oyster Palace/BlackJack	1612 14th St	NW
9/1/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
9/1/2017	The Blaguard	2003 18th St	NW
9/1/2017	The Brixton	901 U St	NW
9/2/2017	Cloud Restaurant and Lounge		NW
9/2/2017	Flash	645 Florida Ave	NW
9/2/2017	Hazel	808 V St	NW
9/2/2017	Juanita's	3521 14th St	NW
9/2/2017	Kiss	637 T St	NW
9/2/2017	Peace Lounge	2632 Georgia Ave	NW
9/2/2017	Pearl Dive Oyster Palace/BlackJack	1612 14th St	NW
9/2/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
9/2/2017	Slash Run	201 Upshur St	NW
9/2/2017	The Brixton	901 U St	NW
9/8/2017	Flash	645 Florida Ave	NW
9/8/2017	Juanita's	3521 14th St	NW
9/8/2017	Nellies	900 U St	NW
9/8/2017	Peace Lounge	2632 Georgia Ave	NW
9/8/2017	Pearl Dive Oyster Palace/BlackJack	1612 14th St	NW

DATE	ESTABLISHMENT	ADDRESS	QUAD
9/8/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
9/8/2017	Slash Run	201 Upshur St	NW
9/8/2017	The Blaguard	2003 18th St	NW
9/9/2017	Flash	645 Florida Ave	NW
9/9/2017	Gallery O on H	1354 H St	NE
9/9/2017	Halfsmoke	651 Florida Ave	NW
9/9/2017	Hazel	808 V St	NW
9/9/2017	Juanita's	3521 14th St	NW
9/9/2017	Peace Lounge	2632 Georgia Ave	NW
9/9/2017	Pearl Dive Oyster Palace/BlackJack	1612 14th St	NW
9/9/2017	Redrocks	1348 H St	NE
9/9/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
9/9/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
9/9/2017	Slash Run	201 Upshur St	NW
9/9/2017	The Brixton		NW
9/9/2017	Unknown	1300 blk. of Connecticut Ave	NW
9/15/2017	Flash	645 Florida Ave	NW
9/15/2017	HalfSmoke	651 Florida Ave	NW
9/15/2017	Hazel	808 V St	NW
9/15/2017	Juanita's	3521 14th St	NW
9/15/2017	Nellies	900 U St	NW
9/15/2017	Peace Lounge	2632 Georgia Ave	NW
9/15/2017	Pearl Dive Oyster Palace/BlackJack	1612 14th St	NW
9/15/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
9/15/2017	Slash Run	201 Upshur St	NW
9/15/2017	The Blaguard		NW
9/15/2017	The Brixton	901 U St	NW
9/16/2017	Flash	645 Florida Ave	NW
9/16/2017	HalfSmoke	651 Florida Ave	NW
9/16/2017	Hazel	808 V St	NW
9/16/2017	Juanita's	3521 14th St	NW
9/16/2017	Peace Lounge	2632 Georgia Ave	NW
9/16/2017	Pearl Dive Oyster Palace/BlackJack	1612 14th St	NW
9/16/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
9/16/2017	Slash Run	201 Upshur St	NW
9/16/2017	The Brixton	901 U St	NW



DATE	ESTABLISHMENT	ADDRESS	QUAD
9/16/2017	The Pinch	3548 14th St	NW
9/22/2017	Flash	645 Florida Ave	NW
9/22/2017	Hazel	808 V St	NW
9/22/2017	Juanita's	3521 14th St	NW
9/22/2017	Nellies	900 U St	NW
9/22/2017	Oove Lounge	1853 7th St	NW
9/22/2017	Peace Lounge	2632 Georgia Ave	NW
9/22/2017	Pearl Dive Oyster Palace/BlackJack	1612 14th St	NW
9/22/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
9/22/2017	Slash Run	201 Upshur St	NW
9/22/2017	TG Cigars	1118 9th St	NW
9/22/2017	The Blaguard	2003 18th St	NW
9/22/2017	The Brixton	901 U St	NW
9/23/2017	Dirty Martini	1223 Connecticut Ave	NW
9/23/2017	Flash	645 Florida Ave	NW
9/23/2017	Halfsmoke	651 Florida Ave	NW
9/23/2017	Hazel	808 V St	NW
9/23/2017	Juanita's	3521 14th St	NW
9/23/2017	Peace Lounge	2632 Georgia Ave	NW
9/23/2017	Pearl Dive Oyster Palace/BlackJack	1612 14th St	NW
9/23/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
9/23/2017	Slash Run	201 Upshur St	NW
9/23/2017	The Brixton	901 U St	NW
9/29/2017	Dacha Beer Garden	1600 7th St	NW
9/29/2017	Flash	645 Florida Ave	NW
9/29/2017	Hazel	808 V St	NW
9/29/2017	Juanita's	3521 14th St	NW
9/29/2017	Kiss	637 T St	NW
9/29/2017	Oove Lounge	1853 7th St	NW
9/29/2017	Peace Lounge	2632 Georgia Ave	NW
9/29/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
9/29/2017	TG Cigars	1118 9th St	NW
9/29/2017	The Blaguard	2003 18th St	NW
9/29/2017	The Brixton	901 U St	NW
9/30/2017	Decades	1219 Connecticut Ave	NW
9/30/2017	Dirty Martini	1223 Connecticut Ave	NW
9/30/2017	Flash	645 Florida Ave	NW
9/30/2017	HalfSmoke	651 Florida Ave	NW
9/30/2017	Juanita's	3521 14th St	NW

DATE	ESTABLISHMENT	ADDRESS	QUAD
9/30/2017	Kiss	637 T St	NW
9/30/2017	Pearl Dive Oyster Palace/BlackJack	1612 14th St	NW
9/30/2017	Public	1214 18th St	NW
9/30/2017	Rosebar	1215 Connecticut Ave	NW
9/30/2017	Safari Restaurant and Lounge	4306 Georgia Ave	NW
9/30/2017	The Brixton	901 U St	NW
	Juanita's	3521 14th St	NW

**ALCOHOLIC BEVERAGE REGULATION ADMINISTRATION  
FY 2018 NOISE TASK FORCE ESTABLISHMENTS VISITED  
QUESTIONS 68**

<b>DATE</b>	<b>ESTABLISHMENT</b>	<b>ADDRESS</b>	<b>QUAD</b>
1/12/2018	12 Twelve DC/ Kyss Kyss	1212 H St NE	NE
1/12/2018	930 Club	815 V St	NW
1/12/2018	MK Lounge	1930 9th St	NW
1/12/2018	Peace Lounge	2632 Georgia Ave	NW
1/12/2018	Safari Restaurant and Lounge	4306 Georgia Ave	NW
1/13/2018	Betty Gojo	7616 Georgia Ave	NW
1/13/2018	Cloud Restaurant and Lounge	1919 9th St	NW
1/13/2018	Columbia Lodge #85 I.B.P.E.O. Of Wo	1844 3rd St	NW
1/13/2018	DC Smokehouse	203 Florida Ave	NW
1/13/2018	MK Lounge	1930 9th St	NW
1/13/2018	Safari Restaurant and Lounge	4306 Georgia Ave	NW
1/13/2018	Secret Lounge	1928 9th St	NW
1/19/2018	930 Club	815 V St	NW
1/19/2018	Amsterdam Lounge	1208 U Street NW	NW
1/19/2018	Cloud Restaurant and Lounge	1919 9th St NW	NW
1/19/2018	Flash	645 Florida Ave	NW
1/19/2018	Kiss	637 T Street	NW
1/19/2018	MK Lounge	1926 9th St	NW
1/19/2018	Peace Lounge	2632 Georgia Ave	NW
1/19/2018	Pearl Dive Oyster Palace/BlackJack	1612 14th	NW
1/19/2018	Safari Restaurant and Lounge	4306 Georgia Ave	NW
1/19/2018	Secret Lounge	1928 9th St	NW
1/19/2018	The Brixton	901 U St	NW
1/19/2018	Uproar	639 Florida Ave	NW
1/20/2018	Avery's	1370 H St	NE
1/20/2018	Cloud Restaurant and Lounge	1919 9th St	NW
1/20/2018	Flash	645 Florida Ave	NW
1/20/2018	Halftime Sports Bar	1427 H Street	NE
1/20/2018	Kiss	637 T Street	NW
1/20/2018	MK Lounge	1930 9th St	NW
1/20/2018	Peace Lounge	2632 Georgia Ave	NW
1/20/2018	Rose's Dejavu	1378 H St	NE
1/20/2018	Secret Lounge	1928 9th St	NW
1/20/2018	The Blaguard	2003 18th Street	NW
1/20/2018	The VIP Room	2003 18th Street	NW
1/26/2018	930 Club	815 V St	NW

DATE	ESTABLISHMENT	ADDRESS	QUAD
1/26/2018	Cloud Restaurant and Lounge	1919 9th St	NW
1/26/2018	Flash	645 Florida Ave	NW
1/26/2018	Halfsmoke	651 Florida Ave	NW
1/26/2018	Kiss	637 T Street	NW
1/26/2018	MK Lounge	1930 9th St	NW
1/26/2018	Peace Lounge	2632 Georgia Ave	NW
1/26/2018	Secret Lounge	1928 9th St	NW
1/26/2018	TG Cigars	1118 9th St	NW
1/26/2018	Uproar	639 Florida Ave	NW
1/27/2018	930 Club	815 V St	NW
1/27/2018	Cloud Restaurant and Lounge	1919 9th St	NW
1/27/2018	Flash	645 Florida Ave	NW
1/27/2018	Halfsmoke	651 Florida Ave	NW
1/27/2018	Kiss	637 T Street	NW
1/27/2018	Peace Lounge	2632 Georgia Ave	NW
1/27/2018	Safari Restaurant and Lounge	4306 Georgia Ave	NW
1/27/2018	Safari Restaurant and Lounge	4306 Georgia Ave	NW
1/27/2018	Secret Lounge	1928 9th St	NW
1/27/2018	Uproar	639 Florida Ave	NW
2/2/2018	930 Club	815 V St	NW
2/2/2018	Amsterdam Lounge	1208 U Street	NW
2/2/2018	Cloud Restaurant and Lounge	1919 9th St	NW
2/2/2018	Drafting Table	1529 14th St	NW
2/2/2018	Flash	645 Florida Ave	NW
2/2/2018	Glow Lounge	1608 7th Street	NW
2/2/2018	Kiss	637 T Street	NW
2/2/2018	MK Lounge	1930 9th St	NW
2/2/2018	Peace Lounge	2632 Georgia Ave	NW
2/2/2018	Pearl Dive Oyster Palace/BlackJack	1612 14th St	NW
2/2/2018	Rito Loco	606 Florida Ave	NW
2/2/2018	Safari Restaurant and Lounge	4306 Georgia Ave	NW
2/2/2018	Secret Lounge	1928 9th St	NW
2/2/2018	The Brixton	901 U St	NW
2/2/2018	Uproar	639 Florida Ave	NW
2/3/2018	Cloud Restaurant and Lounge	1919 9th St	NW
2/3/2018	Dirty Bar	1223 Connecticut Ave	NW
2/3/2018	Eye Bar/Garden of Eden	1716 I St	NW
2/3/2018	Flash	645 Florida Ave	NW
2/3/2018	Kiss	637 T Street	NW
2/3/2018	MK Lounge	1930 9th St	NW
2/3/2018	Ozio Martini & Cigar Lounge	1813 M St	NW
2/3/2018	Peace Lounge	2632 Georgia Ave	NW

DATE	ESTABLISHMENT	ADDRESS	QUAD
2/3/2018	Secret Lounge	1928 9th St	NW
2/3/2018	TG Cigars	1118 9th St	NW
2/3/2018	The Blaguard	2003 18th Street	NW

**Alcoholic Beverage Control Board**

**Alcoholic Beverage Regulation Administration**  
Director  
Fred Moosally

**Adjudication Division**  
General Counsel  
Martha Jenkins

**Licensing Division**  
Program Manager  
Sean Gordy

**Enforcement Division**  
Chief, Enforcement  
Johnnie Jackson, Jr.

**Agency Management Program**  
Administrative Officer  
Camille Robinson

**Assistant General Counsel**  
Jonathan Berman  
April Randall

**Paralegal Specialist**  
Yazmin Delgado

**Mediation Specialist**  
LaVerne Fletcher

**Legal Administrative Specialist**  
Dannette Walker

**Adjudication Specialist**  
Imani Moreland

**Licensing Officer**  
Karen Jackson

**Licensing Specialists**  
Tyler Blocker  
Jewell Boyd  
T. Nicole Cullings  
Mechellelee Edwards  
Marty Fowler  
Vacancy (1)

**Staff Assistant**  
Kelly Campbell

**Contact Representatives**  
Sandra Anthony  
Reina Guevara  
Juanita Paz  
Charnel Sullivan

**Supervisory Investigators**  
Keith Gethers  
Kevin Hargrave  
John Suero (Bilingual)

**Investigators**  
Mark Brashears  
Donnell Butler  
Felicia Dantzler  
Dorshae Demby  
Countee Gilliam  
Anthony Howze  
Earl Jones  
Nicole Langway  
Vernon Leftwich  
Jason Peru  
Vanessa Pleitez  
Kevin Puente  
Cameron Royster  
DaVon Todd  
Shawn Townsend  
Mark Wilkinson  
Vacancy (1)

**Compliance Analysts**  
Adeniyi Adejunmobi  
Monica Clark

**Staff Assistant**  
Constance Johnson

**Administrative Support Specialist**  
Kim Gordon

**Community Resource Officer**  
Sarah Fashbaugh

**Freedom of Information Act Officer**  
Paula Gibbs

**IT Specialist**  
Simone Andrews

**Public Information Officer**  
Vacancy (1)

**Public Affairs Specialist**  
Phillip Max Bluestein

**Operations Manager**  
Jackie Richardson

**Records Officer**  
Kwanee Butler

**Records Management Specialists**  
Joseph Brown  
Arianna Jones  
Vacancy (1)

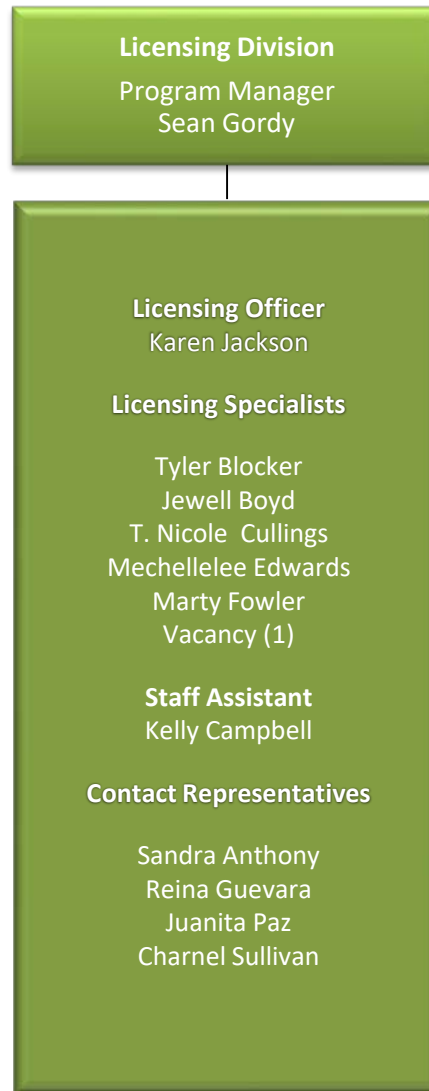
# Alcoholic Beverage Regulation Administration

The Adjudication Division is responsible for the administration of the ABC Board's adjudicative system. There are two primary case processing and adjudication components: enforcement cases and protest cases. For enforcement cases, the Adjudication staff works closely with ABRA investigators and the Office of the Attorney General to ensure that cases are brought timely for hearing before the Board. Additionally, OGC staff prepares Board Orders and ensures the collection of Board-ordered fines. For protest cases, the Adjudication staff tracks all filed protests and works closely with licensees, Advisory Neighborhood Commissions and the public to keep parties apprised of hearings and the protest process. For those protests that settle through ABRA's mediation process, staff reviews and briefs the Board on Settlement Agreements, as well as prepares the Board Orders approving the settlement.



# Alcoholic Beverage Regulation Administration

The Licensing Division issues new and renewal licenses to liquor stores, grocery stores, restaurants, hotels, nightclubs, and other establishments that manufacture, distribute, sell or serve alcoholic beverages in the District of Columbia. This program provides customer services directly to the general public, the business community, Advisory Neighborhood Commissions, and community groups and associations, among others.





# Alcoholic Beverage Regulation Administration

The Enforcement Division conducts regulatory and settlement agreement compliance inspections, conducts underage compliance checks, conducts joint investigations as needed with the Metropolitan Police Department (MPD), Fire and Emergency Medical Services Department, (FEMS), the Office of Tax and Revenue (OTR), the Department of Consumer and Regulatory Affairs (DCRA), and others; and conducts various inspections associated with the licensing and adjudicatory processes such as final, compliance, placard, special event, and financial audit investigations. The program also participates in Neighborhood Core Meetings, meetings and briefings with MPD Districts, police roll calls, and other activities in order to facilitate interagency cooperation and knowledge sharing on matters of common concern.



# Alcoholic Beverage Regulation Administration

The Agency Management Program provides for administrative support to achieve operational and programmatic results. This program is standard for all agencies using performance-based budgeting. In addition, the Records Management component provides file, document and database information to ABRA staff, the Alcoholic Beverage and Control (ABC) Board and the general public so that they can receive accurate information and files. The Public Information Officer (PIO) is responsible for planning, developing, and communicating the agency's programs, policies, and activities, as well as externally to the general public through news media, various constituencies, and municipal entities for the agency. The PIO is responsible for providing leadership and direction for program operations including, but not limited to records management, community resources, and communications.

## Agency Management Program



**Alcoholic Beverage Regulation Administration FY2017**

Agency Alcoholic Beverage Regulation Administration Agency Acronym ABRA Agency Code LCO

To edit agency and POC information press your agency name (underlined and in blue above).

Agency Performance POCs Camille (ABRA) Robinson; Kim (ABRA) Gordon Agency Budget POCs Camille (ABRA) Robinson; Kim (ABRA) Gordon Fiscal Year 2017

When you believe you are finished with this phase of your Performance Plan, press edit in the upper right, check this box, and then press save.

**2017 Strategic Objectives**

FY17 Objectives

Objective Number	Strategic Objective
1	Educate licensees on the District's alcoholic beverage laws and regulations.
2	Ensure that licensed establishments are in compliance with the ABC laws and regulations.
3	Engage in community outreach regarding the licensing process.
4	Create and maintain a highly efficient, transparent and responsive District government.**

Add Strategic Objective

**2017 Key Performance Indicators**

Measure	New Measure/ Benchmark Year	Frequency of Reporting	Add Data Fields (if applicable)	FY 2014 Actual	FY 2015 Target	FY 2015 Actual	FY 2016 Target	FY 2016 Actual	FY 2017 Target	FY 2017 Quarter 1	FY 2017 Quarter 2	FY 2017 Quarter 3	FY 2017 Quarter 4	FY 2017 Actual	Was 2017 KPI Met?	Are Explanations of Barriers to Meeting KPIs Complete
<b>2 - Ensure that licensed establishments are in compliance with the ABC laws and regulations. (7 Measures)</b>																
Number of establishments inspected to ensure compliance with underage drinking laws	<input type="checkbox"/>	Quarterly		889	700	908	700	1458	700	176	400	290	380	1246	Met	
Number of inspections, investigations, and monitoring activities	<input type="checkbox"/>	Quarterly		10,200	7000	10437	7000	15,675	7000	2620	3236	3557	3549	12,962	Met	
Amount of revenue generated by licenses and permits	<input type="checkbox"/>	Quarterly		\$5,178,664	\$3,700,000	\$4900000	\$3700000	\$7,839,795	\$3700000	\$709994	\$2287803	\$1271552	\$1477218	\$5,746,567	Met	
Amount of revenue generated by fines	<input type="checkbox"/>	Quarterly		\$469,800	\$290,000	\$601725	\$290000	\$719,000	\$290000	\$167400	\$102000	\$156560	\$140900	\$566,860	Met	
Total number of citations issued	<input type="checkbox"/>	Quarterly		524	250	653	250	819	250	29	93	165	194	481	Met	
Percentage of one-day and substantial change permits issued	<input type="checkbox"/>	Quarterly		98.4	90	100	90	100	90	100	100	100	100	100	Met	

Measure	New Measure/Benchmark Year	Frequency of Reporting	Add Data Fields (if applicable)	FY 2014 Actual	FY 2015 Target	FY 2015 Actual	FY 2016 Target	FY 2016 Actual	FY 2017 Target	FY 2017 Quarter 1	FY 2017 Quarter 2	FY 2017 Quarter 3	FY 2017 Quarter 4	FY 2017 Actual	Was 2017 KPI Met?	Are Explanations of Barriers to Meeting KPIs Complete
within 15 days or less																
Number of licensees and members of the public that received training from the Agency	✓	Quarterly	Not available	Not available	Not available	Not available	Not available	New Measure	75	5	46	20	21	92	Met	
<b>3 - Engage in community outreach regarding the licensing process. (1 Measure)</b>																
Number of community meetings attended to educate the community regarding the licensing process	✓	Quarterly	Not available	Not available	Not available	Not available	Not available	New Measure	20	5	17	25	11	58	Met	

We've revisited a project to standardize District wide measures for the Objective "Create and maintain a highly efficient, transparent and responsive District government." New measures will be tracked in FY18 and FY19 and published starting in the FY19 Performance Plan.

2017 Operations

Operations Header	Operations Title	Operations Description	Type of Operations	# of Measures	# of Strategic Initiatives
<b>1 - Educate licensees on the District's alcoholic beverage laws and regulations. (2 Activities)</b>					
LICENSING	Daily issuance of Licenses and Permits	This is a key driver in all of ABRA's operations. The number of licenses and permits issued daily is in direct correlation to the amount of revenue the agency generates on a monthly basis.	Daily Service	1	1
LICENSING	Renewal of Licenses and Permits	This is a key driver in all of ABRA's operations. The number of licenses and permits renewed directly affects the amount of revenue the agency generates on a monthly basis.	Daily Service	1	0
<b>TOT</b>				<b>2</b>	<b>1</b>
<b>2 - Ensure that licensed establishments are in compliance with the ABC laws and regulations. (1 Activity)</b>					
INVESTIGATIONS	Conduct a minimum of two regulatory inspections or investigations at each licensed establishment.	Thorough conduct regulatory inspections for all licensed establishments.	Daily Service	0	2
<b>TOT</b>				<b>0</b>	<b>2</b>
<b>3 - Engage in community outreach regarding the licensing process. (1 Activity)</b>					
COMMUNICATIONS	Community Outreach and Notifications	Ensuring the general public are well informed of the schedule of extension of hours for calendar 2017 and its exceptions.	Key Project	0	1
<b>TOT</b>				<b>0</b>	<b>1</b>
<b>TOT</b>				<b>2</b>	<b>4</b>

2017 Workload Measures

All Workload Measures must be linked to a specific Operation. If Workload Measures are already in the system but not yet linked, email the Office of Performance Management with a spreadsheet that identifies to which Operation each Workload Measure belongs.

Workload Measures - Operations	Measure	New Measure/Benchmark Year	Add Historical and Target Data (FY17)	Numerator Title	Units	Frequency of Reporting	FY 2014	FY 2015	FY 2016 Actual	FY 2017 Quarter 1	FY 2017 Quarter 2	FY 2017 Quarter 3	FY 2017 Quarter 4	FY 2017	
	<b>1 - Daily Issuance of Licenses and Permits (1 Measure)</b>														
	Number of one-day and substantial change permits issued within 15 days or less.	<input type="checkbox"/>		Number of applications accepted.	1	Quarterly	Not available	Not available	484	113	96	156	179	544	
	<b>1 - Renewal of Licenses and Permits (1 Measure)</b>														
	Number of ABC licenses and permits renewed.	<input type="checkbox"/>		Number of licenses and permits renewed.	1	Quarterly	Not available	Not available	3700	702	816	952	973	3443	

2017 Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date	Add Initiative Update	# of Initiative Updates	Needs Initiative Update Notification
<b>COMMUNICATIONS (1 Strategic Initiative)</b>					
Engage in proactive community outreach regarding the Calendar Year 2017 Holiday Extension of Hours licensing process.	ABRA will engage in community outreach and provide timely information to active on-premises licensees and the public regarding the Holiday Extension of Hours licensing process for Calendar Year 2017. Specifically, the Agency shall provide written notice to on-premises licensees regarding the Holiday Extension of Hours licensing process for Calendar Year 2017. The written notice will also provide on-premises licensees with a Holiday Extension of Hours Calendar for 2017. Notice of the Holiday Extension of Hours licensing process for Calendar Year 2017 shall be provided to the public by posting information regarding the process on the ABRA website.	12-31-2016		1	
<b>TOT</b>				<b>1</b>	
<b>INVESTIGATIONS (2 Strategic Initiatives)</b>					
Conduct Books and Records compliance courses.	ABRA will be conducting a minimum of two training courses for licensed restaurants and hotels regarding maintaining compliance with the District's books and records and quarterly statement regulatory requirements. The course curriculum will cover the following: (1) the requirement for licensees to maintain books and records for a three-year period; (2) the requirement for restaurants and hotels to file quarterly statements with ABRA; and (3) the minimum food sales requirements for restaurants and hotels.	09-30-2017		3	
Conduct a minimum of two regulatory inspections at each licensed establishments.	ABRA investigators will conduct a minimum of two regulatory inspections, monitoring or investigations at each licensed establishment to verify compliance with the District's laws and regulations. ABRA will be conducting a minimum of 7,000 regulatory inspections, monitoring or investigations at licensed establishments located in the District.	09-30-2017		3	
<b>TOT</b>				<b>6</b>	
<b>LICENSING (1 Strategic Initiative)</b>					
Conduct new licensee orientation classes.	ABRA will be conducting a minimum of four new licensee orientation classes that shall be available to licensees and the public at no charge. The class curriculum shall include the following: (1) a review of relevant provisions contained in both Title 25 of the D.C. Code and Title 23 of the DCMR; (2) noise abatement and sound management; and (3) how to work proactively with Advisory Neighborhood Commissions, neighborhood and business groups and residents	09-30-2017		3	
<b>TOT</b>				<b>3</b>	
<b>TOT</b>				<b>10</b>	

2017 Initiative Updates

Initiative Updates	Strategic Initiative - Operation Link - Strategic Initiative Title	Initiative Status Update	% Complete to date	Confidence in completion by end of fiscal year (9/30)?	Status of Impact	Explanation of Impact	Supporting Data	FY2017 Quarters
Conduct a minimum of two regulatory inspections at each licensed establishments. (3 Initiative Updates)								

Strategic Initiative- Operation Link -Strategic Initiative Title	Initiative Status Update	% Complete to date	Confidence in completion by end of fiscal year (9/30)?	Status of Impact	Explanation of Impact	Supporting Data	FY2017 Quarters
Conduct a minimum of two regulatory inspections at each licensed establishments.	ABRA has completed 37% of the goal of this initiative. The goal is 7,000 regulatory inspections and ABRA has conducted 2,620 in the first quarter of FY 2017.	25-49%	High	Incremental	This initiative has a public safety impact to ensure that establishments are in compliance with ABC regulations and laws.		FY17Q1
Conduct a minimum of two regulatory inspections at each licensed establishments.	ABRA has completed 83% for this initiative. The goal was 7,000 regulatory inspections, and ABRA has conducted 5,856 overall.	75-99%	High	Incremental	This initiative has a public safety impact to ensure that establishments are in compliance with ABC regulations and laws.		FY17Q2
Conduct a minimum of two regulatory inspections at each licensed establishments.	ABRA has exceeded the goal for this year by 2,413 inspections by the end of the third quarter.	Complete	High	Incremental	This initiative has a continuing public safety impact to ensure that our licensed establishments are in compliance with ABC regulations and laws.		FY17Q3
<b>Conduct Books and Records compliance courses. (3 Initiative Updates)</b>							
Conduct Books and Records compliance courses.	ABRA is on track to conduct training in the third and fourth quarters of fiscal year 2017. Training has been scheduled for April 25, 2017, and September 19, 2017, for books and records training which will meet our goal of two courses for 2017.	0-24%	High	Incremental	The impact is on licensees to ensure they are aware of the requirements for restaurants and hotels to file quarterly statements; be aware of the minimum food sales requirements; and the requirements to maintain books and records for a three year period.		FY17Q1
Conduct Books and Records compliance courses.	No change for the second quarter. ABRA is on track to conduct training in the third and fourth quarters of FY 2017. The training has been scheduled for April 25, 2017, and September 19, 2017, for books and records training.	0-24%	High	Incremental	The impact is on licensees to ensure that they are aware of the requirements for restaurants and hotels to file quarterly statements, be aware of the minimum food sales requirements, and the requirements to maintain books and records for a three year period.		FY17Q2
Conduct Books and Records compliance courses.	ABRA held two books and records trainings on April 25, 2017 for the licensed restaurants and hotels regarding maintaining compliance with regulatory requirements.	Complete	High	Incremental	The training ensures (1) that the licensees know they are to maintain books and records for a three-year period, (2) the requirement is for restaurants and hotels to file quarterly statements with ABRA, and (3) what the minimum food sales requirements are for restaurants and hotels.		FY17Q3
<b>Conduct new licensee orientation classes. (3 Initiative Updates)</b>							
Conduct new licensee orientation classes.	ABRA held one new licensee orientation class on December 1, 2016 that was available to the public and licensees.	0-24%	High	Incremental	The orientation provides an overview of both Title 25 and Title 23; noise abatement and sound management; and working proactively with ANCs and the community.		FY17Q1
Conduct new licensee orientation classes.	ABRA completed two more new licensee orientation trainings during the second quarter of FY 2017. We now have completed a total of 3 trainings for the fiscal year. ABRA will complete the last training during the last quarter of the fiscal year in August.	75-99%	High	Incremental	The new licensee orientation trainings are provided to lay a groundwork of understanding to our customers and assist in their daily compliance with ABC laws and regulations. Orientation provides an overview of both Titles 25 and 23, noise abatement and sound management, and working proactively with ANCs and the community.		FY17Q2
Conduct new licensee orientation classes.	ABRA has completed this initiative for FY 2017. ABRA has met the goal in the third quarter for this initiative and is planning to have another training in August of 2017 as well.	Complete	High	Incremental	The training's provide the licensees with (1) a review of relevant provisions contained in both Title 25 of the D.C. Code and Title 23 of the DCMR; (2) noise abatement and sound management; and (3) how to work proactively with Advisory Neighborhood Commissions, neighborhood and business groups and residents.		FY17Q3
<b>Engage in proactive community outreach regarding the Calendar Year 2017 Holiday Extension of Hours licensing process. (1 Initiative Update)</b>							
Engage in proactive community outreach regarding the Calendar Year 2017 Holiday Extension of Hours licensing process.	ABRA has completed this initiative for FY 2017.	Complete	High	Incremental	The Holiday Extension of Hours notice provides on premise licensees with prior written notice that their business will have the ability for extended hours on specific dates.		FY17Q1

**Agency Accomplishment**

- Add Accomplishment
- Accomplishment
- Accomplishments

What is the accomplishment that your agency wants to highlight?	How did this accomplishment impact residents of DC?	How did this accomplishment impact your agency?
<p>ABRA collected \$566,860 in fines in FY 2017. This significantly exceeded the agency's FY 2017 goal of \$290,000.</p> <p>ABRA conducted 1,246 sale to minor compliance checks at licensed establishments in FY 2017. This significantly exceeded the agency's goal to conduct 700 sale to minor compliance checks in FY 2017.</p> <p>ABRA conducted 12,962 regulatory inspections in FY 2017. This significantly exceeded the agency's goal to conduct 7,000 regulatory inspections and investigations in FY 2017.</p>	<p>This accomplishment benefits District residents as fines collected by the agency are returned to the District's general fund to be utilized for other District services.</p> <p>This accomplishment benefits District residents by taking enforcement action to reduce the sale of alcoholic beverages to minors under 21 years of age. ABRA was able to conduct two sale to minor compliance checks at operating retail establishments in Ward 7 and Ward 8.</p> <p>This accomplishment benefits District residents by investigating licensed establishments to ensure that they are in compliance with the District's alcohol laws and regulations.</p>	<p>This accomplishment benefits ABRA by ensuring that fines imposed by the agency are collected in a timely manner.</p> <p>This accomplishment benefits ABRA by working jointly with minors under 21 years of age to identify licensed establishments that sell alcoholic beverages to minors.</p> <p>This accomplishment benefits ABRA by ensuring that licensed establishments operate under the terms of their liquor license.</p>

2017 Special Mayoral Plans

Strategic Initiative Header	Strategic Initiative Title	Special Mayoral Plan	Mayoral Plan Domain	Mayoral Plan Goal	Mayoral Plan Action
No links to special mayoral plans found					

Administrative Information

**FY Performance Plan** Alcoholic Beverage Regulation Administration FY2017 **Record ID#** 316  
**Performance Plan ID** 190

Created on Dec. 15, 2015 at 4:14 PM (EST). Last updated by [Fowles-Emm.,MeghanMarie \(OSSE\)](#) on March 18, 2016 3:33 PM (EDT). Owned by [Fowles-Emm.,MeghanMarie \(OSSE\)](#).

## Alcoholic Beverage Regulation Administration FY2018

Agency Alcoholic Beverage Regulation Administration

Agency Acronym ABRA

Agency LGO Code

Agency Performance POCs  
Camille (ABRA) Robinson; Kim (ABRA) Gordon

Agency Budget POCs  
Camille (ABRA) Robinson; Kim (ABRA) Gordon

Fiscal Year 2018

**To edit agency and POC information press your agency name (underlined and in blue above).**

**When you believe you are finished with this phase of your Performance Plan, press edit in the upper right, check this box, and then press save.**

### 2018 Objectives

#### Strategic Objectives

Objective Number	Strategic Objective	# of Measures	# of Operations
1	Educate licensees on the District's alcoholic beverage laws and regulations.	1	2
2	Ensure that licensed establishments are in compliance with the ABC laws and regulations.	6	1
3	Engage in community outreach regarding the licensing process.	1	1
4	Create and maintain a highly efficient, transparent and responsive District government. **	9	0
<b>TOT</b>		<b>17</b>	<b>4</b>

Add Strategic Objective

### 2018 Key Performance Indicators

#### Key Performance Indicators

Measure	New Measure/ Benchmark Year	Directionality	FY 2014 Actual	FY 2015 Target	FY 2015 Actual	FY 2016 Target	FY 2016 Actual	FY 2017 Target	FY 2017 Actual	FY 2018 Target	FY 2018 Quarter 1
<b>1 - Educate licensees on the District's alcoholic beverage laws and regulations. (1 Measure)</b>											
Number of licensees and members of the public that received training from the Agency	<input type="checkbox"/>	Up is Better	Not available	Not available	Not available	Not available	Not Available	75	92	75	14



Measure	New Measure/ Benchmark Year	Directionality	FY 2014 Actual	FY 2015 Target	FY 2015 Actual	FY 2016 Target	FY 2016 Actual	FY 2017 Target	FY 2017 Actual	FY 2018 Target	FY 2018 Quarter 1
<b>2 - Ensure that licensed establishments are in compliance with the ABC laws and regulations. (6 Measures)</b>											
Amount of revenue generated by licenses and permits	<input type="checkbox"/>	Up is Better	\$5,178,664	\$3,700,000	\$4900000	\$3700000	\$7,839,795	\$3700000	\$5,746,567	\$3700000	\$970472
Amount of revenue generated by fines	<input type="checkbox"/>	Up is Better	\$469,800	\$290,000	\$601725	\$290000	\$719,000	\$290000	\$566,860	\$400000	\$107350
Percent of one-day and substantial change permits issued within 15 days or less	<input type="checkbox"/>	Up is Better	98.4	90	100	90	100	90	100	90	100
Number of inspections, investigations, and monitoring activities	<input type="checkbox"/>	Up is Better	10,200	7000	10437	7000	15,675	7000	12,962	10000	2851
Number of establishments inspected to ensure compliance with underage drinking laws	<input type="checkbox"/>	Up is Better	889	700	908	700	1458	700	1246	900	148
Total number of citations issued	<input type="checkbox"/>	Up is Better	524	250	653	250	819	250	481	250	126
<b>3 - Engage in community outreach regarding the licensing process. (1 Measure)</b>											
Number of community meetings attended to educate the community regarding the licensing process	<input type="checkbox"/>	Up is Better	Not available	Not available	Not available	Not available	Not Available	20	58	20	17

Measure	New Measure/ Benchmark Year	Directionality	FY 2014 Actual	FY 2015 Target	FY 2015 Actual	FY 2016 Target	FY 2016 Actual	FY 2017 Target	FY 2017 Actual	FY 2018 Target	FY 2018 Quarter 1
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We've revised a project to standardize District wide measures for the Objective "Create and maintain a highly efficient, transparent and responsive District government." New measures will be tracked in FY18 and FY19 and published starting in the FY19 Performance Plan.

## 2018 Operations

Operations Header	Operations Title	Operations Description	Type of Operations	# of Measures	# of Strategic Initiatives
<b>1 - Educate licensees on the District's alcoholic beverage laws and regulations. (2 Activities)</b>					
LICENSING	Daily Issuance of Licenses and Permits	This is a key driver in all of ABRA's operations. The number of licenses and permits issued daily is in direct correlation to the amount of revenue the agency generates on a monthly basis.	Daily Service	1	1
LICENSING	Renewal of Licenses and Permits	This is a key driver in all of ABRA's operations. The number of licenses and permits renewed directly affects the amount of revenue the agency generates on a monthly basis.	Daily Service	1	0
<b>TOT</b>				<b>2</b>	<b>1</b>
<b>2 - Ensure that licensed establishments are in compliance with the ABC laws and regulations. (1 Activity)</b>					
INVESTIGATIONS	Conduct a minimum of two regulatory inspections or investigations at each licensed establishment.	Thorough conduction of the regulatory inspections for all licensed establishments.	Daily Service	0	2
<b>TOT</b>				<b>0</b>	<b>2</b>
<b>3 - Engage in community outreach regarding the licensing process. (1 Activity)</b>					
COMMUNICATIONS	Community Outreach and Notifications	Ensuring the general public are well informed of the schedule of extension of hours for calendar 2017 and its exceptions.	Key Project	0	1
<b>TOT</b>				<b>0</b>	<b>1</b>
<b>TOT</b>				<b>2</b>	<b>4</b>

## 2018 Workload Measures

**Workload Measures - Operations**

Measure	New Measure/ Benchmark Year	Numerator Title	Units	FY 2014	FY 2015	FY 2016	FY 2017 Actual	FY 2018 Quarter 1
<b>1 - Daily Issuance of Licenses and Permits (1 Measure)</b>								
Number of one-day and substantial change permits issued within 15 days or less.	<input type="checkbox"/>	Number of applications accepted.	1			484	544	25
<b>1 - Renewal of Licenses and Permits (1 Measure)</b>								
Number of ABC licenses and permits renewed.	<input type="checkbox"/>	Number of licenses and permits renewed.	1			3700	3443	773

**2018 Initiatives**

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
<b>Community Outreach and Notifications (1 Strategic Initiative)</b>		
Engage in proactive community outreach regarding the Calendar Year 2018 Holiday Extension of Hours Licensing process.	ABRA will engage in community outreach and provide timely information to active on-premises licensees and the public regarding the Holiday Extension of Hours licensing process for Calendar Year 2018. Specifically, the Agency shall provide written notice to on - premises licensees regarding the Holiday Extension of Hours Licensing process for Calendar Year 2018. The written notice will also provide on-premises licensees with a Holiday Extension of Hours Calendar for 2018. Notice of the Holiday Extension of Hours licensing process for Calendar Year 2018 shall be provided to the public by posting information regarding the process on the ABRA website.	12-31-2017
<b>Conduct a minimum of two regulatory inspections or investigations at each licensed establishment. (2 Strategic initiatives)</b>		
Conduct a minimum of two regulatory inspections at each licensed establishments	ABRA investigators will conduct a minimum of two regulatory inspections, monitoring or investigations at each licensed establishment to verify compliance with the District's laws and regulations. ABRA will be conducting a minimum of 10,000 regulatory inspections, monitoring or investigations at licensed establishments located in the District.	09-30-2018
Conduct Books and Records compliance courses	ABRA will be conducting a minimum of two training courses for licensed restaurants and hotels regarding maintaining compliance with the District's books and records and quarterly statement regulatory requirements. The course curriculum will cover the following: (1) the requirement for licensees to maintain books and records for a three-year period; (2) the requirement for restaurants and hotels to file quarterly statements with ABRA; and (3) the minimum food sales requirements for restaurants and hotels.	09-30-2018

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
<b>Daily Issuance of Licenses and Permits (1 Strategic Initiative)</b>		
Conduct new licensee orientation classes.	ABRA will be conducting a minimum of four new licensee orientation classes that shall be available to licensees and the public at no charge. The class curriculum shall include the following: (1) a review of relevant provisions contained in both Title 25 of the D.C. Code and Title 23 of the DCMR; (2) noise abatement and sound management; and (3) how to work proactively with Advisory Neighborhood Commissions, neighborhood and business groups and residents.	09-30-2018

2018 Initiative Updates

Initiative Updates	Strategic Initiative Title	Initiative Status Update	% Complete to date	Confidence in completion by end of fiscal year (9/30)?	Status of Impact	Explanation of Impact	Supporting Data	Quarters
	<b>Conduct a minimum of two regulatory inspections at each licensed establishments (1 Initiative Update)</b>							
	Conduct a minimum of two regulatory inspections at each licensed establishments	ABRA has completed 28.51% of the goal of this initiative. The goal is 10,000 regulatory inspections, and ABRA conducted 2,851 in the first quarter of FY 2018.	25-49%	High	Incremental	The initiative has a public safety impact to ensure that establishments are in compliance with ABC regulations and laws.		Q1
	<b>Conduct Books and Records compliance courses (1 Initiative Update)</b>							
	Conduct Books and Records compliance courses	ABRA has met this goal as two books and records training course were held on December 12, 2017	Complete	High	Incremental	The training ensures (1) the requirement for licensees to maintain books and records for a three-year period; (2) the requirement for restaurants and hotels to file quarterly statements with ABRA; and (3) the minimum food sales requirements for restaurants and hotels.		Q1
	<b>Conduct new licensee orientation classes. (1 Initiative Update)</b>							
	Conduct new licensee orientation classes.	ABRA held one new licensee orientation class on October 19, 2017,	0-24%	High	Incremental	The orientation provides an overview of both Title 25 and Title 23; noise abatement and sound		Q1

Strategic Initiative Title	Initiative Status Update	% Complete to date	Confidence in completion by end of fiscal year (9/30)?	Status of Impact	Explanation of Impact	Supporting Data	Quarters
<b>Engage in proactive community outreach regarding the Calendar Year 2018 Holiday Extension of Hours licensing process. (1 Initiative Update)</b>							
Engage in proactive community outreach regarding the Calendar Year 2018 Holiday Extension of Hours licensing process.	This goal was met as written information was provided to licensees and the public regarding the Holiday Extension of Hours licensing process for Calendar Year 2018. Notice regarding the Holiday Extension of Hours Calendar for 2018 was also posted on the ABRA website.	Complete	High	Incremental	The Holiday Extension of Hours notice provides on premise licensees with prior written notice that their business will have the ability for extended hours on specific dates.		Q1

**Administrative Information**

FY Performance Plan Alcoholic Beverage Regulation Administration FY2018 Record ID# 506  
 Performance Plan ID 380

Created on Dec. 15, 2016 at 3:17 PM (EST). Last updated by [Katz, Lia \(EOM\)](#) on June 6, 2017 5:49 PM at 5:49 PM (EDT). Owned by [Katz, Lia \(EOM\)](#).

**COMPENSATION AGREEMENT**

**BETWEEN**

**THE DISTRICT OF COLUMBIA**

**AND**

**THE OFFICE OF THE ATTORNEY GENERAL**

**AND**

**THE AMERICAN FEDERATION OF GOVERNMENT**

**EMPLOYEES, LOCAL 1403,**

**AFL-CIO**

**EFFECTIVE OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2020**

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**PREAMBLE**

This Compensation Agreement (Agreement or Compensation Agreement) is entered into between the District of Columbia and the American Federation of Government Employees, Local 1403, (Union) (herein after jointly referred to as the parties) the sole and exclusive collective bargaining representative of unit employees comprising Compensation Unit 33, as certified by the Public Employee Relations Board (PERB).

**ARTICLE 1  
RECOGNITION**

AFGE Local 1403 is recognized as the sole and exclusive collective bargaining representative for the bargaining units set forth in PERB Certification No. 121 and PERB Certification No. 133.

**ARTICLE 2  
WAGES**

	FY 2018	FY 2019	FY 2020
% Increase	1.8%	1.8%	1.8%

**SECTION A – FY 2018:**

The A-35 salary schedule for all bargaining unit employees will be increased by one and eight-tenths percent (1.8%) effective the first day of the first full pay period commencing on or after October 1, 2017.

**SECTION B – FY 2019:**

The A-35 salary schedule for all bargaining unit employees will be increased by one and eight-tenths percent (1.8%) effective the first day of the first full pay period commencing on or after October 1, 2018.

**SECTION C -- FY 2020:**

The A-35 salary schedule for all bargaining unit employees will be increased by one and eight-tenths percent (1.8%) effective the first day of the first full pay period commencing on or after October 1, 2019.

The Union has agreed to forego any adjustments coming from the District's Classification and Compensation initiative for the term of this Agreement.



**ARTICLE 2A  
BONUSES**

**SECTION A – FY 2018:**

Each employee who receives an “Excellent” or substantially similar rating for the evaluation period ending August 31, 2017, shall receive a one and a half percent (1.5%) bonus. Each employee who receives an “Outstanding” or substantially similar rating for the evaluation period ending August 31, 2017, shall receive a two percent (2%) bonus. Bonus payments shall be paid to each qualified employee within the second quarter of the fiscal year beginning October 1, 2017, and in no event later than March 31, 2018. If Employer has not conducted a performance review for an employee by December 31, 2017, the employee shall be entitled to the bonus amount for FY 2018, established by the rating in the most recent annual performance evaluation, if any.

**SECTION B -- FY 2019:**

Each employee who receives an “Excellent” or substantially similar rating for the evaluation period ending August 31, 2018, shall receive a one and a half percent (1.5%) bonus. Each employee who receives an “Outstanding” or substantially similar rating for the evaluation period ending August 31, 2018, shall receive a two percent (2%) bonus. Bonus payments shall be paid to each qualified employee within the second quarter of the fiscal year beginning October 1, 2018, and in no event later than March 31, 2019. If Employer has not conducted a performance review for an employee by December 31, 2018, the employee shall be entitled to the bonus amount for FY 2019, established by the rating in the most recent annual performance evaluation, if any.

**SECTION C -- FY 2020:**

Each employee who receives an “Excellent” or substantially similar rating for the evaluation period ending August 31, 2019, shall receive a one and a half percent (1.5%) bonus. Each employee who receives an “Outstanding” or substantially similar rating for the evaluation period ending August 31, 2019, shall receive a two percent (2%) bonus. Bonus payments shall be paid to each qualified employee within the second quarter of the fiscal year beginning October 1, 2019, and in no event later than March 31, 2020. If Employer has not conducted a performance review for an employee by December 31, 2019, the employee shall be entitled to the bonus amount for FY 2020, established by the rating in the most recent annual performance evaluation, if any.

**ARTICLE 2B  
SATURDAY AND HOLIDAY PAY**

Effective FY 2018, attorneys who are required to work on Saturdays or holidays to provide court coverage will receive straight time pay for all hours worked. Disbursements for Saturday and holiday pay will not exceed \$65,000.00 for any fiscal year of this Agreement. After disbursements reach \$65,000.00 in any one fiscal year, attorneys who are required to work on

Saturdays or holidays for the remainder of that fiscal year will receive compensatory time for the number of hours actually worked.

### **ARTICLE 3 BENEFITS COMMITTEE**

#### **SECTION A – General:**

The parties herein agree to establish a Benefits Committee for the purpose of addressing the benefits of bargaining unit employees represented by the Union. The Union shall select two representatives to serve on the committee. The District of Columbia Human Resources office shall appoint at least one committee representative with authority to make benefits decisions. Within thirty (30) business days following the Council of the District of Columbia's approval of this Agreement, the Union shall contact DCHR's Associate Director of the Benefits and Retirement Administration to establish the Benefits Committee and meet to hold an initial meeting to review current benefits. Subsequently, the Benefits Committee shall meet at least twice during the 6-month period immediately prior to the expiration of any of the District of Columbia contracts for benefits implicated herein that is prior to the formal solicitation of bids from providers for such contracts as provided for in Section C3 below.

#### **SECTION B – Purpose:**

The purpose of the Benefits Committee shall be to address the benefits of employees in the Local 1403 bargaining unit and of other local unions that may join this committee and make recommendations to the Executive regarding those benefits. AFGE shall not have final decision making authority with regard to benefits. Differences in opinion arising from Benefits Committee meetings or the procurement process, including but not limited to vendor recommendations/selection and what benefits the District shall provide shall not be subject to grievance arbitration or any bargained or statutory resolution process.

#### **SECTION C – Responsibilities:**

The members of the Benefits Committee are authorized to consider all matters that concern the benefits of employees represented by the Committee. The Benefits Committee shall:

1. Monitor the quality and level of services provided to bargaining unit employees under existing Health, Retirement, Optical, Life, Disability, Indemnity and Dental Insurance Plans.
2. Review and recommend changes and enhancements in Health, Retirement, Optical, Life, Disability, Indemnity and Dental benefits, and any proposals for new benefits, consistent with D.C. Official Code, Chapter 6, Subchapter XXI.
3. DCHR will review with the Committee in advance the technical requirements in preparation for the formal solicitation of bids from providers in order for the Committee

to provide any comments and recommendations on the criteria for bids and preparation of solicitations for requests for proposals for DCHR's consideration. DCHR will highlight any changes or enhancements to existing benefit plans or programs reflected in the technical requirements. After DCHR has reviewed and considered the Union's comments and recommendations, the Committee shall meet in order for DCHR to inform the Union how or if DCHR will incorporate the Union's comments and recommendations in the final solicitation for bids.

4. Explore issues concerning the workers' compensation system that affect bargaining unit employees consistent with D.C. Official Code, Chapter 6, Subchapter XXIII (Public Sector Workers' Compensation).
5. DCHR shall notify the Committee by email after the award to providers but prior to implementation of any significant alteration of existing benefits programs, and proposed additional benefit programs to determine the extent to which they impact employees. Upon notification, the Committee shall notify the Office of Labor Relations and Collective Bargaining within ten (10) calendar days to discuss any concerns any Committee member has regarding the impact on bargaining unit employees.

**SECTION D – Maintenance of Benefits:**

Nothing herein shall be construed to reduce, modify or eliminate any benefits available to the bargaining unit employees prior to entering into this Agreement.

**SECTION E – Additional Benefits:**

The parties agree that the establishment of this Benefits Committee does not limit or prohibit the parties to this Agreement from negotiating and agreeing to additional or modified benefits.

**ARTICLE 4  
BENEFITS**

Except as otherwise provided in this Agreement, the Parties hereby incorporate the following specific benefits provided under the Compensation Agreement between the District of Columbia Government and Compensations Units 1 and 2, FY 2013 – FY 2017

( Compensation Units 1 & 2 Agreement): Life Insurance; Health Insurance; Indemnity Insurance; Short and Long Term Disability Insurance; Optical and Dental Insurance; Annual, Sick and Other Leave; Pre-Tax Benefits; Retirement; Civil Service Retirement System; Defined Contribution; Deferred Compensation; Metro Pass/Monthly Transit Subsidy; Holidays; at least equal to the level of benefits provided to their general membership as the applicable benefits for bargaining unit members covered by this Agreement. To the extent that any successor Compensation Units 1 & 2 Agreement provides for higher levels of benefits than what is

provided for under this Agreement with respect to any of the specific or substantively related benefits listed above in this paragraph, the Parties agree to reopen negotiations for the sole purpose of renegotiating those specific benefits. In no event will the benefits stated in this Agreement be reduced through this process.

**SECTION A -- Life Insurance:**

1. Life insurance is provided to covered employees in accordance with §1-622.01, et seq. of the District of Columbia Official Code (2012 Repl.) and Chapter 87 of Title 5 of the United States Code.

District of Columbia Official Code §1-622.03 (2012 Repl.) requires that benefits shall be provided as set forth in §1-622.07 to all employees of the District first employed after September 30, 1987, except those specifically excluded by law or by rule.

District of Columbia Official Code §1-622.01 (2012 Repl.) requires that benefits shall be provided as set forth in Chapter 87 of Title 5 of the United States Code for all employees of the District government first employed before October 1, 1987, except those specifically excluded by law or rule and regulation.

2. Life insurance benefits for employees hired on or after October 1, 1987 shall be set at the following minimum level of benefits: The District of Columbia provides life insurance in an amount equal to the employee's annual salary rounded to the next thousand, plus an additional \$2,000. Employees are required to pay two-thirds (2/3) of the total cost of the monthly premium. The District Government shall pay one-third (1/3) of the total cost of the premium. Employees may choose to purchase additional life insurance coverage through the District Government. These additions to the basic coverage are set-forth in the schedule below:

Option A – Standard. Provides \$10,000 additional coverage. Cost determined by age.

Option B – Additional. Provides coverage up to five times the employee's annual salary. Cost determined by age and employee's salary.

Option C – Family. Provides \$10,000 coverage for the eligible spouse and \$10,000 for each eligible child; \$25,000 coverage for eligible spouse and \$10,000 for each eligible child; or \$50,000 coverage for eligible spouse and \$10,000 for each eligible child. Cost determined by age.

3. The level of life insurance benefits provided to Employees covered under this Agreement shall not be decreased or revised during the term of this Agreement without the express advance written consent of the Union. The District shall provide life insurance coverage for employees hired on or after October 1, 1987 that shall provide a level of benefits that is equal

in coverage and level of benefits to other similarly situated District of Columbia bargaining unit employees.

4. Employees must contact their respective personnel office to enroll or make changes in their life insurance coverage.

**SECTION B -- Health Insurance:**

1. Pursuant to D.C. Official Code § 1-621.02 (2012 Repl.), all employees covered by this agreement and hired after September 30, 1987, shall be entitled to enroll in group health insurance provided by the District of Columbia. Health insurance coverage shall provide a level of benefits that is at least equal in coverage and level of benefits to the plan(s) provided on the effective date of this agreement. District employees are required to execute an enrollment form in order to participate in this program.

(a) The Employer may elect to provide additional health care insurance providers for employees employed after September 1, 1987, provided that additional insurance providers do not reduce the current level of benefits provided to employees. If the Employer decides to expand or reduce the list of eligible insurance providers, the Employer shall give Union representatives notice of the additions or reductions after the award but prior to implementation.

(b) Employees are required to contribute 25% of the total premium cost of the employee's selected plan. The Employer shall contribute 75% of the premium cost of the employee's selected plan.

2. Pursuant to D.C. Official Code § 1-621.01 (2012 Repl.), all District employees covered by this agreement and hired before October 1, 1987, shall be eligible to participate in group health insurance coverage provided through the Federal Employees Health Benefits Program (FEHB) as provided in Chapter 89 of Title 5 of the United States Code. The United States Office of Personnel Management administers this program.

3. The plan descriptions shall provide the terms of coverage and administration of the respective plans. Plan summaries and the full plans will be available on the DCHR website. Where the full plan is not posted a link to the plans will be provided on the DCHR website.

**SECTION C -- Optical and Dental:**

1. The District shall provide Optical and Dental Plan coverage at a level of benefits that is at least equal in coverage and level of benefits to the plan(s) provided on the effective date of this agreement. Benefit levels shall not be reduced during the term of this agreement. District employees are required to execute an enrollment form in order to participate in the Optical and Dental program.

2. The District may elect to provide additional Optical and/or Dental insurance providers, provided that additional insurance providers do not reduce the current level of

benefits provided to employees. Should the District Government decide to expand or reduce the list of eligible insurance providers, the District shall give Union representatives notice of the additions or reductions after the award but prior to implementation.

**SECTION D – Short and Long Term Disability:**

1. Employees covered by this Agreement shall be eligible to enroll, at their own expense, in the District's Short and Long Term Disability Insurance Programs, which provide for partial income replacement when employees are required to be absent from duty due to a non-work-related qualifying medical condition. Employees may use income replacement benefits under the program in conjunction with annual or sick leave benefits provided for in this Agreement.

2. Short and Long Term Disability Benefit levels shall not be decreased or revised during the term of this Agreement without the express written consent of the Union.

3. The District may elect to provide additional Short and/or Long Term Disability coverage providers, provided that additional insurance providers do not reduce or substantively modify the current level of benefits provided to employees. If the District decides to expand or reduce the list of eligible disability insurance providers, the District shall give the Union notice of the additions or reductions after the award but prior to implementation.

**SECTION E – Indemnity Benefits:**

Employer shall provide access to the indemnity benefits currently in effect for Union employees.

**SECTION F – Annual Leave:**

1. In accordance with D.C. Official Code §1-612.03 (2012 Repl.), full-time employees covered by the terms of this Agreement are entitled to:

(a) one-half (1/2) day (4 hours) for each full biweekly pay period for an employee with less than three (3) years of service (accruing a total of thirteen (13) annual leave days per annum);

(b) three-fourths (3/4) day (6 hours) for each full biweekly pay period, except that the accrual for the last full biweekly pay period in the year is one and one-fourth days (10 hours), for an employee with more than three (3) but less than fifteen (15) years of service (accruing a total of twenty (20) annual leave days per annum); and,

(c) one (1) day (8 hours) for each full biweekly pay period for an employee with fifteen (15) or more years of service (accruing a total of twenty-six (26) annual leave days per annum).

2. Part-Time employees who work on a prearranged scheduled tour of duty are entitled to earn leave as provided above on a pro rata basis.

3. Employees shall be eligible to use annual leave in accordance with the District of Columbia Laws.

4. An employee's request to use annual leave shall not be unreasonably denied.

**SECTION G – Sick Leave:**

1. In accordance with District of Columbia Code §1-612.03 (2014 Repl.), a full-time employee covered by the terms of this Agreement may accumulate up to thirteen (13) sick days which accrues on the basis of four hours for each full biweekly pay period, and may accumulate up to thirteen (13) days in a calendar year.

2. In the case of part-time employment, the rate at which leave accrues under this subsection shall be a percentage of the rate prescribed above which is determined by dividing 40 into the number of hours in the regularly scheduled work week of that employee during that fiscal year.

3. An employee may use sick leave to:

(a) Seek medical attention and/or recover from illness or injury;

(b) Provide care for a family member who is incapacitated as a result of physical or mental illness, injury, pregnancy, or childbirth;

(c) Provide care for a family member as a result of medical, dental, or optical examination or treatment;

(d) Provide care for a foster child or a prospective or newly adopted child in the employee's care; or

(e) Make any other use allowed by law, including to obtain social, medical or legal services if the employee or the employee's family member is a victim of stalking, domestic violence or sexual abuse as provided for under D.C. Official Code § 32-131.02(b)(4) (2014 Repl.).

4. An employee's request to take sick leave shall not be unreasonably denied.

**SECTION H – Other Forms of Leave:**

1. **Military Leave:** An employee is entitled to leave, without loss of pay, leave, or credit for time of service as reserve members of the armed forces or as members of the National Guard to the extent provided in D.C. Official Code §1-612.03(m)(2014 Repl.).

2. **Court Leave:** An employee is entitled to leave, without loss of pay, leave, or service credit during a period of absence in which he or she is required to report for jury duty or to appear as a witness on behalf of the District of Columbia Government, or the Federal or a

State or Local Government to the extent provided in D.C. Official Code §1-612.03(l) (2014 Repl.).

3. Funeral Leave:

An employee is entitled to three (3) days of leave without loss of pay, leave, or service credit to make arrangements for or to attend the funeral or memorial service for an immediate relative in accordance with Funeral and Memorial Service Leave Amendment Act, D.C. Law 20-83, § 2(a), 61 DCR 176, effective February 22, 2014. In addition, the Employer shall grant an employee's request for annual, sick or compensatory time up to three (3) days upon the death of an immediate relative. Approval of additional time shall be at the Employer's discretion. However, requests for leave shall be granted unless the Agency's ability to accomplish its work would be seriously impaired. For purposes of this section "immediate relative" is an individual who is related to an employee by blood, marriage, adoption, or domestic partnership as father, mother, child, husband, wife, sister, brother, aunt, uncle, grandparent, grandchild or similar familial relationship; or an individual for whom the recipient employee is the legal guardian; or a fiancé, fiancée or domestic partner of an employee, as defined in D.C. Official Code §32-701 (2014 Repl.) and related laws. For the purpose of leave certification, employees shall provide a copy of the obituary or death notice, a note from clergy or funeral professional or a death certificate within ten (10) business days of the Employer's request.

4. Administrative Closing – An employee who has previously scheduled leave for a day (or portion of a day) on which the District of Columbia or the Office of the Attorney General closes by order of the Mayor or the Attorney General shall not be charged leave for that day, or portion of the day, that the District agency is closed.

5. Back-to-School Leave – Subject to the discretion of an individual's manager as described in this section, any employee who serves as the primary caregiver for a child enrolled in school, including pre-school, elementary school, middle or junior high school, or high school, may take 2 hours of excused leave (that is without charge to the employee's leave balance) to assist his or her child in preparing for and traveling to the first day of school during the academic year. An employee's individual manager shall make every effort to grant requests for excused absences on the first day; however, the granting of all such requests may not be feasible if it results in disruption of public services provided by the administration. Accordingly, when an employee cannot be granted an excused absence on his or her child's first school day, he or she shall be given an excused absence of 2 hours during the first week of school or as soon thereafter as practicable, in order to assist his or her child in preparing for an attending school.

6. Family Leave – Within any 12-month period, an employee is entitled to up to eight weeks of paid family leave for the birth or adoption of a child or to care for a family member (a person related by blood, legal custody, domestic partnership or marriage) with a serious health condition.



**SECTION I – Pre-Tax Benefits:**

1. Employee contributions to benefits programs established pursuant to D.C. Official Code §1-611.19 (2012 Repl.), including the District of Columbia Employees Health Benefits Program, may be made on a pre-tax basis in accordance with the requirements of the Internal Revenue Code and, to the extent permitted by the Internal Revenue Code, such pre-tax contributions shall not effect a reduction of the amount of any other retirement, pension, or other benefits provided by law.

2. To the extent permitted by the Internal Revenue Code, any amount of contributions made on a pre-tax basis shall be included in the employee's contributions to existing life insurance, retirement system, and for any other District government program keyed to the employee's scheduled rate of pay, but shall not be included for the purpose of computing Federal or District income tax withholdings, including F.I.C.A., on behalf of any such employee.

**SECTION J – Retirement:**

1. **CIVIL SERVICE RETIREMENT SYSTEM (CSRS):** As prescribed by 5 U.S.C. § 8401 and related chapters, employees first hired by the District of Columbia Government before October 1, 1987, are subject to the provisions of the CSRS, which is administered by the U.S. Office of Personnel Management. Under Optional Retirement the aforementioned employee may choose to retire when he/she reaches:

- (a) Age 55 and 30 years of service;
- (b) Age 60 and 20 years of service;
- (c) Age 62 and 5 years of service.

Under Voluntary Early Retirement, which must be authorized by the U.S. Office of Personnel Management, an employee may choose to retire when he/she reaches:

- (a) Age 50 and 20 years of service;
- (b) Any age and 25 years of service.

The pension of an employee who chooses Voluntary Early Retirement will be reduced by 2% for each year under age 55.

2. **DEFINED CONTRIBUTION PENSION PLAN:** The District shall continue the Defined Contribution Pension Plan currently in effect which includes:

- (a) All eligible employees hired by the District on or after October 1, 1987, shall be enrolled into the defined contribution pension plan as prescribed by D.C. Official Code § 1-626.09 (2012 Repl.).

(b) After the completion of one year of service, the District shall contribute an amount not less than 5% of their base salary to an employee's Defined Contribution Pension Plan account. The District government funds this plan. There is no employee contribution to the Defined Contribution Pension Plan. After two years of plan participation, an employee is entitled to 20% of the account. After three years of plan participation, an employee is entitled to 40% of the account. After 4 years of plan participation, an employee is entitled to 60% of the account. An employee is fully vested after five years of plan participation and is entitled to 100% of the account.

3. **DEFERRED COMPENSATION PROGRAM:** All District employees covered by this Agreement shall be eligible to participate in the District's Deferred Compensation Program described in Section 1-626.05 and related Chapters of the D.C. Official Code (2012 Repl.). The Deferred Compensation Program is a savings system through pre-tax deductions and allows employees to accumulate funds for long-term goals, including retirement. The portion of salary contributed reduces the amount of taxable income in each paycheck. The Internal Revenue Service determines the annual maximum deferral amount. Under the program, employees may choose from various fixed or variable rate investment options.

**SECTION K – Holidays:**

1. The following legal public holidays are provided to all employees covered by this Agreement:

- (a) New Year's Day, January 1st of each year;
- (b) Dr. Martin Luther King, Jr.'s Birthday, the 3rd Monday in January of each year;
- (c) Washington's Birthday, the 3rd Monday in February of each year;
- (d) D.C. Emancipation Day, April 16<sup>th</sup> of each year;
- (e) Memorial Day, the last Monday in May of each year;
- (f) Independence Day, July 4th of each year;
- (g) Labor Day, the 1st Monday in September of each year;
- (h) Columbus Day, the 2nd Monday in October of each year;
- (i) Veterans Day, November 11th of each year;
- (j) Thanksgiving Day, the 4th Thursday in November of each year; and
- (k) Christmas Day, December 25th of each year.

2. Any other legal public holiday observed by the District and any other day declared a holiday for District workers by the President, Congress, or the Mayor will also be granted to employees covered by this Agreement (together, the holidays described in this section are referred to as Holidays throughout this Agreement). When an employee, having a regularly scheduled tour of duty is relieved or prevented from working on a day District agencies are closed by order of the Mayor, he or she is entitled to the same pay for that day as for a day on which an ordinary day's work is performed.

**SECTION L – Benefits Levels:**

The level of benefits shall not be decreased or revised during the term of this Agreement without the express written consent of the Union.

**ARTICLE 5  
COMPENSATORY TIME**

**SECTION A:**

A lawyer who is required to work one or more hours outside his or her normal work hours may, whenever possible, request an equal amount of compensatory time from his or her supervisor before the work is performed. The decision to grant an employee compensatory time is at the discretion of management but shall not be unreasonably denied. The denial of a request shall be in writing and shall state the reason for the denial.

**SECTION B:**

Compensatory time may be approved for work that exceeds an employee's regular tour of duty, including:

- Extraordinary assignments
- Scheduled or special events
- Travel time outside normal work hours

**SECTION C:**

If the request is granted, the time will be recorded on the employee's records and may be used in the same manner that annual leave is used. However, accrued compensatory time off must be used by the end of the 26th pay period after the pay period during which it was earned. In no event will an employee be entitled to pay in lieu of compensatory time, except as expressly provided elsewhere in this Agreement.

**ARTICLE 6  
MONTHLY TRANSIT SUBSIDY**

Beginning the first full pay period on or after Council approval, the District of Columbia Government shall subsidize the cost of monthly transit for personal use by employees by twenty-five dollars (\$25.00) per month for actual transportation expenses incurred by employees who commute to and from work.

**ARTICLE 7  
MILEAGE ALLOWANCE METRO REIMBURSEMENT AND  
ACCESS TO OFFICIAL GOVERNMENT VEHICLES AND TRANSPORTATION**

**SECTION A – Parking Spaces:**

Three (3) parking spaces shall be set aside from among those allocated to the Office of the Attorney General in the underground parking garage at 441 4th St., NW, Washington, D.C. for use by bargaining unit members as determined by the Union. The parking spaces shall be funded by the Union. The parking rate payable by the Union will not exceed the rate applicable to the parking spaces allocated to the Office of the Attorney General. The Union, within its sole discretion, may utilize one or more of its allocated spaces from time to time to provide short term parking for its members. Upon request, the Union shall notify the Employer which employees are authorized to use the Union parking spaces.

**SECTION B – Mileage Allowance:**

The parties agree that the mileage allowance established by the U.S. General Services Administration for authorized Federal Government travel shall be the reimbursement rate for Union employees authorized to use their personal vehicles for official District of Columbia business. To receive such allowance, authorization by Employer must be received in advance of the employees' travel. Employees shall use the appropriate District Form to document mileage and timely request reimbursement.

**SECTION C – Use of Personal Vehicles:**

1. Employees who are authorized and are within the scope of employment while using their personal vehicle for official business are covered by the District of Columbia Non-Liability Act (D.C. Official Code §§2-411 through 2-416 (2012 Repl.)). The Non-Liability Act generally provides that a District Employee is not subject to personal liability in a civil suit for property damage or for personal injury arising out of a motor vehicle accident during the discharge of the employee's official duties, so long as the employee was acting within the scope of his or her employment.

2. Claims by employees for personal property damage or loss incident to the use of their personal vehicle for official business may be made under the Military Personnel and Civilian Employees Claim Act of 1964 (31 U.S.C. §3701 et seq.).

**SECTION D – Reimbursement for Use of Personal Vehicles:**

Management shall not require an employee to use his/her personal vehicle for government purposes. In the event it becomes necessary for employees to use their personal vehicle for official government business, employees shall obtain prior approval from his/her immediate supervisor and shall be reimbursed for mileage and parking incurred consistent with District of Columbia rules, regulations and orders.

**SECTION E - Reimbursement for Taxicab or Online Vehicle Expenses:**

Employees who must travel by taxicab or online vehicle (e.g. Uber or Zipcar) for official government business to a destination that is not reasonably accessible by Metro shall be reimbursed for their travel, provided that they receive prior authorization from an immediate supervisor for reimbursement.

**SECTION F – Metro Fare Cards:**

Upon request, Employer shall provide metro fare cards in electronic form to employees for official government travel within the WMATA system. The metro fare card value shall be equivalent to the cost of travel at the time of day during which the employee travels.

**SECTION G – Availability of Fleet Vehicles:**

Upon prior approval by an immediate supervisor, management shall facilitate the request for a Department of Public Works fleet vehicle to the extent available. Employees may use the vehicle for official government business at no charge to the Employee.

**ARTICLE 8  
SICK LEAVE INCENTIVE PROGRAM**

In order to recognize an employee's productivity through his/her responsible use of accrued sick leave, the Employer agrees to provide time-off in accordance with the following:

**SECTION A – Accrual:**

A full time employee who is in a pay status for the leave year shall accrue annually:

1. Three (3) days off for utilizing a total of no more than two (2) days of accrued sick leave.
2. Two (2) days off for utilizing a total of more than two (2) but not more than four (4) days of accrued sick leave.

3. One (1) day off for utilizing a total of more than four (4) but no more than five (5) days of accrued sick leave.

**SECTION B – Employees in a Non-pay Status:**

Employees in a non-pay status for no more than two (2) pay periods for the leave year shall remain eligible for incentive days under this Article. Sick leave usage for maternity or catastrophic illness/injury, not to exceed two (2) consecutive pay periods, shall not be counted against sick leave for calculating eligibility for incentive leave under this Article.

**SECTION C – Procedure for Use of Time Accrued:**

Time off pursuant to a sick leave incentive award shall be selected by the employee and requested at least three (3) full workdays in advance of the leave date. Requests for time off pursuant to an incentive award shall be given priority consideration and the employee's supervisor shall approve such requests for time off unless staffing needs or workload considerations dictate otherwise. If the request is denied, the employee shall request and be granted a different day off within one month of the date the employee initially requested. Requests for time off shall be made on the standard "Application for Leave" form.

**SECTION D – Use of Time Accrued:**

All incentive days must be used in full-day increments following the leave year in which they were earned. Incentive days may not be substituted for any other type of absence from duty. There shall be no carryover or payment for any unused incentive days.

**SECTION E – Part Time Employees:**

Part-time employees are not eligible for the sick leave incentive as provided in this Article.

**ARTICLE 9  
ANNUAL LEAVE BUY-OUT**

**SECTION A – Payment for Annual Leave:**

An employee who is separated or is otherwise entitled to a lump-sum payment under personnel regulations for the District of Columbia Government shall receive payment for each hour of unused annual leave in the employee's official leave record.

**SECTION B – Computation:**

The lump-sum payment shall be computed on the basis of the employee's hourly pay rate at the time of separation.

**ARTICLE 10  
BACK PAY**

Arbitration awards or settlement agreements in cases involving an individual employee shall be paid within a reasonable time of receipt from the employee of relevant documentation, including documentation of interim earnings and other potential offsets. Employer shall submit the SF-52 and all other required documentation to the Department of Human Resources or the Office of Pay and Retirement Services within thirty (30) days following receipt from the employee of relevant documentation.

**ARTICLE 11  
WAITING PERIODS FOR ADVANCEMENT WITHIN STEPS**

The within-grade waiting periods on the A-35 salary scale for step advancement for bargaining unit employees with a prearranged regularly scheduled tour of duty are as follows:

1. Steps 2, 3, 4 and 5: fifty-two (52) calendar weeks of creditable service;
2. Steps 6, 7, 8, 9 and 10: one hundred and four (104) calendar weeks of creditable service.

**ARTICLE 12  
GRIEVANCE AND ARBITRATION PROCEDURES**

Grievance procedures shall be determined by the terms and conditions of Article 28 in the Non Compensation Agreement.

**ARTICLE 13  
SAVINGS CLAUSE**

**SECTION A:**

In the event any article, section or portion of this Agreement is held to be invalid and unenforceable by any court or other authority of competent jurisdiction, such decision shall apply only to the specific article, section, or portion thereof specified in the decision; and upon issuance of such a decision, the Employer and the Union agree to immediately negotiate a substitute for the invalidated article, section or portion thereof to the extent possible.

**SECTION B:**

The terms of this Agreement supersede any subsequently enacted D.C. laws, District Personnel Manual (DPM) regulations, or departmental rules concerning compensation covered herein for the term of this agreement.

**ARTICLE 14  
DURATION AND FINALITY**

**SECTION A -- Effective Date:**

This agreement shall be implemented as provided herein subject to the requirements of Section 1715 of the District of Columbia Comprehensive Merit Personnel Act D.C. Official Code, § 1-617.15(a), (2012 Repl.). This Agreement shall be effective on the date provided by law (i.e., when it is approved by the Council or as otherwise effective pursuant to D.C. Official Code § 1-617.17 (2012 Repl.)) and shall remain in full force and effect until September 30, 2020, or until a new compensation agreement becomes effective. Notice to reopen the Agreement shall be provided as required by D.C. Official Code § 1-617.17 (f)(1)(A)(i) (2012 Repl.).

**SECTION B – Finality:**

This Agreement was reached after negotiations during which the parties were able to negotiate on any and all negotiable compensation issues, and contains the full agreement of the parties as to all such compensation issues that were or could have been negotiated.

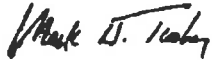
**ARTICLE 15  
INCORPORATION OF NON-COMPENSATION AGREEMENT**

The terms and conditions of the Non Compensation Agreement between the District of Columbia and the American Federation of Government Employees, Local 1403, AFL-CIO, effective October 1, 2017 through September 30, 2020 (Non-Compensation Agreement), are incorporated herein by reference into this Agreement. The provisions of this Compensation Agreement shall control to the extent of any inconsistency.



On this 31<sup>st</sup> day of October, 2017 and in witness to this Agreement, the parties hereto set their signatures.

**FOR THE DISTRICT OF COLUMBIA  
GOVERNMENT**



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**Mark H. Tuohey, III, Director  
Mayor's Office of Legal Counsel**



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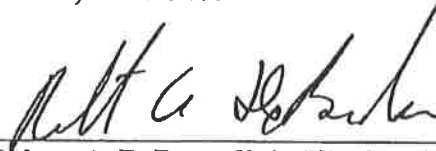
**Karl A. Racine, Attorney General  
Office of the Attorney General**

**FOR THE AMERICAN FEDERATION  
OF GOVERNMENT EMPLOYEES  
LOCAL 1403**



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**Steve Anderson, President  
AFGE, Local 1403**



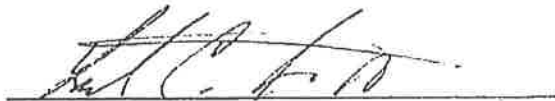
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**Robert A. DeBerardinis, Vice President  
AFGE, Local 1403**


On this 31<sup>st</sup> day of October, 2017 and in witness to this Agreement, the parties hereto set their signatures.


**FOR THE DISTRICT OF COLUMBIA  
GOVERNMENT**

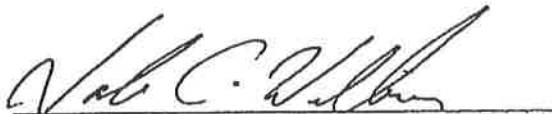
**FOR THE AMERICAN FEDERATION  
OF GOVERNMENT EMPLOYEES  
LOCAL 1403**


  
Lionel C. Sims Jr., Esq., Director  
Office of Labor Relations & Collective  
Bargaining

  
Olga L. Clegg, Vice President  
AFGE, Local 1403

  
Ronald R. Ross, Deputy Director  
Mayor's Office of Legal Counsel

  
Anne Hollander  
AFGE, Local 1403


  
Nadine Wilburn, Chief  
Personnel, Labor & Employment Division  
Office of the Attorney General

  
Beth-Sherri Akyereko  
AFGE, Local 1403

  
Kathryn Naylor, Attorney Advisor  
Office of Labor Relations & Collective  
Bargaining

  
Dave Rosenthal  
AFGE Local 1403

  
Kevin Stokes, Chief of Staff  
Office of Labor Relations & Collective  
Bargaining

  
Marie-Claire Brown  
AFGE Local 1403

  
Asha Bryant, Attorney Advisor  
Office of Labor Relations & Collective  
Bargaining

**APPROVAL**

This compensation collective bargaining agreement between the District of Columbia and Compensation Unit 33 represented by AFGE, Local 1403, dated \_\_\_\_\_, has been reviewed in accordance with Section 1-617.17 of the District of Columbia Official Code (2012 Repl.) and is hereby approved on this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Muriel E. Bowser, Mayor

# District of Columbia Government Salary Schedule: Legal Services (Union)

Fiscal Year: 2018 Service Code Definition: Attorneys (includes both OAG and other agencies)

Effective Date: October 1, 2017

Union/Nonunion: Union Affected CBU/Service Code(s): BQA A35

Pay Plan/Schedule: LS (Legal Service)  
Peoplesoft Schedule: LA0002

% Increase: 1.80%

Resolution Number:

Date of Resolution:

Grade	Steps										Between Steps	
	1	2	3	4	5	6	7	8	9	10		
09 \$	56,027	\$ 57,895	\$ 59,763	\$ 61,631	\$ 63,499	\$ 65,367	\$ 67,235	\$ 69,103	\$ 70,971	\$ 72,839	\$	1,868
10 \$	61,701	\$ 63,758	\$ 65,815	\$ 67,872	\$ 69,929	\$ 71,986	\$ 74,043	\$ 76,100	\$ 78,157	\$ 80,214	\$	2,057
11 \$	67,783	\$ 70,046	\$ 72,309	\$ 74,572	\$ 76,835	\$ 79,098	\$ 81,361	\$ 83,624	\$ 85,887	\$ 88,150	\$	2,263
12 \$	81,246	\$ 83,956	\$ 86,666	\$ 89,376	\$ 92,086	\$ 94,796	\$ 97,506	\$ 100,216	\$ 102,926	\$ 105,636	\$	2,710
13 \$	96,623	\$ 99,843	\$ 103,063	\$ 106,283	\$ 109,503	\$ 112,723	\$ 115,943	\$ 119,163	\$ 122,383	\$ 125,603	\$	3,220
14 \$	114,171	\$ 117,979	\$ 121,787	\$ 125,595	\$ 129,403	\$ 133,211	\$ 137,019	\$ 140,827	\$ 144,635	\$ 148,443	\$	3,808
15 \$	134,310	\$ 138,785	\$ 143,260	\$ 147,735	\$ 152,210	\$ 156,685	\$ 161,160	\$ 165,635	\$ 168,043	\$ 171,434	\$	Varies

# District of Columbia Government Salary Schedule: Legal Services (Union)

Fiscal Year: 2019 Service Code Definition: Attorneys (includes both OAG and other agencies)

Effective Date: October 14, 2018

Union/Nonunion: Union Affected CBU/Service Code(s): BOA A35

Pay Plan/Schedule: LS (Legal Service)  
Peoplesoft Schedule: LA0002

% Increase: 1.80%

Resolution Number:

Date of Resolution:

Grade	Steps										Between Steps	
	1	2	3	4	5	6	7	8	9	10		
09 \$	57,034	58,936	60,838	62,740	64,642	66,544	68,446	70,348	72,250	74,152	\$	1,902
10 \$	62,812	64,906	67,000	69,094	71,188	73,282	75,376	77,470	79,564	81,658	\$	2,094
11 \$	69,002	71,306	73,610	75,914	78,218	80,522	82,826	85,130	87,434	89,738	\$	2,304
12 \$	82,708	85,467	88,226	90,986	93,744	96,503	99,262	102,021	104,780	107,539	\$	2,759
13 \$	98,362	101,640	104,918	108,196	111,474	114,752	118,030	121,308	124,586	127,864	\$	3,278
14 \$	116,228	120,104	123,980	127,856	131,732	135,608	139,484	143,360	147,236	151,112	\$	3,876
15 \$	136,728	141,283	145,839	150,394	154,950	159,505	164,061	168,616	171,068	174,520	\$	Varies