Office of the City Administrator (OCA)  
FY2016 Performance Accountability Report (PAR)

Introduction
The Performance Accountability Report (PAR) measures each agency’s performance for the fiscal year against the agency’s performance plan and includes major accomplishments, updates on initiatives’ progress and key performance indicators (KPIs).

Mission
The mission of the Office of the City Administrator (OCA) is to facilitate the effective and efficient implementation of the Mayor’s policies by providing leadership, support, and oversight of District government agencies.

Summary of Services
Provides oversight and support to the Deputy Mayors and increases government effectiveness with cross-agency and targeted improvement initiatives, including the integration of strategic policy priorities, budgetary constraints, and operational directives. The City Administrator manages the city’s Performance Management activity and organizes multi-agency accountability sessions with the Mayor. OCA also includes the Office of Labor Relations and Collective Bargaining (OLRCB), which represents the District of Columbia as the principal management advocate during labor negotiations and in administering the District’s Labor Relations activities.
Overview – Agency Performance

The following section provides a summary of OCA performance in FY 2016 by listing OCA’s top accomplishments, and a summary of its progress achieving its initiatives and progress on key performance indicators.

**Top Agency Accomplishments**

<table>
<thead>
<tr>
<th>Accomplishment</th>
<th>Impact on Agency</th>
<th>Impact on Residents</th>
</tr>
</thead>
<tbody>
<tr>
<td>Establish an executive leadership performance evaluation program. Working with DCHR, the OCA will implement a new executive leadership performance evaluation program that will link agency performance (using the annual agency performance plans process) and progress towards the Mayor’s priorities (using the new District Priority Goal workplans) into an accountability tool of performance evaluations.</td>
<td>The executive leadership performance evaluation helps OCA work with DC government leaders and focus on those most important priorities that should be accomplished in the coming year.</td>
<td>The executive leadership performance evaluation helps OCA build a culture of accountability within DC government that helps us hold our DC government leaders to meeting the goals and objectives set out each year to improve services and programs at each agency. This in turn helps residents through an improvement of programs and services in key areas.</td>
</tr>
<tr>
<td>Launch OpenGov data portal. OBF has been working with OpenGov on a transparency tool for the budget since the beginning of the Bowser administration. This tool is designed to provide residents with more detailed and useful online access to the District’s annual budget. This will include data that can be manipulated by the resident to focus their efforts on areas of the government that most interest them. Currently residents can only get access to budget information from the CFO published budget books or the online book version and this leaves much to be desired.</td>
<td>OCA also now has access to an online tool that lets OCA staff explore the DC budget in a more user-friendly way.</td>
<td>Residents can have an easy to explore, online tool, that helps them explore the DC budget and visualize how their taxpayer dollars are allocated.</td>
</tr>
</tbody>
</table>
Development of applied research capacity. In FY 2016, OCA hired three applied research analysts as well a Director for The Lab at DC. These hires built capacity for assisting agencies in developing business process and/or service improvement efforts and to use evidence and insights from the social and behavioral sciences fields to evaluate and inform solutions. Examples include paid family leave research, a randomized, control trial of the District’s body-worn camera program, 311 services improvements and improvement in public space rental in DC.

The applied research capacity allows OCA to provide additional support to agencies to tackle important priorities for the Mayor and City Administrator.

The applied research capacity allows OCA to take on major, cross-agency projects and provide capacity service improvements and/or the use evidence and insights from the social and behavioral sciences fields to evaluate and inform solutions. This work results in data-driven efforts to improve the services residents receive.

In FY 2016, OCA had 11 Key Performance Indicators. Of those, 2 were neutral. Of the remaining measures, 55% (6 KPIs) were met, 0% (0 KPIs) were nearly met, and 27% (3 KPIs) were unmet. In FY 2016, OCA had 23 Initiatives. Of those, 70% (16) were completed and 13% (3) were nearly completed, and 17% (4) were not completed. The next sections provide greater detail on the specific metrics and initiatives for OCA in FY 2016.
## FY16 Objectives

<table>
<thead>
<tr>
<th>Division</th>
<th>Objective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency Management</td>
<td>Facilitate the effective and efficient implementation of the Mayor’s vision and priorities by providing leadership, support, coordination, and oversight of District agencies.</td>
</tr>
<tr>
<td>City Administrator</td>
<td>Assist in continuous quality improvement efforts, help coordinate multi-agency and cross-cluster projects, implement District-wide operational initiatives, and provide agencies with operational guidance throughout the year.</td>
</tr>
<tr>
<td>City Administrator</td>
<td>Provide support and guidance to agencies in the government operations cluster.</td>
</tr>
<tr>
<td>City Administrator</td>
<td>Establish a robust performance management program across the District government.</td>
</tr>
<tr>
<td>City Administrator</td>
<td>Implement innovative service delivery methods and create a culture of innovation across the District government.</td>
</tr>
<tr>
<td>Office of Labor Relations and Collective Bargaining</td>
<td>Effectively administer the labor relations program by engaging in good faith with duly elected and authorized employee labor representatives.</td>
</tr>
</tbody>
</table>
# FY16 KPIs

Objective: Effectively administer the labor relations program by engaging in good faith with duly elected and authorized employee labor representatives.

<table>
<thead>
<tr>
<th>Measure</th>
<th>Target</th>
<th>Freq</th>
<th>Q1</th>
<th>Q2</th>
<th>Q3</th>
<th>Q4</th>
<th>Total</th>
<th>KPI Status</th>
<th>KPI Barriers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total number of training sessions provided to labor liaisons, managers,</td>
<td>120</td>
<td>A</td>
<td>549</td>
<td></td>
<td></td>
<td></td>
<td>Met</td>
<td></td>
<td></td>
</tr>
<tr>
<td>supervisors and management officials</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Percent of compensation collective bargaining agreements currently</td>
<td>98</td>
<td>A</td>
<td>83</td>
<td></td>
<td></td>
<td></td>
<td>Met</td>
<td></td>
<td></td>
</tr>
<tr>
<td>under negotiation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Percent of collective bargaining agreements in impasse</td>
<td>5</td>
<td>A</td>
<td>4.3</td>
<td></td>
<td></td>
<td></td>
<td>Met</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Percent of cases successfully litigated before the Public Employee</td>
<td>50</td>
<td>A</td>
<td>55</td>
<td></td>
<td></td>
<td></td>
<td>Met</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Relations Board</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Percent of cases successfully mediated before third party neutrals</td>
<td>50</td>
<td>A</td>
<td>58</td>
<td></td>
<td></td>
<td></td>
<td>Neutral Measure</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Percent of non-compensation collective bargaining agreements currently</td>
<td>10</td>
<td>A</td>
<td>43</td>
<td></td>
<td></td>
<td></td>
<td>Neutral Measure</td>
<td></td>
<td></td>
</tr>
<tr>
<td>under negotiation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Objective: Establish a robust performance management program across the District government.

<table>
<thead>
<tr>
<th>Measure</th>
<th>Target</th>
<th>Freq</th>
<th>Q1</th>
<th>Q2</th>
<th>Q3</th>
<th>Q4</th>
<th>Total</th>
<th>KPI Status</th>
<th>KPI Barriers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Percent of District agencies completing a fiscal year performance plan</td>
<td>95</td>
<td>A</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>100</td>
<td>Met</td>
<td>Three trainings were offered to agencies in FY 2016. Some agencies did not participate but OPM was available to assist any agency throughout the year as questions or need for assistance arose.</td>
</tr>
<tr>
<td>Percent of District agencies participating in the performance management</td>
<td>95</td>
<td>A</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>71.6</td>
<td>Unmet</td>
<td></td>
</tr>
<tr>
<td>program completed training</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Objective: Facilitate the effective and efficient implementation of the Mayor’s vision and priorities by providing leadership, support, coordination, and oversight of District agencies.

<table>
<thead>
<tr>
<th>Measure</th>
<th>Target</th>
<th>Freq</th>
<th>Q1</th>
<th>Q2</th>
<th>Q3</th>
<th>Q4</th>
<th>Total</th>
<th>KPI Status</th>
<th>KPI Barriers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of annual multiagency and cross cluster projects coordinated by OCA</td>
<td>20</td>
<td>A</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>26</td>
<td>Met</td>
<td></td>
</tr>
</tbody>
</table>
FY16 Initiatives

Title: Establish an executive leadership performance evaluation program.
Description: Working with DCHR, the OCA will implement a new executive leadership performance evaluation program that will link agency performance (using the annual agency performance plans process) and progress towards the Mayor’s priorities (using the new District Priority Goal workplans) into an accountability tool of performance evaluations.

  Complete to Date: Complete
  Status Update: Deputy Mayors and Agency Directors have completed initial FY 16 self-assessments based on priorities, initiatives, and agency performance plans. Final rating have been given to Deputy Mayors and Agency Directors

Title: Introduce newly developed core values to the District’s workforce.
Description: Working with EOM and Deputy Mayors, core values were developed to help shape the workplace environment and define District standards for its employees. The values are: Stewardship, Transparency, Accountability and Respect. OCA will work with DCHR to fully roll out these core values to employees through a variety of methods, including messaging, training, and ties to employee performance plans.

  Complete to Date: 0-24%
  Status Update: In FY16 OCA determined to support and focus on alternative DCHR initiatives that span the District, such as an emphasis on employee performance evaluations and executive leadership performance evaluation program
  If Incomplete, Explanation: Focus was shifted to alternative DCHR initiatives that are important to the District.

Title: Improve transparency of operations both internally and externally.
Description: Externally, the OCA is working with OCTO’s Office of Technology Innovation to enhance the amount of data and information that is available to the public on-line. Internally, the OCA will develop an intranet site to be used as a one-stop resource for all due dates, memos, etc. that are communicated from the OCA. Traditionally this has been done exclusively through e-mail.

  Complete to Date: 50-74%
  Status Update: In FY16, OCA published five videos of CapSTATs on the following topics: 311 process improvements, robberies, snow removal, grounds maintenance, and plans to continue releasing videos as they become available. In addition, OCA launched OpenBudgetDC, an online tool, that shows the District’s budget in detail, including expenditures. Through this tool, users can view budget and expenditures for agencies, programs and activities, and individual line items
  If Incomplete, Explanation: OCA will continue to work with OCTO in FY 17 to find additional ways to improve the availability of data to the public. In addition, OCA will revisit the intranet site to see if it is still viable to create.

Title: Enhance and streamline the internal process for legislative, regulatory, and other executive approvals.
Description: The executive branch currently uses a cumbersome and outdated process for receiving the necessary approvals for items requiring executive approval, such as legislation, rulemakings, and certain contracts. By documenting and updating this process, there will be improved process flows for these important items, increased visibility into where items are in the approval process, and enhanced information to help District leadership with decision making.

  Complete to Date: 50-74%
  Status Update: OCA, in coordination with OPLA, worked with OCTO to design and develop a new, web-based system for receiving the necessary approvals for items requiring executive sign off. The new application, MARS, or Mayoral Approval Request System, auto-generates workflows and provides users increased
visibility into the process. The application is currently ready to pilot with select agencies for contracts. Once launched, MARS will provide District Government with a more efficient and user-friendly tool for processing items requiring executive approval. 

**If Incomplete, Explanation:** This initiative was not completed in FY16 due to application buildout complications, the technical buildout was more complex than originally anticipated, and shifting OCA and OPLA project prioritization.

**Title:** Use the CapStat framework to continue to drive agency performance and quality improvement.  
**Description:** At least two CapStat meetings will be held monthly that will drive operational improvement and/or a change in policy direction towards the Mayor’s priorities.

**Complete to Date:** 75-99%

**Status Update:** OPM held nine CapSTAT’s in FY 2016 on a variety of topics: Snow Preparedness, Robberies, Reasonable Accommodations, 311 Improvements (twice), 911 Response, Grounds Maintenance, Sexual Assaults, and Non-Psychoactive Substances. CapSTAT’s take a quick, deep-dive, using data and bring together stakeholders to address issues. Each CapSTAT produces a set of follow up action items to make improvements in identified problem areas. 

**If Incomplete, Explanation:** Scheduling challenges and complexity of topics that required more research prevent OPM from holding two CapSTATs per month. In addition, OPM is focused on hosting CapSTATs that produce action items that help address issues rather than just frequency in FY 17.

**Title:** Assist in the continued implementation of the Procurement Accountability Review Board (PARB) and increase oversight of contracting by agencies outside of the CPO’s authority.  
**Description:** The OCA is working with OCP to ensure that the quarterly PARB meetings are driving better contracting performance and meeting the expectations of the Mayor. The OCA will continue to play a large role in ensuring that the contracts of agencies outside of the CPO’s authority are appropriately reviewed and referred to the PARB.

**Complete to Date:** Complete

**Status Update:** The OCA collaborated with OCP on the development of the PARB focus during FY16 to ensure the PARB provides an effective platform to increase the transparency and efficiency of the District’s procurement system. In addition, OCA and OCP began tracking key data points that measure the District’s overall procurement efficiency.

**Title:** Provide analytical support to determine areas where agencies are having challenges with hiring and/or employee absenteeism.  
**Description:** The OCA is working with DCHR to review challenges that agencies are reporting in either hiring/retaining key employees or ensuring employees are reporting to work on time and when required. Initiatives include refining business processes, collecting/tracking data to determine impact, and additional training for managers.

**Complete to Date:** Complete

**Status Update:** In support of this initiative, DCHR undertook tracking and collection of District-wide data relating to employee separations and numerous data points relating to employee absenteeism. DCHR successfully refined associated business processes with the Office of the Chief Financial Officer in order to gain more accurate data. Tracking and monitoring these statistics continues on an ongoing basis.

**Title:** Assist with the Comprehensive Government Space Management Initiative.  
**Description:** Working with DGS, the OCA (through the teams of: Government Operations; Office of Budget and Finance; and the new Public-Private Partnership office), will be coordinating and prioritizing areas of opportunity for the District’s space needs both in the short- and long-term.

**Complete to Date:** Complete
Status Update: In FY16, DGS completed a Comprehensive Space Management Study, and made preliminary recommendations for areas of opportunity to the OCA. In addition, as the Office of Public-Private Partnerships was established in FY16, OCA and DGS continue to develop areas of opportunity in consort with that office.

Title: Establish District Priority Goals.
Description: In FY 2016, the OCA will work with Deputy Mayors, and Agencies to create a set of District Priority Goals (DPGs.) DPGs are long-term, cross-cutting goals that require collaboration and coordination across District government to create: good government, a strong economy for all, a healthy community, a world class education system, a safe community, and sustainable neighborhoods. The DPGs - set to be released in early 2016 - will be linked to the District’s annual budget and performance planning process to ensure our resources and energy are prioritized to actions that will move the needle on our priority goals. The DPGs are combined with strategies and measures that will be frequently reviewed to measure progress and are adaptable as needed. The OCA will work with the Chief Innovation Officer to develop a website to communicate the DPG’s to the public.

Complete to Date: Complete
Status Update: OCA has worked with the Executive Team to develop 25 long-term, cross-cutting goals that require collaboration and coordination across District government to create: good government, a strong economy for all, a healthy community, a world class education system, a safe community, and sustainable neighborhoods. The Executive Team used these goals and strategies to help with the development of FY 2017 strategic initiatives by looking for gaps in areas where there was not sufficient focus on a particular priority goal area.

Title: Revise the annual performance planning process.
Description: In FY 2016, OCA will revise the annual agency performance planning process to more clearly communicate all of the important work each agency plans to do over the coming year, how each agency will work to improve its performance, what steps the agency is taking to improve its internal operations and delivery of programs and services, and how an agencies performance plan aligns to the District Priority Goals. In addition, OCA will improve the flexibility of the performance plan structure to help all agencies more clearly communicate what they plan to achieve and help the Mayor and City Administrator track their performance throughout the year. Lastly, OCA will initiate a process whereby progress on annual performance plans is reviewed quarterly with each agency and the agency’s Deputy Mayor. Progress reports will be shared with the Mayor and City Administrator throughout the year.

Complete to Date: Complete
Status Update: OPM has revised the process for FY 2017 so that the annual performance plans more clearly and accurately capture how each agency will work to improve its performance, internal operations and delivery of programs and services. In addition, OPM launched the Quarterly Cluster reviews whereby agencies met each quarter with the City Administrator to assess progress and discuss roadblocks towards meeting their annual performance goals. Clusters met in quarters 2, 3 and 4 with the City Administrator and will continue this process in FY 2017.

Title: Improve the use of data and measurement throughout the District.
Description: In FY 2016, the OCA will work with agencies to improve the quality and use of data that informs agency decisions and improvements. Using the constantly updated Mayor’s Dashboard and other existing dashboards as examples, the OCA will work with various agencies to create and improve their own dashboards including inventorying and standardizing data assets. Working with OCTO, the OCA will improve data sharing from District-wide data systems as well as the quality of individual agency data systems. Furthermore, the OCA will work with individuals at agencies to improve data skills, promote quality data practices, and capitalize on current data skill sets.

Complete to Date: Complete
Status Update: In FY 2016, OCA worked with several agencies on improving data quality through CapSTATs, like 911, 311, and EMS reforms, and the
Mayor’s Dashboard. OCA also helped contribute toward the development of OCTO’s data policy which will have a significant impact on the quality and availability of data district-wide

**Title: Develop applied research capacity.**
**Description:** In FY 2016, OCA will develop applied research capacity within the Office of Performance Management (OPM) to help improve the efficiency and effectiveness of District government programs and services. That team both carries out projects and, when necessary to expand the expertise or bandwidth of the team, they coordinate with other research entities to bring in talent and research expertise. The applied research arm of OPM will build capacity in OCA to improve program operations and service delivery by assisting agencies in developing business process and/or service improvement efforts. In addition, OPM will build capacity in OCA to be able to use evidence and insights from the social and behavioral sciences fields to evaluate and inform solutions.

**Complete to Date:** Complete

**Status Update:** In FY 2016, OCA hired three applied research analysts as well a Director for The Lab at DC. These hires built capacity for assisting agencies in developing business process and/or service improvement efforts and to use evidence and insights from the social and behavioral sciences fields to evaluate and inform solutions. Examples include paid family leave research, a randomized, control trial of the District’s body-worn camera program, 311 services improvements and improvement in public space rental in DC

**Title: Establish the Office of Public-Private Partnerships.**
**Description:** Early in FY 2016, the District of Columbia Office of Public-Private Partnerships was launched with the appointment of a Director and Deputy Director. The new DC OP3 staff will promote the Office and P3s in the District through participation in industry events, conferences, publication and engaging key stakeholders. The primary function of the DC OP3 will be to identify and deliver those projects that can be undertaken as public-private partnerships with the goal of delivering critical infrastructure with the best value-for-money for the residents of the District.

**Complete to Date:** Complete

**Status Update:** OCA has established the Public-Private Partnerships Office and in FY 2016 the team worked to establish rules governing the P3 office, develop a pipeline of potential projects, and begin to explore potential P3 projects for the District

**Title: Develop and Implement Guidelines for the DC OP3.**
**Description:** The DC OP3 will develop draft Guidelines and Procedures for the District’s public-private partnerships program. These guidelines will be the road-map for the creation of the P3 Project Pipeline, project solicitation, the management of unsolicited proposals and for the long-term relationship between the DC OP3 and other District government agencies. The Guidelines and Procedures for the DC OP3, which will prioritize transparency, fair competition, efficiency, and delivering the best possible value-for-money on critical infrastructure needs, will not be implemented until approved by the Council.

**Complete to Date:** 75-99%

**Status Update:** The OP3 Rules and Guidelines were approved by the District Council in October 2016. With that approval the OP3 entered full operations

**If Incomplete, Explanation:** The guidelines were approved by Council just after the start of FY 17. This initiative is complete now.

**Title: Develop and Publish a P3 Project Pipeline.**
**Description:** The DC OP3, through a robust project identification, screening and prioritization process, will create a P3 Project Pipeline. This pipeline will represent the projects that the DC OP3, in coordination with other District government agencies, intends to procure under the solicited proposal process. This pipeline will be published on the DC OP3 website for the review of the residents to the District and industry alike in an effort to promote effective feedback and improve solicitation process and overall quality of P3 projects in the District.
**Title:** Establish a priority-driven budget process.

**Description:** For the FY 2017 budget, OCA will develop and implement a priority driven-budget process that: funds important priorities first, links District and agency priorities and prioritizes limited resources, critically scrutinizes the baseline budget, and evaluates spending across agencies and clusters. In addition, agency FY 17 budget review meetings will include a review of an agency’s draft performance plan to better understand how changes in resources may impact performance and include members from the OCA performance analysts and program analysts to provide a more complete discussion of the link between resources, performance, and program development.

**Complete to Date:** Complete

**Status Update:** OBF has turned the budget process on its head. We no longer use the Current Service Funding Level as the starting point for all budget decisions but it is instead a data point used as a piece of the larger puzzle. The budget is now driven by those initiatives and priorities which the Mayor has identified as critical. This means that we fund those items first and that agencies need to focus their efforts on creating efficiencies to ensure that the Mayor’s priorities are effectuated and DC’s budget is balanced.

**Title:** Improve community input to the budget through budget engagement forums

**Description:** In FY 2016, OCA will hold three budget engagement forums to hear directly from residents about what they want to see in the FY 2017 Proposed Budget.

**Complete to Date:** Complete

**Status Update:** EOM and OBF have worked together during each budget season to hold at least 3 budget engagement forums. These center around getting input from members of the public on their budget priorities. This has typically been effectuated through a two-step budget balancing exercise; 1) residents are asked to prioritize the spending of $100 amongst all the government clusters and 2) they are then asked to do the same exercise amongst of table of people who were placed together based on their interest in dissimilar areas of the government.

**Title:** Launch OpenGov data portal

**Description:** In FY 2016 OCA will launch a first of its kind public financial data portal known as OpenGov DC. This portal will allow DC government employees, policymakers and the public to analyze and dissect citywide financial data. This system will allow DC government employees and decision makers’ unprecedented access to OCFO financial information in a form that can be easily manipulated to the user’s needs. Additionally, a version of this powerful software will be released for public consumption allowing District residents access to financial data and reports which were previously unavailable or impossible to digest. This will improve transparency and allow residents a better understanding of the District’s budget.

**Complete to Date:** Complete

**Status Update:** OBF has been working with OpenGov on a transparency tool for the budget since the beginning of the Bowser administration. This tool is designed to provide residents with more detailed and useful online access to the District’s annual budget. This will include data that can be manipulated by the resident to focus their efforts on areas of the government that most interest them. Currently residents can only get access to budget information from the CFO published budget books or the online book version and this leaves much to be desired.
Title: Increase the speed at which arbitration hearings are scheduled and conducted by focusing on progression of cases and encouraging withdrawal where appropriate.

Description: The OCA is committed to timely resolving labor disputes. To that end, the OLRCB will continue to be proactive in its approach to and management of its cases and ensure that arbitration and unfair labor practice hearings are completed as expeditiously as possible, by proactively seeking withdrawal of arbitration demands by unions, particularly if the requisite arbitration panel has not been requested from the Federal Mediation and Conciliation Service (FMCS) or the American Arbitration Association (AAA) or the matter has not been actively pursued. OLRCB will also confirm management witnesses’ availability early to avoid delays of hearings. To date in FY 15 OLRCB has been successful in having 11 dormant or inactive arbitration and PERB cases either withdrawn by unions or administratively dismissed by PERB. OLRCB will similarly address 12 dormant cases in FY 2016.

Complete to Date: Complete
Status Update: OLRCB continues to close out slow moving and dormant cases. OLRCB has closed out all of the 12 dormant cases from the previous year

Title: Implement a new data management system for OLRCB.

Description: OLRCB has met with the Office of the Chief Technology Officer (OCTO) to preliminarily discuss a new data management system for tracking cases, arbitrations, and negotiations. Currently, OLRCB’s data system is archaic and only allows one user at a time for navigation. Moreover, the current system does not generate meaningful reports regarding the types of cases (e.g. arbitration, unfair labor practice complaints, and collective bargaining agreement negotiations). Most useful reports and specific information about cases have to be manually generated or manually counted and tracked. This new system will allow OLRCB to integrate cases and information and to generate reports that show issue types, case filing trends, volume, outstanding dates, and how long matters have remained inactive/dormant.

Complete to Date: Complete
Status Update: OLRCB has implemented and is using the new data management system that allows OLRCB to integrate cases and information and to generate reports that show issue types, case filing trends, volume, outstanding dates, and how long matters have remained inactive/dormant

Title: Increase training to District Agencies.

Description: OLRCB has met with the Office of Cable Television, Film, Music, and Entertainment to have OLRCB staff recorded while conducting training sessions on specific labor issues. These topics will include, but not be limited to, how agencies should process union dues, effective workplace discipline, and the interpretation of collective bargaining agreements. These training sessions will eventually be placed on the OLRCB website where managers and employees can view them to properly deal with labor issues. Additionally, OLRCB will continue to allocate current resources to training to any District agency upon the request of the agency.

Complete to Date: Complete
Status Update: OLRCB has satisfied its requirement to increase training in our sister agencies. More specifically, OLRCB has surpassed its’ goal of training employees by 28% in FY 2016

Title: Reduce litigation costs.

Description: Labor litigation costs negatively impact the District’s budget and in some cases these costs can often be avoided if (1) agencies review and comply with the collective bargaining agreements and (2) seek OLRCB advice and counsel before making decisions that impact union employees. In an effort to reduce litigation costs OLRCB will enhance its case assessment procedures by notifying the City Administrator of cases that OLRCB believes should be settled (that may have significant costs associated with litigation) if an agency disagrees with OLRCB’s recommendation to settle. In such cases, the City Administrator will provide guidance to OLRCB to proceed with the hearing or settlement of the case.
**Title:** Amend the current law regarding the authority of the Public Employee Relations Board to overturn arbitrator awards.

**Description:** Currently, the fact that an arbitrator’s award is contrary to law or judicial precedent may not be sufficient for the Public Employee Relations Board (PERB) to overturn the award. The statutory power of the PERB should be modified to make clear that arbitration awards that are inconsistent with District law or court precedent must be set aside. OLRCB will draft legislation to make appropriate amendments to District law to effect this change.

**Complete to Date:** 0-24%

**Status Update:** This initiative was not properly vetted when first initiated in 2015 and was decided the OLRCB would no longer pursue. This legislative change would require that labor unions agree with changing the legal standard to which arbitrations are reviewed at PERB. Moreover, changing this standard solely for the benefit of management would have been very difficult and would have eroded positive labor/management relations.

**If Incomplete, Explanation:** OLRCB reviewed this initiative and determined it was not an appropriate pursuit.