

Alcoholic Beverage Regulation Administration FY2019

Agency Alcoholic Beverage Regulation Administration

Agency Code LQ0

Fiscal Year 2019

Mission The mission of the Alcoholic Beverage Regulation Administration (ABRA) is to support the public's health, safety, and welfare through the control and regulation of the sale and distribution of alcoholic beverages.

2019 Strategic 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.

2019 Key Performance Indicators

Measure	Directionality	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Target
1 - Educate licensees on the District's alcoholic beverage laws and regulations. (1 Measure)					
Number of licensees and members of the public that received training from the Agency	Up is Better	Not Available	92	233	75
2 - Ensure that licensed establishments are in compliance with the ABC laws and regulations. (6 Measures)					
Amount of revenue generated by licenses and permits	Up is Better	\$7,839,795	\$5,746,567	\$5,695,917	\$3,700,000
Amount of revenue generated by fines	Up is Better	\$719,000	\$566,860	\$481,100	\$400,000
Percent of one-day and substantial change permits issued within 15 days or less	Up is Better	100%	100%	100%	90%
Number of inspections, investigations, and monitoring activities	Up is Better	15,675	12,962	10,852	10,000
Number of establishments inspected to ensure compliance with underage drinking laws	Up is Better	1458	1246	1027	900
Total number of citations issued	Up is Better	819	481	645	250
3 - Engage in community outreach regarding the licensing process. (1 Measure)					
Number of community meetings attended to educate the community regarding the licensing process	Up is Better	Not Available	58	88	20

2019 Operations

Operations Header	Operations Title	Operations Description	Type of Operations
1 - Educate licensees on the District's alcoholic beverage laws and regulations. (2 Activities)			
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
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
2 - Ensure that licensed establishments are in compliance with the ABC laws and regulations. (1 Activity)			
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
3 - Engage in community outreach regarding the licensing process. (1 Activity)			
COMMUNICATIONS	Community Outreach and Notifications	Ensuring the general public are well informed of the schedule of extension of hours for calendar 2019 and its exceptions.	Key Project

2019 Workload Measures

Measure	FY 2016	FY 2017	FY 2018
1 - Daily Issuance of Licenses and Permits (1 Measure)			
Number of one-day and substantial change permits issued within 15 days or less	484	544	826
1 - Renewal of Licenses and Permits (1 Measure)			
Number of ABC licenses and permits renewed	3700	3443	3451

2019 Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
Community Outreach and Notifications (1 Strategic Initiative)		

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
Engage in proactive community outreach regarding the Calendar Year 2019 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 changes made to the Holiday Extension of Hours Program for Calendar Year 2019 as a result of the Fiscal Year 2019 Budget Support Act of 2018. Specifically, the Agency shall provide written notice to on-premises licensees regarding the Holiday Extension of Hours licensing process for Calendar Year 2019. Notice of the Holiday Extension of Hours licensing process for Calendar Year 2019 shall be provided to the public by posting information regarding the process on the ABRA website.	12-31-2018
Conduct a minimum of two regulatory inspections or investigations at each licensed establishment. (2 Strategic initiatives)		
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.	09-30-2019
Conduct Books and Records compliance course	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.	09-30-2019
Daily Issuance of Licenses and Permits (1 Strategic Initiative)		
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.	09-30-2019