



## Office of Employee Appeals OEA (CHO)

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### MISSION

The Office of Employee Appeals (OEA) is an independent agency of the District of Columbia Government created by the DC Government Comprehensive Merit Personnel Act (CMPA) of 1978 (DC Code 1-601.01 et seq.). Our mission is to administer the CMPA by adjudicating employee appeals and rendering impartial decisions with sound legal reasoning in a timely manner.

### SUMMARY OF SERVICES

In accordance with DC Official Code §1-606.03, the Office of Employee Appeals adjudicates the following types of personnel actions: (a) An employee may appeal a final agency decision affecting a performance rating which results in removal of the employee (pursuant to subchapter XIII-A of this chapter), an adverse action for cause that results in removal, reduction in force (pursuant to subchapter XXIV of this chapter), reduction in grade, placement on enforced leave, or suspension for 10 days or more (pursuant to subchapter XVI-A of this chapter) to the Office upon the record and pursuant to other rules and regulations which the Office may issue.

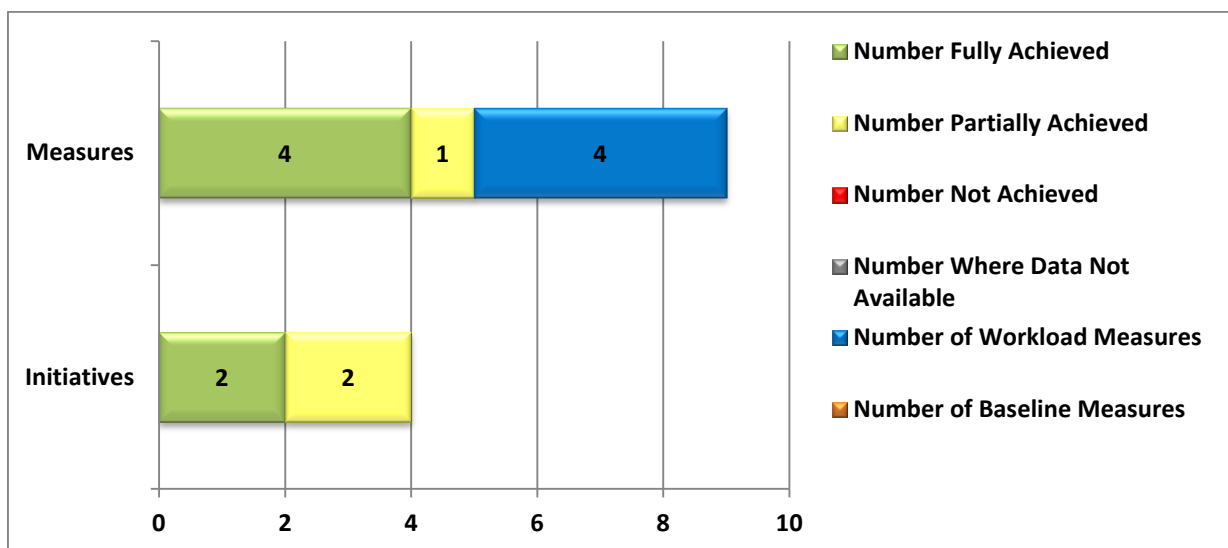
### ACCOMPLISHMENTS

- ✓ OEA issued 333 Initial Decisions and 34 Opinions and Orders.
- ✓ Administrative Judges issued decisions more efficiently by compiling monthly reports.
- ✓ Appeals filed were simultaneously assigned to a Mediator and Administrative Judge.

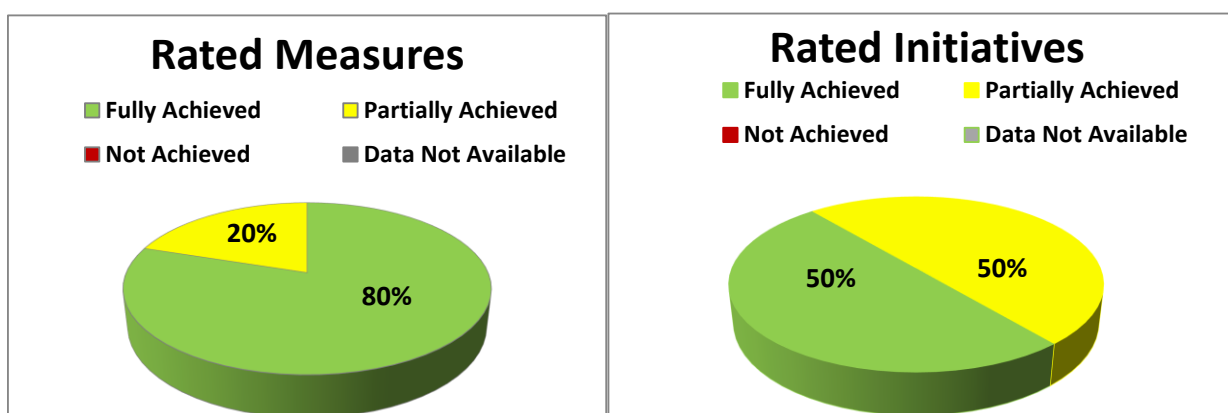


# OVERALL AGENCY PERFORMANCE

## TOTAL MEASURES AND INITIATIVES –PENDING FINAL REVIEW



## RATED MEASURES AND INITIATIVES – PENDING FINAL REVIEW



**Note:** Workload and Baseline Measurements are not included

Default KPI Rating:	
$\geq 100\%$	Fully Achieved
75 - 99.99%	Partially Achieved
$< 75\%$	Not Achieved



## Performance Initiatives – Assessment Details

### Performance Assessment Key:

- Fully achieved      Partially achieved      Not achieved      Data not reported

### Adjudication

#### **OBJECTIVE 1: Render impartial, legally sound decisions in a timely manner.**

##### **INITIATIVE 1.1: Provide an estimated date of issuance for Initial Decisions**

**This initiative was fully achieved.** At the beginning of Fiscal Year 2014, a spreadsheet was developed to capture certain information which pertained to the process for issuing Initial Decisions. Among the information contained within the spreadsheet were the dates on which the most recent action on an appeal had been taken and the approximate date on which the Administrative Judge believed he or she could issue the decision. Based on this information as well as the other information contained within the spreadsheet, the Administrative Judges were able to see how long they were taking to issue a decision and thereby determine how to process an appeal so that a decision could be issued in a timelier manner.

##### **INITIATIVE 1.2: Utilize a Law Clerk to assist the Administrative Judges.**

**This initiative was fully achieved.** During Fiscal Year 2014, the Office hired a Law Clerk who worked exclusively with the Administrative Judges unit. The assistance which the Law Clerk provided to the Administrative Judges unit culminated in the Office issuing more Initial Decisions than it had projected would be issued thereby helping to reduce the backlog of cases.

#### **OBJECTIVE 2: Streamline the adjudication process.**

##### **INITIATIVE 2.1: Conduct an examination of the Office's procedures.**

**This initiative was partially achieved.** The Certified Public Manager began research for which methodology could be used for the agency from the Six Sigma curriculum. The first phase is expected to be fully complete by December 31, 2014.

#### **OBJECTIVE 3: Maintain a system to allow the public to have access to all decisions rendered by the Office.**

##### **INITIATIVE 3.1: Issue a twice-yearly newsletter.**

**This initiative was partially achieved.** The newsletter is still in the draft phase and will be finalized and issued by December 31, 2014.



## Key Performance Indicators – Details

### Performance Assessment Key:

● Fully achieved  
 ● Partially achieved  
 ● Not achieved  
 ● Data not reported  
 ● Workload Measure

KPI	Measure Name	FY 2013 YE Actual	FY 2014 YE Target	FY 2014 YE Revised Target	FY 2014 YE Actual	FY 2014 YE Rating	Budget Program
●	1.1 Number of Initial Decisions Issued	337	250		336	134.40%	ADJUDICATION
●	1.2 Number of Opinions and Orders Issued	26	25		34	136%	ADJUDICATION
●	1.3 Time Required to Complete Adjudications	15	15		14	107.14%	ADJUDICATION
●	1.4 Time Required to Resolve Petitions for Review	9	9		9	100%	ADJUDICATION
●	1.5 Percent of Cases Reversing Agency Decisions <sup>1</sup>	5.2%	Not Applicable		6.72%	Not Rated Workload Measure	ADJUDICATION
●	1.6 Percentage of OEA decisions upheld by D.C. Superior Court or D.C. Court of Appeals	100%	99%		88.89%	89.79%	ADJUDICATION
●	1.7 Number of Petitions for Appeal Filed	174	Not Applicable		134	Not Rated Workload Measure	ADJUDICATION
●	1.8 Number of Petitions for Review Filed	31	Not Applicable		41	Not Rated Workload Measure	ADJUDICATION
●	1.9 Number of Superior Court Case Filings	19	Not Applicable		21	Not Rated Workload Measure	ADJUDICATION

<sup>1</sup> This workload measure was inadvertently entered into the FY14 Performance Plan as a Key Performance Indicator.