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*"Rummaging in the government's attic"*

Description of document: District of Columbia (DC) Office of Risk Management (ORM) - Each email (TO, FROM, CC) in the email account of the Director of the DC Office of Risk Management between December 20, 2020 and January 6, 2021 that contains ANY of the following words: guard, riot, rioting, rioters, Amendment, permit, permits, parade, parades, demonstration, demonstrations, gather, gathering, congregate, congregating, congregates, or support

Requested date: 10-January-2021

Release date: 04-March- 2021

Posted date: 18-November -2024

Source of document: FOIA Request  
FOIA Officer  
Office of Risk Management  
One Judiciary Square  
441 4th Street, NW, 800 South  
Washington, DC 20001  
Fax: (202) 727-8319  
Email: [orm@dc.gov](mailto:orm@dc.gov)  
[District of Columbia Freedom of Information Act Center](#)

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**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
Office of Risk Management



**Jed Ross**  
**Chief Risk Officer**

March 4, 2021

Delivered Electronically

RE: FOIA # 2021-FOIA-02266

This is in response to the request for information you made on January 10, 2021, and received on January 11, 2021, pursuant to the District of Columbia Freedom of Information Act (§§ 2-531-539), requesting:

“A copy of each email (TO, FROM, CC) in the email account of the Director of the DC Office of Risk Management between December 20, 2020 and January 6, 2021 that contains ANY of the following words: guard, riot, rioting, rioters, Amendment, permit, permits, parade, parades, demonstration, demonstrations, gather, gathering, congregate, congregating, congregates, or support. This means that any search looks for ANY of those keywords. (Date Range for Record Search: From 12/20/2020 To 01/06/2021)”

The Office of Risk Management (ORM) has conducted a search for the information requested. As a result of the search, the enclosed information is responsive to your request.

Please know that if, for some reason, you interpret this as a denial of your request in whole or in part, under D.C. Official Code § 2-537 and 1 DCMR 412, you have the right to appeal this letter to the Mayor or to the Superior Court of the District of Columbia. If you elect to appeal to the Mayor, your appeal must be in writing and contain “Freedom of Information Act Appeal” or “FOIA Appeal” in the subject line of the letter, as well as on the outside of the envelope. The appeal must include (1) a copy of the original request; (2) a copy of any written denial; (3) a statement of the circumstances, reasons, and/or arguments advanced in support of disclosure; and (4) a daytime telephone number, e-mail and/or mail address at which you can be reached.

The appeal must be mailed to: The Mayor’s Office of Legal Counsel (MOLC), FOIA Appeal, 1350 Pennsylvania Avenue, NW, Suite 407, Washington, DC 20004. Electronic versions of the same information can instead be e-mailed to the MOLC at [foia.appeals@dc.gov](mailto:foia.appeals@dc.gov). Further, a copy of all appeal materials must be forward to me, the Freedom of Information Officer of ORM. Failure to follow any of these administrative steps will result in delay in the processing and commencement of a response to your appeal to the Mayor.

Please feel free to contact me should you have any questions.

Regards,

Robert

**Robert Preston**

*FOIA Officer*

Office of Risk Management (ORM)

Government of the District of Columbia

441 4<sup>th</sup> Street NW, 800S

Washington DC 20001

Office: (202) 727-4215

Cell: (202) 716-5042

E-mail: [robert.preston@dc.gov](mailto:robert.preston@dc.gov)

*The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and delete the material from any computer.*

Enclosure:                    Emails and Attachments from 12/20/20 – 01/06/21 (4,449 pages)

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441 4<sup>th</sup> Street, NW, Suite 800S, Washington, D.C. 20001

(202) 727-8600 - Main    (202) 727-8319

Website: [orm.dc.gov](http://orm.dc.gov)



**From:** Yeung, Sam (ORM)  
**Sent:** Thu, 7 Jan 2021 03:59:38 +0000  
**To:** Smith, Berlina (ORM)  
**Cc:** Carlos, Melbert (EOM); Ross, Jed (ORM)  
**Subject:** Travel and Commute Letter  
**Attachments:** Travel and Commute Letter.pdf

Good evening Berlina,

Hopefully you read this in the morning. As you are aware, Mayor Bowser issued a 6:00 p.m. curfew in response to the events at the United States Capitol. The governor of Virginia issued similar orders. The orders specifically prohibit any person from walking, biking, running, loitering, standing, or motoring by car or other mode of transport upon any street, alley, park, or other public place within the District between 6:00 p.m. on January 6, 2021 until 6:00 a.m. January 7, 2021.

I know Melbert spoke with you before you left today. Just in the event that you do make your way to the office tomorrow morning at or prior to 6:00 a.m., I am providing you the attached letter for your commute from your home to the office.

In addition, it is advised, employees traveling into the District should carry their District government issued identification badge as well as their state driver's license or identification card.

If you have any questions, please do not hesitate to call me on my cell (202) 494-8971.

Thanks and stay safe,  
Sam

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**Sam Yeung**

Deputy Chief Risk Officer / Deputy Director  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 Fourth Street NW, 800 South  
Washington, DC 20001

Direct: (202) 727-4321

Office: (202) 727-8600

E-mail: [sam.yeung@dc.gov](mailto:sam.yeung@dc.gov)

Microsoft Teams : [Click Here to Teams Me](#)



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*by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and delete the material from any computer.*

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

## DC DEPARTMENT OF HUMAN RESOURCES

## PERFORMANCE OF OFFICIAL DUTIES

## TRAVEL AND COMMUTE LETTER

January 6, 2021

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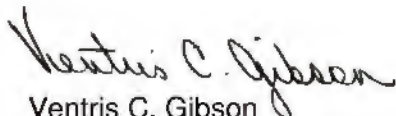
**To Whom It May Concern:**

The bearer of this letter performs essential and emergency duties and responsibilities for the District of Columbia government in response to:

**January 6<sup>th</sup> First Amendment Activity  
Mayor Muriel Bower Declaration of Emergency**

In the course of providing essential services, the bearer must be given prompt passage to and from their place of employment, and service location or home. The District of Columbia government requests any courtesy that can be extended be offered to Berlina Smith during this response.

The District government greatly appreciates your cooperation. You may feel free to direct any questions you might have to Sam Yeung, Deputy Chief Risk Officer with the DC Office of Risk Management at [sam.yeung@dc.gov](mailto:sam.yeung@dc.gov) or (202)494-8971.

  
Ventris C. Gibson  
Director

**From:** Swintz, Monica (EOM)  
**Sent:** Thu, 7 Jan 2021 03:51:48 +0000  
**To:** Cholewa, Agnes (DCHR)  
**Cc:** Anderson, Keith (DGS); Fuller, Yohance (DGS); Holt, Kasmin (DGS); Schutter, George (OCP); Coleman, Marcus (EOM); Scott, Marc (OCP); Parker, Lindsey (OCTO); Faruk, Tehsin (OCTO); Miller, Stephen (OCTO); Gibson, Ventris (DCHR); Ross, Jed (ORM); Yeung, Sam (ORM); Mitchell, Christina (EOM); McCollough, Mathew (EOM); Maxwell, Lindsey (EOM)  
**Subject:** Re: Travel and Commute Letter  
**Attachments:** Jan6 DC Gov Letter.docx, ATT00001.htm

Thank you Agnes, please note that the Mayor is hosting a news conference currently.

Sent from my iPhone

On Jan 6, 2021, at 10:35 PM, Cholewa, Agnes (DCHR) <agnes.cholewa@dc.gov> wrote:

To help Monica out. See below and attached. 😊

Today, Mayor Bowser issued a 6:00 p.m. curfew in response to the events at the United States Capitol. The governor of Virginia issued similar orders. The orders specifically prohibit any person from walking, biking, running, loitering, standing, or motoring by car or other mode of transport upon any street, alley, park, or other public place within the District between 6:00 p.m. on January 6, 2021 until 6:00 a.m. January 7, 2021.

District employees carrying out essential and emergency duties are expected to report to work as scheduled. To ensure timely employee travel, the attached letter should be completed and provided to all essential and emergency employees who are critical to the District's continuity of operations.

In addition, employees traveling into the District should carry their District government issued identification badge as well as their state driver's license or identification card.

To Whom It May Concern:

The bearer of this letter performs essential and emergency duties and responsibilities for the District of Columbia government in response to:

January 6th First Amendment Activity  
Mayor Muriel Bower Declaration of Emergency



In the course of providing essential services, the bearer must be given prompt passage to and from their place of employment, and service location or home. The District of Columbia government requests any courtesy that can be extended be offered to \_\_\_\_\_ (name of bearer) during this response.

The District government greatly appreciates your cooperation. You may feel free to direct any questions you might have to \_\_\_\_\_ (agency contact) at (email) or (202) \_\_\_\_\_.

-----Original Message-----

From: Swintz, Monica (EOM) <monica.swintz@dc.gov>

Sent: Wednesday, January 6, 2021 10:27 PM

To: Anderson, Keith (DGS) <Keith.Anderson@dc.gov>; Fuller, Yohance (DGS) <yohance.fuller@dc.gov>; Holt, Kasmin (DGS) <Kasmin.Holt@dc.gov>; Schutter, George (OCP) <george.schutter@dc.gov>; Coleman, Marcus (EOM) <marcus.coleman1@dc.gov>; Scott, Marc (OCP) <marc.scott@dc.gov>; Parker, Lindsey (OCTO) <lindsey.parker@dc.gov>; Faruk, Tehsin (OCTO) <tehsin.faruk@dc.gov>; Miller, Stephen (OCTO) <stephenn.miller@dc.gov>; Gibson, Ventris (DCHR) <ventris.gibson@dc.gov>; Cholewa, Agnes (DCHR) <agnes.cholewa@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Mitchell, Christina (EOM) <christina.mitchell@dc.gov>; McCollough, Mathew (EOM) <Mathew.McCollough@dc.gov>; Maxwell, Lindsey (EOM) <Lindsey.Maxwell@dc.gov>

Subject: Travel and Commute Letter

If needed please see attached.

Sent from my iPhone

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov)<<https://coronavirus.dc.gov/>>.



**DC DEPARTMENT OF HUMAN RESOURCES**

**PERFORMANCE OF OFFICIAL DUTIES**

**TRAVEL AND COMMUTE LETTER**

January 6, 2021

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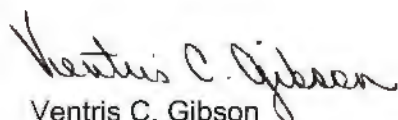
**To Whom It May Concern:**

The bearer of this letter performs essential and emergency duties and responsibilities for the District of Columbia government in response to:

**January 6<sup>th</sup> First Amendment Activity  
Mayor Muriel Bower Declaration of Emergency**

In the course of providing essential services, the bearer must be given prompt passage to and from their place of employment, and service location or home. The District of Columbia government requests any courtesy that can be extended be offered to \_\_\_\_\_ (name of bearer) during this response.

The District government greatly appreciates your cooperation. You may feel free to direct any questions you might have to \_\_\_\_\_ (agency contact) at (email) or (202) \_\_\_\_\_.

  
Ventris C. Gibson  
Director



**From:** Osborn, Clint (HSEMA)  
**Sent:** Thu, 7 Jan 2021 03:50:18 +0000  
**To:** PlanSec, EOC (HSEMA);Rodriguez, Chris (HSEMA);Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bernet, Courtney (HSEMA);Bodmer, Ronald;Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Crawford, Elijah (HSEMA);David Gadis;David, Gregory (HSEMA);Dean, Gregory (FEMS);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Duray, Paul (DOH);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);HSEMA SLT and OPS;Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Kang, Hanseul (OSSE);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);Newsham, Peter (MPD);Phannavong, Phetmano (DOEE);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Sollers, John Jr. (FEMS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventriss (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);White, Christopher (HSEMA);Young, Shana (OSSE);Contee, Robert (MPD)  
**Subject:** CMT Call Cancelled

All,

Apologies for the confusion. We had a technical glitch with outlook and WebEx. No 10:30 CMT call tonight. The Mayor is doing press right now if you want to tune in.

Regards,

Clint







(DOH) <[laquandra.nesbitt@dc.gov](mailto:laquandra.nesbitt@dc.gov)>; Zeilinger, Laura (DHS) <[laura.zeilinger@dc.gov](mailto:laura.zeilinger@dc.gov)>; Lawson, Julie (EOM) <[Julie.Lawson@dc.gov](mailto:Julie.Lawson@dc.gov)>; Lott, Everett (DDOT) <[Everett.Lott@dc.gov](mailto:Everett.Lott@dc.gov)>; Manassa, Marvin (OCP) <[Marvin.Manassa@dc.gov](mailto:Marvin.Manassa@dc.gov)>; Marootian, Jeffrey M. (DDOT) <[jeff.marootian@dc.gov](mailto:jeff.marootian@dc.gov)>; Mauro, Amy (FEMS) <[Amy.Mauro@dc.gov](mailto:Amy.Mauro@dc.gov)>; McClure, Helen (EOM) <[Helen.McClure@dc.gov](mailto:Helen.McClure@dc.gov)>; Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>; Rupert, Michael (EOM) <[michael.rupert@dc.gov](mailto:michael.rupert@dc.gov)>; Mims, Keisha (EOM) <[keisha.mims@dc.gov](mailto:keisha.mims@dc.gov)>; Mitchell, Roger (OCME) <[roger.mitchell@dc.gov](mailto:roger.mitchell@dc.gov)>; Murphy, Christina (EOM) <[christina.murphy@dc.gov](mailto:christina.murphy@dc.gov)>; Neider, Thomas (DDOT) <[Thomas.Neider@dc.gov](mailto:Thomas.Neider@dc.gov)>; NWS General Alerts Box <[nws-sterling-wxsupport@noaa.com](mailto:nws-sterling-wxsupport@noaa.com)>; NWS Sterling 24/7 Desk <[lw-report@noaa.gov](mailto:lw-report@noaa.gov)>; Osborn, Clint (HSEMA) <[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)>; Parker, Lindsey (OCTO) <[lindsey.parker@dc.gov](mailto:lindsey.parker@dc.gov)>; Peckumn, Nicole (HSEMA) <[nicole.peckumn@dc.gov](mailto:nicole.peckumn@dc.gov)>; Newsham, Peter (MPD) <[peter.newsham@dc.gov](mailto:peter.newsham@dc.gov)>; Phannavong, Phetmano (DOEE) <[phetmano.phannavong@dc.gov](mailto:phetmano.phannavong@dc.gov)>; Randy Estes <[randy.a.estes.mil@mail.mil](mailto:randy.a.estes.mil@mail.mil)>; Barnes, Regina L. (DDOT) <[regina.barnes@dc.gov](mailto:regina.barnes@dc.gov)>; Rivera, Guillermo (MPD) <[guillermo.rivera@dc.gov](mailto:guillermo.rivera@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Rourke, Denton <[drourke@wmata.com](mailto:drourke@wmata.com)>; Rucker, Clarissa (DCHR) <[clarissa.rucker@dc.gov](mailto:clarissa.rucker@dc.gov)>; Sandra Hawthorn <[sandra.hawthorn@opm.gov](mailto:sandra.hawthorn@opm.gov)>; Scales, Ayris (EOM) <[Ayris.Scales@dc.gov](mailto:Ayris.Scales@dc.gov)>; Schutter, George (OCP) <[george.schutter@dc.gov](mailto:george.schutter@dc.gov)>; Shreve, Johanna (OTA) <[Johanna.Shreve@dc.gov](mailto:Johanna.Shreve@dc.gov)>; Slade, Keith (DCRA) <[keith.slade@dc.gov](mailto:keith.slade@dc.gov)>; Smith, Ahnna (EOM) <[ahnna.smith@dc.gov](mailto:ahnna.smith@dc.gov)>; Smith, Jenifer (DFS) <[jenifer.smith@dc.gov](mailto:jenifer.smith@dc.gov)>; Sollers, John Jr. (FEMS) <[john.sollers@dc.gov](mailto:john.sollers@dc.gov)>; Speranza, Carrie (HSEMA) <[carrie.speranza@dc.gov](mailto:carrie.speranza@dc.gov)>; Spriggs, Timothy (DPW) <[Timothy.Spriggs@dc.gov](mailto:Timothy.Spriggs@dc.gov)>; Strong, Christopher (NWS) <[christopher.strong@noaa.gov](mailto:christopher.strong@noaa.gov)>; Stutz, Ben (EOM) <[ben.stutz@dc.gov](mailto:ben.stutz@dc.gov)>; Talamante, Tomás (EOM) <[Tomas.Talamante@dc.gov](mailto:Tomas.Talamante@dc.gov)>; Tyrone Garrett <[Tgarrett@dchousing.org](mailto:Tgarrett@dchousing.org)>; Gibson, Ventris (DCHR) <[ventris.gibson@dc.gov](mailto:ventris.gibson@dc.gov)>; Walker, William <[william.j.walker5.mil@mail.mil](mailto:william.j.walker5.mil@mail.mil)>; Wassmer, Victoria (EOM) <[Victoria.Wassmer@dc.gov](mailto:Victoria.Wassmer@dc.gov)>; Wayne Bridgeforth <[wayne\\_bridgeforth@nps.gov](mailto:wayne_bridgeforth@nps.gov)>; Ways, Howard (DDOT) <[Howard.Ways@dc.gov](mailto:Howard.Ways@dc.gov)>; Wells, Tommy (DOEE) <[tommy.wells@dc.gov](mailto:tommy.wells@dc.gov)>; White, Christopher (HSEMA) <[Christopher.White2@dc.gov](mailto:Christopher.White2@dc.gov)>; Young, Shana (OSSE) <[shana.young@dc.gov](mailto:shana.young@dc.gov)>; Contee, Robert (MPD) <[Robert.Contee@dc.gov](mailto:Robert.Contee@dc.gov)>

**Subject:** UPDATE: Spot Report - Jan 6th First Amendment

Good evening,

Please see the 9PM spot report for today's events attached.

Thank you,  
Emily





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**Subject:** UPDATE: Spot Report - Jan 6th First Amendment

Good evening,

Please see the updated spot report for today's First Amendment events attached.

Thank you,

Emily







**EMILY RUESCH**

**PLANNING SECTION CHIEF**

DISTRICT EMERGENCY OPERATIONS CENTER

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Mobile: 202-302-0082

[2-534\(a\)\(10\) 2-534\(a\)\(10\)](tel:2025342534)

[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

**From:** Rodriguez, Chris (HSEMA) <[chris.rodriguez@dc.gov](mailto:chris.rodriguez@dc.gov)>

**Sent:** Wednesday, January 6, 2021 3:13 PM

**To:** Legacy\_Forwarding; Mourtos, Aiyana (DCPS); Anderson, Arrelle (OUC); Anderson, Keith (DGS); Babers, Lucinda (EOM); Baker, Craig (FEMS); Bazron, Barbara (DBH); Benab, Jasmin (EOM); Bernet, Courtney (HSEMA); Bodmer, Ronald; Bowden, Tomeika (DCPCSB); Bowen, Whitney (HSEMA); Breems, Joseph (EOM); Brumley, Gretchen (OSSE); Carroll, Jeffery W. (MPD); Chapple, Nicole (DOES); Chrappah, Ernest (DCRA); Christian, Julia (DOEE); COL Jonathan Ebbert - DCNG ([jonathan.s.ebbert.mil@mail.mil](mailto:jonathan.s.ebbert.mil@mail.mil)); Crawford, Elijah (HSEMA); David Gadis; David, Gregory (HSEMA); Dean, Gregory (FEMS); Dedner, Olivia (EOM); Deichmeister, Jayne (DOEE); Deputy Mayor Wayne Turnage; Dey, Soumya (DDOT); Donaldson, Polly (DHCD); Donnelly, John (FEMS); Duray, Paul (DOH); Dusti Lowndes; Emminizer, Samantha (EOM); EOC Manager (HSEMA); Falcicchio, John (EOM); Ferebee, Lewis; Foster, LaToya (EOM); Fuller, Yohance (DGS); HGebreyes; Geldart, Chris (DPW); Gonzalez, Donny (DGS); Goodall, Lee (DDOT); Goodhue, Shannon (DBH); Harvin, Donell (HSEMA); Hawkins, Derron (FEMS); Healy, Patrick (EOM); Gil, Helder (EOM); Hochberg, Adriana (DOEE); HSEMA SLT and OPS; Hunter, Delano (DPR); Irving, Julia (EOM); Jackson, Alfa (EOM); [james.murphy@nps.gov](mailto:james.murphy@nps.gov); Jones, Phyllis (DBH); Kang, Hanseul (OSSE); Holmes, Karima (OUC); Kavaleri, Teddy (OUC); Donahue, Kevin (EOM); Kihn, Paul (EOM); Kwan-hui, Shirley (DCRA); Nesbitt, LaQuandra S. (DOH); Zeilinger, Laura (DHS); Lawson, Julie (EOM); Lott, Everett (DDOT); Manassa, Marvin (OCP); Marootian, Jeffrey M. (DDOT); Mauro, Amy (FEMS); McClure, Helen (EOM); Melder, Jay (EOM); Rupert, Michael (EOM); Mims, Keisha (EOM); Mitchell, Roger (OCME); Murphy, Christina (EOM); Neider, Thomas (DDOT); NWS General Alerts Box; NWS Sterling 24/7 Desk; Osborn, Clint (HSEMA); Parker, Lindsey (OCTO); Peckumn, Nicole (HSEMA); Newsham, Peter (MPD); Phannavong, Phetmano (DOEE); PlanSec, EOC (HSEMA); Randy Estes; Barnes, Regina L. (DDOT); Rivera, Guillermo (MPD); Ross, Jed (ORM); Rourke, Denton; Rucker, Clarissa (DCHR); Ruesch, Emily (HSEMA); Sandra Hawthorn ([sandra.hawthorn@opm.gov](mailto:sandra.hawthorn@opm.gov)); Scales, Ayris (EOM); Schutter, George (OCP); Shreve, Johanna (OTA); Slade, Keith (DCRA); Smith, Ahnna (EOM); Smith, Jenifer (DFS); Sollers, John Jr. (FEMS); Speranza, Carrie (HSEMA); Spriggs, Timothy (DPW); Strong, Christopher (NWS); Stutz, Ben (EOM); Talamante, Tomás (EOM); Tyrone Garrett; Gibson, Ventris (DCHR); Walker, William; Wassmer, Victoria (EOM); Wayne Bridgeforth; Ways, Howard (DDOT); Wells, Tommy (DOEE); White, Christopher (HSEMA); Young, Shana (OSSE); Contee, Robert (MPD)



**Subject:** Jan 6th First Amendment

**When:** Wednesday, January 6, 2021 4:30 PM-5:30 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** WebEX Info Below

**DC HSEMA is inviting you to a scheduled Webex meeting.**

Wednesday, January 6, 2021

4:30 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

[Join meeting](#)

2-534(a)(10)

2-534(a)(10)

2-534(a)(10)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**From:** Osborn, Clint (HSEMA)  
**Sent:** Thu, 7 Jan 2021 03:50:18 +0000  
**To:** PlanSec, EOC (HSEMA);Rodriguez, Chris (HSEMA);Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bernet, Courtney (HSEMA);Bodmer, Ronald;Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Crawford, Elijah (HSEMA);David Gadis;David, Gregory (HSEMA);Dean, Gregory (FEMS);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Duray, Paul (DOH);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);HSEMA SLT and OPS;Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Kang, Hanseul (OSSE);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);Newsham, Peter (MPD);Phannavong, Phetmano (DOEE);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Sollers, John Jr. (FEMS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventris (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);White, Christopher (HSEMA);Young, Shana (OSSE);Contee, Robert (MPD)  
**Subject:** CMT Call Cancelled

All,

Apologies for the confusion. We had a technical glitch with outlook and WebEx. No 10:30 CMT call tonight. The Mayor is doing press right now if you want to tune in.

Regards,

Clint







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**Subject:** UPDATE: Spot Report - Jan 6th First Amendment

Good evening,

Please see the 9PM spot report for today's events attached.

Thank you,  
Emily





<[Teddy.Kavaleri@dc.gov](mailto:Teddy.Kavaleri@dc.gov)>; Donahue, Kevin (EOM) <[kevin.donahue@dc.gov](mailto:kevin.donahue@dc.gov)>; Kihn, Paul (EOM) <[Paul.Kihn@dc.gov](mailto:Paul.Kihn@dc.gov)>; Kwan-hui, Shirley (DCRA) <[Shirley.Kwan-hui@dc.gov](mailto:Shirley.Kwan-hui@dc.gov)>; Nesbitt, LaQuandra S. (DOH) <[laquandra.nesbitt@dc.gov](mailto:laquandra.nesbitt@dc.gov)>; Zeilinger, Laura (DHS) <[laura.zeilinger@dc.gov](mailto:laura.zeilinger@dc.gov)>; Lawson, Julie (EOM) <[Julie.Lawson@dc.gov](mailto:Julie.Lawson@dc.gov)>; Lott, Everett (DDOT) <[Everett.Lott@dc.gov](mailto:Everett.Lott@dc.gov)>; Manassa, Marvin (OCP) <[Marvin.Manassa@dc.gov](mailto:Marvin.Manassa@dc.gov)>; Marootian, Jeffrey M. (DDOT) <[jeff.marootian@dc.gov](mailto:jeff.marootian@dc.gov)>; Mauro, Amy (FEMS) <[Amy.Mauro@dc.gov](mailto:Amy.Mauro@dc.gov)>; McClure, Helen (EOM) <[Helen.McClure@dc.gov](mailto:Helen.McClure@dc.gov)>; Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>; Rupert, Michael (EOM) <[michael.rupert@dc.gov](mailto:michael.rupert@dc.gov)>; Mims, Keisha (EOM) <[keisha.mims@dc.gov](mailto:keisha.mims@dc.gov)>; Mitchell, Roger (OCME) <[roger.mitchell@dc.gov](mailto:roger.mitchell@dc.gov)>; Murphy, Christina (EOM) <[christina.murphy@dc.gov](mailto:christina.murphy@dc.gov)>; Neider, Thomas (DDOT) <[Thomas.Neider@dc.gov](mailto:Thomas.Neider@dc.gov)>; NWS General Alerts Box <[nws-sterling-wxsupport@noaa.com](mailto:nws-sterling-wxsupport@noaa.com)>; NWS Sterling 24/7 Desk <[lwz-report@noaa.gov](mailto:lwz-report@noaa.gov)>; Osborn, Clint (HSEMA) <[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)>; Parker, Lindsey (OCTO) <[lindsey.parker@dc.gov](mailto:lindsey.parker@dc.gov)>; Peckumn, Nicole (HSEMA) <[nicole.peckumn@dc.gov](mailto:nicole.peckumn@dc.gov)>; Newsham, Peter (MPD) <[peter.newsham@dc.gov](mailto:peter.newsham@dc.gov)>; Phannavong, Phetmano (DOEE) <[phetmano.phannavong@dc.gov](mailto:phetmano.phannavong@dc.gov)>; Randy Estes <[randy.a.estes.mil@mail.mil](mailto:randy.a.estes.mil@mail.mil)>; Barnes, Regina L. (DDOT) <[regina.barnes@dc.gov](mailto:regina.barnes@dc.gov)>; Rivera, Guillermo (MPD) <[guillermo.rivera@dc.gov](mailto:guillermo.rivera@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Rourke, Denton <[drourke@wmata.com](mailto:drourke@wmata.com)>; Rucker, Clarissa (DCHR) <[clarissa.rucker@dc.gov](mailto:clarissa.rucker@dc.gov)>; Sandra Hawthorn <[sandra.hawthorn@opm.gov](mailto:sandra.hawthorn@opm.gov)>; Scales, Ayris (EOM) <[Ayris.Scales@dc.gov](mailto:Ayris.Scales@dc.gov)>; Schutter, George (OCP) <[george.schutter@dc.gov](mailto:george.schutter@dc.gov)>; Shreve, Johanna (OTA) <[johanna.shreve@dc.gov](mailto:johanna.shreve@dc.gov)>; Slade, Keith (DCRA) <[keith.slade@dc.gov](mailto:keith.slade@dc.gov)>; Smith, Ahnna (EOM) <[ahnna.smith@dc.gov](mailto:ahnna.smith@dc.gov)>; Smith, Jenifer (DFS) <[jenifer.smith@dc.gov](mailto:jenifer.smith@dc.gov)>; Sollers, John Jr. (FEMS) <[john.sollers@dc.gov](mailto:john.sollers@dc.gov)>; Speranza, Carrie (HSEMA) <[carrie.speranza@dc.gov](mailto:carrie.speranza@dc.gov)>; Spriggs, Timothy (DPW) <[Timothy.Spriggs@dc.gov](mailto:Timothy.Spriggs@dc.gov)>; Strong, Christopher (NWS) <[christopher.strong@noaa.gov](mailto:christopher.strong@noaa.gov)>; Stutz, Ben (EOM) <[ben.stutz@dc.gov](mailto:ben.stutz@dc.gov)>; Talamante, Tomás (EOM) <[Tomas.Talamante@dc.gov](mailto:Tomas.Talamante@dc.gov)>; Tyrone Garrett <[Tgarrett@dchousing.org](mailto:Tgarrett@dchousing.org)>; Gibson, Ventris (DCHR) <[ventris.gibson@dc.gov](mailto:ventris.gibson@dc.gov)>; Walker, William <[william.j.walker5.mil@mail.mil](mailto:william.j.walker5.mil@mail.mil)>; Wassmer, Victoria (EOM) <[Victoria.Wassmer@dc.gov](mailto:Victoria.Wassmer@dc.gov)>; Wayne Bridgeforth <[wayne\\_bridgeforth@nps.gov](mailto:wayne_bridgeforth@nps.gov)>; Ways, Howard (DDOT) <[Howard.Ways@dc.gov](mailto:Howard.Ways@dc.gov)>; Wells, Tommy (DOEE) <[tommy.wells@dc.gov](mailto:tommy.wells@dc.gov)>; White, Christopher (HSEMA) <[Christopher.White2@dc.gov](mailto:Christopher.White2@dc.gov)>; Young, Shana (OSSE) <[shana.young@dc.gov](mailto:shana.young@dc.gov)>; Contee, Robert (MPD) <[Robert.Contee@dc.gov](mailto:Robert.Contee@dc.gov)>  
**Subject:** UPDATE: Spot Report - Jan 6th First Amendment

Good evening,

Please see the updated spot report for today's First Amendment events attached.

Thank you,

Emily









**EMILY RUESCH**

**PLANNING SECTION CHIEF**

DISTRICT EMERGENCY OPERATIONS CENTER

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Mobile: 202-302-0082

[2-534\(a\)\(10\)](tel:2025341010)

[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

**From:** Rodriguez, Chris (HSEMA) <[chris.rodriguez@dc.gov](mailto:chris.rodriguez@dc.gov)>

**Sent:** Wednesday, January 6, 2021 3:13 PM

**To:** Legacy\_Forwarding; Mourtos, Aiyana (DCPS); Anderson, Arrelle (OUC); Anderson, Keith (DGS); Babers, Lucinda (EOM); Baker, Craig (FEMS); Bazron, Barbara (DBH); Benab, Jasmin (EOM); Bernet, Courtney (HSEMA); Bodmer, Ronald; Bowden, Tomeika (DCPCSB); Bowen, Whitney (HSEMA); Breems, Joseph (EOM); Brumley, Gretchen (OSSE); Carroll, Jeffery W. (MPD); Chapple, Nicole (DOES); Chrappah, Ernest (DCRA); Christian, Julia (DOEE); COL Jonathan Ebbert - DCNG ([jonathan.s.ebbert.mil@mail.mil](mailto:jonathan.s.ebbert.mil@mail.mil)); Crawford, Elijah (HSEMA); David Gadis; David, Gregory (HSEMA); Dean, Gregory (FEMS); Dedner, Olivia (EOM); Deichmeister, Jayne (DOEE); Deputy Mayor Wayne Turnage; Dey, Soumya (DDOT); Donaldson, Polly (DHCD); Donnelly, John (FEMS); Duray, Paul (DOH); Dusti Lowndes; Emminizer, Samantha (EOM); EOC Manager (HSEMA); Falcicchio, John (EOM); Ferebee, Lewis; Foster, LaToya (EOM); Fuller, Yohance (DGS); HGebreyes; Geldart, Chris (DPW); Gonzalez, Donny (DGS); Goodall, Lee (DDOT); Goodhue, Shannon (DBH); Harvin, Donell (HSEMA); Hawkins, Derron (FEMS); Healy, Patrick (EOM); Gil, Helder (EOM); Hochberg, Adriana (DOEE); HSEMA SLT and OPS; Hunter, Delano (DPR); Irving, Julia (EOM); Jackson, Alfa (EOM); [james.murphy@nps.gov](mailto:james.murphy@nps.gov); Jones, Phyllis (DBH); Kang, Hanseul (OSSE); Holmes, Karima (OUC); Kavaleri, Teddy (OUC); Donahue, Kevin (EOM); Kihn, Paul (EOM); Kwan-hui, Shirley (DCRA); Nesbitt, LaQuandra S. (DOH); Zeilinger, Laura (DHS); Lawson, Julie (EOM); Lott, Everett (DDOT); Manassa, Marvin (OCP); Marootian, Jeffrey M. (DDOT); Mauro, Amy (FEMS); McClure, Helen (EOM); Melder, Jay (EOM); Rupert, Michael (EOM); Mims, Keisha (EOM); Mitchell, Roger (OCME); Murphy, Christina (EOM); Neider, Thomas (DDOT); NWS General Alerts Box; NWS Sterling 24/7 Desk; Osborn, Clint (HSEMA); Parker, Lindsey (OCTO); Peckumn, Nicole (HSEMA); Newsham, Peter (MPD); Phannavong, Phetmano (DOEE); PlanSec, EOC (HSEMA); Randy Estes; Barnes, Regina L. (DDOT); Rivera, Guillermo (MPD); Ross, Jed (ORM); Rourke, Denton; Rucker, Clarissa (DCHR); Ruesch, Emily (HSEMA); Sandra Hawthorn ([sandra.hawthorn@opm.gov](mailto:sandra.hawthorn@opm.gov)); Scales, Ayris (EOM); Schutter, George (OCP); Shreve, Johanna (OTA); Slade, Keith (DCRA); Smith, Ahnna (EOM); Smith, Jenifer (DFS); Sollers, John Jr. (FEMS); Speranza, Carrie (HSEMA); Spriggs, Timothy (DPW); Strong, Christopher (NWS); Stutz, Ben (EOM); Talamante, Tomás (EOM); Tyrone Garrett; Gibson, Ventris (DCHR); Walker, William; Wassmer, Victoria (EOM); Wayne Bridgeforth; Ways, Howard (DDOT); Wells, Tommy (DOEE); White, Christopher (HSEMA); Young, Shana (OSSE); Contee, Robert (MPD)

**Subject:** Jan 6th First Amendment

**When:** Wednesday, January 6, 2021 4:30 PM-5:30 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** WebEX Info Below

**DC HSEMA is inviting you to a scheduled Webex meeting.**

Wednesday, January 6, 2021

4:30 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

[Join meeting](#)

2-534(a)(10)

2-534(a)(10)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Osborn, Clint (HSEMA)  
**Sent:** Thu, 7 Jan 2021 03:50:18 +0000  
**To:** PlanSec, EOC (HSEMA);Rodriguez, Chris (HSEMA);Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bernet, Courtney (HSEMA);Bodmer, Ronald;Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Crawford, Elijah (HSEMA);David Gadis;David, Gregory (HSEMA);Dean, Gregory (FEMS);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Duray, Paul (DOH);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);HSEMA SLT and OPS;Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Kang, Hanseul (OSSE);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);Newsham, Peter (MPD);Phannavong, Phetmano (DOEE);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Sollers, John Jr. (FEMS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventriss (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);White, Christopher (HSEMA);Young, Shana (OSSE);Contee, Robert (MPD);Mourtos, Aiyana (DCPS)  
**Subject:** CMT Call Cancelled

All,

Apologies for the confusion. We had a technical glitch with outlook and WebEx. No 10:30 CMT call tonight. The Mayor is doing press right now if you want to tune in.

Regards,

Clint









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**Subject:** UPDATE: Spot Report - Jan 6th First Amendment

Good evening,

Please see the 9PM spot report for today's events attached.

Thank you,  
Emily





<[Teddy.Kavaleri@dc.gov](mailto:Teddy.Kavaleri@dc.gov)>; Donahue, Kevin (EOM) <[kevin.donahue@dc.gov](mailto:kevin.donahue@dc.gov)>; Kihn, Paul (EOM) <[Paul.Kihn@dc.gov](mailto:Paul.Kihn@dc.gov)>; Kwan-hui, Shirley (DCRA) <[Shirley.Kwan-hui@dc.gov](mailto:Shirley.Kwan-hui@dc.gov)>; Nesbitt, LaQuandra S. (DOH) <[laquandra.nesbitt@dc.gov](mailto:laquandra.nesbitt@dc.gov)>; Zeilinger, Laura (DHS) <[laura.zeilinger@dc.gov](mailto:laura.zeilinger@dc.gov)>; Lawson, Julie (EOM) <[Julie.Lawson@dc.gov](mailto:Julie.Lawson@dc.gov)>; Lott, Everett (DDOT) <[Everett.Lott@dc.gov](mailto:Everett.Lott@dc.gov)>; Manassa, Marvin (OCP) <[Marvin.Manassa@dc.gov](mailto:Marvin.Manassa@dc.gov)>; Marootian, Jeffrey M. (DDOT) <[jeff.marootian@dc.gov](mailto:jeff.marootian@dc.gov)>; Mauro, Amy (FEMS) <[Amy.Mauro@dc.gov](mailto:Amy.Mauro@dc.gov)>; McClure, Helen (EOM) <[Helen.McClure@dc.gov](mailto:Helen.McClure@dc.gov)>; Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>; Rupert, Michael (EOM) <[michael.rupert@dc.gov](mailto:michael.rupert@dc.gov)>; Mims, Keisha (EOM) <[keisha.mims@dc.gov](mailto:keisha.mims@dc.gov)>; Mitchell, Roger (OCME) <[roger.mitchell@dc.gov](mailto:roger.mitchell@dc.gov)>; Murphy, Christina (EOM) <[christina.murphy@dc.gov](mailto:christina.murphy@dc.gov)>; Neider, Thomas (DDOT) <[Thomas.Neider@dc.gov](mailto:Thomas.Neider@dc.gov)>; NWS General Alerts Box <[nws-sterling-wxsupport@noaa.com](mailto:nws-sterling-wxsupport@noaa.com)>; NWS Sterling 24/7 Desk <[lwz-report@noaa.gov](mailto:lwz-report@noaa.gov)>; Osborn, Clint (HSEMA) <[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)>; Parker, Lindsey (OCTO) <[lindsey.parker@dc.gov](mailto:lindsey.parker@dc.gov)>; Peckumn, Nicole (HSEMA) <[nicole.peckumn@dc.gov](mailto:nicole.peckumn@dc.gov)>; Newsham, Peter (MPD) <[peter.newsham@dc.gov](mailto:peter.newsham@dc.gov)>; Phannavong, Phetmano (DOEE) <[phetmano.phannavong@dc.gov](mailto:phetmano.phannavong@dc.gov)>; Randy Estes <[randy.a.estes.mil@mail.mil](mailto:randy.a.estes.mil@mail.mil)>; Barnes, Regina L. (DDOT) <[regina.barnes@dc.gov](mailto:regina.barnes@dc.gov)>; Rivera, Guillermo (MPD) <[guillermo.rivera@dc.gov](mailto:guillermo.rivera@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Rourke, Denton <[drourke@wmata.com](mailto:drourke@wmata.com)>; Rucker, Clarissa (DCHR) <[clarissa.rucker@dc.gov](mailto:clarissa.rucker@dc.gov)>; Sandra Hawthorn <[sandra.hawthorn@opm.gov](mailto:sandra.hawthorn@opm.gov)>; Scales, Ayris (EOM) <[Ayris.Scales@dc.gov](mailto:Ayris.Scales@dc.gov)>; Schutter, George (OCP) <[george.schutter@dc.gov](mailto:george.schutter@dc.gov)>; Shreve, Johanna (OTA) <[johanna.shreve@dc.gov](mailto:johanna.shreve@dc.gov)>; Slade, Keith (DCRA) <[keith.slade@dc.gov](mailto:keith.slade@dc.gov)>; Smith, Ahnna (EOM) <[ahnna.smith@dc.gov](mailto:ahnna.smith@dc.gov)>; Smith, Jenifer (DFS) <[jenifer.smith@dc.gov](mailto:jenifer.smith@dc.gov)>; Sollers, John Jr. (FEMS) <[john.sollers@dc.gov](mailto:john.sollers@dc.gov)>; Speranza, Carrie (HSEMA) <[carrie.speranza@dc.gov](mailto:carrie.speranza@dc.gov)>; Spriggs, Timothy (DPW) <[Timothy.Spriggs@dc.gov](mailto:Timothy.Spriggs@dc.gov)>; Strong, Christopher (NWS) <[christopher.strong@noaa.gov](mailto:christopher.strong@noaa.gov)>; Stutz, Ben (EOM) <[ben.stutz@dc.gov](mailto:ben.stutz@dc.gov)>; Talamante, Tomás (EOM) <[Tomas.Talamante@dc.gov](mailto:Tomas.Talamante@dc.gov)>; Tyrone Garrett <[Tgarrett@dchousing.org](mailto:Tgarrett@dchousing.org)>; Gibson, Ventris (DCHR) <[ventris.gibson@dc.gov](mailto:ventris.gibson@dc.gov)>; Walker, William <[william.j.walker5.mil@mail.mil](mailto:william.j.walker5.mil@mail.mil)>; Wassmer, Victoria (EOM) <[Victoria.Wassmer@dc.gov](mailto:Victoria.Wassmer@dc.gov)>; Wayne Bridgeforth <[wayne\\_bridgeforth@nps.gov](mailto:wayne_bridgeforth@nps.gov)>; Ways, Howard (DDOT) <[Howard.Ways@dc.gov](mailto:Howard.Ways@dc.gov)>; Wells, Tommy (DOEE) <[tommy.wells@dc.gov](mailto:tommy.wells@dc.gov)>; White, Christopher (HSEMA) <[Christopher.White2@dc.gov](mailto:Christopher.White2@dc.gov)>; Young, Shana (OSSE) <[shana.young@dc.gov](mailto:shana.young@dc.gov)>; Contee, Robert (MPD) <[Robert.Contee@dc.gov](mailto:Robert.Contee@dc.gov)>  
**Subject:** UPDATE: Spot Report - Jan 6th First Amendment

Good evening,

Please see the updated spot report for today's First Amendment events attached.

Thank you,

Emily









**Subject:** Jan 6th First Amendment

**When:** Wednesday, January 6, 2021 4:30 PM-5:30 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** WebEX Info Below

**DC HSEMA is inviting you to a scheduled Webex meeting.**

Wednesday, January 6, 2021

4:30 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

[Join meeting](#)

2-534(a)(10)

2-534(a)(10)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Osborn, Clint (HSEMA)  
**Sent:** Thu, 7 Jan 2021 03:50:18 +0000  
**To:** PlanSec, EOC (HSEMA);Rodriguez, Chris (HSEMA);Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bernet, Courtney (HSEMA);Bodmer, Ronald;Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Crawford, Elijah (HSEMA);David Gadis;David, Gregory (HSEMA);Dean, Gregory (FEMS);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Duray, Paul (DOH);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);HSEMA SLT and OPS;Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Kang, Hanseul (OSSE);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);Newsham, Peter (MPD);Phannavong, Phetmano (DOEE);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Sollers, John Jr. (FEMS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventris (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);White, Christopher (HSEMA);Young, Shana (OSSE);Contee, Robert (MPD)  
**Subject:** CMT Call Cancelled

All,

Apologies for the confusion. We had a technical glitch with outlook and WebEx. No 10:30 CMT call tonight. The Mayor is doing press right now if you want to tune in.

Regards,

Clint









(DOH) <[laquandra.nesbitt@dc.gov](mailto:laquandra.nesbitt@dc.gov)>; Zeilinger, Laura (DHS) <[laura.zeilinger@dc.gov](mailto:laura.zeilinger@dc.gov)>; Lawson, Julie (EOM) <[Julie.Lawson@dc.gov](mailto:Julie.Lawson@dc.gov)>; Lott, Everett (DDOT) <[Everett.Lott@dc.gov](mailto:Everett.Lott@dc.gov)>; Manassa, Marvin (OCP) <[Marvin.Manassa@dc.gov](mailto:Marvin.Manassa@dc.gov)>; Marootian, Jeffrey M. (DDOT) <[jeff.marootian@dc.gov](mailto:jeff.marootian@dc.gov)>; Mauro, Amy (FEMS) <[Amy.Mauro@dc.gov](mailto:Amy.Mauro@dc.gov)>; McClure, Helen (EOM) <[Helen.McClure@dc.gov](mailto:Helen.McClure@dc.gov)>; Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>; Rupert, Michael (EOM) <[michael.rupert@dc.gov](mailto:michael.rupert@dc.gov)>; Mims, Keisha (EOM) <[keisha.mims@dc.gov](mailto:keisha.mims@dc.gov)>; Mitchell, Roger (OCME) <[roger.mitchell@dc.gov](mailto:roger.mitchell@dc.gov)>; Murphy, Christina (EOM) <[christina.murphy@dc.gov](mailto:christina.murphy@dc.gov)>; Neider, Thomas (DDOT) <[Thomas.Neider@dc.gov](mailto:Thomas.Neider@dc.gov)>; NWS General Alerts Box <[nws-sterling-wxsupport@noaa.com](mailto:nws-sterling-wxsupport@noaa.com)>; NWS Sterling 24/7 Desk <[lw-report@noaa.gov](mailto:lw-report@noaa.gov)>; Osborn, Clint (HSEMA) <[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)>; Parker, Lindsey (OCTO) <[lindsey.parker@dc.gov](mailto:lindsey.parker@dc.gov)>; Peckumn, Nicole (HSEMA) <[nicole.peckumn@dc.gov](mailto:nicole.peckumn@dc.gov)>; Newsham, Peter (MPD) <[peter.newsham@dc.gov](mailto:peter.newsham@dc.gov)>; Phannavong, Phetmano (DOEE) <[phetmano.phannavong@dc.gov](mailto:phetmano.phannavong@dc.gov)>; Randy Estes <[randy.a.estes.mil@mail.mil](mailto:randy.a.estes.mil@mail.mil)>; Barnes, Regina L. (DDOT) <[regina.barnes@dc.gov](mailto:regina.barnes@dc.gov)>; Rivera, Guillermo (MPD) <[guillermo.rivera@dc.gov](mailto:guillermo.rivera@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Rourke, Denton <[drourke@wmata.com](mailto:drourke@wmata.com)>; Rucker, Clarissa (DCHR) <[clarissa.rucker@dc.gov](mailto:clarissa.rucker@dc.gov)>; Sandra Hawthorn <[sandra.hawthorn@opm.gov](mailto:sandra.hawthorn@opm.gov)>; Scales, Ayris (EOM) <[Ayris.Scales@dc.gov](mailto:Ayris.Scales@dc.gov)>; Schutter, George (OCP) <[george.schutter@dc.gov](mailto:george.schutter@dc.gov)>; Shreve, Johanna (OTA) <[Johanna.Shreve@dc.gov](mailto:Johanna.Shreve@dc.gov)>; Slade, Keith (DCRA) <[keith.slade@dc.gov](mailto:keith.slade@dc.gov)>; Smith, Ahnna (EOM) <[ahnna.smith@dc.gov](mailto:ahnna.smith@dc.gov)>; Smith, Jenifer (DFS) <[jenifer.smith@dc.gov](mailto:jenifer.smith@dc.gov)>; Sollers, John Jr. (FEMS) <[john.sollers@dc.gov](mailto:john.sollers@dc.gov)>; Speranza, Carrie (HSEMA) <[carrie.speranza@dc.gov](mailto:carrie.speranza@dc.gov)>; Spriggs, Timothy (DPW) <[Timothy.Spriggs@dc.gov](mailto:Timothy.Spriggs@dc.gov)>; Strong, Christopher (NWS) <[christopher.strong@noaa.gov](mailto:christopher.strong@noaa.gov)>; Stutz, Ben (EOM) <[ben.stutz@dc.gov](mailto:ben.stutz@dc.gov)>; Talamante, Tomás (EOM) <[Tomas.Talamante@dc.gov](mailto:Tomas.Talamante@dc.gov)>; Tyrone Garrett <[Tgarrett@dchousing.org](mailto:Tgarrett@dchousing.org)>; Gibson, Ventris (DCHR) <[ventris.gibson@dc.gov](mailto:ventris.gibson@dc.gov)>; Walker, William <[william.j.walker5.mil@mail.mil](mailto:william.j.walker5.mil@mail.mil)>; Wassmer, Victoria (EOM) <[Victoria.Wassmer@dc.gov](mailto:Victoria.Wassmer@dc.gov)>; Wayne Bridgeforth <[wayne\\_bridgeforth@nps.gov](mailto:wayne_bridgeforth@nps.gov)>; Ways, Howard (DDOT) <[Howard.Ways@dc.gov](mailto:Howard.Ways@dc.gov)>; Wells, Tommy (DOEE) <[tommy.wells@dc.gov](mailto:tommy.wells@dc.gov)>; White, Christopher (HSEMA) <[Christopher.White2@dc.gov](mailto:Christopher.White2@dc.gov)>; Young, Shana (OSSE) <[shana.young@dc.gov](mailto:shana.young@dc.gov)>; Contee, Robert (MPD) <[Robert.Contee@dc.gov](mailto:Robert.Contee@dc.gov)>

**Subject:** UPDATE: Spot Report - Jan 6th First Amendment

Good evening,

Please see the 9PM spot report for today's events attached.

Thank you,  
Emily





<[Teddy.Kavaleri@dc.gov](mailto:Teddy.Kavaleri@dc.gov)>; Donahue, Kevin (EOM) <[kevin.donahue@dc.gov](mailto:kevin.donahue@dc.gov)>; Kihn, Paul (EOM) <[Paul.Kihn@dc.gov](mailto:Paul.Kihn@dc.gov)>; Kwan-hui, Shirley (DCRA) <[Shirley.Kwan-hui@dc.gov](mailto:Shirley.Kwan-hui@dc.gov)>; Nesbitt, LaQuandra S. (DOH) <[laquandra.nesbitt@dc.gov](mailto:laquandra.nesbitt@dc.gov)>; Zeilinger, Laura (DHS) <[laura.zeilinger@dc.gov](mailto:laura.zeilinger@dc.gov)>; Lawson, Julie (EOM) <[Julie.Lawson@dc.gov](mailto:Julie.Lawson@dc.gov)>; Lott, Everett (DDOT) <[Everett.Lott@dc.gov](mailto:Everett.Lott@dc.gov)>; Manassa, Marvin (OCP) <[Marvin.Manassa@dc.gov](mailto:Marvin.Manassa@dc.gov)>; Marootian, Jeffrey M. (DDOT) <[jeff.marootian@dc.gov](mailto:jeff.marootian@dc.gov)>; Mauro, Amy (FEMS) <[Amy.Mauro@dc.gov](mailto:Amy.Mauro@dc.gov)>; McClure, Helen (EOM) <[Helen.McClure@dc.gov](mailto:Helen.McClure@dc.gov)>; Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>; Rupert, Michael (EOM) <[michael.rupert@dc.gov](mailto:michael.rupert@dc.gov)>; Mims, Keisha (EOM) <[keisha.mims@dc.gov](mailto:keisha.mims@dc.gov)>; Mitchell, Roger (OCME) <[roger.mitchell@dc.gov](mailto:roger.mitchell@dc.gov)>; Murphy, Christina (EOM) <[christina.murphy@dc.gov](mailto:christina.murphy@dc.gov)>; Neider, Thomas (DDOT) <[Thomas.Neider@dc.gov](mailto:Thomas.Neider@dc.gov)>; NWS General Alerts Box <[nws-sterling-wxsupport@noaa.com](mailto:nws-sterling-wxsupport@noaa.com)>; NWS Sterling 24/7 Desk <[lwz-report@noaa.gov](mailto:lwz-report@noaa.gov)>; Osborn, Clint (HSEMA) <[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)>; Parker, Lindsey (OCTO) <[lindsey.parker@dc.gov](mailto:lindsey.parker@dc.gov)>; Peckumn, Nicole (HSEMA) <[nicole.peckumn@dc.gov](mailto:nicole.peckumn@dc.gov)>; Newsham, Peter (MPD) <[peter.newsham@dc.gov](mailto:peter.newsham@dc.gov)>; Phannavong, Phetmano (DOEE) <[phetmano.phannavong@dc.gov](mailto:phetmano.phannavong@dc.gov)>; Randy Estes <[randy.a.estes.mil@mail.mil](mailto:randy.a.estes.mil@mail.mil)>; Barnes, Regina L. (DDOT) <[regina.barnes@dc.gov](mailto:regina.barnes@dc.gov)>; Rivera, Guillermo (MPD) <[guillermo.rivera@dc.gov](mailto:guillermo.rivera@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Rourke, Denton <[drourke@wmata.com](mailto:drourke@wmata.com)>; Rucker, Clarissa (DCHR) <[clarissa.rucker@dc.gov](mailto:clarissa.rucker@dc.gov)>; Sandra Hawthorn <[sandra.hawthorn@opm.gov](mailto:sandra.hawthorn@opm.gov)>; Scales, Ayris (EOM) <[Ayris.Scales@dc.gov](mailto:Ayris.Scales@dc.gov)>; Schutter, George (OCP) <[george.schutter@dc.gov](mailto:george.schutter@dc.gov)>; Shreve, Johanna (OTA) <[johanna.shreve@dc.gov](mailto:johanna.shreve@dc.gov)>; Slade, Keith (DCRA) <[keith.slade@dc.gov](mailto:keith.slade@dc.gov)>; Smith, Ahnna (EOM) <[ahnna.smith@dc.gov](mailto:ahnna.smith@dc.gov)>; Smith, Jenifer (DFS) <[jenifer.smith@dc.gov](mailto:jenifer.smith@dc.gov)>; Sollers, John Jr. (FEMS) <[john.sollers@dc.gov](mailto:john.sollers@dc.gov)>; Speranza, Carrie (HSEMA) <[carrie.speranza@dc.gov](mailto:carrie.speranza@dc.gov)>; Spriggs, Timothy (DPW) <[Timothy.Spriggs@dc.gov](mailto:Timothy.Spriggs@dc.gov)>; Strong, Christopher (NWS) <[christopher.strong@noaa.gov](mailto:christopher.strong@noaa.gov)>; Stutz, Ben (EOM) <[ben.stutz@dc.gov](mailto:ben.stutz@dc.gov)>; Talamante, Tomás (EOM) <[Tomas.Talamante@dc.gov](mailto:Tomas.Talamante@dc.gov)>; Tyrone Garrett <[Tgarrett@dchousing.org](mailto:Tgarrett@dchousing.org)>; Gibson, Ventris (DCHR) <[ventris.gibson@dc.gov](mailto:ventris.gibson@dc.gov)>; Walker, William <[william.j.walker5.mil@mail.mil](mailto:william.j.walker5.mil@mail.mil)>; Wassmer, Victoria (EOM) <[Victoria.Wassmer@dc.gov](mailto:Victoria.Wassmer@dc.gov)>; Wayne Bridgeforth <[wayne\\_bridgeforth@nps.gov](mailto:wayne_bridgeforth@nps.gov)>; Ways, Howard (DDOT) <[Howard.Ways@dc.gov](mailto:Howard.Ways@dc.gov)>; Wells, Tommy (DOEE) <[tommy.wells@dc.gov](mailto:tommy.wells@dc.gov)>; White, Christopher (HSEMA) <[Christopher.White2@dc.gov](mailto:Christopher.White2@dc.gov)>; Young, Shana (OSSE) <[shana.young@dc.gov](mailto:shana.young@dc.gov)>; Contee, Robert (MPD) <[Robert.Contee@dc.gov](mailto:Robert.Contee@dc.gov)>  
**Subject:** UPDATE: Spot Report - Jan 6th First Amendment

Good evening,

Please see the updated spot report for today's First Amendment events attached.

Thank you,

Emily









**EMILY RUESCH**

**PLANNING SECTION CHIEF**

DISTRICT EMERGENCY OPERATIONS CENTER

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Mobile: 202-302-0082

[2-534\(a\)\(10\)](tel:2025341010)

[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

**From:** Rodriguez, Chris (HSEMA) <[chris.rodriguez@dc.gov](mailto:chris.rodriguez@dc.gov)>

**Sent:** Wednesday, January 6, 2021 3:13 PM

**To:** Legacy\_Forwarding; Mourtos, Aiyana (DCPS); Anderson, Arrelle (OUC); Anderson, Keith (DGS); Babers, Lucinda (EOM); Baker, Craig (FEMS); Bazron, Barbara (DBH); Benab, Jasmin (EOM); Bernet, Courtney (HSEMA); Bodmer, Ronald; Bowden, Tomeika (DCPCSB); Bowen, Whitney (HSEMA); Breems, Joseph (EOM); Brumley, Gretchen (OSSE); Carroll, Jeffery W. (MPD); Chapple, Nicole (DOES); Chrappah, Ernest (DCRA); Christian, Julia (DOEE); COL Jonathan Ebbert - DCNG ([jonathan.s.ebbert.mil@mail.mil](mailto:jonathan.s.ebbert.mil@mail.mil)); Crawford, Elijah (HSEMA); David Gadis; David, Gregory (HSEMA); Dean, Gregory (FEMS); Dedner, Olivia (EOM); Deichmeister, Jayne (DOEE); Deputy Mayor Wayne Turnage; Dey, Soumya (DDOT); Donaldson, Polly (DHCD); Donnelly, John (FEMS); Duray, Paul (DOH); Dusti Lowndes; Emminizer, Samantha (EOM); EOC Manager (HSEMA); Falcicchio, John (EOM); Ferebee, Lewis; Foster, LaToya (EOM); Fuller, Yohance (DGS); HGebreyes; Geldart, Chris (DPW); Gonzalez, Donny (DGS); Goodall, Lee (DDOT); Goodhue, Shannon (DBH); Harvin, Donell (HSEMA); Hawkins, Derron (FEMS); Healy, Patrick (EOM); Gil, Helder (EOM); Hochberg, Adriana (DOEE); HSEMA SLT and OPS; Hunter, Delano (DPR); Irving, Julia (EOM); Jackson, Alfa (EOM); [james.murphy@nps.gov](mailto:james.murphy@nps.gov); Jones, Phyllis (DBH); Kang, Hanseul (OSSE); Holmes, Karima (OUC); Kavaleri, Teddy (OUC); Donahue, Kevin (EOM); Kihn, Paul (EOM); Kwan-hui, Shirley (DCRA); Nesbitt, LaQuandra S. (DOH); Zeilinger, Laura (DHS); Lawson, Julie (EOM); Lott, Everett (DDOT); Manassa, Marvin (OCP); Marootian, Jeffrey M. (DDOT); Mauro, Amy (FEMS); McClure, Helen (EOM); Melder, Jay (EOM); Rupert, Michael (EOM); Mims, Keisha (EOM); Mitchell, Roger (OCME); Murphy, Christina (EOM); Neider, Thomas (DDOT); NWS General Alerts Box; NWS Sterling 24/7 Desk; Osborn, Clint (HSEMA); Parker, Lindsey (OCTO); Peckumn, Nicole (HSEMA); Newsham, Peter (MPD); Phannavong, Phetmano (DOEE); PlanSec, EOC (HSEMA); Randy Estes; Barnes, Regina L. (DDOT); Rivera, Guillermo (MPD); Ross, Jed (ORM); Rourke, Denton; Rucker, Clarissa (DCHR); Ruesch, Emily (HSEMA); Sandra Hawthorn ([sandra.hawthorn@opm.gov](mailto:sandra.hawthorn@opm.gov)); Scales, Ayris (EOM); Schutter, George (OCP); Shreve, Johanna (OTA); Slade, Keith (DCRA); Smith, Ahnna (EOM); Smith, Jenifer (DFS); Sollers, John Jr. (FEMS); Speranza, Carrie (HSEMA); Spriggs, Timothy (DPW); Strong, Christopher (NWS); Stutz, Ben (EOM); Talamante, Tomás (EOM); Tyrone Garrett; Gibson, Ventris (DCHR); Walker, William; Wassmer, Victoria (EOM); Wayne Bridgeforth; Ways, Howard (DDOT); Wells, Tommy (DOEE); White, Christopher (HSEMA); Young, Shana (OSSE); Contee, Robert (MPD)

**Subject:** Jan 6th First Amendment

**When:** Wednesday, January 6, 2021 4:30 PM-5:30 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** WebEX Info Below

**DC HSEMA is inviting you to a scheduled Webex meeting.**

Wednesday, January 6, 2021

4:30 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

[Join meeting](#)

2-534(a)(10)

2-534(a)(10)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Cholewa, Agnes (DCHR)  
**Sent:** Thu, 7 Jan 2021 03:35:43 +0000  
**To:** Swintz, Monica (EOM);Anderson, Keith (DGS);Fuller, Yohance (DGS);Holt, Kasmin (DGS);Schutter, George (OCP);Coleman, Marcus (EOM);Scott, Marc (OCP);Parker, Lindsey (OCTO);Faruk, Tehsin (OCTO);Miller, Stephen (OCTO);Gibson, Ventris (DCHR);Ross, Jed (ORM);Yeung, Sam (ORM);Mitchell, Christina (EOM);McCollough, Mathew (EOM);Maxwell, Lindsey (EOM)  
**Subject:** RE: Travel and Commute Letter  
**Attachments:** Jan6 DC Gov Letter.docx

To help Monica out. See below and attached. 😊

Today, Mayor Bowser issued a 6:00 p.m. curfew in response to the events at the United States Capitol. The governor of Virginia issued similar orders. The orders specifically prohibit any person from walking, biking, running, loitering, standing, or motoring by car or other mode of transport upon any street, alley, park, or other public place within the District between 6:00 p.m. on January 6, 2021 until 6:00 a.m. January 7, 2021.

District employees carrying out essential and emergency duties are expected to report to work as scheduled. To ensure timely employee travel, the attached letter should be completed and provided to all essential and emergency employees who are critical to the District's continuity of operations.

In addition, employees traveling into the District should carry their District government issued identification badge as well as their state driver's license or identification card.

To Whom It May Concern:

The bearer of this letter performs essential and emergency duties and responsibilities for the District of Columbia government in response to:

January 6th First Amendment Activity  
Mayor Muriel Bower Declaration of Emergency

In the course of providing essential services, the bearer must be given prompt passage to and from their place of employment, and service location or home. The District of Columbia government requests any courtesies that can be extended be offered to \_\_\_\_\_ (name of bearer) during this response.

The District government greatly appreciates your cooperation. You may feel free to direct any questions you might have to \_\_\_\_\_ (agency contact) at (email) or (202) \_\_\_\_\_.

-----Original Message-----

From: Swintz, Monica (EOM) <monica.swintz@dc.gov>  
Sent: Wednesday, January 6, 2021 10:27 PM  
To: Anderson, Keith (DGS) <Keith.Anderson@dc.gov>; Fuller, Yohance (DGS) <yohance.fuller@dc.gov>; Holt, Kasmin (DGS) <Kasmin.Holt@dc.gov>; Schutter, George (OCP) <george.schutter@dc.gov>; Coleman, Marcus (EOM) <marcus.coleman1@dc.gov>; Scott, Marc (OCP) <marc.scott@dc.gov>; Parker, Lindsey (OCTO) <lindsey.parker@dc.gov>; Faruk, Tehsin (OCTO) <tehsin.faruk@dc.gov>; Miller, Stephen (OCTO) <stephenn.miller@dc.gov>; Gibson, Ventris (DCHR) <ventris.gibson@dc.gov>; Cholewa, Agnes (DCHR) <agnes.cholewa@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Mitchell, Christina (EOM) <christina.mitchell@dc.gov>; McCollough, Mathew (EOM) <Mathew.McCollough@dc.gov>; Maxwell, Lindsey (EOM) <Lindsey.Maxwell@dc.gov>  
Subject: Travel and Commute Letter

If needed please see attached.

Sent from my iPhone

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov)<<https://coronavirus.dc.gov/>>.



**DC DEPARTMENT OF HUMAN RESOURCES**

**PERFORMANCE OF OFFICIAL DUTIES**

**TRAVEL AND COMMUTE LETTER**

January 6, 2021

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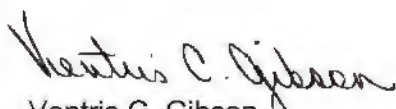
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Mayor Muriel Bower Declaration of Emergency**

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Ventris C. Gibson

Director

**From:** Cholewa, Agnes (DCHR)  
**Sent:** Thu, 7 Jan 2021 03:35:43 +0000  
**To:** Swintz, Monica (EOM);Anderson, Keith (DGS);Fuller, Yohance (DGS);Holt, Kasmin (DGS);Schutter, George (OCP);Coleman, Marcus (EOM);Scott, Marc (OCP);Parker, Lindsey (OCTO);Faruk, Tehsin (OCTO);Miller, Stephen (OCTO);Gibson, Ventris (DCHR);Ross, Jed (ORM);Yeung, Sam (ORM);Mitchell, Christina (EOM);McCollough, Mathew (EOM);Maxwell, Lindsey (EOM)  
**Subject:** RE: Travel and Commute Letter  
**Attachments:** Jan6 DC Gov Letter.docx

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To Whom It May Concern:

The bearer of this letter performs essential and emergency duties and responsibilities for the District of Columbia government in response to:

January 6th First Amendment Activity  
Mayor Muriel Bower Declaration of Emergency

In the course of providing essential services, the bearer must be given prompt passage to and from their place of employment, and service location or home. The District of Columbia government requests any courtesies that can be extended be offered to \_\_\_\_\_ (name of bearer) during this response.

The District government greatly appreciates your cooperation. You may feel free to direct any questions you might have to \_\_\_\_\_ (agency contact) at (email) or (202) \_\_\_\_\_.

-----Original Message-----

From: Swintz, Monica (EOM) <monica.swintz@dc.gov>  
Sent: Wednesday, January 6, 2021 10:27 PM  
To: Anderson, Keith (DGS) <Keith.Anderson@dc.gov>; Fuller, Yohance (DGS) <yohance.fuller@dc.gov>; Holt, Kasmin (DGS) <Kasmin.Holt@dc.gov>; Schutter, George (OCP) <george.schutter@dc.gov>; Coleman, Marcus (EOM) <marcus.coleman1@dc.gov>; Scott, Marc (OCP) <marc.scott@dc.gov>; Parker, Lindsey (OCTO) <lindsey.parker@dc.gov>; Faruk, Tehsin (OCTO) <tehsin.faruk@dc.gov>; Miller, Stephen (OCTO) <stephenn.miller@dc.gov>; Gibson, Ventris (DCHR) <ventris.gibson@dc.gov>; Cholewa, Agnes (DCHR) <agnes.cholewa@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Mitchell, Christina (EOM) <christina.mitchell@dc.gov>; McCollough, Mathew (EOM) <Mathew.McCollough@dc.gov>; Maxwell, Lindsey (EOM) <Lindsey.Maxwell@dc.gov>  
Subject: Travel and Commute Letter

If needed please see attached.

Sent from my iPhone

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov)<<https://coronavirus.dc.gov/>>.

**DC DEPARTMENT OF HUMAN RESOURCES**

**PERFORMANCE OF OFFICIAL DUTIES**

**TRAVEL AND COMMUTE LETTER**

January 6, 2021

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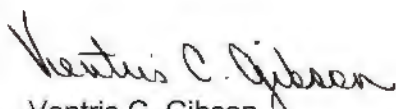
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Mayor Muriel Bower Declaration of Emergency**

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Ventris C. Gibson  
Director

**From:** Osborn, Clint (HSEMA)  
**Sent:** Thu, 7 Jan 2021 03:24:17 +0000  
**To:** PlanSec, EOC (HSEMA);Rodriguez, Chris (HSEMA);Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bernet, Courtney (HSEMA);Bodmer, Ronald;Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Crawford, Elijah (HSEMA);David Gadis;David, Gregory (HSEMA);Dean, Gregory (FEMS);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Duray, Paul (DOH);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);HSEMA SLT and OPS;Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Kang, Hanseul (OSSE);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);Newsham, Peter (MPD);Phannavong, Phetmano (DOEE);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Sollers, John Jr. (FEMS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventriss (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);White, Christopher (HSEMA);Young, Shana (OSSE);Contee, Robert (MPD);Mourtos, Aiyana (DCPS)  
**Subject:** RE: UPDATE: Spot Report - Jan 6th First Amendment

All,

Mayor Bowser is preparing to hold a press briefing at 10:30PM with public safety leadership. Given that and the current calm around the District, we are going to cancel the 10:30PM CMT call. We received solid agency briefings during the Operations call at 9:30, but if you have updates for your agency that you were planning to share during the CMT call, please send them to [2-534\(a\)\(10\)](#) so that we can log them and integrate them with future updates.

If you have any unmet needs, please contact [2-534\(a\)\(10\)](#) or submit them in WebEOC. The EOC remains activated.

Thanks,

Clint





(DOH) <laquandra.nesbitt@dc.gov>; Zeilinger, Laura (DHS) <laura.zeilinger@dc.gov>; Lawson, Julie (EOM) <Julie.Lawson@dc.gov>; Lott, Everett (DDOT) <Everett.Lott@dc.gov>; Manassa, Marvin (OCP) <Marvin.Manassa@dc.gov>; Marootian, Jeffrey M. (DDOT) <jeff.marootian@dc.gov>; Mauro, Amy (FEMS) <Amy.Mauro@dc.gov>; McClure, Helen (EOM) <Helen.McClure@dc.gov>; Melder, Jay (EOM) <jay.melder@dc.gov>; Rupert, Michael (EOM) <michael.rupert@dc.gov>; Mims, Keisha (EOM) <keisha.mims@dc.gov>; Mitchell, Roger (OCME) <roger.mitchell@dc.gov>; Murphy, Christina (EOM) <christina.murphy@dc.gov>; Neider, Thomas (DDOT) <Thomas.Neider@dc.gov>; NWS General Alerts Box <nws-sterling-wxsupport@noaa.com>; NWS Sterling 24/7 Desk <lwx-report@noaa.gov>; Osborn, Clint (HSEMA) <clint.osborn@dc.gov>; Parker, Lindsey (OCTO) <lindsey.parker@dc.gov>; Peckumn, Nicole (HSEMA) <nicole.peckumn@dc.gov>; Newsham, Peter (MPD) <peter.newsham@dc.gov>; Phannavong, Phetmano (DOEE) <phetmano.phannavong@dc.gov>; Randy Estes <randy.a.estes.mil@mail.mil>; Barnes, Regina L. (DDOT) <regina.barnes@dc.gov>; Rivera, Guillermo (MPD) <guillermo.rivera@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>; Rourke, Denton <drouke@wmata.com>; Rucker, Clarissa (DCHR) <clarissa.rucker@dc.gov>; Sandra Hawthorn <sandra.hawthorn@opm.gov> <sandra.hawthorn@opm.gov>; Scales, Ayris (EOM) <Ayris.Scales@dc.gov>; Schutter, George (OCP) <george.schutter@dc.gov>; Shreve, Johanna (OTA) <Johanna.Shreve@dc.gov>; Slade, Keith (DCRA) <keith.slade@dc.gov>; Smith, Ahnna (EOM) <ahnna.smith@dc.gov>; Smith, Jenifer (DFS) <jenifer.smith@dc.gov>; Sollers, John Jr. (FEMS) <john.sollers@dc.gov>; Speranza, Carrie (HSEMA) <carrie.speranza@dc.gov>; Spriggs, Timothy (DPW) <Timothy.Spriggs@dc.gov>; Strong, Christopher (NWS) <christopher.strong@noaa.gov>; Stutz, Ben (EOM) <ben.stutz@dc.gov>; Talamante, Tomás (EOM) <Tomas.Talamante@dc.gov>; Tyrone Garrett <Tgarrett@dchousing.org>; Gibson, Ventris (DCHR) <ventris.gibson@dc.gov>; Walker, William <william.j.walker5.mil@mail.mil>; Wassmer, Victoria (EOM) <Victoria.Wassmer@dc.gov>; Wayne Bridgeforth <wayne\_bridgeforth@nps.gov>; Ways, Howard (DDOT) <Howard.Ways@dc.gov>; Wells, Tommy (DOEE) <tommy.wells@dc.gov>; White, Christopher (HSEMA) <Christopher.White2@dc.gov>; Young, Shana (OSSE) <shana.young@dc.gov>; Contee, Robert (MPD) <Robert.Contee@dc.gov>

**Subject:** UPDATE: Spot Report - Jan 6th First Amendment

Good evening,

Please see the 9PM spot report for today's events attached.

Thank you,  
Emily





<[Teddy.Kavaleri@dc.gov](mailto:Teddy.Kavaleri@dc.gov)>; Donahue, Kevin (EOM) <[kevin.donahue@dc.gov](mailto:kevin.donahue@dc.gov)>; Kihn, Paul (EOM) <[Paul.Kihn@dc.gov](mailto:Paul.Kihn@dc.gov)>; Kwan-hui, Shirley (DCRA) <[Shirley.Kwan-hui@dc.gov](mailto:Shirley.Kwan-hui@dc.gov)>; Nesbitt, LaQuandra S. (DOH) <[laquandra.nesbitt@dc.gov](mailto:laquandra.nesbitt@dc.gov)>; Zeilinger, Laura (DHS) <[laura.zeilinger@dc.gov](mailto:laura.zeilinger@dc.gov)>; Lawson, Julie (EOM) <[Julie.Lawson@dc.gov](mailto:Julie.Lawson@dc.gov)>; Lott, Everett (DDOT) <[Everett.Lott@dc.gov](mailto:Everett.Lott@dc.gov)>; Manassa, Marvin (OCP) <[Marvin.Manassa@dc.gov](mailto:Marvin.Manassa@dc.gov)>; Marootian, Jeffrey M. (DDOT) <[jeff.marootian@dc.gov](mailto:jeff.marootian@dc.gov)>; Mauro, Amy (FEMS) <[Amy.Mauro@dc.gov](mailto:Amy.Mauro@dc.gov)>; McClure, Helen (EOM) <[Helen.McClure@dc.gov](mailto:Helen.McClure@dc.gov)>; Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>; Rupert, Michael (EOM) <[michael.rupert@dc.gov](mailto:michael.rupert@dc.gov)>; Mims, Keisha (EOM) <[keisha.mims@dc.gov](mailto:keisha.mims@dc.gov)>; Mitchell, Roger (OCME) <[roger.mitchell@dc.gov](mailto:roger.mitchell@dc.gov)>; Murphy, Christina (EOM) <[christina.murphy@dc.gov](mailto:christina.murphy@dc.gov)>; Neider, Thomas (DDOT) <[Thomas.Neider@dc.gov](mailto:Thomas.Neider@dc.gov)>; NWS General Alerts Box <[nws-sterling-wxsupport@noaa.com](mailto:nws-sterling-wxsupport@noaa.com)>; NWS Sterling 24/7 Desk <[lwz-report@noaa.gov](mailto:lwz-report@noaa.gov)>; Osborn, Clint (HSEMA) <[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)>; Parker, Lindsey (OCTO) <[lindsey.parker@dc.gov](mailto:lindsey.parker@dc.gov)>; Peckumn, Nicole (HSEMA) <[nicole.peckumn@dc.gov](mailto:nicole.peckumn@dc.gov)>; Newsham, Peter (MPD) <[peter.newsham@dc.gov](mailto:peter.newsham@dc.gov)>; Phannavong, Phetmano (DOEE) <[phetmano.phannavong@dc.gov](mailto:phetmano.phannavong@dc.gov)>; Randy Estes <[randy.a.estes.mil@mail.mil](mailto:randy.a.estes.mil@mail.mil)>; Barnes, Regina L. (DDOT) <[regina.barnes@dc.gov](mailto:regina.barnes@dc.gov)>; Rivera, Guillermo (MPD) <[guillermo.rivera@dc.gov](mailto:guillermo.rivera@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Rourke, Denton <[drourke@wmata.com](mailto:drourke@wmata.com)>; Rucker, Clarissa (DCHR) <[clarissa.rucker@dc.gov](mailto:clarissa.rucker@dc.gov)>; Sandra Hawthorn <[sandra.hawthorn@opm.gov](mailto:sandra.hawthorn@opm.gov)>; Scales, Ayris (EOM) <[Ayris.Scales@dc.gov](mailto:Ayris.Scales@dc.gov)>; Schutter, George (OCP) <[george.schutter@dc.gov](mailto:george.schutter@dc.gov)>; Shreve, Johanna (OTA) <[johanna.shreve@dc.gov](mailto:johanna.shreve@dc.gov)>; Slade, Keith (DCRA) <[keith.slade@dc.gov](mailto:keith.slade@dc.gov)>; Smith, Ahnna (EOM) <[ahnna.smith@dc.gov](mailto:ahnna.smith@dc.gov)>; Smith, Jenifer (DFS) <[jenifer.smith@dc.gov](mailto:jenifer.smith@dc.gov)>; Sollers, John Jr. (FEMS) <[john.sollers@dc.gov](mailto:john.sollers@dc.gov)>; Speranza, Carrie (HSEMA) <[carrie.speranza@dc.gov](mailto:carrie.speranza@dc.gov)>; Spriggs, Timothy (DPW) <[Timothy.Spriggs@dc.gov](mailto:Timothy.Spriggs@dc.gov)>; Strong, Christopher (NWS) <[christopher.strong@noaa.gov](mailto:christopher.strong@noaa.gov)>; Stutz, Ben (EOM) <[ben.stutz@dc.gov](mailto:ben.stutz@dc.gov)>; Talamante, Tomás (EOM) <[Tomas.Talamante@dc.gov](mailto:Tomas.Talamante@dc.gov)>; Tyrone Garrett <[Tgarrett@dchousing.org](mailto:Tgarrett@dchousing.org)>; Gibson, Ventris (DCHR) <[ventris.gibson@dc.gov](mailto:ventris.gibson@dc.gov)>; Walker, William <[william.j.walker5.mil@mail.mil](mailto:william.j.walker5.mil@mail.mil)>; Wassmer, Victoria (EOM) <[Victoria.Wassmer@dc.gov](mailto:Victoria.Wassmer@dc.gov)>; Wayne Bridgeforth <[wayne\\_bridgeforth@nps.gov](mailto:wayne_bridgeforth@nps.gov)>; Ways, Howard (DDOT) <[Howard.Ways@dc.gov](mailto:Howard.Ways@dc.gov)>; Wells, Tommy (DOEE) <[tommy.wells@dc.gov](mailto:tommy.wells@dc.gov)>; White, Christopher (HSEMA) <[Christopher.White2@dc.gov](mailto:Christopher.White2@dc.gov)>; Young, Shana (OSSE) <[shana.young@dc.gov](mailto:shana.young@dc.gov)>; Contee, Robert (MPD) <[Robert.Contee@dc.gov](mailto:Robert.Contee@dc.gov)>  
**Subject:** UPDATE: Spot Report - Jan 6th First Amendment

Good evening,

Please see the updated spot report for today's First Amendment events attached.

Thank you,

Emily







**EMILY RUESCH**

**PLANNING SECTION CHIEF**

DISTRICT EMERGENCY OPERATIONS CENTER

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Mobile: 202-302-0082

[2-534\(a\)\(10\)](tel:20253410)

[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

**From:** Rodriguez, Chris (HSEMA) <[chris.rodriguez@dc.gov](mailto:chris.rodriguez@dc.gov)>

**Sent:** Wednesday, January 6, 2021 3:13 PM

**To:** Legacy\_Forwarding; Mourtos, Aiyana (DCPS); Anderson, Arrelle (OUC); Anderson, Keith (DGS); Babers, Lucinda (EOM); Baker, Craig (FEMS); Bazron, Barbara (DBH); Benab, Jasmin (EOM); Bernet, Courtney (HSEMA); Bodmer, Ronald; Bowden, Tomeika (DCPCSB); Bowen, Whitney (HSEMA); Breems, Joseph (EOM); Brumley, Gretchen (OSSE); Carroll, Jeffery W. (MPD); Chapple, Nicole (DOES); Chrappah, Ernest (DCRA); Christian, Julia (DOEE); COL Jonathan Ebbert - DCNG ([jonathan.s.ebbert.mil@mail.mil](mailto:jonathan.s.ebbert.mil@mail.mil)); Crawford, Elijah (HSEMA); David Gadis; David, Gregory (HSEMA); Dean, Gregory (FEMS); Dedner, Olivia (EOM); Deichmeister, Jayne (DOEE); Deputy Mayor Wayne Turnage; Dey, Soumya (DDOT); Donaldson, Polly (DHCD); Donnelly, John (FEMS); Duray, Paul (DOH); Dusti Lowndes; Emminizer, Samantha (EOM); EOC Manager (HSEMA); Falcicchio, John (EOM); Ferebee, Lewis; Foster, LaToya (EOM); Fuller, Yohance (DGS); HGebreyes; Geldart, Chris (DPW); Gonzalez, Donny (DGS); Goodall, Lee (DDOT); Goodhue, Shannon (DBH); Harvin, Donell (HSEMA); Hawkins, Derron (FEMS); Healy, Patrick (EOM); Gil, Helder (EOM); Hochberg, Adriana (DOEE); HSEMA SLT and OPS; Hunter, Delano (DPR); Irving, Julia (EOM); Jackson, Alfa (EOM); [james.murphy@nps.gov](mailto:james.murphy@nps.gov); Jones, Phyllis (DBH); Kang, Hanseul (OSSE); Holmes, Karima (OUC); Kavaleri, Teddy (OUC); Donahue, Kevin (EOM); Kihn, Paul (EOM); Kwan-hui, Shirley (DCRA); Nesbitt, LaQuandra S. (DOH); Zeilinger, Laura (DHS); Lawson, Julie (EOM); Lott, Everett (DDOT); Manassa, Marvin (OCP); Marootian, Jeffrey M. (DDOT); Mauro, Amy (FEMS); McClure, Helen (EOM); Melder, Jay (EOM); Rupert, Michael (EOM); Mims, Keisha (EOM); Mitchell, Roger (OCME); Murphy, Christina (EOM); Neider, Thomas (DDOT); NWS General Alerts Box; NWS Sterling 24/7 Desk; Osborn, Clint (HSEMA); Parker, Lindsey (OCTO); Peckumn, Nicole (HSEMA); Newsham, Peter (MPD); Phannavong, Phetmano (DOEE); PlanSec, EOC (HSEMA); Randy Estes; Barnes, Regina L. (DDOT); Rivera, Guillermo (MPD); Ross, Jed (ORM); Rourke, Denton; Rucker, Clarissa (DCHR); Ruesch, Emily (HSEMA); Sandra Hawthorn ([sandra.hawthorn@opm.gov](mailto:sandra.hawthorn@opm.gov)); Scales, Ayris (EOM); Schutter, George (OCP); Shreve, Johanna (OTA); Slade, Keith (DCRA); Smith, Ahnna (EOM); Smith, Jenifer (DFS); Sollers, John Jr. (FEMS); Speranza, Carrie (HSEMA); Spriggs, Timothy (DPW); Strong, Christopher (NWS); Stutz, Ben (EOM); Talamante, Tomás (EOM); Tyrone Garrett; Gibson, Ventris (DCHR); Walker, William; Wassmer, Victoria (EOM); Wayne Bridgeforth; Ways, Howard (DDOT); Wells, Tommy (DOEE); White, Christopher (HSEMA); Young, Shana (OSSE); Contee, Robert (MPD)



**Subject:** Jan 6th First Amendment

**When:** Wednesday, January 6, 2021 4:30 PM-5:30 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** WebEX Info Below

**DC HSEMA is inviting you to a scheduled Webex meeting.**

Wednesday, January 6, 2021

4:30 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

[Join meeting](#)

2-534(a)(10)

2-534(a)(10)

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Thanks,

Clint



(DOH) <laquandra.nesbitt@dc.gov>; Zeilinger, Laura (DHS) <laura.zeilinger@dc.gov>; Lawson, Julie (EOM) <Julie.Lawson@dc.gov>; Lott, Everett (DDOT) <Everett.Lott@dc.gov>; Manassa, Marvin (OCP) <Marvin.Manassa@dc.gov>; Marootian, Jeffrey M. (DDOT) <jeff.marootian@dc.gov>; Mauro, Amy (FEMS) <Amy.Mauro@dc.gov>; McClure, Helen (EOM) <Helen.McClure@dc.gov>; Melder, Jay (EOM) <jay.melder@dc.gov>; Rupert, Michael (EOM) <michael.rupert@dc.gov>; Mims, Keisha (EOM) <keisha.mims@dc.gov>; Mitchell, Roger (OCME) <roger.mitchell@dc.gov>; Murphy, Christina (EOM) <christina.murphy@dc.gov>; Neider, Thomas (DDOT) <Thomas.Neider@dc.gov>; NWS General Alerts Box <nws-sterling-wxsupport@noaa.com>; NWS Sterling 24/7 Desk <lwx-report@noaa.gov>; Osborn, Clint (HSEMA) <clint.osborn@dc.gov>; Parker, Lindsey (OCTO) <lindsey.parker@dc.gov>; Peckumn, Nicole (HSEMA) <nicole.peckumn@dc.gov>; Newsham, Peter (MPD) <peter.newsham@dc.gov>; Phannavong, Phetmano (DOEE) <phetmano.phannavong@dc.gov>; Randy Estes <randy.a.estes.mil@mail.mil>; Barnes, Regina L. (DDOT) <regina.barnes@dc.gov>; Rivera, Guillermo (MPD) <guillermo.rivera@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>; Rourke, Denton <drouke@wmata.com>; Rucker, Clarissa (DCHR) <clarissa.rucker@dc.gov>; Sandra Hawthorn <sandra.hawthorn@opm.gov> <sandra.hawthorn@opm.gov>; Scales, Ayris (EOM) <Ayris.Scales@dc.gov>; Schutter, George (OCP) <george.schutter@dc.gov>; Shreve, Johanna (OTA) <Johanna.Shreve@dc.gov>; Slade, Keith (DCRA) <keith.slade@dc.gov>; Smith, Ahnna (EOM) <ahnna.smith@dc.gov>; Smith, Jenifer (DFS) <jenifer.smith@dc.gov>; Sollers, John Jr. (FEMS) <john.sollers@dc.gov>; Speranza, Carrie (HSEMA) <carrie.speranza@dc.gov>; Spriggs, Timothy (DPW) <Timothy.Spriggs@dc.gov>; Strong, Christopher (NWS) <christopher.strong@noaa.gov>; Stutz, Ben (EOM) <ben.stutz@dc.gov>; Talamante, Tomás (EOM) <Tomas.Talamante@dc.gov>; Tyrone Garrett <Tgarrett@dchousing.org>; Gibson, Ventris (DCHR) <ventris.gibson@dc.gov>; Walker, William <william.j.walker5.mil@mail.mil>; Wassmer, Victoria (EOM) <Victoria.Wassmer@dc.gov>; Wayne Bridgeforth <wayne\_bridgeforth@nps.gov>; Ways, Howard (DDOT) <Howard.Ways@dc.gov>; Wells, Tommy (DOEE) <tommy.wells@dc.gov>; White, Christopher (HSEMA) <Christopher.White2@dc.gov>; Young, Shana (OSSE) <shana.young@dc.gov>; Contee, Robert (MPD) <Robert.Contee@dc.gov>

**Subject:** UPDATE: Spot Report - Jan 6th First Amendment

Good evening,

Please see the 9PM spot report for today's events attached.

Thank you,  
Emily



<[Teddy.Kavaleri@dc.gov](mailto:Teddy.Kavaleri@dc.gov)>; Donahue, Kevin (EOM) <[kevin.donahue@dc.gov](mailto:kevin.donahue@dc.gov)>; Kihn, Paul (EOM) <[Paul.Kihn@dc.gov](mailto:Paul.Kihn@dc.gov)>; Kwan-hui, Shirley (DCRA) <[Shirley.Kwan-hui@dc.gov](mailto:Shirley.Kwan-hui@dc.gov)>; Nesbitt, LaQuandra S. (DOH) <[laquandra.nesbitt@dc.gov](mailto:laquandra.nesbitt@dc.gov)>; Zeilinger, Laura (DHS) <[laura.zeilinger@dc.gov](mailto:laura.zeilinger@dc.gov)>; Lawson, Julie (EOM) <[Julie.Lawson@dc.gov](mailto:Julie.Lawson@dc.gov)>; Lott, Everett (DDOT) <[Everett.Lott@dc.gov](mailto:Everett.Lott@dc.gov)>; Manassa, Marvin (OCP) <[Marvin.Manassa@dc.gov](mailto:Marvin.Manassa@dc.gov)>; Marootian, Jeffrey M. (DDOT) <[jeff.marootian@dc.gov](mailto:jeff.marootian@dc.gov)>; Mauro, Amy (FEMS) <[Amy.Mauro@dc.gov](mailto:Amy.Mauro@dc.gov)>; McClure, Helen (EOM) <[Helen.McClure@dc.gov](mailto:Helen.McClure@dc.gov)>; Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>; Rupert, Michael (EOM) <[michael.rupert@dc.gov](mailto:michael.rupert@dc.gov)>; Mims, Keisha (EOM) <[keisha.mims@dc.gov](mailto:keisha.mims@dc.gov)>; Mitchell, Roger (OCME) <[roger.mitchell@dc.gov](mailto:roger.mitchell@dc.gov)>; Murphy, Christina (EOM) <[christina.murphy@dc.gov](mailto:christina.murphy@dc.gov)>; Neider, Thomas (DDOT) <[Thomas.Neider@dc.gov](mailto:Thomas.Neider@dc.gov)>; NWS General Alerts Box <[nws-sterling-wxsupport@noaa.com](mailto:nws-sterling-wxsupport@noaa.com)>; NWS Sterling 24/7 Desk <[lwz-report@noaa.gov](mailto:lwz-report@noaa.gov)>; Osborn, Clint (HSEMA) <[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)>; Parker, Lindsey (OCTO) <[lindsey.parker@dc.gov](mailto:lindsey.parker@dc.gov)>; Peckumn, Nicole (HSEMA) <[nicole.peckumn@dc.gov](mailto:nicole.peckumn@dc.gov)>; Newsham, Peter (MPD) <[peter.newsham@dc.gov](mailto:peter.newsham@dc.gov)>; Phannavong, Phetmano (DOEE) <[phetmano.phannavong@dc.gov](mailto:phetmano.phannavong@dc.gov)>; Randy Estes <[randy.a.estes.mil@mail.mil](mailto:randy.a.estes.mil@mail.mil)>; Barnes, Regina L. (DDOT) <[regina.barnes@dc.gov](mailto:regina.barnes@dc.gov)>; Rivera, Guillermo (MPD) <[guillermo.rivera@dc.gov](mailto:guillermo.rivera@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Rourke, Denton <[drourke@wmata.com](mailto:drourke@wmata.com)>; Rucker, Clarissa (DCHR) <[clarissa.rucker@dc.gov](mailto:clarissa.rucker@dc.gov)>; Sandra Hawthorn <[sandra.hawthorn@opm.gov](mailto:sandra.hawthorn@opm.gov)>; Scales, Ayris (EOM) <[Ayris.Scales@dc.gov](mailto:Ayris.Scales@dc.gov)>; Schutter, George (OCP) <[george.schutter@dc.gov](mailto:george.schutter@dc.gov)>; Shreve, Johanna (OTA) <[johanna.shreve@dc.gov](mailto:johanna.shreve@dc.gov)>; Slade, Keith (DCRA) <[keith.slade@dc.gov](mailto:keith.slade@dc.gov)>; Smith, Ahnna (EOM) <[ahnna.smith@dc.gov](mailto:ahnna.smith@dc.gov)>; Smith, Jenifer (DFS) <[jenifer.smith@dc.gov](mailto:jenifer.smith@dc.gov)>; Sollers, John Jr. (FEMS) <[john.sollers@dc.gov](mailto:john.sollers@dc.gov)>; Speranza, Carrie (HSEMA) <[carrie.speranza@dc.gov](mailto:carrie.speranza@dc.gov)>; Spriggs, Timothy (DPW) <[Timothy.Spriggs@dc.gov](mailto:Timothy.Spriggs@dc.gov)>; Strong, Christopher (NWS) <[christopher.strong@noaa.gov](mailto:christopher.strong@noaa.gov)>; Stutz, Ben (EOM) <[ben.stutz@dc.gov](mailto:ben.stutz@dc.gov)>; Talamante, Tomás (EOM) <[Tomas.Talamante@dc.gov](mailto:Tomas.Talamante@dc.gov)>; Tyrone Garrett <[Tgarrett@dchousing.org](mailto:Tgarrett@dchousing.org)>; Gibson, Ventris (DCHR) <[ventris.gibson@dc.gov](mailto:ventris.gibson@dc.gov)>; Walker, William <[william.j.walker5.mil@mail.mil](mailto:william.j.walker5.mil@mail.mil)>; Wassmer, Victoria (EOM) <[Victoria.Wassmer@dc.gov](mailto:Victoria.Wassmer@dc.gov)>; Wayne Bridgeforth <[wayne\\_bridgeforth@nps.gov](mailto:wayne_bridgeforth@nps.gov)>; Ways, Howard (DDOT) <[Howard.Ways@dc.gov](mailto:Howard.Ways@dc.gov)>; Wells, Tommy (DOEE) <[tommy.wells@dc.gov](mailto:tommy.wells@dc.gov)>; White, Christopher (HSEMA) <[Christopher.White2@dc.gov](mailto:Christopher.White2@dc.gov)>; Young, Shana (OSSE) <[shana.young@dc.gov](mailto:shana.young@dc.gov)>; Contee, Robert (MPD) <[Robert.Contee@dc.gov](mailto:Robert.Contee@dc.gov)>  
**Subject:** UPDATE: Spot Report - Jan 6th First Amendment

Good evening,

Please see the updated spot report for today's First Amendment events attached.

Thank you,

Emily









**EMILY RUESCH**

**PLANNING SECTION CHIEF**

DISTRICT EMERGENCY OPERATIONS CENTER

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Mobile: 202-302-0082

[2-534\(a\)\(10\) 2-534\(a\)\(10\)](tel:2025342534)

[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

**From:** Rodriguez, Chris (HSEMA) <[chris.rodriquez@dc.gov](mailto:chris.rodriquez@dc.gov)>

**Sent:** Wednesday, January 6, 2021 3:13 PM

**To:** Legacy\_Forwarding; Mourtos, Aiyana (DCPS); Anderson, Arrelle (OUC); Anderson, Keith (DGS); Babers, Lucinda (EOM); Baker, Craig (FEMS); Bazron, Barbara (DBH); Benab, Jasmin (EOM); Bernet, Courtney (HSEMA); Bodmer, Ronald; Bowden, Tomeika (DCPCSB); Bowen, Whitney (HSEMA); Breems, Joseph (EOM); Brumley, Gretchen (OSSE); Carroll, Jeffery W. (MPD); Chapple, Nicole (DOES); Chrappah, Ernest (DCRA); Christian, Julia (DOEE); COL Jonathan Ebbert - DCNG ([jonathan.s.ebbert.mil@mail.mil](mailto:jonathan.s.ebbert.mil@mail.mil)); Crawford, Elijah (HSEMA); David Gadis; David, Gregory (HSEMA); Dean, Gregory (FEMS); Dedner, Olivia (EOM); Deichmeister, Jayne (DOEE); Deputy Mayor Wayne Turnage; Dey, Soumya (DDOT); Donaldson, Polly (DHCD); Donnelly, John (FEMS); Duray, Paul (DOH); Dusti Lowndes; Emminizer, Samantha (EOM); EOC Manager (HSEMA); Falcicchio, John (EOM); Ferebee, Lewis; Foster, LaToya (EOM); Fuller, Yohance (DGS); HGebreyes; Geldart, Chris (DPW); Gonzalez, Donny (DGS); Goodall, Lee (DDOT); Goodhue, Shannon (DBH); Harvin, Donell (HSEMA); Hawkins, Derron (FEMS); Healy, Patrick (EOM); Gil, Helder (EOM); Hochberg, Adriana (DOEE); HSEMA SLT and OPS; Hunter, Delano (DPR); Irving, Julia (EOM); Jackson, Alfa (EOM); [james.murphy@nps.gov](mailto:james.murphy@nps.gov); Jones, Phyllis (DBH); Kang, Hanseul (OSSE); Holmes, Karima (OUC); Kavaleri, Teddy (OUC); Donahue, Kevin (EOM); Kihn, Paul (EOM); Kwan-hui, Shirley (DCRA); Nesbitt, LaQuandra S. (DOH); Zeilinger, Laura (DHS); Lawson, Julie (EOM); Lott, Everett (DDOT); Manassa, Marvin (OCP); Marootian, Jeffrey M. (DDOT); Mauro, Amy (FEMS); McClure, Helen (EOM); Melder, Jay (EOM); Rupert, Michael (EOM); Mims, Keisha (EOM); Mitchell, Roger (OCME); Murphy, Christina (EOM); Neider, Thomas (DDOT); NWS General Alerts Box; NWS Sterling 24/7 Desk; Osborn, Clint (HSEMA); Parker, Lindsey (OCTO); Peckumn, Nicole (HSEMA); Newsham, Peter (MPD); Phannavong, Phetmano (DOEE); PlanSec, EOC (HSEMA); Randy Estes; Barnes, Regina L. (DDOT); Rivera, Guillermo (MPD); Ross, Jed (ORM); Rourke, Denton; Rucker, Clarissa (DCHR); Ruesch, Emily (HSEMA); Sandra Hawthorn ([sandra.hawthorn@opm.gov](mailto:sandra.hawthorn@opm.gov)); Scales, Ayris (EOM); Schutter, George (OCP); Shreve, Johanna (OTA); Slade, Keith (DCRA); Smith, Ahnna (EOM); Smith, Jenifer (DFS); Sollers, John Jr. (FEMS); Speranza, Carrie (HSEMA); Spriggs, Timothy (DPW); Strong, Christopher (NWS); Stutz, Ben (EOM); Talamante, Tomás (EOM); Tyrone Garrett; Gibson, Ventris (DCHR); Walker, William; Wassmer, Victoria (EOM); Wayne Bridgeforth; Ways, Howard (DDOT); Wells, Tommy (DOEE); White, Christopher (HSEMA); Young, Shana (OSSE); Contee, Robert (MPD)

**Subject:** Jan 6th First Amendment

**When:** Wednesday, January 6, 2021 4:30 PM-5:30 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** WebEX Info Below

**DC HSEMA is inviting you to a scheduled Webex meeting.**

Wednesday, January 6, 2021

4:30 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

[Join meeting](#)

2-534(a)(10)

2-534(a)(10)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** HR ADVISORY  
**Sent:** Thu, 7 Jan 2021 02:26:00 +0000  
**To:** HR ADVISORY  
**Bcc:** Hunter, Delano (DPR); Babers, Lucinda (EOM); Melder, Jay (EOM); Chrappah, Ernest (DCRA); Reed, Jennifer (EOM); Morris-Hughes, Unique (DOES); Do, David (DFHV); Donald, Brenda (CFSA); Donnelly, John (FEMS); Donahue, Kevin (EOM); Turnage, Wayne (DHCF); Newland, Laura (DACL); Donaldson, Polly (DHCD); Marootian, Jeffrey M. (DDOT); Booth, Quincy (DOC); Gates, Angie (OCTFME); Rodriguez, Chris (HSEMA); Holmes, Karima (OUC); Gibson, Ventris (DCHR); Whitfield, Kristi (DSLBD); Ferebee, Lewis (DCPS); Kang, Hanseul (OSSE); Falcicchio, John (EOM); Lacey, Clinton (DYRS); Newsham, Peter (MPD); Lucas, Daniel W. (OIG); Mitchell, Roger (OCME); Moosally, Fred (ABRA); Nesbitt, LaQuandra S. (DOH); Kihn, Paul (EOM); Reese, Andrew (DDS); Garcia, Michelle (OHR); Ross, Jed (ORM); Schutter, George (OCP); Trueblood, Andrew (OP); Geldart, Chris (DPW); Maxwell, Lindsey (EOM); Smith, Jenifer (DFS); Garcia, Michelle (EOM); Woods, Karima (DISB); Carey, Lamont (EOM); Bassett, Kimberly (EOM); Walker, Steven (EOM); Anderson, Keith (DGS); Wells, Tommy (DOEE); Zeilinger, Laura (DHS); Robinson, Gabriel (DMV); Rouse-Rosario, Terrie (CAH); Sharp, Kala (DGS); Robinson, Camille (ABRA); Gordon, Kim (ABRA); Peterson, Sandra (BEGA); White, Taijere (CFSA); Williams, Sonya (CFSA); Jackson, Robin (CJCC); Nance, Odessa (DMV); Wheeler, Frankie (DBH); Buadoo - Amoa, Louisa A. (DBH); Hawkins, Cynthia (DBH); Osei-Djan, Montii (DMV); Washington, Gwen (DCLB); House, Mia (CAB); Parker, Carolyn (CAH); Aybar-Morales, Miriam (DCHR); Kibunja, Michelle (DPW); Cambridge, Tamika (DCHR); Young, Wanda (DCHR); Brock, Priscilla (DCHR); Savoy, Kristina (DCHR); Baber, Denette (DCNG); Coleman, Cynthia (DCNG); Hill, Zelalem (DCOZ); Howard, Rochelle (DCPC); Ryan, Kimberly (DCPC); Kirven, Barbara L. (DCPL); Byrd, Delores (DCPL); You, SuYeon (DCPS); Hammond, Tozer (DCPS); Jackson, Ingrid (DCHR); Hillman, Peter (DCHR); Valentine, Vernon (DCRB); Carson, Rabinai (DCRB); Plunkett-McQueen, Tia (DDOT); Messam, Steve (DDOT); Ampedu, Eric (DCRA); Mighdoll, Bradley (DDOT); Lutangu, Ndumba (DDOT); Dixon, Sylvester (DDOT); xGross, Erica (DDS); xHernandez, Gria (DDS); White, Andre (DDS); Guy, Fikicia (DDS); Young, Taj (DDS); Phillips, Rachel (DDS); Files, HR (DFHV); Chen, Yi-Ru (DCHBX); Raj, Rashee (DFS); Butler, Carla (DFS); Gueye, Aida (DCPL); Wright, Brittney (DGS); Mitchell, Katrina (DGS); Clark, Anthony (DDOT); Pryce, Sophia (PSC); O'Neal, Antilecia (DHCD); McCoy, Marvin (DHCD); Nottingham, Angela (DHCD); Shorter, Portia (DHCF); Allen, Travis (DHCF); Washington, Radeena (DHCF); Patterson, Lashandra (DCHR); Hawkins, Keisha (DCHR); Fields, Brittany (DHS); Pringle, Cheryl (DHS); Buckley, Jaki (DCPL); Purdie, Katrice (DISB); Lynch, Tara (EOM); Joseph, Rachel M. (CFSA); Roper, Tina (CFSA); Davis, Crystal (EOM); Cuthrell, Sheila (EOM); Quigley Odom, Zelfhia (EOM); Rivera, Cathy (EOM); Payne, Lisa (DMV); Jones, Nina (DMV); Townes, Desiree (DOC); Pitt, Talisha (DOEE); Dee, Michelle (DGS); Goffe, James (DOEE); Moore, Barbara (DOEE); Howard, Felecia (DOEE); Lester, Jewel (DOEE); Long, Lesley (DOES); Rawlings, Taneshia (DOES); Jackson, Denise (DOES); Pino, Jose (DGS); Evans, Patricia (DOH); Husband, Phillip (DOH); Ognibene, Kathleen (DOH); Harrison-Scott, Donna (DOH); Fields, Jeanette (DOH); Hackley-Rusnak, Joyce (DOH); Sneed, Kwelli (DGS); Pinchback-Bent, Sandra (DPR); Odesola, Dominique (DPR); Lebrun, Fredline (DPW); Sookraj, Ralph (DPW); Battle, Sherri (DSLBD); Scalise, Krista (DYRS); Moore, Lennie V. (DYRS); Goode, Stephanie (DHS); Cooper, Muriel (DHCF); Kago, Loise (DYRS); Moody, Silvia (DYRS); bishop, kevette (FEMS); Evans, Erika (FEMS); Armstrong, Lurendy (DOC); Higginbotham, Troy (DCHBX); Terry, Andre (HSEMA); Simpson, Angela R. (MPD); Adminbox, Recruiting (MPD); Crenshaw, Kathleen J. (MPD); Whittington, Ashley M. (MPD); Wilburn, Nadine (OAG); Love, Arlyntha (OAG); Dodson, Loretta (OAG); McLeod, Shavon (OAG); Coleman, Danielle (OAG); Harris, Anika (OAG); Miller-Vierra, Lyndsey (DHS); Rouse, Benita (OCME); Toppin, Gina (DPR); Crawley, Lorien (HSEMA); Best, Constance (CFSA); JacksonJones, Carol (OCTFME); Rogers, Lachelle (ODCA); Mitchell, Christina (EOM); Lee, Ayanna (OHR); Pedroso, Tashima (OIG); Stokes, Kevin (OSSE); Redfearn, Mary (EOM); Harp, Sandra (OP); Evans, Valerie (EOM); Carlos, Melbert (EOM); Siu, Pete (OSSE); Hall, Quiyana (OSSE); Otiji, Adaora (OSSE); Shreve, Johanna (OTA); Tolton,

Tamela (OTA);Ford, Setrena (OUC);Westfield, Angelo (DDOT);Lewis, Traci (EOM);Anderson, Benita (PSC);Taylor, Natalie (PSC);GibsonHubbard, Faith (EOM);Hayworth, John-Paul (SBOE);Anderson, Maria (DOES);Simmons, Marlene (DISB);Dean, Monica (OSSE);Haiman, Marvin (MPD);Jimenez, Evelyn (DHS);Scriven, Tammyjo (DHS);Shell-McGill, Denise (DOC);Postell, Tameya (OAG);Davenport, Terencia (OCME);Ellis, Maia (EOM);Saint Hill, Maritza (DPR);Olayinka, Noni (DOEE);Rodriguez, Ernesto (OCP);Williams, Derek (CFSA);Williams, Christal M. (DDOT);Graham, Walter (DDOT);Brown, Tenika (DCHR);Flood, Stacey (CFSA);Constantino, Eliseo (CFSA);Crawford, Nigel (DOH);Jelinek, Suzette (DDOT);James, Herman (DPW);Turner, Sirah (DSLBD);Griffin, Ashlee (DOES);Brown, Mia (OAH);Jackson, Agnes (DCHR);Sommons, Tammie (OCP);Armstrong, Jennifer (DPW);Hammond, Guy (DCHR);Morris, Shannon (DCHR);Dunbar, Pamela (DCHR);Turner-Inman, Renee (MPD);Evans, Gregory (DCHR);Heard, Ramia (OSSE);Dumas, Cynthia (DGS);Langley, Tracey (DOES);Best, Valerie (CAH);Anderson, Shiria (OAG);Willis, Erica R. (MPD);Moronta, Yronelys (DHS);Akas, Marlene (DHS);Leonard, Tracey (DHS);Kirk, Angie (OSSE);Gray, Jessica (DDS);Buckley, Melonie (DDS);Love, Kristy B. (CJCC);Price, Lauren (FEMS);Chaplin, Otisha (OCP);Green, Lorraine (DCRA);Snowden, Kim (DPW);Whelan, Holly (DCHBX);Perkins, James (DFS);Johnson, Andrea (OCP);Henry, Robin (OCP);Ukpong, Elijah (OAG);Talley, Penelope (OAG);Adams, Terica (OSSE);Mcfadden, Marvin (DDOT);Johnson, Andrea (OAG);Grant, Leslie (DDOT);Downs, Miquia (DDOT);Minor, DaShae (DDOT);Powell, Tanya (DDOT);McNeil, Keyana (DACL);Bonsu, Julianna (DCPS);Meadors, Danielle (DGS);Bailey, Leah (HSEMA);Hudgins, Queen (DBH);Taylor, Maria (MPD);Brooks, Zena (MPD);Mallett, Mario (MPD);Wallace-Harris, Brenda (DPW);Peoples, Aimee (DCPS);Benefits, Dcps (DCPS);Kearse, LaNesha (EOM);Stafford, Lisa (DCPL);Manning-Jones, Gabrielle (DHS);Flowers, Ramono (DDOT);Wilson, Tokeitha (CFSA);Perry, Sandra (DDOT);Winzor, Malika (DDOT);Holliday, London (DDOT);Patterson, Sharon (DDOT);Porter, Kayon (DDOT);Pollard, Marcus (DDOT);Pettus, Angela (DDOT);Gibson, Lynnetta (DOEE);Johnson, Annie (DPW);Pitt, Tomika (CFSA);Bradley, Julia (DCHR);Pettigrew, Alice (DISB);Harris, Ganiat (MPD);Smith, Karena (OAG);Kline, Michael (DHCF);Young, Lonnisha (OAG);Frazier, Shalonda (DFHV);Anderson, Kortney (CFSA);Fax, Allison (CFSA);Williams, Asia (DOES);Winslow, Shawn (DGS);Johnson, Venola (DGS);Spencer, Tarita (DDOT);Poindexter, Mark (CAB);King, Garret (DACL);Hopkins, Toni (DHS);Singleton, Leah (DHS);Edwards, Cynthia (DHS);Long, Carlisa (DHS);Terry, Angel (CAH);Chambers, Clifton D. (DHS);Jones, Nina (CFSA);Page, Brandi (MPD);Winslow, Shawn (DGS);Bonsack, Deborah (FEMS);Liu, Vivian (DCHR);Jordan, Cherie (CFSA);Jenkins, Jennifer (DCHR);Hemsley2, Stephanie (FEMS);Myles, Lashawn (EOM);Ellis, Marcus (EOM);Thornton, Daniel (DCHR);Fox, Lakeeshia (EOM);Bazemore, Amy (DCHR);Reid, Nikisha (DDOT);Mason, Staci (DPW);Dabney, Beatrice (CFSA);Wilson, Tahlita (DCPL);Anderson, Arrelle (OUC);Zimmerman, Justin (DCHR);Shaw, Paul (DCHR);Cook, Nicole (DCHR);Cholewa, Agnes (DCHR);Hubbard, Drew E. (DHCD);Smalls, Michael (DHCD);Carter, ShaQuana (DOES);Gardner, Ronald (DCHR);Selman, David (EOM);Rothchild, Felicia (DHCF);Varnell, Laurel (DCHR);Westmore, Michelle (DPR);Daniels, Ashley (DOES);Littles, Bernadette (FEMS);Haskins, Andre (CFSA);Izegbu, Uno (DCHR);Mbambo, McEwan (MPD);Murphy, Christina (EOM);Barrera, Sadie (EOM);Coleman, Marcus (EOM);Breems, Joseph (EOM);Mengestab, Absala (DCHR)

**Subject:** Travel Authorization for District Curfew

**Attachments:** Jan6 DC Gov Letter.docx



\*\*\*  
From the Office of the Director,  
*Ventris C. Gibson*  
\*\*\*



## **MEMORANDUM**

**TO:** Agency Heads  
Chiefs of Staff  
HR Community

**FROM:** Ventris C. Gibson, Director, Department of  
Human Resources

**DATE:** Wednesday, January 6, 2021

**SUBJECT:** Travel Authorization for District Curfew

Today, Mayor Bowser issued a 6:00 p.m. curfew in response to the events at the United States Capitol. The governor of Virginia issued similar orders. The orders specifically prohibit any person from walking, biking, running, loitering, standing, or motoring by car or other mode of transport upon any street, alley, park, or other public place within the District between 6:00 p.m. on January 6, 2021 until 6:00 a.m. January 7, 2021.

District employees carrying out essential and emergency duties are expected to report to work as scheduled. To ensure



timely employee travel, the attached letter should be completed and provided to all essential and emergency employees who are critical to the District's continuity of operations.

In addition, employees traveling into the District should carry their District government issued identification badge as well as their state driver's license or identification card.

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To Whom It May Concern:

The bearer of this letter performs essential and emergency duties and responsibilities for the District of Columbia government in response to:


January 6th First Amendment Activity  
Mayor Muriel Bower Declaration of Emergency

In the course of providing essential services, the bearer must be given prompt passage to and from their place of employment, and service location or home. The District of Columbia government requests any courtesy that can be extended be offered to \_\_\_\_\_ (name of bearer) during this response.

The District government greatly appreciates your cooperation. You may feel free to direct any questions you might have to \_\_\_\_\_ (agency contact) at (email) or (202) \_\_\_\_\_.

**dchr**





For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**DC DEPARTMENT OF HUMAN RESOURCES**

**PERFORMANCE OF OFFICIAL DUTIES**

**TRAVEL AND COMMUTE LETTER**

January 6, 2021

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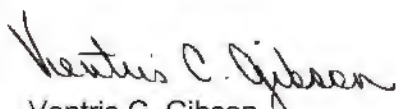
**To Whom It May Concern:**

The bearer of this letter performs essential and emergency duties and responsibilities for the District of Columbia government in response to:

**January 6<sup>th</sup> First Amendment Activity  
Mayor Muriel Bower Declaration of Emergency**

In the course of providing essential services, the bearer must be given prompt passage to and from their place of employment, and service location or home. The District of Columbia government requests any courtesy that can be extended be offered to \_\_\_\_\_ (name of bearer) during this response.

The District government greatly appreciates your cooperation. You may feel free to direct any questions you might have to \_\_\_\_\_ (agency contact) at (email) or (202) \_\_\_\_\_.

  
Ventris C. Gibson

Director

**From:** Yeung, Sam (ORM)  
**Sent:** Thu, 7 Jan 2021 02:23:32 +0000  
**To:** Krainak, Michael (EOM); Ross, Jed (ORM); Arnic, Jennifer (EOM)  
**Cc:** Chhe, Soriya (EOM); Dowe, Morgan (EOM); Barbera, Charles (EOM); Clark, Peter (EOM)  
**Subject:** RE: Permanent Disability Restoration and Expansion Act of 2021  
**Attachments:** Permanent Disability Restoration and Expansion Act (sy edit).docx, 1-623 with Proposed Permanent Disability Restoration and Expansion Act.docx

Mike,

2-534(e)

Thanks,  
Sam

---

**From:** Krainak, Michael (EOM) <Michael.Krainak@dc.gov>  
**Sent:** Wednesday, January 6, 2021 3:56 AM  
**To:** Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Arnic, Jennifer (EOM) <Jennifer.Arnica@dc.gov>  
**Cc:** Chhe, Soriya (EOM) <Soriya.Chhe@dc.gov>; Dowe, Morgan (EOM) <morgan.dowe@dc.gov>; Barbera, Charles (EOM) <charles.barbera@dc.gov>; Clark, Peter (EOM) <peter.clark@dc.gov>  
**Subject:** Permanent Disability Restoration and Expansion Act of 2021

Jed, Sam --

2-534(e)

2-534(e)

Soriya and Morgan were instrumental in drafting this legislation. I thank them for their contributions.

MK

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



























































































































































































































































**From:** PlanSec, EOC (HSEMA)  
**Sent:** Thu, 7 Jan 2021 02:08:11 +0000  
**To:** Rodriguez, Chris (HSEMA); Legacy\_Forwarding: Mourtos, Aiyana (DCPS); Anderson, Arrelle (OUC); Anderson, Keith (DGS); Babers, Lucinda (EOM); Baker, Craig (FEMS); Bazron, Barbara (DBH); Benab, Jasmin (EOM); Bernet, Courtney (HSEMA); Bodmer, Ronald; Bowden, Tomeika (DCPCSB); Bowen, Whitney (HSEMA); Breems, Joseph (EOM); Brumley, Gretchen (OSSE); Carroll, Jeffery W. (MPD); Chapple, Nicole (DOES); Chrappah, Ernest (DCRA); Christian, Julia (DOEE); COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil); Crawford, Elijah (HSEMA); David Gadis; David, Gregory (HSEMA); Dean, Gregory (FEMS); Dedner, Olivia (EOM); Deichmeister, Jayne (DOEE); Deputy Mayor Wayne Turnage; Dey, Soumya (DDOT); Donaldson, Polly (DHCD); Donnelly, John (FEMS); Duray, Paul (DOH); Dusti Lowndes; Emminizer, Samantha (EOM); EOC Manager (HSEMA); Falcicchio, John (EOM); Ferebee, Lewis; Foster, LaToya (EOM); Fuller, Yohance (DGS); HGebreyes; Geldart, Chris (DPW); Gonzalez, Donny (DGS); Goodall, Lee (DDOT); Goodhue, Shannon (DBH); Harvin, Donell (HSEMA); Hawkins, Derron (FEMS); Healy, Patrick (EOM); Gil, Helder (EOM); Hochberg, Adriana (DOEE); HSEMA SLT and OPS; Hunter, Delano (DPR); Irving, Julia (EOM); Jackson, Alfa (EOM); james\_murphy@nps.gov; Jones, Phyllis (DBH); Kang, Hanseul (OSSE); Holmes, Karima (OUC); Kavaleri, Teddy (OUC); Donahue, Kevin (EOM); Kihn, Paul (EOM); Kwan-hui, Shirley (DCRA); Nesbitt, LaQuandra S. (DOH); Zeilinger, Laura (DHS); Lawson, Julie (EOM); Lott, Everett (DDOT); Manassa, Marvin (OCP); Marootian, Jeffrey M. (DDOT); Mauro, Amy (FEMS); McClure, Helen (EOM); Melder, Jay (EOM); Rupert, Michael (EOM); Mims, Keisha (EOM); Mitchell, Roger (OCME); Murphy, Christina (EOM); Neider, Thomas (DDOT); NWS General Alerts Box; NWS Sterling 24/7 Desk; Osborn, Clint (HSEMA); Parker, Lindsey (OCTO); Peckumn, Nicole (HSEMA); Newsham, Peter (MPD); Phannavong, Phetmano (DOEE); Randy Estes; Barnes, Regina L. (DDOT); Rivera, Guillermo (MPD); Ross, Jed (ORM); Rourke, Denton; Rucker, Clarissa (DCHR); Sandra Hawthorn (sandra.hawthorn@opm.gov); Scales, Ayris (EOM); Schutter, George (OCP); Shreve, Johanna (OTA); Slade, Keith (DCRA); Smith, Ahnna (EOM); Smith, Jenifer (DFS); Sollers, John Jr. (FEMS); Speranza, Carrie (HSEMA); Spriggs, Timothy (DPW); Strong, Christopher (NWS); Stutz, Ben (EOM); Talamante, Tomás (EOM); Tyrone Garrett; Gibson, Ventris (DCHR); Walker, William; Wassmer, Victoria (EOM); Wayne Bridgeforth; Ways, Howard (DDOT); Wells, Tommy (DOEE); White, Christopher (HSEMA); Young, Shana (OSSE); Contee, Robert (MPD)  
**Subject:** UPDATE: Spot Report - Jan 6th First Amendment  
**Attachments:** First Amendment Events 2021-1-6-9PM Spot Report.pdf

Good evening,

Please see the 9PM spot report for today's events attached.

Thank you,  
Emily



<Teddy.Kavaleri@dc.gov>; Donahue, Kevin (EOM) <kevin.donahue@dc.gov>; Kihn, Paul (EOM) <Paul.Kihn@dc.gov>; Kwan-hui, Shirley (DCRA) <Shirley.Kwan-hui@dc.gov>; Nesbitt, LaQuandra S. (DOH) <laquandra.nesbitt@dc.gov>; Zeilinger, Laura (DHS) <laura.zeilinger@dc.gov>; Lawson, Julie (EOM) <Julie.Lawson@dc.gov>; Lott, Everett (DDOT) <Everett.Lott@dc.gov>; Manassa, Marvin (OCP) <Marvin.Manassa@dc.gov>; Marootian, Jeffrey M. (DDOT) <jeff.marootian@dc.gov>; Mauro, Amy (FEMS) <Amy.Mauro@dc.gov>; McClure, Helen (EOM) <Helen.McClure@dc.gov>; Melder, Jay (EOM) <jay.melder@dc.gov>; Rupert, Michael (EOM) <michael.rupert@dc.gov>; Mims, Keisha (EOM) <keisha.mims@dc.gov>; Mitchell, Roger (OCME) <roger.mitchell@dc.gov>; Murphy, Christina (EOM) <christina.murphy@dc.gov>; Neider, Thomas (DDOT) <Thomas.Neider@dc.gov>; NWS General Alerts Box <nws-sterling-wxsupport@noaa.com>; NWS Sterling 24/7 Desk <lw-sterling@noaa.gov>; Osborn, Clint (HSEMA) <clint.osborn@dc.gov>; Parker, Lindsey (OCTO) <lindsey.parker@dc.gov>; Peckumn, Nicole (HSEMA) <nicole.peckumn@dc.gov>; Newsham, Peter (MPD) <peter.newsham@dc.gov>; Phannavong, Phetmano (DOEE) <phetmano.phannavong@dc.gov>; Randy Estes <randy.a.estes.mil@mail.mil>; Barnes, Regina L. (DDOT) <regina.barnes@dc.gov>; Rivera, Guillermo (MPD) <guillermo.rivera@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>; Rourke, Denton <drourke@wmata.com>; Rucker, Clarissa (DCHR) <clarissa.rucker@dc.gov>; Sandra Hawthorn <sandra.hawthorn@opm.gov> <sandra.hawthorn@opm.gov>; Scales, Ayris (EOM) <Ayris.Scales@dc.gov>; Schutter, George (OCP) <george.schutter@dc.gov>; Shreve, Johanna (OTA) <johanna.shreve@dc.gov>; Slade, Keith (DCRA) <keith.slade@dc.gov>; Smith, Ahnna (EOM) <ahnna.smith@dc.gov>; Smith, Jenifer (DFS) <jenifer.smith@dc.gov>; Sollers, John Jr. (FEMS) <john.sollers@dc.gov>; Speranza, Carrie (HSEMA) <carrie.speranza@dc.gov>; Spriggs, Timothy (DPW) <Timothy.Spriggs@dc.gov>; Strong, Christopher (NWS) <christopher.strong@noaa.gov>; Stutz, Ben (EOM) <ben.stutz@dc.gov>; Talamante, Tomás (EOM) <Tomas.Talamante@dc.gov>; Tyrone Garrett <Tgarrett@dchousing.org>; Gibson, Ventris (DCHR) <ventris.gibson@dc.gov>; Walker, William <william.j.walker5.mil@mail.mil>; Wassmer, Victoria (EOM) <Victoria.Wassmer@dc.gov>; Wayne Bridgeforth <wayne\_bridgeforth@nps.gov>; Ways, Howard (DDOT) <Howard.Ways@dc.gov>; Wells, Tommy (DOEE) <tommy.wells@dc.gov>; White, Christopher (HSEMA) <Christopher.White2@dc.gov>; Young, Shana (OSSE) <shana.young@dc.gov>; Contee, Robert (MPD) <Robert.Contee@dc.gov>  
**Subject:** UPDATE: Spot Report - Jan 6th First Amendment

Good evening,

Please see the updated spot report for today's First Amendment events attached.

Thank you,

Emily







**Subject:** Jan 6th First Amendment

**When:** Wednesday, January 6, 2021 4:30 PM-5:30 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** WebEX Info Below

**DC HSEMA is inviting you to a scheduled Webex meeting.**

Wednesday, January 6, 2021

4:30 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

[Join meeting](#)

2-534(a)(10)

2-534(a)(10)

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**Attachments:** First Amendment Events 2021-1-6-9PM Spot Report.pdf

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<Teddy.Kavaleri@dc.gov>; Donahue, Kevin (EOM) <kevin.donahue@dc.gov>; Kihn, Paul (EOM) <Paul.Kihn@dc.gov>; Kwan-hui, Shirley (DCRA) <Shirley.Kwan-hui@dc.gov>; Nesbitt, LaQuandra S. (DOH) <laquandra.nesbitt@dc.gov>; Zeilinger, Laura (DHS) <laura.zeilinger@dc.gov>; Lawson, Julie (EOM) <Julie.Lawson@dc.gov>; Lott, Everett (DDOT) <Everett.Lott@dc.gov>; Manassa, Marvin (OCP) <Marvin.Manassa@dc.gov>; Marootian, Jeffrey M. (DDOT) <jeff.marootian@dc.gov>; Mauro, Amy (FEMS) <Amy.Mauro@dc.gov>; McClure, Helen (EOM) <Helen.McClure@dc.gov>; Melder, Jay (EOM) <jay.melder@dc.gov>; Rupert, Michael (EOM) <michael.rupert@dc.gov>; Mims, Keisha (EOM) <keisha.mims@dc.gov>; Mitchell, Roger (OCME) <roger.mitchell@dc.gov>; Murphy, Christina (EOM) <christina.murphy@dc.gov>; Neider, Thomas (DDOT) <Thomas.Neider@dc.gov>; NWS General Alerts Box <nws-sterling-wxsupport@noaa.com>; NWS Sterling 24/7 Desk <lw- report@noaa.gov>; Osborn, Clint (HSEMA) <clint.osborn@dc.gov>; Parker, Lindsey (OCTO) <lindsey.parker@dc.gov>; Peckumn, Nicole (HSEMA) <nicole.peckumn@dc.gov>; Newsham, Peter (MPD) <peter.newsham@dc.gov>; Phannavong, Phetmano (DOEE) <phetmano.phannavong@dc.gov>; Randy Estes <randy.a.estes.mil@mail.mil>; Barnes, Regina L. (DDOT) <regina.barnes@dc.gov>; Rivera, Guillermo (MPD) <guillermo.rivera@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>; Rourke, Denton <drourke@wmata.com>; Rucker, Clarissa (DCHR) <clarissa.rucker@dc.gov>; Sandra Hawthorn <sandra.hawthorn@opm.gov> <sandra.hawthorn@opm.gov>; Scales, Ayris (EOM) <Ayris.Scales@dc.gov>; Schutter, George (OCP) <george.schutter@dc.gov>; Shreve, Johanna (OTA) <johanna.shreve@dc.gov>; Slade, Keith (DCRA) <keith.slade@dc.gov>; Smith, Ahnna (EOM) <ahnna.smith@dc.gov>; Smith, Jenifer (DFS) <jenifer.smith@dc.gov>; Sollers, John Jr. (FEMS) <john.sollers@dc.gov>; Speranza, Carrie (HSEMA) <carrie.speranza@dc.gov>; Spriggs, Timothy (DPW) <Timothy.Spriggs@dc.gov>; Strong, Christopher (NWS) <christopher.strong@noaa.gov>; Stutz, Ben (EOM) <ben.stutz@dc.gov>; Talamante, Tomás (EOM) <Tomas.Talamante@dc.gov>; Tyrone Garrett <Tgarrett@dchousing.org>; Gibson, Ventris (DCHR) <ventris.gibson@dc.gov>; Walker, William <william.j.walker5.mil@mail.mil>; Wassmer, Victoria (EOM) <Victoria.Wassmer@dc.gov>; Wayne Bridgeforth <wayne\_bridgeforth@nps.gov>; Ways, Howard (DDOT) <Howard.Ways@dc.gov>; Wells, Tommy (DOEE) <tommy.wells@dc.gov>; White, Christopher (HSEMA) <Christopher.White2@dc.gov>; Young, Shana (OSSE) <shana.young@dc.gov>; Contee, Robert (MPD) <Robert.Contee@dc.gov>  
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2-534(a)(10)

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**Subject:** RE: UPDATE: Spot Report - Jan 6th First Amendment  
**Attachments:** CMT Call Summary 2021-01-06.pdf

All,

Here are the call notes from our CMT call this afternoon. Please reach out to 2-534(a)(10) with questions.

Regards,

Clint



(DOH) <laquandra.nesbitt@dc.gov>; Zeilinger, Laura (DHS) <laura.zeilinger@dc.gov>; Lawson, Julie (EOM) <Julie.Lawson@dc.gov>; Lott, Everett (DDOT) <Everett.Lott@dc.gov>; Manassa, Marvin (OCP) <Marvin.Manassa@dc.gov>; Marootian, Jeffrey M. (DDOT) <jeff.marootian@dc.gov>; Mauro, Amy (FEMS) <Amy.Mauro@dc.gov>; McClure, Helen (EOM) <Helen.McClure@dc.gov>; Melder, Jay (EOM) <jay.melder@dc.gov>; Rupert, Michael (EOM) <michael.rupert@dc.gov>; Mims, Keisha (EOM) <keisha.mims@dc.gov>; Mitchell, Roger (OCME) <roger.mitchell@dc.gov>; Murphy, Christina (EOM) <christina.murphy@dc.gov>; Neider, Thomas (DDOT) <Thomas.Neider@dc.gov>; NWS General Alerts Box <nws-sterling-wxsupport@noaa.com>; NWS Sterling 24/7 Desk <lwx-report@noaa.gov>; Osborn, Clint (HSEMA) <clint.osborn@dc.gov>; Parker, Lindsey (OCTO) <lindsey.parker@dc.gov>; Peckumn, Nicole (HSEMA) <nicole.peckumn@dc.gov>; Newsham, Peter (MPD) <peter.newsham@dc.gov>; Phannavong, Phetmano (DOEE) <phetmano.phannavong@dc.gov>; Randy Estes <randy.a.estes.mil@mail.mil>; Barnes, Regina L. (DDOT) <regina.barnes@dc.gov>; Rivera, Guillermo (MPD) <guillermo.rivera@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>; Rourke, Denton <drouke@wmata.com>; Rucker, Clarissa (DCHR) <clarissa.rucker@dc.gov>; Sandra Hawthorn <sandra.hawthorn@opm.gov>; Scales, Ayris (EOM) <Ayris.Scales@dc.gov>; Schutter, George (OCP) <george.schutter@dc.gov>; Shreve, Johanna (OTA) <Johanna.Shreve@dc.gov>; Slade, Keith (DCRA) <keith.slade@dc.gov>; Smith, Ahnna (EOM) <ahnna.smith@dc.gov>; Smith, Jenifer (DFS) <jenifer.smith@dc.gov>; Sollers, John Jr. (FEMS) <john.sollers@dc.gov>; Speranza, Carrie (HSEMA) <carrie.speranza@dc.gov>; Spriggs, Timothy (DPW) <Timothy.Spriggs@dc.gov>; Strong, Christopher (NWS) <christopher.strong@noaa.gov>; Stutz, Ben (EOM) <ben.stutz@dc.gov>; Talamante, Tomás (EOM) <Tomas.Talamante@dc.gov>; Tyrone Garrett <Tgarrett@dchousing.org>; Gibson, Ventris (DCHR) <ventris.gibson@dc.gov>; Walker, William <william.j.walker5.mil@mail.mil>; Wassmer, Victoria (EOM) <Victoria.Wassmer@dc.gov>; Wayne Bridgeforth <wayne\_bridgeforth@nps.gov>; Ways, Howard (DDOT) <Howard.Ways@dc.gov>; Wells, Tommy (DOEE) <tommy.wells@dc.gov>; White, Christopher (HSEMA) <Christopher.White2@dc.gov>; Young, Shana (OSSE) <shana.young@dc.gov>; Contee, Robert (MPD) <Robert.Contee@dc.gov>

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**From:** Osborn, Clint (HSEMA)  
**Sent:** Thu, 7 Jan 2021 01:31:38 +0000  
**To:** PlanSec, EOC (HSEMA);Rodriguez, Chris (HSEMA);Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bernet, Courtney (HSEMA);Bodmer, Ronald;Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Crawford, Elijah (HSEMA);David Gadis;David, Gregory (HSEMA);Dean, Gregory (FEMS);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Duray, Paul (DOH);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);HSEMA SLT and OPS;Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Kang, Hanseul (OSSE);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);Newsham, Peter (MPD);Phannavong, Phetmano (DOEE);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Sollers, John Jr. (FEMS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventriss (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);White, Christopher (HSEMA);Young, Shana (OSSE);Contee, Robert (MPD)  
**Subject:** RE: UPDATE: Spot Report - Jan 6th First Amendment  
**Attachments:** CMT Call Summary 2021-01-06.pdf

All,

Here are the call notes from our CMT call this afternoon. Please reach out to 2-534(a)(10) with questions.

Regards,

Clint



(DOH) <laquandra.nesbitt@dc.gov>; Zeilinger, Laura (DHS) <laura.zeilinger@dc.gov>; Lawson, Julie (EOM) <Julie.Lawson@dc.gov>; Lott, Everett (DDOT) <Everett.Lott@dc.gov>; Manassa, Marvin (OCP) <Marvin.Manassa@dc.gov>; Marootian, Jeffrey M. (DDOT) <jeff.marootian@dc.gov>; Mauro, Amy (FEMS) <Amy.Mauro@dc.gov>; McClure, Helen (EOM) <Helen.McClure@dc.gov>; Melder, Jay (EOM) <jay.melder@dc.gov>; Rupert, Michael (EOM) <michael.rupert@dc.gov>; Mims, Keisha (EOM) <keisha.mims@dc.gov>; Mitchell, Roger (OCME) <roger.mitchell@dc.gov>; Murphy, Christina (EOM) <christina.murphy@dc.gov>; Neider, Thomas (DDOT) <Thomas.Neider@dc.gov>; NWS General Alerts Box <nws-sterling-wxsupport@noaa.com>; NWS Sterling 24/7 Desk <lwx-report@noaa.gov>; Osborn, Clint (HSEMA) <clint.osborn@dc.gov>; Parker, Lindsey (OCTO) <lindsey.parker@dc.gov>; Peckumn, Nicole (HSEMA) <nicole.peckumn@dc.gov>; Newsham, Peter (MPD) <peter.newsham@dc.gov>; Phannavong, Phetmano (DOEE) <phetmano.phannavong@dc.gov>; Randy Estes <randy.a.estes.mil@mail.mil>; Barnes, Regina L. (DDOT) <regina.barnes@dc.gov>; Rivera, Guillermo (MPD) <guillermo.rivera@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>; Rourke, Denton <drouke@wmata.com>; Rucker, Clarissa (DCHR) <clarissa.rucker@dc.gov>; Sandra Hawthorn <sandra.hawthorn@opm.gov> <sandra.hawthorn@opm.gov>; Scales, Ayris (EOM) <Ayris.Scales@dc.gov>; Schutter, George (OCP) <george.schutter@dc.gov>; Shreve, Johanna (OTA) <Johanna.Shreve@dc.gov>; Slade, Keith (DCRA) <keith.slade@dc.gov>; Smith, Ahnna (EOM) <ahnna.smith@dc.gov>; Smith, Jenifer (DFS) <jenifer.smith@dc.gov>; Sollers, John Jr. (FEMS) <john.sollers@dc.gov>; Speranza, Carrie (HSEMA) <carrie.speranza@dc.gov>; Spriggs, Timothy (DPW) <Timothy.Spriggs@dc.gov>; Strong, Christopher (NWS) <christopher.strong@noaa.gov>; Stutz, Ben (EOM) <ben.stutz@dc.gov>; Talamante, Tomás (EOM) <Tomas.Talamante@dc.gov>; Tyrone Garrett <Tgarrett@dchousing.org>; Gibson, Ventris (DCHR) <ventris.gibson@dc.gov>; Walker, William <william.j.walker5.mil@mail.mil>; Wassmer, Victoria (EOM) <Victoria.Wassmer@dc.gov>; Wayne Bridgeforth <wayne\_bridgeforth@nps.gov>; Ways, Howard (DDOT) <Howard.Ways@dc.gov>; Wells, Tommy (DOEE) <tommy.wells@dc.gov>; White, Christopher (HSEMA) <Christopher.White2@dc.gov>; Young, Shana (OSSE) <shana.young@dc.gov>; Contee, Robert (MPD) <Robert.Contee@dc.gov>

**Subject:** UPDATE: Spot Report - Jan 6th First Amendment

Good evening,

Please see the updated spot report for today's First Amendment events attached.

Thank you,  
Emily









**EMILY RUESCH**

**PLANNING SECTION CHIEF**

DISTRICT EMERGENCY OPERATIONS CENTER

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Mobile: 202-302-0082

[2-534\(a\)\(10\)](tel:2025341010)

[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

**From:** Rodriguez, Chris (HSEMA) <[chris.rodriguez@dc.gov](mailto:chris.rodriguez@dc.gov)>

**Sent:** Wednesday, January 6, 2021 3:13 PM

**To:** Legacy\_Forwarding; Mourtos, Aiyana (DCPS); Anderson, Arrelle (OUC); Anderson, Keith (DGS); Babers, Lucinda (EOM); Baker, Craig (FEMS); Bazron, Barbara (DBH); Benab, Jasmin (EOM); Bernet, Courtney (HSEMA); Bodmer, Ronald; Bowden, Tomeika (DCPCSB); Bowen, Whitney (HSEMA); Breems, Joseph (EOM); Brumley, Gretchen (OSSE); Carroll, Jeffery W. (MPD); Chapple, Nicole (DOES); Chrappah, Ernest (DCRA); Christian, Julia (DOEE); COL Jonathan Ebbert - DCNG ([jonathan.s.ebbert.mil@mail.mil](mailto:jonathan.s.ebbert.mil@mail.mil)); Crawford, Elijah (HSEMA); David Gadis; David, Gregory (HSEMA); Dean, Gregory (FEMS); Dedner, Olivia (EOM); Deichmeister, Jayne (DOEE); Deputy Mayor Wayne Turnage; Dey, Soumya (DDOT); Donaldson, Polly (DHCD); Donnelly, John (FEMS); Duray, Paul (DOH); Dusti Lowndes; Emminizer, Samantha (EOM); EOC Manager (HSEMA); Falcicchio, John (EOM); Ferebee, Lewis; Foster, LaToya (EOM); Fuller, Yohance (DGS); HGebreyes; Geldart, Chris (DPW); Gonzalez, Donny (DGS); Goodall, Lee (DDOT); Goodhue, Shannon (DBH); Harvin, Donell (HSEMA); Hawkins, Derron (FEMS); Healy, Patrick (EOM); Gil, Helder (EOM); Hochberg, Adriana (DOEE); HSEMA SLT and OPS; Hunter, Delano (DPR); Irving, Julia (EOM); Jackson, Alfa (EOM); [james.murphy@nps.gov](mailto:james.murphy@nps.gov); Jones, Phyllis (DBH); Kang, Hanseul (OSSE); Holmes, Karima (OUC); Kavaleri, Teddy (OUC); Donahue, Kevin (EOM); Kihn, Paul (EOM); Kwan-hui, Shirley (DCRA); Nesbitt, LaQuandra S. (DOH); Zeilinger, Laura (DHS); Lawson, Julie (EOM); Lott, Everett (DDOT); Manassa, Marvin (OCP); Marootian, Jeffrey M. (DDOT); Mauro, Amy (FEMS); McClure, Helen (EOM); Melder, Jay (EOM); Rupert, Michael (EOM); Mims, Keisha (EOM); Mitchell, Roger (OCME); Murphy, Christina (EOM); Neider, Thomas (DDOT); NWS General Alerts Box; NWS Sterling 24/7 Desk; Osborn, Clint (HSEMA); Parker, Lindsey (OCTO); Peckumn, Nicole (HSEMA); Newsham, Peter (MPD); Phannavong, Phetmano (DOEE); PlanSec, EOC (HSEMA); Randy Estes; Barnes, Regina L. (DDOT); Rivera, Guillermo (MPD); Ross, Jed (ORM); Rourke, Denton; Rucker, Clarissa (DCHR); Ruesch, Emily (HSEMA); Sandra Hawthorn ([sandra.hawthorn@opm.gov](mailto:sandra.hawthorn@opm.gov)); Scales, Ayris (EOM); Schutter, George (OCP); Shreve, Johanna (OTA); Slade, Keith (DCRA); Smith, Ahnna (EOM); Smith, Jenifer (DFS); Sollers, John Jr. (FEMS); Speranza, Carrie (HSEMA); Spriggs, Timothy (DPW); Strong, Christopher (NWS); Stutz, Ben (EOM); Talamante, Tomás (EOM); Tyrone Garrett; Gibson, Ventris (DCHR); Walker, William; Wassmer, Victoria (EOM); Wayne Bridgeforth; Ways, Howard (DDOT); Wells, Tommy (DOEE); White, Christopher (HSEMA); Young, Shana (OSSE); Contee, Robert (MPD)

**Subject:** Jan 6th First Amendment

**When:** Wednesday, January 6, 2021 4:30 PM-5:30 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** WebEX Info Below

**DC HSEMA is inviting you to a scheduled Webex meeting.**

Wednesday, January 6, 2021

4:30 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

[Join meeting](#)

2-534(a)(10)

2-534(a)(10)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**From:** Breems, Joseph (EOM)  
**Sent:** Wed, 6 Jan 2021 23:47:00 +0000  
**To:** Melder, Jay (EOM);Donahue, Kevin (EOM);Nesbitt, LaQuandra S. (DOH);Falcicchio, John (EOM);Turnage, Wayne (DHCF);Babers, Lucinda (EOM);Kihn, Paul (EOM);Mitchell, Roger (OCME);Rodriguez, Chris (HSEMA);Geldart, Chris (DPW)  
**Cc:** Schutter, George (OCP);Osborn, Clint (HSEMA);Wong, Jacob (EOM);Stutz, Ben (EOM);Parker, Lindsey (OCTO);Anderson, Keith (DGS);Gibson, Ventris (DCHR);Maxwell, Lindsey (EOM);Ross, Jed (ORM);Feldman, Sophie (EOM);Dedner, Olivia (EOM);Talamante, Tomás (EOM);Foster, LaToya (EOM);Shackelford, Jerica (HSEMA);Lucas, Donte (HSEMA);Gil, Helder (EOM);Ferebee, Lewis (DCPS);Bush, Kevin (HSEMA);Reed, Jennifer (EOM);Spriggs, Timothy (DPW);Katz, Lia (EOM);EOC Manager (HSEMA);PlanSec, EOC (HSEMA);Sonko, Mayo (EOM);MacCarthy, Sean (FEMS);Manassa, Marvin (OCP);Leihgeber-Carpenter, Cody (OCP);Coleman, Marcus (EOM);Foust, David (DPW-Contractor);Harrison, Daniel (DPW);Faruk, Tehsin (OCTO);Goodman, Tony (HSEMA);Deas, Melissa (DOEE);Ashley, Patrick (DOH);Brown, Justin (DHS)  
**Subject:** RE: This Week's Mission Support & Modified GovOps Section Reports : 12/28/20-1/1/21  
**Attachments:** 1.4.2021 - Agency Report.pdf, 1.4.2021 - Branch Report.pdf, DC Government Employee COVID Stats\_1.4.21.pdf

EOC—

Please find attached **this week's** MS-MGO Section Reports:

- Agency Report
- Branch Section Report (links to Procurement Reports embedded within)
- Cases and Quarantine Report

To note – We are working on updates to the Performance Report and will provide with the Case/Quarantine supplemental later this week.

Please let me know if any questions,  
Joey

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**COVID-19 HEALTH EMERGENCY – AGENCY DAILY REPORT**

**January 4<sup>th</sup>, 2020**

\*\*\*

**Mission Support & Modified Operations Section | Jay Melder, Section Chief**

**MODIFIED GOVERNMENT OPERATIONS | Joey Breems, Branch Chief**

**EXECUTIVE SUMMARY**

**Front Burners & Flags**

- 1/6 UPDATE – Mayor instituted a 6pm (1/6) to 6am (1/7) curfew in the District; all non-essential/non-emergency employees reporting to a duty station were dismissed at 4:30pm; DHS closed H Street Service Center and ended street outreach at 6pm, all other shelters on lockdown, emergency transport remains operational.
- Due to positive cases and staff quarantines, meal service at Bancroft Elementary School is suspended; families are being directed to the Columbia Heights Education Campus (0.5 miles away). CARE programming will resume on 1/11 rather than 1/4.

2-534(e)

2-534(e)

**What's Around the Corner**

- MSMGO continues to monitor rise in cases at several agencies, detailed below.

**PERSONNEL FLAGS**

(i.e increased COVID numbers, increased quarantining staff, or critical staffing shortages)

| Agency | Flag     |
|--------|----------|
| DPW    | 2-534(e) |

Deliberative & Confidential



|          |   |
|----------|---|
|          | 2-534(e)                                |
| DC Water | Reported 8 new cases from 12/28 to 1/4  |
| DCPS     | Reported 18 new cases from 12/28 to 1/4 |
| OSSE     | Reported 6 new cases from 12/28 to 1/4  |
| OUC      | Reported 7 new cases from 12/28 to 1/4  |

### SUPPLY ISSUES

| Agency | Issue |
|--------|-------|
|        |       |
|        |       |
|        |       |

| <u>Meal Distribution</u> |                            |                                  |       |
|--------------------------|----------------------------|----------------------------------|-------|
|                          | Meals Distributed on Sites | Home Delivered Meals Distributed | TOTAL |
| DCPS (12/27 - 1/3)       | 9,448                      | n/a                              | 9,448 |
| DPR                      | 413                        | n/a                              | 413   |
| DACL                     |                            |                                  |       |

\*DACL's delivers 7 frozen meals with each delivery, for a total of 7,385 meals delivered today.

### PROPOSED OPERATIONAL CHANGES

#### AGENCY REPORTS

##### DMOI

| Agency | DMOI |
|--------|------|
|--------|------|

| Agency                                       | DDOT |
|--|------|
| Number of Employees Who Have Tested Positive | 53   |

|   |     |
|---|-----|
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 8   |
| <b>Number of Employees Who Have Returned to Work</b>              | 294 |

| Agency   | DISB |
|--|------|
| <b>Number of Employees Who Have Tested Positive</b>  | 3    |
| <b>Number of Employees Who Have Returned to Work</b> | 4    |

| Agency  | DPW      |
|---|----------|
| <b>Challenges to Operations Given Existing Resources</b>          | 2-534(e) |
| <b>Number of Employees Who Have Tested Positive</b>               | 92       |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 34       |
| <b>Number of Employees Who Have Returned to Work</b>              | 456      |

| Agency  | DOEE |
|---|------|
| <b>Number of Employees Who Have Tested Positive</b>               | 8    |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1    |
| <b>Number of Employees Who Have Returned to Work</b>              | 8    |

| Agency  | DC DMV |
|---|--------|
| <b>Number of Employees Who Have Tested Positive</b>               | 21     |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 9      |
| <b>Number of Employees Who Have Returned to Work</b>              | 46     |

|   |                                      |
|---|--------------------------------------|
| <b>Agency</b>   | <b>ABRA</b>                          |
| <b>Challenges to Operations Given Existing Resources</b>          | There are no operational challenges. |
| <b>Number of Employees Who Have Tested Positive</b>               | 3                                    |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1                                    |
| <b>Number of Employees Who Have Returned to Work</b>              | 5                                    |

|  |                                   |
|--|-----------------------------------|
| <b>Agency</b>  | <b>Dept. of For Hire Vehicles</b> |
| <b>Challenges to Operations Given Existing Resources</b> | 2-534(e)                          |
|  | 2-534(e)                          |
| <b>Number of Employees Who Have Tested Positive</b>      | 4                                 |

|   |   |
|---|---|
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1 |
| <b>Number of Employees Who Have Returned to Work</b>              | 3 |

| <b>Agency</b>   | <b>DCRA</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 22          |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 3           |
| <b>Number of Employees Who Have Returned to Work</b>              | 76          |

| <b>Agency</b>  | <b>Public Service Commission</b> |
|--|----------------------------------|
| <b>Number of Employees Who Have Tested Positive</b>  | 1                                |
| <b>Number of Employees Who Have Returned to Work</b> | 1                                |

| <b>Agency</b>   | <b>Office of the People's Counsel</b>   |
|---|---|
| <b>Challenges to Operations Given Existing Resources</b>          | Our agency is not experiencing any challenges that will prevent us from carrying out our day to day operations. |
| <b>Number of Employees Who Have Tested Positive</b>               | 3   |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1   |
| <b>Number of Employees Who Have Returned to Work</b>              | 1   |

| <b>Agency</b>   | <b>DC Water</b>                                |
|---|--|
| <b>Challenges to Operations Given Existing Resources</b>          | DC Water operations remain steady, no changes. |
| <b>Number of Employees Who Have Tested Positive</b>               | 59   |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 75   |
| <b>Number of Employees Who Have Returned to Work</b>              | 170  |

**DMHHS**

| Agency   | DCHealth |
|--|----------|
| Number of Employees Who Have Tested Positive               | 40       |
| Number of Employees on Quarantine Due to Possible Exposure | 1        |
| Number of Employees Who Have Returned to Work              | 39       |

| Agency   | Department on Disability Services |
|--|-----------------------------------|
| Approved Operational Changes Going Into Effect Next Week   | 0                                 |
| Newly Proposed Operational Changes                         | 0                                 |
| Number of Employees Who Have Tested Positive               | 19                                |
| Number of Employees on Quarantine Due to Possible Exposure | 0                                 |
| Number of Employees Who Have Returned to Work              | 19                                |

| Agency   | Department of Health Care Finance |
|--|-----------------------------------|
| Approved Operational Changes Going Into Effect Next Week   | 0                                 |
| Newly Proposed Operational Changes                         | 0                                 |
| Number of Employees Who Have Tested Positive               | 4                                 |
| Number of Employees on Quarantine Due to Possible Exposure | 0                                 |
| Number of Employees Who Have Returned to Work              | 0                                 |

| Agency   | DBH |
|--|-----|
| Approved Operational Changes Going Into Effect Next Week   | 0   |
| Newly Proposed Operational Changes                         | 0   |
| Number of Employees Who Have Tested Positive               | 226 |
| Number of Employees on Quarantine Due to Possible Exposure | 59  |



|  |     |
|--|-----|
| <b>Number of Employees Who Have Returned to Work</b> | 379 |
|--|-----|

| <b>Agency</b>   | <b>DHS</b> |
|---|------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 50         |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 12         |
| <b>Number of Employees Who Have Returned to Work</b>              | 77         |

**DMPED**

| <b>Agency</b>  | <b>DMPED</b> |
|--|--------------|
| <b>Number of Employees Who Have Tested Positive</b>  | 3            |
| <b>Number of Employees Who Have Returned to Work</b> | 3            |

| <b>Agency</b>  | <b>OCTFME</b>   |
|--|---|
| <b>Challenges to Operations Given Existing Resources</b> | OCTFME agency is not facing any challenges or concerns regarding Phase Two of Reopen DC. The operational issues and concerns have been addressed for Phase Two readiness. The agency has PPE supplies, operational plan for social distancing between each respective work station and methods to safely perform critical agency services . |
| <b>Number of Employees Who Have Tested Positive</b>      | 1   |
| <b>Number of Employees Who Have Returned to Work</b>     | 5   |

| <b>Agency</b>  | <b>Office of Planning</b> |
|--|---------------------------|
| <b>Number of Employees Who Have Tested Positive</b>  | 2                         |
| <b>Number of Employees Who Have Returned to Work</b> | 2                         |

| <b>Agency</b> | <b>OTA</b> |
|---------------|------------|
|---------------|------------|

| <b>Agency</b> | <b>OZ</b> |
|---------------|-----------|
|---------------|-----------|

| Agency   | DCHFA |
|--|-------|
| Number of Employees Who Have Tested Positive               | 1     |
| Number of Employees on Quarantine Due to Possible Exposure | 9     |

| Agency   | DC Housing Authority |
|--|----------------------|
| Number of Employees Who Have Tested Positive               | 57                   |
| Number of Employees on Quarantine Due to Possible Exposure | 23                   |
| Number of Employees Who Have Returned to Work              | 34                   |

#### DMPSJ

| Agency   | DYRS |
|--|------|
| Number of Employees Who Have Tested Positive               | 54   |
| Number of Employees on Quarantine Due to Possible Exposure | 20   |
| Number of Employees Who Have Returned to Work              | 200  |

| Agency   | HSEMA |
|--|-------|
| Number of Employees Who Have Tested Positive               | 3     |
| Number of Employees on Quarantine Due to Possible Exposure | 0     |
| Number of Employees Who Have Returned to Work              | 21    |

| Agency   | OHR |
|--|-----|
| Number of Employees Who Have Tested Positive               | 2   |
| Number of Employees on Quarantine Due to Possible Exposure | 0   |

|  |   |
|--|---|
| <b>Number of Employees Who Have Returned to Work</b> | 3 |
|--|---|

| <b>Agency</b>   | <b>OUC</b> |
|---|------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 30         |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 9          |
| <b>Number of Employees Who Have Returned to Work</b>              | 98         |

| <b>Agency</b> | <b>CJCC</b> |
|---------------|-------------|
|---------------|-------------|

| <b>Agency</b> | <b>DCPC</b> |
|---------------|-------------|
|---------------|-------------|

| <b>Agency</b>  | <b>DC Officer of the Chief Medical Examiner</b> |
|--|---|
| <b>Newly Proposed Operational Changes</b>            | 5   |
| <b>Number of Employees Who Have Tested Positive</b>  | 0   |
| <b>Number of Employees Who Have Returned to Work</b> | 7   |

| <b>Agency</b>  | <b>OVSJG</b> |
|--|--------------|
| <b>Newly Proposed Operational Changes</b>            | 2            |
| <b>Number of Employees Who Have Tested Positive</b>  | 0            |
| <b>Number of Employees Who Have Returned to Work</b> | 1            |

| <b>Agency</b>  | <b>DFS</b> |
|--|------------|
| <b>Newly Proposed Operational Changes</b>            | 10         |
| <b>Number of Employees Who Have Tested Positive</b>  | 3          |
| <b>Number of Employees Who Have Returned to Work</b> | 47         |

**DME**

| <b>Agency</b> | <b>Department of Parks and Recreation</b> |
|---------------|---|
|---------------|---|



|   |    |
|---|----|
| <b>Number of Employees Who Have Tested Positive</b>               | 32 |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 5  |
| <b>Number of Employees Who Have Returned to Work</b>              | 73 |

| <b>Agency</b>   | <b>OSSE</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 36          |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 4           |
| <b>Number of Employees Who Have Returned to Work</b>              | 43          |

| <b>Agency</b>  | <b>DC Public Charter School Board</b>  |
|--|--|
| <b>Challenges to Operations Given Existing Resources</b> | DC PCSB continues as 100% remote during Phase Two with no concerns that would prohibit us from providing critical services and carrying out our day-to-day operations. |
| <b>Number of Employees Who Have Tested Positive</b>      | 1  |

| <b>Agency</b>   | <b>DCPL</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 16          |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 13          |
| <b>Number of Employees Who Have Returned to Work</b>              | 34          |

| <b>Agency</b>   | <b>DC SBOE</b> |
|---|----------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 1              |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1              |

| <b>Agency</b>                                       | <b>University of the District of Columbia</b> |
|---|---|
| <b>Number of Employees Who Have Tested Positive</b> | 6   |

|   |   |
|---|---|
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1 |
| <b>Number of Employees Who Have Returned to Work</b>              | 5 |

| <b>Agency</b>   | <b>DCPS</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 177         |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 50          |
| <b>Number of Employees Who Have Returned to Work</b>              | 57          |

**IS**

| <b>Agency</b> | <b>Office of Disability Rights</b> |
|---------------|------------------------------------|
|---------------|------------------------------------|

| <b>Agency</b>  | <b>OCTO</b>   |
|--|---|
| <b>Challenges to Operations Given Existing Resources</b> | Continue to work with agencies on their IT requests and needs |
| <b>Number of Employees Who Have Tested Positive</b>      | 19  |
| <b>Number of Employees Who Have Returned to Work</b>     | 26  |

| <b>Agency</b>   | <b>DCHR</b> |
|---|-------------|
| <b>Challenges to Operations Given Existing Resources</b>          | 2-534(e)    |
| <b>Number of Employees Who Have Tested Positive</b>               | 4           |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 2           |
| <b>Number of Employees Who Have Returned to Work</b>              | 4           |

| <b>Agency</b>                                       | <b>OCP</b> |
|---|------------|
| <b>Number of Employees Who Have Tested Positive</b> | 1          |

|  |   |
|--|---|
| <b>Number of Employees Who Have Returned to Work</b> | 7 |
|--|---|

| <b>Agency</b>   | <b>PERB</b> |
|---|-------------|
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 9           |

| <b>Agency</b> | <b>BEGA</b> |
|---------------|-------------|
|---------------|-------------|

| <b>Agency</b>  | <b>Office of Employee Appeals</b> |
|--|-----------------------------------|
| <b>Number of Employees Who Have Tested Positive</b>  | 1                                 |
| <b>Number of Employees Who Have Returned to Work</b> | 3                                 |

**EQM**

| <b>Agency</b>  | <b>OCA</b> |
|--|------------|
| <b>Number of Employees Who Have Tested Positive</b>  | 2          |
| <b>Number of Employees Who Have Returned to Work</b> | 2          |

| <b>Agency</b>  | <b>EOM</b> |
|--|------------|
| <b>Number of Employees Who Have Tested Positive</b>  | 14         |
| <b>Number of Employees Who Have Returned to Work</b> | 18         |

| <b>Agency</b>  | <b>OSA/OFRA/OPLA/OS</b> |
|--|-------------------------|
| <b>Number of Employees Who Have Tested Positive</b>  | 1                       |
| <b>Number of Employees Who Have Returned to Work</b> | 1                       |









## Analysis of District Government COVID-19 Positive Cases

Updated with Data from the 1/4/2020 Agency Survey

**Number of New Cases Identified between 12/28 and 1/4**

**163**

**Total Number of DC Government Employees Who Have Tested Positive**

**2,148**

**Employees Who are Quarantining as of 1/4**

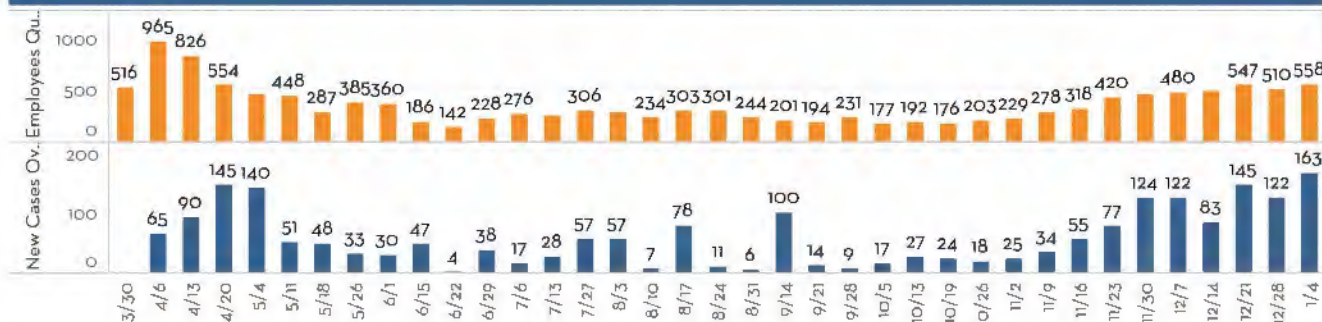
**558**

NOTE: DCHealth responded to the survey for the first time on 1/4/2021. Their data is not included in this dashboard, but they reported 40 positive COVID-19 cases since March. DCHealth will be included in the dashboard on 1/7/2021.

| Agency               | New Cases Since 12/28 | Number of Employees Who Tested Positive from 12/2 to 1/4 | Percent Change in Positive Cases from 12/2 to 1/4 | Number of Employees Quarantining as of 1/4 |
|----------------------|-----------------------|--|---|--|
| CFSA                 | 0                     | 5  | 13.8%   | 0  |
| DACL                 | 0                     | 3  | 66.7%   | 0  |
| DBH                  | 5                     | 51   | 20.9%   | 59   |
| DC Housing Authority | 6                     | 23   | 67.6%   | 23   |
| DC Water             | 8                     | 29   | 68.6%   | 75   |
| DCHBX                | 0                     | 3  | 66.7%   | 0  |
| DCPL                 | 3                     | 7  | 60.0%   | 13   |
| DCPS                 | 15                    | 34   | 23.8%   | 50   |
| DDOT                 | 4                     | 17   | 35.9%   | 8  |
| DFS                  | 2                     | 6  | 42.9%   | 3  |
| DGS                  | 0                     | 4  | 10.3%   | 0  |
| DHS                  | 2                     | 17   | 38.9%   | 12   |
| DMY                  | 3                     | 6  | 40.0%   | 2  |
| DOC                  | 9                     | 35   | 25.6%   | 0  |
| DPW                  | 9                     | 19   | 21.1%   | 34   |
| FEMS                 | 25                    | 77   | 26.9%   | 121  |
| MPD                  | 26                    | 144  | 36.8%   | 104  |
| OCFO                 | 0                     | 18   | 9.8%  | 0  |
| OCTO                 | 0                     | 5  | 26.7%   | 0  |
| OSSE                 | 6                     | 13   | 33.3%   | 4  |
| OUC                  | 7                     | 10   | 50.0%   | 9  |
| DCHR                 | 0                     | 2  | 100.0%  | 2  |
| DCRA                 | 3                     | 8  | 57.1%   | 3  |
| DPR                  | 1                     | 10   | 45.5%   | 7  |
| DYRS                 | 8                     | 15   | 38.5%   | 20   |

The above table shows the agencies with more than 2 new positive cases in the stated time frame.

### Number of Employees Quarantining vs. Number of New Cases Over Time



Agency: All

The above chart compares the number of employees quarantining as of the date shown, to the number of new positive cases since the previous week.

**From:** Breems, Joseph (EOM)  
**Sent:** Wed, 6 Jan 2021 23:47:00 +0000  
**To:** Melder, Jay (EOM);Donahue, Kevin (EOM);Nesbitt, LaQuandra S. (DOH);Falcicchio, John (EOM);Turnage, Wayne (DHCF);Babers, Lucinda (EOM);Kihn, Paul (EOM);Mitchell, Roger (OCME);Rodriguez, Chris (HSEMA);Geldart, Chris (DPW)  
**Cc:** Schutter, George (OCP);Osborn, Clint (HSEMA);Wong, Jacob (EOM);Stutz, Ben (EOM);Parker, Lindsey (OCTO);Anderson, Keith (DGS);Gibson, Ventris (DCHR);Maxwell, Lindsey (EOM);Ross, Jed (ORM);Feldman, Sophie (EOM);Dedner, Olivia (EOM);Talamante, Tomás (EOM);Foster, LaToya (EOM);Shackelford, Jerica (HSEMA);Lucas, Donte (HSEMA);Gil, Helder (EOM);Ferebee, Lewis (DCPS);Bush, Kevin (HSEMA);Reed, Jennifer (EOM);Spriggs, Timothy (DPW);Katz, Lia (EOM);EOC Manager (HSEMA);PlanSec, EOC (HSEMA);Sonko, Mayo (EOM);MacCarthy, Sean (FEMS);Manassa, Marvin (OCP);Leihgeber-Carpenter, Cody (OCP);Coleman, Marcus (EOM);Foust, David (DPW-Contractor);Harrison, Daniel (DPW);Faruk, Tehsin (OCTO);Goodman, Tony (HSEMA);Deas, Melissa (DOEE);Ashley, Patrick (DOH);Brown, Justin (DHS)  
**Subject:** RE: This Week's Mission Support & Modified GovOps Section Reports : 12/28/20-1/1/21  
**Attachments:** 1.4.2021 - Agency Report.pdf, 1.4.2021 - Branch Report.pdf, DC Government Employee COVID Stats\_1.4.21.pdf

EOC—

Please find attached **this week's** MS-MGO Section Reports:

- Agency Report
- Branch Section Report (links to Procurement Reports embedded within)
- Cases and Quarantine Report

To note – We are working on updates to the Performance Report and will provide with the Case/Quarantine supplemental later this week.

Please let me know if any questions,  
Joey

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**COVID-19 HEALTH EMERGENCY – AGENCY DAILY REPORT**

**January 4<sup>th</sup>, 2020**  
 \*\*\*

**Mission Support & Modified Operations Section | Jay Melder, Section Chief**

**MODIFIED GOVERNMENT OPERATIONS | Joey Breems, Branch Chief**

**EXECUTIVE SUMMARY**

**Front Burners & Flags**

- 1/6 UPDATE – Mayor instituted a 6pm (1/6) to 6am (1/7) curfew in the District; all non-essential/non-emergency employees reporting to a duty station were dismissed at 4:30pm; DHS closed H Street Service Center and ended street outreach at 6pm, all other shelters on lockdown, emergency transport remains operational.
- Due to positive cases and staff quarantines, meal service at Bancroft Elementary School is suspended; families are being directed to the Columbia Heights Education Campus (0.5 miles away). CARE programming will resume on 1/11 rather than 1/4.

2-534(e)

2-534(e)

**What's Around the Corner**

- MSMGO continues to monitor rise in cases at several agencies, detailed below.

**PERSONNEL FLAGS**

(i.e increased COVID numbers, increased quarantining staff, or critical staffing shortages)

| Agency | Flag     |
|--------|----------|
| DPW    | 2-534(e) |

|          |   |
|----------|---|
|          | 2-534(e)                                |
| DC Water | Reported 8 new cases from 12/28 to 1/4  |
| DCPS     | Reported 18 new cases from 12/28 to 1/4 |
| OSSE     | Reported 6 new cases from 12/28 to 1/4  |
| OUC      | Reported 7 new cases from 12/28 to 1/4  |

### SUPPLY ISSUES

| Agency | Issue |
|--------|-------|
|        |       |
|        |       |
|        |       |

| <u>Meal Distribution</u> |                            |                                  |       |
|--------------------------|----------------------------|----------------------------------|-------|
|                          | Meals Distributed on Sites | Home Delivered Meals Distributed | TOTAL |
| DCPS (12/27 - 1/3)       | 9,448                      | n/a                              | 9,448 |
| DPR                      | 413                        | n/a                              | 413   |
| DACL                     |                            |                                  |       |

\*DACL's delivers 7 frozen meals with each delivery, for a total of 7,385 meals delivered today.

### PROPOSED OPERATIONAL CHANGES

#### AGENCY REPORTS

##### DMOI

| Agency | DMOI |
|--------|------|
|--------|------|

| Agency                                       | DDOT |
|--|------|
| Number of Employees Who Have Tested Positive | 53   |

|   |     |
|---|-----|
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 8   |
| <b>Number of Employees Who Have Returned to Work</b>              | 294 |

| Agency   | DISB |
|--|------|
| <b>Number of Employees Who Have Tested Positive</b>  | 3    |
| <b>Number of Employees Who Have Returned to Work</b> | 4    |

| Agency  | DPW      |
|---|----------|
| <b>Challenges to Operations Given Existing Resources</b>          | 2-534(e) |
| <b>Number of Employees Who Have Tested Positive</b>               | 92       |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 34       |
| <b>Number of Employees Who Have Returned to Work</b>              | 456      |

| Agency  | DOEE |
|---|------|
| <b>Number of Employees Who Have Tested Positive</b>               | 8    |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1    |
| <b>Number of Employees Who Have Returned to Work</b>              | 8    |

| Agency  | DC DMV |
|---|--------|
| <b>Number of Employees Who Have Tested Positive</b>               | 21     |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 9      |
| <b>Number of Employees Who Have Returned to Work</b>              | 46     |

|   |                                      |
|---|--------------------------------------|
| <b>Agency</b>   | <b>ABRA</b>                          |
| <b>Challenges to Operations Given Existing Resources</b>          | There are no operational challenges. |
| <b>Number of Employees Who Have Tested Positive</b>               | 3                                    |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1                                    |
| <b>Number of Employees Who Have Returned to Work</b>              | 5                                    |

|  |                                   |
|--|-----------------------------------|
| <b>Agency</b>  | <b>Dept. of For Hire Vehicles</b> |
| <b>Challenges to Operations Given Existing Resources</b> | 2-534(e)                          |
|  | 2-534(e)                          |
| <b>Number of Employees Who Have Tested Positive</b>      | 4                                 |



|  |   |
|--|---|
| Number of Employees on Quarantine Due to Possible Exposure | 1 |
| Number of Employees Who Have Returned to Work              | 3 |

| Agency   | DCRA |
|--|------|
| Number of Employees Who Have Tested Positive               | 22   |
| Number of Employees on Quarantine Due to Possible Exposure | 3    |
| Number of Employees Who Have Returned to Work              | 76   |

| Agency  | Public Service Commission |
|---|---------------------------|
| Number of Employees Who Have Tested Positive  | 1                         |
| Number of Employees Who Have Returned to Work | 1                         |

| Agency   | Office of the People's Counsel  |
|--|---|
| Challenges to Operations Given Existing Resources          | Our agency is not experiencing any challenges that will prevent us from carrying out our day to day operations. |
| Number of Employees Who Have Tested Positive               | 3   |
| Number of Employees on Quarantine Due to Possible Exposure | 1   |
| Number of Employees Who Have Returned to Work              | 1   |

| Agency   | DC Water                                       |
|--|--|
| Challenges to Operations Given Existing Resources          | DC Water operations remain steady, no changes. |
| Number of Employees Who Have Tested Positive               | 59   |
| Number of Employees on Quarantine Due to Possible Exposure | 75   |
| Number of Employees Who Have Returned to Work              | 170  |

DMHHS

| Agency   | DCHealth |
|--|----------|
| Number of Employees Who Have Tested Positive               | 40       |
| Number of Employees on Quarantine Due to Possible Exposure | 1        |
| Number of Employees Who Have Returned to Work              | 39       |

| Agency   | Department on Disability Services |
|--|-----------------------------------|
| Approved Operational Changes Going Into Effect Next Week   | 0                                 |
| Newly Proposed Operational Changes                         | 0                                 |
| Number of Employees Who Have Tested Positive               | 19                                |
| Number of Employees on Quarantine Due to Possible Exposure | 0                                 |
| Number of Employees Who Have Returned to Work              | 19                                |

| Agency   | Department of Health Care Finance |
|--|-----------------------------------|
| Approved Operational Changes Going Into Effect Next Week   | 0                                 |
| Newly Proposed Operational Changes                         | 0                                 |
| Number of Employees Who Have Tested Positive               | 4                                 |
| Number of Employees on Quarantine Due to Possible Exposure | 0                                 |
| Number of Employees Who Have Returned to Work              | 0                                 |

| Agency   | DBH |
|--|-----|
| Approved Operational Changes Going Into Effect Next Week   | 0   |
| Newly Proposed Operational Changes                         | 0   |
| Number of Employees Who Have Tested Positive               | 226 |
| Number of Employees on Quarantine Due to Possible Exposure | 59  |

|  |     |
|--|-----|
| <b>Number of Employees Who Have Returned to Work</b> | 379 |
|--|-----|

| <b>Agency</b>   | <b>DHS</b> |
|---|------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 50         |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 12         |
| <b>Number of Employees Who Have Returned to Work</b>              | 77         |

**DMPED**

| <b>Agency</b>  | <b>DMPED</b> |
|--|--------------|
| <b>Number of Employees Who Have Tested Positive</b>  | 3            |
| <b>Number of Employees Who Have Returned to Work</b> | 3            |

| <b>Agency</b>  | <b>OCTFME</b>   |
|--|---|
| <b>Challenges to Operations Given Existing Resources</b> | OCTFME agency is not facing any challenges or concerns regarding Phase Two of Reopen DC. The operational issues and concerns have been addressed for Phase Two readiness. The agency has PPE supplies, operational plan for social distancing between each respective work station and methods to safely perform critical agency services . |
| <b>Number of Employees Who Have Tested Positive</b>      | 1   |
| <b>Number of Employees Who Have Returned to Work</b>     | 5   |

| <b>Agency</b>  | <b>Office of Planning</b> |
|--|---------------------------|
| <b>Number of Employees Who Have Tested Positive</b>  | 2                         |
| <b>Number of Employees Who Have Returned to Work</b> | 2                         |

| <b>Agency</b> | <b>OTA</b> |
|---------------|------------|
|---------------|------------|

| <b>Agency</b> | <b>OZ</b> |
|---------------|-----------|
|---------------|-----------|

| Agency   | DCHFA |
|--|-------|
| Number of Employees Who Have Tested Positive               | 1     |
| Number of Employees on Quarantine Due to Possible Exposure | 9     |

| Agency   | DC Housing Authority |
|--|----------------------|
| Number of Employees Who Have Tested Positive               | 57                   |
| Number of Employees on Quarantine Due to Possible Exposure | 23                   |
| Number of Employees Who Have Returned to Work              | 34                   |

#### DMPSJ

| Agency   | DYRS |
|--|------|
| Number of Employees Who Have Tested Positive               | 54   |
| Number of Employees on Quarantine Due to Possible Exposure | 20   |
| Number of Employees Who Have Returned to Work              | 200  |

| Agency   | HSEMA |
|--|-------|
| Number of Employees Who Have Tested Positive               | 3     |
| Number of Employees on Quarantine Due to Possible Exposure | 0     |
| Number of Employees Who Have Returned to Work              | 21    |

| Agency   | OHR |
|--|-----|
| Number of Employees Who Have Tested Positive               | 2   |
| Number of Employees on Quarantine Due to Possible Exposure | 0   |



|  |   |
|--|---|
| <b>Number of Employees Who Have Returned to Work</b> | 3 |
|--|---|

| <b>Agency</b>   | <b>OUC</b> |
|---|------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 30         |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 9          |
| <b>Number of Employees Who Have Returned to Work</b>              | 98         |

| <b>Agency</b> | <b>CJCC</b> |
|---------------|-------------|
|---------------|-------------|

| <b>Agency</b> | <b>DCPC</b> |
|---------------|-------------|
|---------------|-------------|

| <b>Agency</b>  | <b>DC Officer of the Chief Medical Examiner</b> |
|--|---|
| <b>Newly Proposed Operational Changes</b>            | 5   |
| <b>Number of Employees Who Have Tested Positive</b>  | 0   |
| <b>Number of Employees Who Have Returned to Work</b> | 7   |

| <b>Agency</b>  | <b>OVSJG</b> |
|--|--------------|
| <b>Newly Proposed Operational Changes</b>            | 2            |
| <b>Number of Employees Who Have Tested Positive</b>  | 0            |
| <b>Number of Employees Who Have Returned to Work</b> | 1            |

| <b>Agency</b>  | <b>DFS</b> |
|--|------------|
| <b>Newly Proposed Operational Changes</b>            | 10         |
| <b>Number of Employees Who Have Tested Positive</b>  | 3          |
| <b>Number of Employees Who Have Returned to Work</b> | 47         |

**DME**

| <b>Agency</b> | <b>Department of Parks and Recreation</b> |
|---------------|---|
|---------------|---|

|   |    |
|---|----|
| <b>Number of Employees Who Have Tested Positive</b>               | 32 |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 5  |
| <b>Number of Employees Who Have Returned to Work</b>              | 73 |

| <b>Agency</b>   | <b>OSSE</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 36          |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 4           |
| <b>Number of Employees Who Have Returned to Work</b>              | 43          |

| <b>Agency</b>  | <b>DC Public Charter School Board</b>  |
|--|--|
| <b>Challenges to Operations Given Existing Resources</b> | DC PCSB continues as 100% remote during Phase Two with no concerns that would prohibit us from providing critical services and carrying out our day-to-day operations. |
| <b>Number of Employees Who Have Tested Positive</b>      | 1  |

| <b>Agency</b>   | <b>DCPL</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 16          |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 13          |
| <b>Number of Employees Who Have Returned to Work</b>              | 34          |

| <b>Agency</b>   | <b>DC SBOE</b> |
|---|----------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 1              |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1              |

| <b>Agency</b>                                       | <b>University of the District of Columbia</b> |
|---|---|
| <b>Number of Employees Who Have Tested Positive</b> | 6   |

|   |   |
|---|---|
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1 |
| <b>Number of Employees Who Have Returned to Work</b>              | 5 |

| <b>Agency</b>   | <b>DCPS</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 177         |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 50          |
| <b>Number of Employees Who Have Returned to Work</b>              | 57          |

**IS**

| <b>Agency</b> | <b>Office of Disability Rights</b> |
|---------------|------------------------------------|
|---------------|------------------------------------|

| <b>Agency</b>  | <b>OCTO</b>   |
|--|---|
| <b>Challenges to Operations Given Existing Resources</b> | Continue to work with agencies on their IT requests and needs |
| <b>Number of Employees Who Have Tested Positive</b>      | 19  |
| <b>Number of Employees Who Have Returned to Work</b>     | 26  |

| <b>Agency</b>   | <b>DCHR</b> |
|---|-------------|
| <b>Challenges to Operations Given Existing Resources</b>          | 2-534(e)    |
| <b>Number of Employees Who Have Tested Positive</b>               | 4           |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 2           |
| <b>Number of Employees Who Have Returned to Work</b>              | 4           |

| <b>Agency</b>                                       | <b>OCP</b> |
|---|------------|
| <b>Number of Employees Who Have Tested Positive</b> | 1          |

|  |   |
|--|---|
| <b>Number of Employees Who Have Returned to Work</b> | 7 |
|--|---|

| <b>Agency</b>   | <b>PERB</b> |
|---|-------------|
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 9           |

| <b>Agency</b> | <b>BEGA</b> |
|---------------|-------------|
|---------------|-------------|

| <b>Agency</b>  | <b>Office of Employee Appeals</b> |
|--|-----------------------------------|
| <b>Number of Employees Who Have Tested Positive</b>  | 1                                 |
| <b>Number of Employees Who Have Returned to Work</b> | 3                                 |

**EQM**

| <b>Agency</b>  | <b>OCA</b> |
|--|------------|
| <b>Number of Employees Who Have Tested Positive</b>  | 2          |
| <b>Number of Employees Who Have Returned to Work</b> | 2          |

| <b>Agency</b>  | <b>EOM</b> |
|--|------------|
| <b>Number of Employees Who Have Tested Positive</b>  | 14         |
| <b>Number of Employees Who Have Returned to Work</b> | 18         |

| <b>Agency</b>  | <b>OSA/OFRA/OPLA/OS</b> |
|--|-------------------------|
| <b>Number of Employees Who Have Tested Positive</b>  | 1                       |
| <b>Number of Employees Who Have Returned to Work</b> | 1                       |









## Analysis of District Government COVID-19 Positive Cases

Updated with Data from the 1/4/2020 Agency Survey

**Number of New Cases Identified between 12/28 and 1/4**

**163**

**Total Number of DC Government Employees Who Have Tested Positive**

**2,148**

**Employees Who are Quarantining as of 1/4**

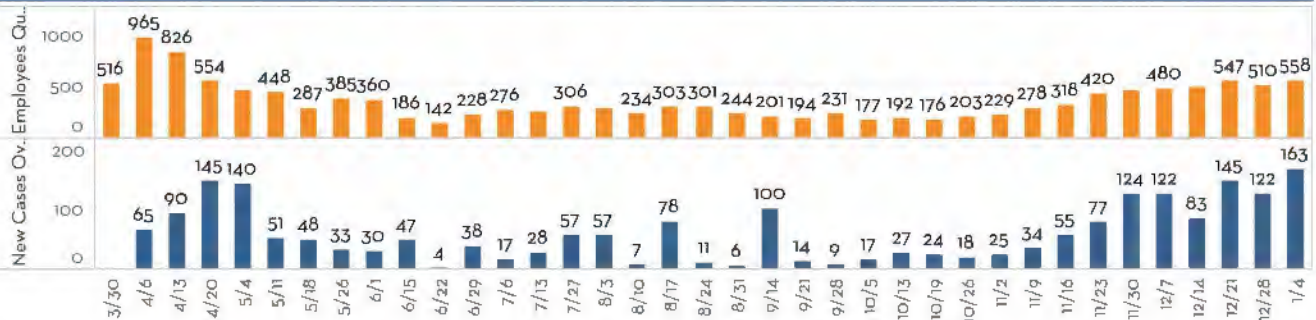
**558**

NOTE: DCHealth responded to the survey for the first time on 1/4/2021. Their data is not included in this dashboard, but they reported 40 positive COVID-19 cases since March. DCHealth will be included in the dashboard on 1/7/2021.

| Agency               | New Cases Since 12/28 | Number of Employees Who Tested Positive from 12/2 to 1/4 | Percent Change in Positive Cases from 12/2 to 1/4 | Number of Employees Quarantining as of 1/4 |
|----------------------|-----------------------|--|---|--|
| CFSA                 | 0                     | 5  | 13.8%   | 0  |
| DACL                 | 0                     | 3  | 66.7%   | 0  |
| DBH                  | 5                     | 51   | 20.9%   | 59   |
| DC Housing Authority | 6                     | 23   | 67.6%   | 23   |
| DC Water             | 8                     | 29   | 68.6%   | 75   |
| DCHBX                | 0                     | 3  | 66.7%   | 0  |
| DCPL                 | 3                     | 7  | 60.0%   | 13   |
| DCPS                 | 15                    | 34   | 23.8%   | 50   |
| DDOT                 | 4                     | 17   | 35.9%   | 8  |
| DFS                  | 2                     | 6  | 42.9%   | 3  |
| DGS                  | 0                     | 4  | 10.3%   | 0  |
| DHS                  | 2                     | 17   | 38.9%   | 12   |
| DMY                  | 3                     | 6  | 40.0%   | 2  |
| DOC                  | 9                     | 35   | 25.6%   | 0  |
| DPW                  | 9                     | 19   | 21.1%   | 34   |
| FEMS                 | 25                    | 77   | 26.9%   | 121  |
| MPD                  | 26                    | 144  | 36.8%   | 104  |
| OCFO                 | 0                     | 18   | 9.8%  | 0  |
| OCTO                 | 0                     | 5  | 26.7%   | 0  |
| OSSE                 | 6                     | 13   | 33.3%   | 4  |
| OUC                  | 7                     | 10   | 50.0%   | 9  |
| DCHR                 | 0                     | 2  | 100.0%  | 2  |
| DCRA                 | 3                     | 8  | 57.1%   | 3  |
| DPR                  | 1                     | 10   | 45.5%   | 7  |
| DYRS                 | 8                     | 15   | 38.5%   | 20   |

The above table shows the agencies with more than 2 new positive cases in the stated time frame.

### Number of Employees Quarantining vs. Number of New Cases Over Time



Agency: All

The above chart compares the number of employees quarantining as of the date shown, to the number of new positive cases since the previous week.



**From:** PlanSec, EOC (HSEMA)  
**Sent:** Wed, 6 Jan 2021 23:44:09 +0000  
**To:** Rodriguez, Chris (HSEMA);Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bernet, Courtney (HSEMA);Bodmer, Ronald;Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Crawford, Elijah (HSEMA);David Gadis;David, Gregory (HSEMA);Dean, Gregory (FEMS);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Duray, Paul (DOH);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);HSEMA SLT and OPS;Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Kang, Hanseul (OSSE);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Osborn, Clint (HSEMA);Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);Newsham, Peter (MPD);Phannavong, Phetmano (DOEE);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Sollers, John Jr. (FEMS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventris (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);White, Christopher (HSEMA);Young, Shana (OSSE);Contee, Robert (MPD);Mourtos, Aiyana (DCPS)  
**Subject:** UPDATE: Spot Report - Jan 6th First Amendment  
**Attachments:** First Amendment Events 2021-1-6-6PM Spot Report.pdf

Good evening,

Please see the updated spot report for today's First Amendment events attached.

Thank you,  
Emily







**Subject:** Jan 6th First Amendment

**When:** Wednesday, January 6, 2021 4:30 PM-5:30 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** WebEX Info Below

**DC HSEMA is inviting you to a scheduled Webex meeting.**

Wednesday, January 6, 2021

4:30 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

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**From:** Route Fifty Alert  
**Sent:** Wed, 6 Jan 2021 17:53:29 -0500  
**To:** Jed Ross  
**Subject:** ALERT: As Rioters Storm U.S. Capitol, States See Protests

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## As Rioters Storm U.S. Capitol, States See Protests

EMMA COLEMAN AND BILL LUCIA | While rioters forced entry into the U.S. Capitol on Wednesday, protests at statehouses remained relatively peaceful as of late afternoon.

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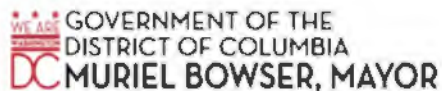
**From:** Carlos, Melbert (EOM)  
**Sent:** Wed, 6 Jan 2021 22:40:53 +0000  
**To:** Yeung, Sam (ORM); Ross, Jed (ORM)  
**Subject:** Schedule A Report (1/6/21)  
**Attachments:** Schedule A 1.6.21.xlsx.csv

Sam,

Good afternoon.

2-534(e)

*Thank you,  
Melbert Carlos  
Program Manager  
District of Columbia Office of Risk Management  
441 4th Street, N.W., Suite 800S  
Washington, D.C. 20001  
Main: [\(202\) 727-8600](tel:(202)727-8600)  
Direct: [\(202\) 727-7723](tel:(202)727-7723)*



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|          |   |            |   |    |    |           |   |   |
|----------|---|------------|---|----|----|-----------|---|---|
| 00104466 | 0 | 8/1/2018   | F | 12 | 7  | 90292     | 1 | N |
| 00115377 | 0 | 9/28/2020  | F | 11 | 2  | 63498     | 1 | N |
| 00103062 | 0 | 5/29/2018  | F | 15 | 0  | 119705.57 | 1 | N |
| 00067942 | 0 | 3/12/2012  | F | 13 | 7  | 104569    | 1 | N |
| 00106293 | 0 | 11/13/2018 | F | 12 | 4  | 83209     | 1 | N |
| 00066922 | 0 | 10/11/2011 | F | 13 | 10 | 113002    | 1 | N |
|          |   |            | V | 12 | 0  | 86921     | 1 | N |
| 00103070 | 0 | 5/29/2018  | F | 12 | 3  | 90617     | 1 | N |
| 00103332 | 0 | 6/11/2018  | F | 12 | 5  | 96166     | 1 | N |
| 00104475 | 0 | 8/1/2018   | F | 12 | 5  | 96166     | 1 | N |
| 00103056 | 0 | 5/29/2018  | F | 16 | 0  | 136497.66 | 1 | N |
| 00090620 | 0 | 4/17/2018  | F | 11 | 3  | 65475     | 1 | N |
| 00108496 | 0 | 6/10/2019  | F | 11 | 2  | 63498     | 1 | N |
| 00104462 | 0 | 8/1/2018   | F | 12 | 0  | 93766.05  | 1 | N |
| 00087046 | 0 | 10/26/2020 | F | 9  | 2  | 52691     | 1 | Y |
| 00108652 | 0 | 6/10/2019  | F | 12 | 3  | 80848     | 1 | Y |
| 00102866 | 0 | 5/16/2018  | F | 12 | 9  | 95014     | 1 | N |
| 00113038 | 0 | 3/2/2020   | F | 11 | 3  | 70818     | 1 | N |
|          |   |            | V | 13 | 0  | 112531    | 1 | N |
| 00089598 | 0 | 11/2/2015  | F | 13 | 0  | 111888.9  | 1 | N |
| 00104472 | 0 | 8/1/2018   | F | 13 | 0  | 97390.62  | 1 | N |
| 00104535 | 0 | 8/6/2018   | F | 13 | 0  | 97705.8   | 1 | N |
| 00104454 | 0 | 8/1/2018   | F | 13 | 0  | 94554     | 1 | N |
|          |   |            | V | 13 | 0  | 112531    | 1 | N |
| 00085682 | 0 | 4/13/2015  | F | 9  | 2  | 52691     | 1 | N |
| 00106609 | 0 | 12/10/2018 | F | 11 | 6  | 71406     | 1 | N |
| 00104430 | 0 | 8/1/2018   | F | 11 | 5  | 69429     | 1 | N |
| 00104452 | 0 | 8/1/2018   | F | 11 | 5  | 69429     | 1 | N |
| 00104473 | 0 | 8/1/2018   | F | 11 | 5  | 69429     | 1 | N |
| 00108795 | 0 | 6/24/2019  | F | 11 | 5  | 69429     | 1 | N |
| 00104470 | 0 | 8/3/2020   | F | 11 | 1  | 61521     | 1 | N |
| 00108854 | 0 | 6/24/2019  | F | 11 | 3  | 65475     | 1 | N |
| 00104533 | 0 | 8/6/2018   | F | 12 | 7  | 90292     | 1 | N |
| 00105678 | 0 | 10/1/2018  | F | 12 | 3  | 80848     | 1 | N |
| 00113188 | 0 | 3/16/2020  | F | 9  | 4  | 55955     | 1 | N |
| 00104461 | 0 | 8/1/2018   | F | 9  | 2  | 52691     | 1 | N |
| 00104471 | 0 | 8/1/2018   | F | 9  | 10 | 65747     | 1 | N |
| 00115507 | 0 | 10/13/2020 | F | 9  | 8  | 62483     | 1 | N |
| 00104468 | 0 | 8/1/2018   | F | 9  | 5  | 57587     | 1 | N |































Wednesday, January 6, 2021

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**From:** Medallia  
**Sent:** Wed, 6 Jan 2021 15:37:24 -0600  
**To:** jed.ross@dc.gov  
**Subject:** Ready for a new approach to reducing readmissions?

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## Ready for a new approach to reducing readmissions?

Wednesday, January 20, 2021 10am PST/ 1pm EST

[Register now](#)

The healthcare industry has experienced significant change. However, one thing has not changed - the penalties associated with hospital readmissions. To improve patient care, create personal connections that are foundational to building trust, leading to increased engagement and a better outcome.

Join Toni Land, Head of Clinical Healthcare Experience, and Aaron Elias, Senior Solutions Consultant, for a discussion and demonstration about:

- The latest trends in patient expectations and their impact on engagement and the advantages of two-way text messaging

over one-way text messaging

- How two-way text messaging can be used to reduce readmissions
- The ease by which care teams can send personalized and automated messages to boost quality engagement

## Speakers



**Toni Land**  
Head of Clinical Healthcare  
Experience, Medallia



**Aaron Elias**  
Senior Solutions Consultant,  
Healthcare, Medallia

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Medallia, Inc.  
575 Market St. Suite 1850  
San Francisco, CA 94105 USA  
[engage@medallia.com](mailto:engage@medallia.com)

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**From:** PlanSec, EOC (HSEMA)  
**Sent:** Wed, 6 Jan 2021 20:21:41 +0000  
**To:** Rodriguez, Chris (HSEMA); Legacy\_Forwarding: Mourtos, Aiyana (DCPS); Anderson, Arrelle (OUC); Anderson, Keith (DGS); Babers, Lucinda (EOM); Baker, Craig (FEMS); Bazron, Barbara (DBH); Benab, Jasmin (EOM); Bernet, Courtney (HSEMA); Bodmer, Ronald; Bowden, Tomeika (DCPCSB); Bowen, Whitney (HSEMA); Breems, Joseph (EOM); Brumley, Gretchen (OSSE); Carroll, Jeffery W. (MPD); Chapple, Nicole (DOES); Chrappah, Ernest (DCRA); Christian, Julia (DOEE); COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil); Crawford, Elijah (HSEMA); David Gadis; David, Gregory (HSEMA); Dean, Gregory (FEMS); Dedner, Olivia (EOM); Deichmeister, Jayne (DOEE); Deputy Mayor Wayne Turnage; Dey, Soumya (DDOT); Donaldson, Polly (DHCD); Donnelly, John (FEMS); Duray, Paul (DOH); Dusti Lowndes; Emminizer, Samantha (EOM); EOC Manager (HSEMA); Falcicchio, John (EOM); Ferebee, Lewis; Foster, LaToya (EOM); Fuller, Yohance (DGS); HGebreyes; Geldart, Chris (DPW); Gonzalez, Donny (DGS); Goodall, Lee (DDOT); Goodhue, Shannon (DBH); Harvin, Donell (HSEMA); Hawkins, Derron (FEMS); Healy, Patrick (EOM); Gil, Helder (EOM); Hochberg, Adriana (DOEE); HSEMA SLT and OPS; Hunter, Delano (DPR); Irving, Julia (EOM); Jackson, Alfa (EOM); james\_murphy@nps.gov; Jones, Phyllis (DBH); Kang, Hanseul (OSSE); Holmes, Karima (OUC); Kavaleri, Teddy (OUC); Donahue, Kevin (EOM); Kihn, Paul (EOM); Kwan-hui, Shirley (DCRA); Nesbitt, LaQuandra S. (DOH); Zeilinger, Laura (DHS); Lawson, Julie (EOM); Lott, Everett (DDOT); Manassa, Marvin (OCP); Marootian, Jeffrey M. (DDOT); Mauro, Amy (FEMS); McClure, Helen (EOM); Melder, Jay (EOM); Rupert, Michael (EOM); Mims, Keisha (EOM); Mitchell, Roger (OCME); Murphy, Christina (EOM); Neider, Thomas (DDOT); NWS General Alerts Box; NWS Sterling 24/7 Desk; Osborn, Clint (HSEMA); Parker, Lindsey (OCTO); Peckumn, Nicole (HSEMA); Newsham, Peter (MPD); Phannavong, Phetmano (DOEE); PlanSec, EOC (HSEMA); Randy Estes; Barnes, Regina L. (DDOT); Rivera, Guillermo (MPD); Ross, Jed (ORM); Rourke, Denton; Rucker, Clarissa (DCHR); Sandra Hawthorn (sandra.hawthorn@opm.gov); Scales, Ayris (EOM); Schutter, George (OCP); Shreve, Johanna (OTA); Slade, Keith (DCRA); Smith, Ahnna (EOM); Smith, Jenifer (DFS); Sollers, John Jr. (FEMS); Speranza, Carrie (HSEMA); Spriggs, Timothy (DPW); Strong, Christopher (NWS); Stutz, Ben (EOM); Talamante, Tomás (EOM); Tyrone Garrett; Gibson, Ventris (DCHR); Walker, William; Wassmer, Victoria (EOM); Wayne Bridgeforth; Ways, Howard (DDOT); Wells, Tommy (DOEE); White, Christopher (HSEMA); Young, Shana (OSSE); Contee, Robert (MPD)  
**Subject:** SPOT REPORT - Jan 6th First Amendment  
**Attachments:** First Amendment Events 2021-1-6 SpotReport.pdf, DC Government Locations Mile Buffer.csv

Please see attached spot report for reference ahead of this afternoon's call.

Thank you,  
Emily



**EMILY RUESCH**

**PLANNING SECTION CHIEF**

DISTRICT EMERGENCY OPERATIONS CENTER

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Mobile: 202-302-0082

[2-534\(a\)\(10\) 2-534\(a\)\(10\)](tel:2025341010)

[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

**From:** Rodriguez, Chris (HSEMA) <chris.rodriguez@dc.gov>

**Sent:** Wednesday, January 6, 2021 3:13 PM

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**Subject:** Jan 6th First Amendment

**When:** Wednesday, January 6, 2021 4:30 PM-5:30 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** WebEX Info Below

**DC HSEMA is inviting you to a scheduled Webex meeting.**

Wednesday, January 6, 2021

4:30 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

[Join meeting](#)

2-534(a)(10)

2-534(a)(10)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).











## WEBURL

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<http://mpdc.dc.gov/>  
<http://www.dcoz.dc.gov>  
<http://www.dslbd.dc.gov>  
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<http://www.octo.dc.gov>  
<http://www.odr.dc.gov>  
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<http://www.dcpa.gov/>  
<http://www.csosa.gov>  
<http://disb.dc.gov/>  
<http://disb.dc.gov/>  
<http://www.osse.dc.gov>  
<http://rsa.dhs.dc.gov/>  
<http://ombudsman.dc.gov>  
<http://doh.dc.gov/>

## DEPARTMENT

Motor Vehicles, Department of  
Metropolitan Police Department  
Office of Zoning  
Department of Small and Local Business Development  
Office of Labor Management Programs  
Office of Labor Relations and Collective Bargaining  
Office of the Attorney General  
Office of Contracting and Procurement  
Office of the Chief Technology Officer  
Office of Disability Rights  
Office of Finance and Resource Management  
Office of Human Rights  
Office of Risk Management  
Office of Veterans Affairs  
Police and Firefighters Retirement and Relief Board  
Real Property Tax Appeals Commission  
State Board of Education  
DC Sentencing and Criminal Code Revision Commission  
Tuition Assistance Grant Program  
Veterans Affairs  
Office on Asian and Pacific Islander Affairs  
Board of Elections  
Contract Appeals Board  
Criminal Justice Coordinating Council  
Child Support Services Division  
Department of Human Resources  
Office of Administrative Hearings  
DC Developmental Disabilities Council  
Board of Ethics and Government Accountability  
Government Operations Cluster  
Department of Health Care Finance - DHCF  
Office of Partnerships and Grant Services  
US Department of Justice  
Superior Court  
DC Court of Appeals  
Department of Health  
Office of the Chief Medical Examiner  
Metropolitan Police Department  
Department of Forensic Sciences  
Judicial Nomination Commission  
Commission on Judicial Disabilities and Tenure  
Metropolitan Washington Council of Governments  
DC Public Defender Service  
Pretrial Services Agency  
Court Services and Offender Supervision Agency  
Department of Insurance, Securities and Banking  
Department of Insurance and Securities Regulation  
Office of the State Superintendent of Education  
Rehabilitation Services Administration  
Ombudsman for Public Education  
Department of Health

<http://cfsa.dc.gov/>  
<http://www.wmata.com/>

Child and Family Services Agency  
Washington Metropolitan Area Transit Authority

| NAME  | ADDRID | X         | Y         |
|---|--------|-----------|-----------|
| Adjudication Services Admin                                 | 301588 | 398565.82 | 136228.18 |
| Metropolitan Police Headquarters                            | 279642 | 398564.94 | 136274.18 |
| Office of Zoning  | 285552 | 398642.18 | 136399.84 |
| Department of Small and Local Business Development          | 285552 | 398642.18 | 136399.84 |
| Labor Management Programs                                   | 285552 | 398642.18 | 136399.84 |
| Office of Labor Relations and Collective Bargaining         | 285552 | 398642.18 | 136399.84 |
| Office of the Attorney General                              | 285552 | 398642.18 | 136399.84 |
| Office of Contracting and Procurement                       | 285552 | 398642.18 | 136399.84 |
| Office of the Chief Technology Officer                      | 285552 | 398642.18 | 136399.84 |
| Office of Disability Rights                                 | 285552 | 398642.18 | 136399.84 |
| Office of Finance and Resource Management                   | 285552 | 398642.18 | 136399.84 |
| Office of Human Rights                                      | 285552 | 398642.18 | 136399.84 |
| Office of Risk Management                                   | 285552 | 398642.18 | 136399.84 |
| Office of Veterans Affairs                                  | 285552 | 398642.18 | 136399.84 |
| Police and Fire Retirement Board                            | 285552 | 398642.18 | 136399.84 |
| Real Property Tax Appeals Commission                        | 285552 | 398642.18 | 136399.84 |
| State Board of Education                                    | 285552 | 398642.18 | 136399.84 |
| DC Sentencing and Criminal Code Revision Commission         | 285552 | 398642.18 | 136399.84 |
| Tuition Assistance Grant Program                            | 285552 | 398642.18 | 136399.84 |
| Veterans Affairs  | 285552 | 398642.18 | 136399.84 |
| Office on Asian and Pacific Islander Affairs                | 285552 | 398642.18 | 136399.84 |
| Board of Elections  | 285552 | 398642.18 | 136399.84 |
| Contract Appeals Board                                      | 285552 | 398642.18 | 136399.84 |
| Criminal Justice Coordinating Council                       | 285552 | 398642.18 | 136399.84 |
| Child Support Services Division                             | 285552 | 398642.18 | 136399.84 |
| Department of Human Resources                               | 285552 | 398642.18 | 136399.84 |
| Office of Administrative Hearings                           | 285552 | 398635.86 | 136399.72 |
| DC Developmental Disabilities Council                       | 285552 | 398635.86 | 136399.72 |
| Board of Ethics and Government Accountability               | 285552 | 398635.86 | 136399.72 |
| Government Operations Cluster                               | 285552 | 398635.86 | 136399.72 |
| Department of Health Care Finance - DHCF                    | 285552 | 398635.86 | 136399.72 |
| Office of Partnerships and Grant Services                   | 285552 | 398635.86 | 136399.72 |
| United States Attorneys Office for the District of Columbia | 237750 | 398643.4  | 136555.14 |
| Superior Court  | 285553 | 398360    | 136248.81 |
| DC Court of Appeals   | 285553 | 398360    | 136248.81 |
| DC Public Health Laboratory                                 | 309137 | 398404.73 | 135077.03 |
| Office of the Chief Medical Examiner                        | 309137 | 398404.73 | 135077.03 |
| DC Crime Lab  | 309137 | 398404.73 | 135077.03 |
| Department of Forensic Sciences                             | 309137 | 398404.73 | 135077.03 |
| Judicial Nomination Commission                              | 301257 | 398409.67 | 136543.07 |
| Commission on Judicial Disabilities and Tenure              | 301257 | 398409.67 | 136543.07 |
| Metropolitan Washington Council of Governments              | 79340  | 399262.42 | 136888.03 |
| DC Public Defender Service                                  | 238716 | 398163.55 | 136281.14 |
| Pretrial Services Agency                                    | 238716 | 398163.55 | 136281.14 |
| Court Services and Offender Supervision Agency              | 238716 | 398163.55 | 136281.14 |
| Department of Insurance, Securities and Banking             | 79999  | 399390.57 | 136972.5  |
| Department of Insurance and Securities Regulation           | 79999  | 399390.57 | 136972.5  |
| Office of the State Superintendent of Education             | 79999  | 399390.57 | 136972.5  |
| Rehabilitation Services Administration                      | 79999  | 399390.57 | 136972.5  |
| Ombudsman for Public Education                              | 289003 | 399267.37 | 137018.38 |
| Department of Health  | 308942 | 399267.22 | 137026.75 |

Child and Family Services Agency  
Washington Metropolitan Area Transit Authority

285552 398316.62 136399.84  
238950 398310.86 136665.35

| MATCHADDR                   | GIS_ID  | DISTANCE                 |
|-----------------------------|---------|--------------------------|
| 301 C STREET NW             | dca_1   | 0.48 Miles (approximate) |
| 300 INDIANA AVENUE NW       | dca_20  | 0.5 Miles (approximate)  |
| 441 4TH STREET NW           | dca_121 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_7   | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_17  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_18  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_24  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_30  | 0.52 Miles (approximate) |
| 200 I STREET SE             | dca_33  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_34  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_36  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_38  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_45  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_75  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_81  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_86  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_88  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_90  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_92  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_97  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_101 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_102 | 0.52 Miles (approximate) |
| 441 4TH ST NW               | dca_104 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_106 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_111 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_117 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
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| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 555 4TH STREET NW           | dca_96  | 0.59 Miles (approximate) |
| 500 INDIANA AVENUE NW       | dca_89  | 0.6 Miles (approximate)  |
| 500 INDIANA AVENUE NW       | dca_113 | 0.6 Miles (approximate)  |
| 401 E STREET SW             | dca_158 | 0.66 Miles (approximate) |
| 401 E STREET SW             | dca_159 | 0.66 Miles (approximate) |
| 401 E STREET SW             | dca_157 | 0.66 Miles (approximate) |
| 401 E STREET SW             |         | 0.66 Miles (approximate) |
| 515 5TH STREET NW           | dca_15  | 0.68 Miles (approximate) |
| 515 5TH STREET NW           | dca_107 | 0.68 Miles (approximate) |
| 777 NORTH CAPITOL STREET NE | dca_108 | 0.69 Miles (approximate) |
| 633 INDIANA AVENUE NW       | dca_79  | 0.71 Miles (approximate) |
| 633 INDIANA AVENUE NW       | dca_84  | 0.71 Miles (approximate) |
| 633 INDIANA AVENUE NW       | dca_110 | 0.71 Miles (approximate) |
| 810 1ST STREET NE           | dca_58  | 0.75 Miles (approximate) |
| 810 1ST STREET NE           | dca_59  | 0.75 Miles (approximate) |
| 441 4TH STREET NW           | dca_47  | 0.75 Miles (approximate) |
| 810 1ST STREET NE           | dca_87  | 0.75 Miles (approximate) |
| 825 NORTH CAPITOL STREET NE | dca_61  | 0.77 Miles (approximate) |
| 899 NORTH CAPITOL STREET NE | dca_4   | 0.77 Miles (approximate) |

200 I STREET SE  
600 5TH STREET NW

dca\_105 0.77 Miles (approximate)  
dca\_128 0.78 Miles (approximate)

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**Attachments:** First Amendment Events 2021-1-6 SpotReport.pdf, DC Government Locations Mile Buffer.csv

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Emily





**EMILY RUESCH**

**PLANNING SECTION CHIEF**

DISTRICT EMERGENCY OPERATIONS CENTER

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Mobile: 202-302-0082

[2-534\(a\)\(10\)](tel:2025341010)

[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

**From:** Rodriguez, Chris (HSEMA) <chris.rodriguez@dc.gov>

**Sent:** Wednesday, January 6, 2021 3:13 PM

**To:** Legacy\_Forwarding; Mourtos, Aiyana (DCPS); Anderson, Arrelle (OUC); Anderson, Keith (DGS); Babers, Lucinda (EOM); Baker, Craig (FEMS); Bazron, Barbara (DBH); Benab, Jasmin (EOM); Bernet, Courtney (HSEMA); Bodmer, Ronald; Bowden, Tomeika (DCPCSB); Bowen, Whitney (HSEMA); Breems, Joseph (EOM); Brumley, Gretchen (OSSE); Carroll, Jeffery W. (MPD); Chapple, Nicole (DOES); Chrappah, Ernest (DCRA); Christian, Julia (DOEE); COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil); Crawford, Elijah (HSEMA); David Gadis; David, Gregory (HSEMA); Dean, Gregory (FEMS); Dedner, Olivia (EOM); Deichmeister, Jayne (DOEE); Deputy Mayor Wayne Turnage; Dey, Soumya (DDOT); Donaldson, Polly (DHCD); Donnelly, John (FEMS); Duray, Paul (DOH); Dusti Lowndes; Emminizer, Samantha (EOM); EOC Manager (HSEMA); Falcicchio, John (EOM); Ferebee, Lewis; Foster, LaToya (EOM); Fuller, Yohance (DGS); HGebreyes; Geldart, Chris (DPW); Gonzalez, Donny (DGS); Goodall, Lee (DDOT); Goodhue, Shannon (DBH); Harvin, Donell (HSEMA); Hawkins, Derron (FEMS); Healy, Patrick (EOM); Gil, Helder (EOM); Hochberg, Adriana (DOEE); HSEMA SLT and OPS; Hunter, Delano (DPR); Irving, Julia (EOM); Jackson, Alfa (EOM); james\_murphy@nps.gov; Jones, Phyllis (DBH); Kang, Hanseul (OSSE); Holmes, Karima (OUC); Kavaleri, Teddy (OUC); Donahue, Kevin (EOM); Kihn, Paul (EOM); Kwan-hui, Shirley (DCRA); Nesbitt, LaQuandra S. (DOH); Zeilinger, Laura (DHS); Lawson, Julie (EOM); Lott, Everett (DDOT); Manassa, Marvin (OCP); Marootian, Jeffrey M. (DDOT); Mauro, Amy (FEMS); McClure, Helen (EOM); Melder, Jay (EOM); Rupert, Michael (EOM); Mims, Keisha (EOM); Mitchell, Roger (OCME); Murphy, Christina (EOM); Neider, Thomas (DDOT); NWS General Alerts Box; NWS Sterling 24/7 Desk; Osborn, Clint (HSEMA); Parker, Lindsey (OCTO); Peckurn, Nicole (HSEMA); Newsham, Peter (MPD); Phannavong, Phetmano (DOEE); PlanSec, EOC (HSEMA); Randy Estes; Barnes, Regina L. (DDOT); Rivera, Guillermo (MPD); Ross, Jed (ORM); Rourke, Denton; Rucker, Clarissa (DCHR); Ruesch, Emily (HSEMA); Sandra Hawthorn (sandra.hawthorn@opm.gov); Scales, Ayris (EOM); Schutter, George (OCP); Shreve, Johanna (OTA); Slade, Keith (DCRA); Smith, Ahnna (EOM); Smith, Jenifer (DFS); Sollers, John Jr. (FEMS); Speranza, Carrie (HSEMA); Spriggs, Timothy (DPW); Strong, Christopher (NWS); Stutz, Ben (EOM); Talamante, Tomás (EOM); Tyrone Garrett; Gibson, Ventris (DCHR); Walker, William; Wassmer, Victoria (EOM); Wayne Bridgeforth; Ways, Howard (DDOT); Wells, Tommy (DOEE); White, Christopher (HSEMA); Young, Shana (OSSE); Contee, Robert (MPD)



**Subject:** Jan 6th First Amendment

**When:** Wednesday, January 6, 2021 4:30 PM-5:30 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** WebEX Info Below

**DC HSEMA is inviting you to a scheduled Webex meeting.**

Wednesday, January 6, 2021

4:30 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

[Join meeting](#)

2-534(a)(10)

2-534(a)(10)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).





## Road closures

Road closures announced prior to the event remain in effect. Additional road closure will be put into effect as necessary.

- First Street between E Street, SE and D Street, SE
- East Capitol Street, NE between 1st and 3rd Street, NE
- 2nd Street and Constitution Ave, NE to 2nd and Independence Ave, SE
- Constitution Ave between 1st Street and 2nd Street, NE

2-534(a)(10)

2-534(a)(10)







## WEBURL

<http://dmv.dc.gov>  
<http://mpdc.dc.gov/>  
<http://www.dcoz.dc.gov>  
<http://www.dslbd.dc.gov>  
<http://olmp.dc.gov/>  
<http://www.olrcb.dc.gov>  
<http://www.oag.dc.gov>  
<http://www.ocp.dc.gov>  
<http://www.octo.dc.gov>  
<http://www.odr.dc.gov>  
<http://dc.gov/agencies/detail.asp?id=50>  
<http://www.ohr.dc.gov>  
<http://www.orm.dc.gov>  
<http://www.ova.dc.gov>  
<http://www.dc.gov/agencies/detail.asp?id=71>  
<http://www.rptac.dc.gov>  
<http://sboe.dc.gov>  
<http://www.scdc.dc.gov>  
<http://tuitiongrant.dc.gov>  
<http://www.usdoj.gov/usao/dc/>  
<http://www.apia.dc.gov>  
<http://www.dcboee.org/>  
<http://www.cab.dc.gov>  
<http://www.cjcc.dc.gov>  
<http://www.cssd.dc.gov>  
<http://www.dchr.dc.gov>  
<http://www.oah.dc.gov>  
<http://ddc.dc.gov>  
<http://www.bega.dc.gov>  
<http://www.goc.dc.gov>  
<http://www.dhcf.dc.gov>  
<http://www.opgs.dc.gov>  
<http://www.usdoj.gov/usao/dc/>  
<http://www.dccourts.gov>  
<http://www.dccourts.gov/dccourts/>  
<http://doh.dc.gov/>  
<http://www.ocme.dc.gov>  
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<http://www.jnc.dc.gov>  
<http://cjdt.dc.gov/>  
<http://www.mwco.org>  
<http://www.pdsdc.org>  
<http://www.dcpa.gov/>  
<http://www.csosa.gov>  
<http://disb.dc.gov/>  
<http://disb.dc.gov/>  
<http://www.osse.dc.gov>  
<http://rsa.dhs.dc.gov/>  
<http://ombudsman.dc.gov>  
<http://doh.dc.gov/>

## DEPARTMENT

Motor Vehicles, Department of  
Metropolitan Police Department  
Office of Zoning  
Department of Small and Local Business Development  
Office of Labor Management Programs  
Office of Labor Relations and Collective Bargaining  
Office of the Attorney General  
Office of Contracting and Procurement  
Office of the Chief Technology Officer  
Office of Disability Rights  
Office of Finance and Resource Management  
Office of Human Rights  
Office of Risk Management  
Office of Veterans Affairs  
Police and Firefighters Retirement and Relief Board  
Real Property Tax Appeals Commission  
State Board of Education  
DC Sentencing and Criminal Code Revision Commission  
Tuition Assistance Grant Program  
Veterans Affairs  
Office on Asian and Pacific Islander Affairs  
Board of Elections  
Contract Appeals Board  
Criminal Justice Coordinating Council  
Child Support Services Division  
Department of Human Resources  
Office of Administrative Hearings  
DC Developmental Disabilities Council  
Board of Ethics and Government Accountability  
Government Operations Cluster  
Department of Health Care Finance - DHCF  
Office of Partnerships and Grant Services  
US Department of Justice  
Superior Court  
DC Court of Appeals  
Department of Health  
Office of the Chief Medical Examiner  
Metropolitan Police Department  
Department of Forensic Sciences  
Judicial Nomination Commission  
Commission on Judicial Disabilities and Tenure  
Metropolitan Washington Council of Governments  
DC Public Defender Service  
Pretrial Services Agency  
Court Services and Offender Supervision Agency  
Department of Insurance, Securities and Banking  
Department of Insurance and Securities Regulation  
Office of the State Superintendent of Education  
Rehabilitation Services Administration  
Ombudsman for Public Education  
Department of Health

<http://cfsa.dc.gov/>  
<http://www.wmata.com/>

Child and Family Services Agency  
Washington Metropolitan Area Transit Authority



| NAME  | ADDRID | X         | Y         |
|---|--------|-----------|-----------|
| Adjudication Services Admin                                 | 301588 | 398565.82 | 136228.18 |
| Metropolitan Police Headquarters                            | 279642 | 398564.94 | 136274.18 |
| Office of Zoning  | 285552 | 398642.18 | 136399.84 |
| Department of Small and Local Business Development          | 285552 | 398642.18 | 136399.84 |
| Labor Management Programs                                   | 285552 | 398642.18 | 136399.84 |
| Office of Labor Relations and Collective Bargaining         | 285552 | 398642.18 | 136399.84 |
| Office of the Attorney General                              | 285552 | 398642.18 | 136399.84 |
| Office of Contracting and Procurement                       | 285552 | 398642.18 | 136399.84 |
| Office of the Chief Technology Officer                      | 285552 | 398642.18 | 136399.84 |
| Office of Disability Rights                                 | 285552 | 398642.18 | 136399.84 |
| Office of Finance and Resource Management                   | 285552 | 398642.18 | 136399.84 |
| Office of Human Rights                                      | 285552 | 398642.18 | 136399.84 |
| Office of Risk Management                                   | 285552 | 398642.18 | 136399.84 |
| Office of Veterans Affairs                                  | 285552 | 398642.18 | 136399.84 |
| Police and Fire Retirement Board                            | 285552 | 398642.18 | 136399.84 |
| Real Property Tax Appeals Commission                        | 285552 | 398642.18 | 136399.84 |
| State Board of Education                                    | 285552 | 398642.18 | 136399.84 |
| DC Sentencing and Criminal Code Revision Commission         | 285552 | 398642.18 | 136399.84 |
| Tuition Assistance Grant Program                            | 285552 | 398642.18 | 136399.84 |
| Veterans Affairs  | 285552 | 398642.18 | 136399.84 |
| Office on Asian and Pacific Islander Affairs                | 285552 | 398642.18 | 136399.84 |
| Board of Elections  | 285552 | 398642.18 | 136399.84 |
| Contract Appeals Board                                      | 285552 | 398642.18 | 136399.84 |
| Criminal Justice Coordinating Council                       | 285552 | 398642.18 | 136399.84 |
| Child Support Services Division                             | 285552 | 398642.18 | 136399.84 |
| Department of Human Resources                               | 285552 | 398642.18 | 136399.84 |
| Office of Administrative Hearings                           | 285552 | 398635.86 | 136399.72 |
| DC Developmental Disabilities Council                       | 285552 | 398635.86 | 136399.72 |
| Board of Ethics and Government Accountability               | 285552 | 398635.86 | 136399.72 |
| Government Operations Cluster                               | 285552 | 398635.86 | 136399.72 |
| Department of Health Care Finance - DHCF                    | 285552 | 398635.86 | 136399.72 |
| Office of Partnerships and Grant Services                   | 285552 | 398635.86 | 136399.72 |
| United States Attorneys Office for the District of Columbia | 237750 | 398643.4  | 136555.14 |
| Superior Court  | 285553 | 398360    | 136248.81 |
| DC Court of Appeals   | 285553 | 398360    | 136248.81 |
| DC Public Health Laboratory                                 | 309137 | 398404.73 | 135077.03 |
| Office of the Chief Medical Examiner                        | 309137 | 398404.73 | 135077.03 |
| DC Crime Lab  | 309137 | 398404.73 | 135077.03 |
| Department of Forensic Sciences                             | 309137 | 398404.73 | 135077.03 |
| Judicial Nomination Commission                              | 301257 | 398409.67 | 136543.07 |
| Commission on Judicial Disabilities and Tenure              | 301257 | 398409.67 | 136543.07 |
| Metropolitan Washington Council of Governments              | 79340  | 399262.42 | 136888.03 |
| DC Public Defender Service                                  | 238716 | 398163.55 | 136281.14 |
| Pretrial Services Agency                                    | 238716 | 398163.55 | 136281.14 |
| Court Services and Offender Supervision Agency              | 238716 | 398163.55 | 136281.14 |
| Department of Insurance, Securities and Banking             | 79999  | 399390.57 | 136972.5  |
| Department of Insurance and Securities Regulation           | 79999  | 399390.57 | 136972.5  |
| Office of the State Superintendent of Education             | 79999  | 399390.57 | 136972.5  |
| Rehabilitation Services Administration                      | 79999  | 399390.57 | 136972.5  |
| Ombudsman for Public Education                              | 289003 | 399267.37 | 137018.38 |
| Department of Health  | 308942 | 399267.22 | 137026.75 |

Child and Family Services Agency  
Washington Metropolitan Area Transit Authority

285552 398316.62 136399.84  
238950 398310.86 136665.35

| MATCHADDR                   | GIS_ID  | DISTANCE                 |
|-----------------------------|---------|--------------------------|
| 301 C STREET NW             | dca_1   | 0.48 Miles (approximate) |
| 300 INDIANA AVENUE NW       | dca_20  | 0.5 Miles (approximate)  |
| 441 4TH STREET NW           | dca_121 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_7   | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_17  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_18  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_24  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_30  | 0.52 Miles (approximate) |
| 200 I STREET SE             | dca_33  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_34  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_36  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_38  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_45  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_75  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_81  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_86  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_88  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_90  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_92  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_97  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_101 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_102 | 0.52 Miles (approximate) |
| 441 4TH ST NW               | dca_104 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_106 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_111 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_117 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 555 4TH STREET NW           | dca_96  | 0.59 Miles (approximate) |
| 500 INDIANA AVENUE NW       | dca_89  | 0.6 Miles (approximate)  |
| 500 INDIANA AVENUE NW       | dca_113 | 0.6 Miles (approximate)  |
| 401 E STREET SW             | dca_158 | 0.66 Miles (approximate) |
| 401 E STREET SW             | dca_159 | 0.66 Miles (approximate) |
| 401 E STREET SW             | dca_157 | 0.66 Miles (approximate) |
| 401 E STREET SW             |         | 0.66 Miles (approximate) |
| 515 5TH STREET NW           | dca_15  | 0.68 Miles (approximate) |
| 515 5TH STREET NW           | dca_107 | 0.68 Miles (approximate) |
| 777 NORTH CAPITOL STREET NE | dca_108 | 0.69 Miles (approximate) |
| 633 INDIANA AVENUE NW       | dca_79  | 0.71 Miles (approximate) |
| 633 INDIANA AVENUE NW       | dca_84  | 0.71 Miles (approximate) |
| 633 INDIANA AVENUE NW       | dca_110 | 0.71 Miles (approximate) |
| 810 1ST STREET NE           | dca_58  | 0.75 Miles (approximate) |
| 810 1ST STREET NE           | dca_59  | 0.75 Miles (approximate) |
| 441 4TH STREET NW           | dca_47  | 0.75 Miles (approximate) |
| 810 1ST STREET NE           | dca_87  | 0.75 Miles (approximate) |
| 825 NORTH CAPITOL STREET NE | dca_61  | 0.77 Miles (approximate) |
| 899 NORTH CAPITOL STREET NE | dca_4   | 0.77 Miles (approximate) |

200 I STREET SE  
600 5TH STREET NW

dca\_105 0.77 Miles (approximate)  
dca\_128 0.78 Miles (approximate)

**From:** PlanSec, EOC (HSEMA)  
**Sent:** Wed, 6 Jan 2021 20:21:41 +0000  
**To:** Rodriguez, Chris (HSEMA); Legacy\_Forwarding: Mourtos, Aiyana (DCPS); Anderson, Arrelle (OUC); Anderson, Keith (DGS); Babers, Lucinda (EOM); Baker, Craig (FEMS); Bazron, Barbara (DBH); Benab, Jasmin (EOM); Bernet, Courtney (HSEMA); Bodmer, Ronald; Bowden, Tomeika (DCPCSB); Bowen, Whitney (HSEMA); Breems, Joseph (EOM); Brumley, Gretchen (OSSE); Carroll, Jeffery W. (MPD); Chapple, Nicole (DOES); Chrappah, Ernest (DCRA); Christian, Julia (DOEE); COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil); Crawford, Elijah (HSEMA); David Gadis; David, Gregory (HSEMA); Dean, Gregory (FEMS); Dedner, Olivia (EOM); Deichmeister, Jayne (DOEE); Deputy Mayor Wayne Turnage; Dey, Soumya (DDOT); Donaldson, Polly (DHCD); Donnelly, John (FEMS); Duray, Paul (DOH); Dusti Lowndes; Emminizer, Samantha (EOM); EOC Manager (HSEMA); Falcicchio, John (EOM); Ferebee, Lewis; Foster, LaToya (EOM); Fuller, Yohance (DGS); HGebreyes; Geldart, Chris (DPW); Gonzalez, Donny (DGS); Goodall, Lee (DDOT); Goodhue, Shannon (DBH); Harvin, Donell (HSEMA); Hawkins, Derron (FEMS); Healy, Patrick (EOM); Gil, Helder (EOM); Hochberg, Adriana (DOEE); HSEMA SLT and OPS; Hunter, Delano (DPR); Irving, Julia (EOM); Jackson, Alfa (EOM); james\_murphy@nps.gov; Jones, Phyllis (DBH); Kang, Hanseul (OSSE); Holmes, Karima (OUC); Kavaleri, Teddy (OUC); Donahue, Kevin (EOM); Kihn, Paul (EOM); Kwan-hui, Shirley (DCRA); Nesbitt, LaQuandra S. (DOH); Zeilinger, Laura (DHS); Lawson, Julie (EOM); Lott, Everett (DDOT); Manassa, Marvin (OCP); Marootian, Jeffrey M. (DDOT); Mauro, Amy (FEMS); McClure, Helen (EOM); Melder, Jay (EOM); Rupert, Michael (EOM); Mims, Keisha (EOM); Mitchell, Roger (OCME); Murphy, Christina (EOM); Neider, Thomas (DDOT); NWS General Alerts Box; NWS Sterling 24/7 Desk; Osborn, Clint (HSEMA); Parker, Lindsey (OCTO); Peckumn, Nicole (HSEMA); Newsham, Peter (MPD); Phannavong, Phetmano (DOEE); PlanSec, EOC (HSEMA); Randy Estes; Barnes, Regina L. (DDOT); Rivera, Guillermo (MPD); Ross, Jed (ORM); Rourke, Denton; Rucker, Clarissa (DCHR); Sandra Hawthorn (sandra.hawthorn@opm.gov); Scales, Ayris (EOM); Schutter, George (OCP); Shreve, Johanna (OTA); Slade, Keith (DCRA); Smith, Ahnna (EOM); Smith, Jenifer (DFS); Sollers, John Jr. (FEMS); Speranza, Carrie (HSEMA); Spriggs, Timothy (DPW); Strong, Christopher (NWS); Stutz, Ben (EOM); Talamante, Tomás (EOM); Tyrone Garrett; Gibson, Ventris (DCHR); Walker, William; Wassmer, Victoria (EOM); Wayne Bridgeforth; Ways, Howard (DDOT); Wells, Tommy (DOEE); White, Christopher (HSEMA); Young, Shana (OSSE); Contee, Robert (MPD)  
**Subject:** SPOT REPORT - Jan 6th First Amendment  
**Attachments:** First Amendment Events 2021-1-6 SpotReport.pdf, DC Government Locations Mile Buffer.csv

Please see attached spot report for reference ahead of this afternoon's call.

Thank you,  
Emily



**EMILY RUESCH**

**PLANNING SECTION CHIEF**

DISTRICT EMERGENCY OPERATIONS CENTER

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Mobile: 202-302-0082

[2-534\(a\)\(10\)](tel:2025341010)

[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

**From:** Rodriguez, Chris (HSEMA) <chris.rodriguez@dc.gov>

**Sent:** Wednesday, January 6, 2021 3:13 PM

**To:** Legacy\_Forwarding; Mourtos, Aiyana (DCPS); Anderson, Arrelle (OUC); Anderson, Keith (DGS); Babers, Lucinda (EOM); Baker, Craig (FEMS); Bazron, Barbara (DBH); Benab, Jasmin (EOM); Bernet, Courtney (HSEMA); Bodmer, Ronald; Bowden, Tomeika (DCPCSB); Bowen, Whitney (HSEMA); Breems, Joseph (EOM); Brumley, Gretchen (OSSE); Carroll, Jeffery W. (MPD); Chapple, Nicole (DOES); Chrappah, Ernest (DCRA); Christian, Julia (DOEE); COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil); Crawford, Elijah (HSEMA); David Gadis; David, Gregory (HSEMA); Dean, Gregory (FEMS); Dedner, Olivia (EOM); Deichmeister, Jayne (DOEE); Deputy Mayor Wayne Turnage; Dey, Soumya (DDOT); Donaldson, Polly (DHCD); Donnelly, John (FEMS); Duray, Paul (DOH); Dusti Lowndes; Emminizer, Samantha (EOM); EOC Manager (HSEMA); Falcicchio, John (EOM); Ferebee, Lewis; Foster, LaToya (EOM); Fuller, Yohance (DGS); HGebreyes; Geldart, Chris (DPW); Gonzalez, Donny (DGS); Goodall, Lee (DDOT); Goodhue, Shannon (DBH); Harvin, Donell (HSEMA); Hawkins, Derron (FEMS); Healy, Patrick (EOM); Gil, Helder (EOM); Hochberg, Adriana (DOEE); HSEMA SLT and OPS; Hunter, Delano (DPR); Irving, Julia (EOM); Jackson, Alfa (EOM); james\_murphy@nps.gov; Jones, Phyllis (DBH); Kang, Hanseul (OSSE); Holmes, Karima (OUC); Kavaleri, Teddy (OUC); Donahue, Kevin (EOM); Kihn, Paul (EOM); Kwan-hui, Shirley (DCRA); Nesbitt, LaQuandra S. (DOH); Zeilinger, Laura (DHS); Lawson, Julie (EOM); Lott, Everett (DDOT); Manassa, Marvin (OCP); Marootian, Jeffrey M. (DDOT); Mauro, Amy (FEMS); McClure, Helen (EOM); Melder, Jay (EOM); Rupert, Michael (EOM); Mims, Keisha (EOM); Mitchell, Roger (OCME); Murphy, Christina (EOM); Neider, Thomas (DDOT); NWS General Alerts Box; NWS Sterling 24/7 Desk; Osborn, Clint (HSEMA); Parker, Lindsey (OCTO); Peckurn, Nicole (HSEMA); Newsham, Peter (MPD); Phannavong, Phetmano (DOEE); PlanSec, EOC (HSEMA); Randy Estes; Barnes, Regina L. (DDOT); Rivera, Guillermo (MPD); Ross, Jed (ORM); Rourke, Denton; Rucker, Clarissa (DCHR); Ruesch, Emily (HSEMA); Sandra Hawthorn (sandra.hawthorn@opm.gov); Scales, Ayris (EOM); Schutter, George (OCP); Shreve, Johanna (OTA); Slade, Keith (DCRA); Smith, Ahnna (EOM); Smith, Jenifer (DFS); Sollers, John Jr. (FEMS); Speranza, Carrie (HSEMA); Spriggs, Timothy (DPW); Strong, Christopher (NWS); Stutz, Ben (EOM); Talamante, Tomás (EOM); Tyrone Garrett; Gibson, Ventris (DCHR); Walker, William; Wassmer, Victoria (EOM); Wayne Bridgeforth; Ways, Howard (DDOT); Wells, Tommy (DOEE); White, Christopher (HSEMA); Young, Shana (OSSE); Contee, Robert (MPD)

**Subject:** Jan 6th First Amendment

**When:** Wednesday, January 6, 2021 4:30 PM-5:30 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** WebEX Info Below

**DC HSEMA is inviting you to a scheduled Webex meeting.**

Wednesday, January 6, 2021

4:30 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

[Join meeting](#)

2-534(a)(10)

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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).











## WEBURL

<http://dmv.dc.gov>  
<http://mpdc.dc.gov/>  
<http://www.dcoz.dc.gov>  
<http://www.dslbd.dc.gov>  
<http://olmp.dc.gov/>  
<http://www.olrcb.dc.gov>  
<http://www.oag.dc.gov>  
<http://www.ocp.dc.gov>  
<http://www.octo.dc.gov>  
<http://www.odr.dc.gov>  
<http://dc.gov/agencies/detail.asp?id=50>  
<http://www.ohr.dc.gov>  
<http://www.orm.dc.gov>  
<http://www.ova.dc.gov>  
<http://www.dc.gov/agencies/detail.asp?id=71>  
<http://www.rptac.dc.gov>  
<http://sboe.dc.gov>  
<http://www.scdc.dc.gov>  
<http://tuitiongrant.dc.gov>  
<http://www.usdoj.gov/usao/dc/>  
<http://www.apia.dc.gov>  
<http://www.dcboee.org/>  
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<http://ddc.dc.gov>  
<http://www.bega.dc.gov>  
<http://www.goc.dc.gov>  
<http://www.dhcf.dc.gov>  
<http://www.opgs.dc.gov>  
<http://www.usdoj.gov/usao/dc/>  
<http://www.dccourts.gov>  
<http://www.dccourts.gov/dccourts/>  
<http://doh.dc.gov/>  
<http://www.ocme.dc.gov>  
<http://mpdc.dc.gov/>  
  
<http://www.jnc.dc.gov>  
<http://cjdt.dc.gov/>  
<http://www.mwco.org>  
<http://www.pdsdc.org>  
<http://www.dcpa.gov/>  
<http://www.csosa.gov>  
<http://disb.dc.gov/>  
<http://disb.dc.gov/>  
<http://www.osse.dc.gov>  
<http://rsa.dhs.dc.gov/>  
<http://ombudsman.dc.gov>  
<http://doh.dc.gov/>

## DEPARTMENT

Motor Vehicles, Department of  
Metropolitan Police Department  
Office of Zoning  
Department of Small and Local Business Development  
Office of Labor Management Programs  
Office of Labor Relations and Collective Bargaining  
Office of the Attorney General  
Office of Contracting and Procurement  
Office of the Chief Technology Officer  
Office of Disability Rights  
Office of Finance and Resource Management  
Office of Human Rights  
Office of Risk Management  
Office of Veterans Affairs  
Police and Firefighters Retirement and Relief Board  
Real Property Tax Appeals Commission  
State Board of Education  
DC Sentencing and Criminal Code Revision Commission  
Tuition Assistance Grant Program  
Veterans Affairs  
Office on Asian and Pacific Islander Affairs  
Board of Elections  
Contract Appeals Board  
Criminal Justice Coordinating Council  
Child Support Services Division  
Department of Human Resources  
Office of Administrative Hearings  
DC Developmental Disabilities Council  
Board of Ethics and Government Accountability  
Government Operations Cluster  
Department of Health Care Finance - DHCF  
Office of Partnerships and Grant Services  
US Department of Justice  
Superior Court  
DC Court of Appeals  
Department of Health  
Office of the Chief Medical Examiner  
Metropolitan Police Department  
Department of Forensic Sciences  
Judicial Nomination Commission  
Commission on Judicial Disabilities and Tenure  
Metropolitan Washington Council of Governments  
DC Public Defender Service  
Pretrial Services Agency  
Court Services and Offender Supervision Agency  
Department of Insurance, Securities and Banking  
Department of Insurance and Securities Regulation  
Office of the State Superintendent of Education  
Rehabilitation Services Administration  
Ombudsman for Public Education  
Department of Health

<http://cfsa.dc.gov/>  
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Child and Family Services Agency  
Washington Metropolitan Area Transit Authority

| NAME  | ADDRID | X         | Y         |
|---|--------|-----------|-----------|
| Adjudication Services Admin                                 | 301588 | 398565.82 | 136228.18 |
| Metropolitan Police Headquarters                            | 279642 | 398564.94 | 136274.18 |
| Office of Zoning  | 285552 | 398642.18 | 136399.84 |
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| DC Developmental Disabilities Council                       | 285552 | 398635.86 | 136399.72 |
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| DC Public Health Laboratory                                 | 309137 | 398404.73 | 135077.03 |
| Office of the Chief Medical Examiner                        | 309137 | 398404.73 | 135077.03 |
| DC Crime Lab  | 309137 | 398404.73 | 135077.03 |
| Department of Forensic Sciences                             | 309137 | 398404.73 | 135077.03 |
| Judicial Nomination Commission                              | 301257 | 398409.67 | 136543.07 |
| Commission on Judicial Disabilities and Tenure              | 301257 | 398409.67 | 136543.07 |
| Metropolitan Washington Council of Governments              | 79340  | 399262.42 | 136888.03 |
| DC Public Defender Service                                  | 238716 | 398163.55 | 136281.14 |
| Pretrial Services Agency                                    | 238716 | 398163.55 | 136281.14 |
| Court Services and Offender Supervision Agency              | 238716 | 398163.55 | 136281.14 |
| Department of Insurance, Securities and Banking             | 79999  | 399390.57 | 136972.5  |
| Department of Insurance and Securities Regulation           | 79999  | 399390.57 | 136972.5  |
| Office of the State Superintendent of Education             | 79999  | 399390.57 | 136972.5  |
| Rehabilitation Services Administration                      | 79999  | 399390.57 | 136972.5  |
| Ombudsman for Public Education                              | 289003 | 399267.37 | 137018.38 |
| Department of Health  | 308942 | 399267.22 | 137026.75 |

Child and Family Services Agency  
Washington Metropolitan Area Transit Authority

285552 398316.62 136399.84  
238950 398310.86 136665.35



| MATCHADDR                   | GIS_ID  | DISTANCE                 |
|-----------------------------|---------|--------------------------|
| 301 C STREET NW             | dca_1   | 0.48 Miles (approximate) |
| 300 INDIANA AVENUE NW       | dca_20  | 0.5 Miles (approximate)  |
| 441 4TH STREET NW           | dca_121 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_7   | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_17  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_18  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_24  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_30  | 0.52 Miles (approximate) |
| 200 I STREET SE             | dca_33  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_34  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_36  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_38  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_45  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_75  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_81  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_86  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_88  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_90  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_92  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_97  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_101 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_102 | 0.52 Miles (approximate) |
| 441 4TH ST NW               | dca_104 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_106 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_111 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_117 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 555 4TH STREET NW           | dca_96  | 0.59 Miles (approximate) |
| 500 INDIANA AVENUE NW       | dca_89  | 0.6 Miles (approximate)  |
| 500 INDIANA AVENUE NW       | dca_113 | 0.6 Miles (approximate)  |
| 401 E STREET SW             | dca_158 | 0.66 Miles (approximate) |
| 401 E STREET SW             | dca_159 | 0.66 Miles (approximate) |
| 401 E STREET SW             | dca_157 | 0.66 Miles (approximate) |
| 401 E STREET SW             |         | 0.66 Miles (approximate) |
| 515 5TH STREET NW           | dca_15  | 0.68 Miles (approximate) |
| 515 5TH STREET NW           | dca_107 | 0.68 Miles (approximate) |
| 777 NORTH CAPITOL STREET NE | dca_108 | 0.69 Miles (approximate) |
| 633 INDIANA AVENUE NW       | dca_79  | 0.71 Miles (approximate) |
| 633 INDIANA AVENUE NW       | dca_84  | 0.71 Miles (approximate) |
| 633 INDIANA AVENUE NW       | dca_110 | 0.71 Miles (approximate) |
| 810 1ST STREET NE           | dca_58  | 0.75 Miles (approximate) |
| 810 1ST STREET NE           | dca_59  | 0.75 Miles (approximate) |
| 441 4TH STREET NW           | dca_47  | 0.75 Miles (approximate) |
| 810 1ST STREET NE           | dca_87  | 0.75 Miles (approximate) |
| 825 NORTH CAPITOL STREET NE | dca_61  | 0.77 Miles (approximate) |
| 899 NORTH CAPITOL STREET NE | dca_4   | 0.77 Miles (approximate) |

200 I STREET SE  
600 5TH STREET NW

dca\_105 0.77 Miles (approximate)  
dca\_128 0.78 Miles (approximate)

**From:** PlanSec, EOC (HSEMA)  
**Sent:** Wed, 6 Jan 2021 20:21:41 +0000  
**To:** Rodriguez, Chris (HSEMA);Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bernet, Courtney (HSEMA);Bodmer, Ronald;Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Crawford, Elijah (HSEMA);David Gadis;David, Gregory (HSEMA);Dean, Gregory (FEMS);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Duray, Paul (DOH);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);HSEMA SLT and OPS;Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Kang, Hanseul (OSSE);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Osborn, Clint (HSEMA);Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);Newsham, Peter (MPD);Phannavong, Phetmano (DOEE);PlanSec, EOC (HSEMA);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Sollers, John Jr. (FEMS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventris (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);White, Christopher (HSEMA);Young, Shana (OSSE);Contee, Robert (MPD)  
**Subject:** SPOT REPORT - Jan 6th First Amendment  
**Attachments:** First Amendment Events 2021-1-6 SpotReport.pdf, DC Government Locations Mile Buffer.csv

Please see attached spot report for reference ahead of this afternoon's call.

Thank you,  
Emily



**EMILY RUESCH**

**PLANNING SECTION CHIEF**

DISTRICT EMERGENCY OPERATIONS CENTER

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Mobile: 202-302-0082

[2-534\(a\)\(10\)](tel:2025341010)

[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

**From:** Rodriguez, Chris (HSEMA) <chris.rodriguez@dc.gov>

**Sent:** Wednesday, January 6, 2021 3:13 PM

**To:** Legacy\_Forwarding; Mourtos, Aiyana (DCPS); Anderson, Arrelle (OUC); Anderson, Keith (DGS); Babers, Lucinda (EOM); Baker, Craig (FEMS); Bazron, Barbara (DBH); Benab, Jasmin (EOM); Bernet, Courtney (HSEMA); Bodmer, Ronald; Bowden, Tomeika (DCPCSB); Bowen, Whitney (HSEMA); Breems, Joseph (EOM); Brumley, Gretchen (OSSE); Carroll, Jeffery W. (MPD); Chapple, Nicole (DOES); Chrappah, Ernest (DCRA); Christian, Julia (DOEE); COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil); Crawford, Elijah (HSEMA); David Gadis; David, Gregory (HSEMA); Dean, Gregory (FEMS); Dedner, Olivia (EOM); Deichmeister, Jayne (DOEE); Deputy Mayor Wayne Turnage; Dey, Soumya (DDOT); Donaldson, Polly (DHCD); Donnelly, John (FEMS); Duray, Paul (DOH); Dusti Lowndes; Emminizer, Samantha (EOM); EOC Manager (HSEMA); Falcicchio, John (EOM); Ferebee, Lewis; Foster, LaToya (EOM); Fuller, Yohance (DGS); HGebreyes; Geldart, Chris (DPW); Gonzalez, Donny (DGS); Goodall, Lee (DDOT); Goodhue, Shannon (DBH); Harvin, Donell (HSEMA); Hawkins, Derron (FEMS); Healy, Patrick (EOM); Gil, Helder (EOM); Hochberg, Adriana (DOEE); HSEMA SLT and OPS; Hunter, Delano (DPR); Irving, Julia (EOM); Jackson, Alfa (EOM); james\_murphy@nps.gov; Jones, Phyllis (DBH); Kang, Hanseul (OSSE); Holmes, Karima (OUC); Kavaleri, Teddy (OUC); Donahue, Kevin (EOM); Kihn, Paul (EOM); Kwan-hui, Shirley (DCRA); Nesbitt, LaQuandra S. (DOH); Zeilinger, Laura (DHS); Lawson, Julie (EOM); Lott, Everett (DDOT); Manassa, Marvin (OCP); Marootian, Jeffrey M. (DDOT); Mauro, Amy (FEMS); McClure, Helen (EOM); Melder, Jay (EOM); Rupert, Michael (EOM); Mims, Keisha (EOM); Mitchell, Roger (OCME); Murphy, Christina (EOM); Neider, Thomas (DDOT); NWS General Alerts Box; NWS Sterling 24/7 Desk; Osborn, Clint (HSEMA); Parker, Lindsey (OCTO); Peckurn, Nicole (HSEMA); Newsham, Peter (MPD); Phannavong, Phetmano (DOEE); PlanSec, EOC (HSEMA); Randy Estes; Barnes, Regina L. (DDOT); Rivera, Guillermo (MPD); Ross, Jed (ORM); Rourke, Denton; Rucker, Clarissa (DCHR); Ruesch, Emily (HSEMA); Sandra Hawthorn (sandra.hawthorn@opm.gov); Scales, Ayris (EOM); Schutter, George (OCP); Shreve, Johanna (OTA); Slade, Keith (DCRA); Smith, Ahnna (EOM); Smith, Jenifer (DFS); Sollers, John Jr. (FEMS); Speranza, Carrie (HSEMA); Spriggs, Timothy (DPW); Strong, Christopher (NWS); Stutz, Ben (EOM); Talamante, Tomás (EOM); Tyrone Garrett; Gibson, Ventris (DCHR); Walker, William; Wassmer, Victoria (EOM); Wayne Bridgeforth; Ways, Howard (DDOT); Wells, Tommy (DOEE); White, Christopher (HSEMA); Young, Shana (OSSE); Contee, Robert (MPD)

**Subject:** Jan 6th First Amendment

**When:** Wednesday, January 6, 2021 4:30 PM-5:30 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** WebEX Info Below

**DC HSEMA is inviting you to a scheduled Webex meeting.**

Wednesday, January 6, 2021

4:30 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

[Join meeting](#)

2-534(a)(10)

2-534(a)(10)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).











## WEBURL

<http://dmv.dc.gov>  
<http://mpdc.dc.gov/>  
<http://www.dcoz.dc.gov>  
<http://www.dslbd.dc.gov>  
<http://olmp.dc.gov/>  
<http://www.olrcb.dc.gov>  
<http://www.oag.dc.gov>  
<http://www.ocp.dc.gov>  
<http://www.octo.dc.gov>  
<http://www.odr.dc.gov>  
<http://dc.gov/agencies/detail.asp?id=50>  
<http://www.ohr.dc.gov>  
<http://www.orm.dc.gov>  
<http://www.ova.dc.gov>  
<http://www.dc.gov/agencies/detail.asp?id=71>  
<http://www.rptac.dc.gov>  
<http://sboe.dc.gov>  
<http://www.scdc.dc.gov>  
<http://tuitiongrant.dc.gov>  
<http://www.usdoj.gov/usao/dc/>  
<http://www.apia.dc.gov>  
<http://www.dcboee.org/>  
<http://www.cab.dc.gov>  
<http://www.cjcc.dc.gov>  
<http://www.cssd.dc.gov>  
<http://www.dchr.dc.gov>  
<http://www.oah.dc.gov>  
<http://ddc.dc.gov>  
<http://www.bega.dc.gov>  
<http://www.goc.dc.gov>  
<http://www.dhcf.dc.gov>  
<http://www.opgs.dc.gov>  
<http://www.usdoj.gov/usao/dc/>  
<http://www.dccourts.gov>  
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Department of Health

<http://cfsa.dc.gov/>  
<http://www.wmata.com/>

Child and Family Services Agency  
Washington Metropolitan Area Transit Authority

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| Office of the Chief Medical Examiner                        | 309137 | 398404.73 | 135077.03 |
| DC Crime Lab  | 309137 | 398404.73 | 135077.03 |
| Department of Forensic Sciences                             | 309137 | 398404.73 | 135077.03 |
| Judicial Nomination Commission                              | 301257 | 398409.67 | 136543.07 |
| Commission on Judicial Disabilities and Tenure              | 301257 | 398409.67 | 136543.07 |
| Metropolitan Washington Council of Governments              | 79340  | 399262.42 | 136888.03 |
| DC Public Defender Service                                  | 238716 | 398163.55 | 136281.14 |
| Pretrial Services Agency                                    | 238716 | 398163.55 | 136281.14 |
| Court Services and Offender Supervision Agency              | 238716 | 398163.55 | 136281.14 |
| Department of Insurance, Securities and Banking             | 79999  | 399390.57 | 136972.5  |
| Department of Insurance and Securities Regulation           | 79999  | 399390.57 | 136972.5  |
| Office of the State Superintendent of Education             | 79999  | 399390.57 | 136972.5  |
| Rehabilitation Services Administration                      | 79999  | 399390.57 | 136972.5  |
| Ombudsman for Public Education                              | 289003 | 399267.37 | 137018.38 |
| Department of Health  | 308942 | 399267.22 | 137026.75 |

Child and Family Services Agency  
Washington Metropolitan Area Transit Authority

285552 398316.62 136399.84  
238950 398310.86 136665.35

| MATCHADDR                   | GIS_ID  | DISTANCE                 |
|-----------------------------|---------|--------------------------|
| 301 C STREET NW             | dca_1   | 0.48 Miles (approximate) |
| 300 INDIANA AVENUE NW       | dca_20  | 0.5 Miles (approximate)  |
| 441 4TH STREET NW           | dca_121 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_7   | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_17  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_18  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_24  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_30  | 0.52 Miles (approximate) |
| 200 I STREET SE             | dca_33  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_34  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_36  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_38  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_45  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_75  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_81  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_86  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_88  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_90  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_92  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_97  | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_101 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_102 | 0.52 Miles (approximate) |
| 441 4TH ST NW               | dca_104 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_106 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_111 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           | dca_117 | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 441 4TH STREET NW           |         | 0.52 Miles (approximate) |
| 555 4TH STREET NW           | dca_96  | 0.59 Miles (approximate) |
| 500 INDIANA AVENUE NW       | dca_89  | 0.6 Miles (approximate)  |
| 500 INDIANA AVENUE NW       | dca_113 | 0.6 Miles (approximate)  |
| 401 E STREET SW             | dca_158 | 0.66 Miles (approximate) |
| 401 E STREET SW             | dca_159 | 0.66 Miles (approximate) |
| 401 E STREET SW             | dca_157 | 0.66 Miles (approximate) |
| 401 E STREET SW             |         | 0.66 Miles (approximate) |
| 515 5TH STREET NW           | dca_15  | 0.68 Miles (approximate) |
| 515 5TH STREET NW           | dca_107 | 0.68 Miles (approximate) |
| 777 NORTH CAPITOL STREET NE | dca_108 | 0.69 Miles (approximate) |
| 633 INDIANA AVENUE NW       | dca_79  | 0.71 Miles (approximate) |
| 633 INDIANA AVENUE NW       | dca_84  | 0.71 Miles (approximate) |
| 633 INDIANA AVENUE NW       | dca_110 | 0.71 Miles (approximate) |
| 810 1ST STREET NE           | dca_58  | 0.75 Miles (approximate) |
| 810 1ST STREET NE           | dca_59  | 0.75 Miles (approximate) |
| 441 4TH STREET NW           | dca_47  | 0.75 Miles (approximate) |
| 810 1ST STREET NE           | dca_87  | 0.75 Miles (approximate) |
| 825 NORTH CAPITOL STREET NE | dca_61  | 0.77 Miles (approximate) |
| 899 NORTH CAPITOL STREET NE | dca_4   | 0.77 Miles (approximate) |

200 I STREET SE  
600 5TH STREET NW

dca\_105 0.77 Miles (approximate)  
dca\_128 0.78 Miles (approximate)



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**Subject:** Jan 6th First Amendment

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4:30 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

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**From:** Rodriguez, Chris (HSEMA)  
**Sent:** Wed, 6 Jan 2021 20:10:49 +0000  
**To:** /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bernet, Courtney (HSEMA);Bodmer, Ronald;Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Crawford, Elijah (HSEMA);David Gadis;David, Gregory (HSEMA);Dean, Gregory (FEMS);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Duray, Paul (DOH);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);HSEMA SLT and OPS;Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Kang, Hanseul (OSSE);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeillinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Osborn, Clint (HSEMA);Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);Newsham, Peter (MPD);Phannavong, Phetmano (DOEE);PlanSec, EOC (HSEMA);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Ruesch, Emily (HSEMA);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Sollers, John Jr. (FEMS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventris (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);White, Christopher (HSEMA);Young, Shana (OSSE)  
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**From:** Rodriguez, Chris (HSEMA)  
**Sent:** Wed, 6 Jan 2021 20:10:49 +0000  
**To:** /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bernet, Courtney (HSEMA);Bodmer, Ronald;Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Crawford, Elijah (HSEMA);David Gadis;David, Gregory (HSEMA);Dean, Gregory (FEMS);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Duray, Paul (DOH);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);HSEMA SLT and OPS;Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Kang, Hanseul (OSSE);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Osborn, Clint (HSEMA);Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);Newsham, Peter (MPD);Phannavong, Phetmano (DOEE);PlanSec, EOC (HSEMA);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Ruesch, Emily (HSEMA);Sandra Hawthorn (sandra.hawthorn@opr.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Sollers, John Jr. (FEMS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventris (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);White, Christopher (HSEMA);Young, Shana (OSSE)  
**Subject:** Jan 6th First Amendment

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Wednesday, January 6, 2021

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**From:** Rodriguez, Chris (HSEMA)  
**Sent:** Wed, 6 Jan 2021 20:10:49 +0000  
**To:** /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bernet, Courtney (HSEMA);Bodmer, Ronald;Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Crawford, Elijah (HSEMA);David Gadis;David, Gregory (HSEMA);Dean, Gregory (FEMS);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Duray, Paul (DOH);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);HSEMA SLT and OPS;Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Kang, Hanseul (OSSE);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Osborn, Clint (HSEMA);Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);Newsham, Peter (MPD);Phannavong, Phetmano (DOEE);PlanSec, EOC (HSEMA);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Ruesch, Emily (HSEMA);Sandra Hawthorn (sandra.hawthorn@opr.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Sollers, John Jr. (FEMS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventriss (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);White, Christopher (HSEMA);Young, Shana (OSSE)  
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**From:** Rodriguez, Chris (HSEMA)  
**Sent:** Wed, 6 Jan 2021 20:10:49 +0000  
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**From:** Waters, Jane (EOM)  
**Sent:** Wed, 6 Jan 2021 19:39:35 +0000  
**To:** Ross, Jed (ORM)  
**Subject:** FW: Peabody Schedule and IH

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

**From:** Waters, Jane (EOM)  
**Sent:** Tuesday, January 05, 2021 4:01 PM  
**To:** Davis, Patrick (DCPS) <patrick.davis@k12.dc.gov>; Charon.Hines3@k12.dc.gov  
**Cc:** 'Ross, Jed (ORM)' <jed.ross@dc.gov>; Barbera, Charles (EOM) <charles.barbera@dc.gov>; Hudson-Hall, Conchita (DCPS) <conchita.hudson-hall@k12.dc.gov>; Swiatocha, Andrea (DCPS) <Andrea.Swiatocha@k12.dc.gov>; Holt, Kasmin (DGS) <Kasmin.Holt@dc.gov>  
**Subject:** FW: Peabody Schedule and IH

Pat,

2-534(e)

Regards - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia

441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001


Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Davis, Patrick (DCPS) <[patrick.davis@k12.dc.gov](mailto:patrick.davis@k12.dc.gov)>  
**Sent:** Tuesday, January 05, 2021 2:29 PM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Cc:** Hudson-Hall, Conchita (DCPS) <[conchita.hudson-hall@k12.dc.gov](mailto:conchita.hudson-hall@k12.dc.gov)>; Swiatocha, Andrea (DCPS) <[Andrea.Swiatocha@k12.dc.gov](mailto:Andrea.Swiatocha@k12.dc.gov)>; Holt, Kasmin (DGS) <[Kasmin.Holt@dc.gov](mailto:Kasmin.Holt@dc.gov)>  
**Subject:** Peabody Schedule and IH

Hi Ms. Waters and Mr. Healy,

2-534(e)



Thanks for your support.  
Patrick

**Patrick Davis**  
Chief Operating Officer


**Office of the Chief Operating Officer**  
District of Columbia Public Schools  
1200 First Street, NE  
Washington, DC 20002  
C: 202-365-4746

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Chhe, Soriya (EOM)  
**Sent:** Wed, 6 Jan 2021 18:46:21 +0000  
**To:** Vass, Chris (EOM); Ross, Jed (ORM); Yeung, Sam (ORM); Krainak, Michael (EOM)  
**Cc:** Stewart, Shaneah (EOM); Swintz, Monica (EOM)  
**Subject:** Re: Follow up: Strategic Plan Meeting

My recommended edits are below, subject to Mike's approval. Mike?

2-534(e)



**From:** Vass, Chris (EOM) <Christopher.Vass@dc.gov>  
**Sent:** Wednesday, January 6, 2021 11:06 AM  
**To:** Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Krainak, Michael (EOM) <Michael.Krainak@dc.gov>; Chhe, Soriya (EOM) <Soriya.Chhe@dc.gov>  
**Cc:** Stewart, Shaneah (EOM) <Shaneah.Stewart@dc.gov>; Swintz, Monica (EOM) <monica.swintz@dc.gov>  
**Subject:** FW: Follow up: Strategic Plan Meeting

Good Morning,

I wanted to circle back on the strategic plan, which is still unfinished. I know the holidays really messed up deadlines, but I wanted to try and keep this fresh in everyone's mind. There are only 3 sections that need to be addressed and then it will be finished. Can each of you take a look at the following three sections?

Sam – What is ORM  
Director Ross – Director's Office  
Mike/Soriya – Legal

Let me know if you have any questions.

Thanks,

*Christopher Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

**From:** Vass, Chris (EOM)  
**Sent:** Friday, November 27, 2020 9:26 AM  
**To:** Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Krainak, Michael (EOM) <Michael.Krainak@dc.gov>; Chhe, Soriya (EOM) <Soriya.Chhe@dc.gov>  
**Cc:** Stewart, Shaneah (EOM) <Shaneah.Stewart@dc.gov>; Swintz, Monica (EOM) <monica.swintz@dc.gov>  
**Subject:** RE: Follow up: Strategic Plan Meeting

Good Morning,

I hope everyone had a happy Thanksgiving! I have updated the Strategic Plan for each of your sections of this document, it should be a good starting point. When you all get a second please review the document and finalize the text of your section. I left the comments on the side of the document from Monica, to highlight where the sections are located.

Jed – Director’s Office  
Sam – What is ORM  
Mike – Legal

Once these sections are finished, I can finalize the formatting of the document, and we will be finished with the plan.

Let me know if you have any questions.

Thanks,

*Christopher Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

**From:** Vass, Chris (EOM)  
**Sent:** Friday, November 13, 2020 8:22 AM  
**To:** Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Krainak, Michael (EOM) <Michael.Krainak@dc.gov>  
**Cc:** Stewart, Shaneah (EOM) <Shaneah.Stewart@dc.gov>; Swintz, Monica (EOM)



[<monica.swintz@dc.gov>](mailto:monica.swintz@dc.gov)

**Subject:** FW: Follow up: Strategic Plan Meeting

Good Morning,

I wanted to remind everyone, that the strategic plan has still has not been finalized. We still need the portion from Jed, Sam, and Mike. You can find the rough draft plan attached. Simply fill out your section and send it back to me. Let me know if you have any questions.

Let's make it a great Friday!

Thanks,

*Chris Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

**From:** Vass, Chris (EOM)  
**Sent:** Tuesday, September 22, 2020 12:08 PM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Subject:** FW: Follow up: Strategic Plan Meeting

Good Morning,

I have also attached the FY21 targets that you all will need to review and approve as well. Let me know if you have any questions.

Thanks,

*Chris Vass*  
*DC Office of Risk Management*  
*Program Analyst*  
*202-299-5230*

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Wednesday, September 16, 2020 10:17 AM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Subject:** Re: Follow up: Strategic Plan Meeting

I updated this with PSWCP information.

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**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Tuesday, September 15, 2020 12:07 PM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Subject:** Fw: Follow up: Strategic Plan Meeting

Good Afternoon Jed & Sam,

Please review the attached document and provide any corrections or updates. This is the most up-to-date version, with everyone's edits I have received thus far. Let me know if you have any questions. I can easily finalize this document, once you all are through.

Thanks,

*Chris Vass*  
*DC Office of Risk Management*  
*Program Analyst*  
*202-299-5230*

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**From:** Vass, Chris (EOM)  
**Sent:** Monday, September 14, 2020 2:50 PM  
**To:** Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Carlos, Melbert (EOM) <[melbert.carlos2@dc.gov](mailto:melbert.carlos2@dc.gov)>; Arnic, Jennifer (EOM) <[Jennifer.Arnica@dc.gov](mailto:Jennifer.Arnica@dc.gov)>; Clark, Peter (EOM) <[peter.clark@dc.gov](mailto:peter.clark@dc.gov)>; Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>; Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>; White, Francine (EOM) <[Francine.White2@dc.gov](mailto:Francine.White2@dc.gov)>; Gaither-Morgan, Merle (EOM) <[Merle.Gaither-Morgan@dc.gov](mailto:Merle.Gaither-Morgan@dc.gov)>; Krainak, Michael (EOM) <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>  
**Subject:** RE: Follow up: Strategic Plan Meeting

Good Afternoon,

Please, if you have not already, update the attached Plan.

If you don't feel comfortable making any changes, simply email me what you would like to add. If you can have the changes or additions to me by noon tomorrow (09/15/20), I will update the form. I plan on sending this plan to Jed and Sam tomorrow at 1:00 PM.

I know the final page looks messed up, it will look great once the comments are removed

Let me know if you have any questions.

Thanks,

*Chris Vass*  
*DC Office of Risk Management*  
*Program Analyst*  
*202-299-5230*

---

**From:** Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>

**Sent:** Wednesday, August 26, 2020 2:28 PM

**To:** Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Carlos, Melbert (EOM) <[melbert.carlos2@dc.gov](mailto:melbert.carlos2@dc.gov)>; Arnic, Jennifer (EOM) <[Jennifer.Arnica@dc.gov](mailto:Jennifer.Arnica@dc.gov)>; Clark, Peter (EOM) <[peter.clark@dc.gov](mailto:peter.clark@dc.gov)>; Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>; Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>; White, Francine (EOM) <[Francine.White2@dc.gov](mailto:Francine.White2@dc.gov)>; Gaither-Morgan, Merle (EOM) <[Merle.Gaither-Morgan@dc.gov](mailto:Merle.Gaither-Morgan@dc.gov)>; Krainak, Michael (EOM) <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>

**Subject:** Follow up: Strategic Plan Meeting

Hi everyone, thanks for taking time out today to talk through the DRAFT plan. Chris will be working to steer the ship to completion so look out for updates and reminders from him. I'll continue to work with Chris on developing some resource guides. Included is what is needed from the team and a [2-5](#) to the plan for edits. If you need assistance getting into the plan feel free to reach out anytime.

**Assignment:**

- Division Leads:
  - Add descriptions of their divisions
  - Add current / new KPIs, WLMs and SIs to the plan for FY21
    - Think how your KPIs, WLMs and SIs reflect the plan
    - If there are goals in the plan not reflected in the Performance Plan (KPIs, WLMs and SIs) work with Chris to make those additions and modifications

\*If you need assistance in where to put these items in the plan Chris can help. Chris can also give you your current Performance data and give you suggestions on how to make additions to mirror what you want to accomplish towards the Plan.

**Deadline:**

You will need to complete your sections no later than 11<sup>th</sup>, at that point Chris will hand it over to Jed and Sam to edit, improve and approve.

**Link to Plan:**

[2-534\(e\)](#)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**From:** Google Forms  
**Sent:** Wed, 6 Jan 2021 18:32:12 +0000  
**To:** jed.ross@dc.gov  
**Subject:** COVID-19: Agency Daily Report - 1.6.2021

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to phishing@dc.gov for additional analysis by OCTO Security Operations Center (SOC).



Thanks for filling out  
[COVID-19: Agency Daily Report - 1.6.2021](#)

Here's what we got from you:

[Edit response](#)

## COVID-19: Agency Daily Report - 1.6.2021

The purpose of this survey is to help us better understand possible changes and disruptions to your agency providing critical services and carrying out day-to-day operations. Please answer the questions below with this in mind. Thank you!

Email address \*

jed.ross@dc.gov

Agency \*

ORM

Agency cluster \*

IS

PHASE TWO Re-Opening

Describe any challenges your agency is experiencing to maintain current operations that it is unable to address with existing resources (e.g., critical staffing shortages, lack of PPE and cleaning materials, or other supply procurement difficulties).

\*

2-534(e)

Are there any previously approved operational changes that will go into effect NEXT WEEK?

\*

- Yes
- No

If you answered yes to the previous question, please identify those operational changes.

Does your agency have any NEW PROPOSALS for changes to the operations of your agency (e.g., telework status change, facility openings/closings, hours modification, implementation of previously waived fees or deadlines, etc.)? Please note that only changes that have not yet been reviewed by the EOC for approval should be included here. \*

- Yes
- No

If you answered yes to the previous question, note that you must first receive approval from the Mission Support and Modified Operations Section in the EOC. Please list any NEW PROPOSALS below.

To your knowledge, how many total employees in your agency have tested positive for COVID-19 to date? If none OR if responding for a mayoral agency in the DMPSJ cluster, please put 0. \*

0

To your knowledge, how many employees in your agency are currently in quarantine? If none OR if responding for a mayoral agency in the DMPSJ cluster, please put 0. \*

0

If your agency has had employees out for treatment or quarantine, how many total employees have returned to work to date? If none OR if responding for a mayoral agency in the DMPSJ cluster, please put 0.

\*

3



**From:** Swintz, Monica (EOM)  
**Sent:** Wed, 6 Jan 2021 17:09:11 +0000  
**To:** Currie, M. Colleen (OAH);Anderson, Keith (DGS);Barfield, Sheila (OEA);Cholewa, Agnes (DCHR);Daniels, Brandon (DGS);Ford, Rochelle (BEGA);Fuller, Yohance (DGS);Gibson, Ventris (DCHR);Hapeman, Nancy (OCP);Harley, Angela (OAH);Harrison, Carol (OCTO);Holt, Kasmin (DGS);Jacobs, Angell (OCFO);Loud, Marc D. Sr (CAB);Lozada, Andrea (EOM);Martin, Clarene P. (PERB);Maxwell, Lindsey (EOM);McCollough, Mathew (EOM);Alice Miller;Mitchell, Christina (EOM);Morgan-Johnson, Sheila (DCRB);Parker, Lindsey (OCTO);Ross, Jed (ORM);Schutter, George (OCP);Alice Miller;Scott, Marc (OCP);Valentine, Vernon (DCRB);Yeung, Sam (ORM);sadams@dcboe.org;Fuller, Traci (OCFO);Elam, Gertie (PERB);Monica Evans;Samba, Mamadou (EOM)  
**Cc:** Coleman, Marcus (EOM)  
**Subject:** Gov Ops Survey Due by 4pm

Good Afternoon Leadership,

Last survey for this week, please be sure to take a moment and fill out.

2-534(e)

**\*REMINDER: It's really helpful for as many agencies as possible to fill out the survey because we are gathering numbers on employees who have tested positive, in quarantine, and have returned to work for all agencies. Even if the agency has no new substantive updates, they should still complete the survey.**

As always, if you need something or I can help in any way please feel free to reach out.

Sincerely,  
Monica

---

**Monica Swintz CPM**

Senior Operations Analyst

Internal Services Cluster

Direct: (202) 727-3380

Cell: (202)-459-8338

E-mail: [monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)



*The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and delete the material from any computer.*

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**Cc:** Coleman, Marcus (EOM)  
**Subject:** Gov Ops Survey Due by 4pm

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2-534(e)

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As always, if you need something or I can help in any way please feel free to reach out.

Sincerely,  
Monica

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**Monica Swintz CPM**

Senior Operations Analyst

Internal Services Cluster

Direct: (202) 727-3380

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E-mail: [monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)



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**From:** Swintz, Monica (EOM)  
**Sent:** Wed, 6 Jan 2021 17:09:11 +0000  
**To:** Currie, M. Colleen (OAH);Anderson, Keith (DGS);Barfield, Sheila (OEA);Cholewa, Agnes (DCHR);Daniels, Brandon (DGS);Ford, Rochelle (BEGA);Fuller, Yohance (DGS);Gibson, Ventris (DCHR);Hapeman, Nancy (OCP);Harley, Angela (OAH);Harrison, Carol (OCTO);Holt, Kasmin (DGS);Jacobs, Angell (OCFO);Loud, Marc D. Sr (CAB);Lozada, Andrea (EOM);Martin, Clarene P. (PERB);Maxwell, Lindsey (EOM);McCollough, Mathew (EOM);Alice Miller;Mitchell, Christina (EOM);Morgan-Johnson, Sheila (DCRB);Parker, Lindsey (OCTO);Ross, Jed (ORM);Schutter, George (OCP);Alice Miller;Scott, Marc (OCP);Valentine, Vernon (DCRB);Yeung, Sam (ORM);sadams@dcboe.org;Fuller, Traci (OCFO);Elam, Gertie (PERB);Monica Evans;Samba, Mamadou (EOM)  
**Cc:** Coleman, Marcus (EOM)  
**Subject:** Gov Ops Survey Due by 4pm

Good Afternoon Leadership,

Last survey for this week, please be sure to take a moment and fill out.

2-534(e)

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As always, if you need something or I can help in any way please feel free to reach out.

Sincerely,  
Monica

---

**Monica Swintz CPM**

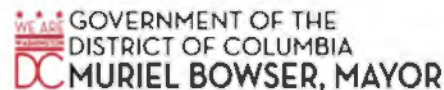
Senior Operations Analyst

Internal Services Cluster

Direct: (202) 727-3380

Cell: (202)-459-8338

E-mail: [monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)




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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).




**From:** OCP PASS ADMIN  
**Sent:** Wed, 6 Jan 2021 12:00:11 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

 **CW4545** - **Risk Assessment and Impact Analysis**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4320** - **Drupal Platform Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4308** - **DCSS Application for Engineering and Logistics-NORTH ARROW INC.**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4223** - **CW35004- Midtown Personnel Inc. - Do not use Closed**  
2

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents No changes necessary. select button to clear.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4247** - **Quality Plan Administrators FY 16**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4311** - **Alabama Clinical Schools-Residential Treatment Services**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4556 - McAfee Professional Services (On-Site Support)**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4160 - DCSS - Furniture and Furniture Management Services - American Business Supplies, LLC**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4420 - FY16-T00-Splunk Dashboard**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4276 - Water Quality Monitoring at Two (2) District Engine Houses**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4426 - FY16\_GD0\_PostSec\_LiteracyPro**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** COI ATTACHED TO CW. THEY MEET ALL REQUIREMENTS OF THE CONTRACT.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4665 - District of Columbia Science Assessment Scoring**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4712 - DCPS DCSS CRS - Temp Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)




 **CW4562** - **DataMetrix RAC Contract Workspace (Procurement)**  
7

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4805** - **NextGen Enterprise Archiving**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4721** - **Network Access Control Implementation**  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4856** - **Internet Service Provider**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4919** - **Redesign for Long-Term Care Administration**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4774** - **Life and Disability Insurance**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4764** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Vaden**  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.


[Click here to view the project](#)

 **CW4638** - **OCTO Temporary Resources - ANC**  
0

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4859** - Provider Certification Review DDS DDA Liberty Healthcare  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4902** - DCAS Knowledge Transfer  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents  
7/1/16 - 7/1/17

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Blount  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Ruff  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4611** - DOT Trip Ticket Scanning Services  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents:  
Documents Systems Inc.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4768** - FY17\_GD0\_ODR Impartial Hearing Officer\_Seat  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4928** - SecureAuth IdP Multifactor Authentication  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5006** - **OCTO Blue Coat- Internet Proxy and SSL inspection**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5246** - **Additional Medicaid Data Warehouse Development**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4995** - **Monitoring Services - Outlying Hotels**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5054** - **Enlightened- OCTO HBX Competitive for Temporary Pesonnel**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5583** - **IBM Mainframe License and Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5560** - **Home Care Chore Aides**  
1

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5705** - **OSSE-Teaching & Learning-Restorative Practices**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

**From:** Vass, Chris (EOM)  
**Sent:** Wed, 6 Jan 2021 16:06:40 +0000  
**To:** Ross, Jed (ORM);Yeung, Sam (ORM);Krainak, Michael (EOM);Chhe, Soriya (EOM)  
**Cc:** Stewart, Shaneah (EOM);Swintz, Monica (EOM)  
**Subject:** FW: Follow up: Strategic Plan Meeting  
**Attachments:** PSWCP Strategic Draft Plan.docx

Good Morning,

I wanted to circle back on the strategic plan, which is still unfinished. I know the holidays really messed up deadlines, but I wanted to try and keep this fresh in everyone's mind. There are only 3 sections that need to be addressed and then it will be finished. Can each of you take a look at the following three sections?

Sam – What is ORM  
Director Ross – Director's Office  
Mike/Soriya – Legal

Let me know if you have any questions.

Thanks,

*Christopher Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

**From:** Vass, Chris (EOM)  
**Sent:** Friday, November 27, 2020 9:26 AM  
**To:** Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Krainak, Michael (EOM) <Michael.Krainak@dc.gov>; Chhe, Soriya (EOM) <Soriya.Chhe@dc.gov>  
**Cc:** Stewart, Shaneah (EOM) <Shaneah.Stewart@dc.gov>; Swintz, Monica (EOM) <monica.swintz@dc.gov>  
**Subject:** RE: Follow up: Strategic Plan Meeting

Good Morning,

I hope everyone had a happy Thanksgiving! I have updated the Strategic Plan for each of your sections of this document, it should be a good starting point. When you all get a second please review the document and finalize the text of your section. I left the comments on the side of the document from Monica, to highlight where the sections are located.

Jed – Director's Office  
Sam – What is ORM

Mike – Legal

Once these sections are finished, I can finalize the formatting of the document, and we will be finished with the plan.

Let me know if you have any questions.

Thanks,

*Christopher Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230*

**From:** Vass, Chris (EOM)  
**Sent:** Friday, November 13, 2020 8:22 AM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Krainak, Michael (EOM) <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>  
**Cc:** Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Subject:** FW: Follow up: Strategic Plan Meeting

Good Morning,

I wanted to remind everyone, that the strategic plan has still has not been finalized. We still need the portion from Jed, Sam, and Mike. You can find the rough draft plan attached. Simply fill out your section and send it back to me. Let me know if you have any questions.

Let's make it a great Friday!

Thanks,

*Chris Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230*

**From:** Vass, Chris (EOM)  
**Sent:** Tuesday, September 22, 2020 12:08 PM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Subject:** FW: Follow up: Strategic Plan Meeting

Good Morning,

I have also attached the FY21 targets that you all will need to review and approve as well. Let me know if you have any questions.

Thanks,

*Chris Vass*  
*DC Office of Risk Management*  
*Program Analyst*  
*202-299-5230*

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Wednesday, September 16, 2020 10:17 AM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Subject:** Re: Follow up: Strategic Plan Meeting

I updated this with PSWCP information.

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Tuesday, September 15, 2020 12:07 PM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Subject:** Fw: Follow up: Strategic Plan Meeting

Good Afternoon Jed & Sam,

Please review the attached document and provide any corrections or updates. This is the most up-to-date version, with everyone's edits I have received thus far. Let me know if you have any questions. I can easily finalize this document, once you all are through.

Thanks,

*Chris Vass*  
*DC Office of Risk Management*  
*Program Analyst*



202-299-5230

---

**From:** Vass, Chris (EOM)  
**Sent:** Monday, September 14, 2020 2:50 PM  
**To:** Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Carlos, Melbert (EOM) <[melbert.carlos2@dc.gov](mailto:melbert.carlos2@dc.gov)>; Arnic, Jennifer (EOM) <[Jennifer.Arnica@dc.gov](mailto:Jennifer.Arnica@dc.gov)>; Clark, Peter (EOM) <[peter.clark@dc.gov](mailto:peter.clark@dc.gov)>; Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>; Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>; White, Francine (EOM) <[Francine.White2@dc.gov](mailto:Francine.White2@dc.gov)>; Gaither-Morgan, Merle (EOM) <[Merle.Gaither-Morgan@dc.gov](mailto:Merle.Gaither-Morgan@dc.gov)>; Krainak, Michael (EOM) <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>  
**Subject:** RE: Follow up: Strategic Plan Meeting

Good Afternoon,

Please, if you have not already, update the attached Plan.

If you don't feel comfortable making any changes, simply email me what you would like to add. If you can have the changes or additions to me by noon tomorrow (09/15/20), I will update the form. I plan on sending this plan to Jed and Sam tomorrow at 1:00 PM.

I know the final page looks messed up, it will look great once the comments are removed

Let me know if you have any questions.

Thanks,

*Chris Vass*

*DC Office of Risk Management*

*Program Analyst*

202-299-5230

**From:** Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>

**Sent:** Wednesday, August 26, 2020 2:28 PM

**To:** Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Carlos, Melbert (EOM) <[melbert.carlos2@dc.gov](mailto:melbert.carlos2@dc.gov)>; Arnic, Jennifer (EOM) <[Jennifer.Arnica@dc.gov](mailto:Jennifer.Arnica@dc.gov)>; Clark, Peter (EOM) <[peter.clark@dc.gov](mailto:peter.clark@dc.gov)>; Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>; Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>; White, Francine (EOM) <[Francine.White2@dc.gov](mailto:Francine.White2@dc.gov)>; Gaither-Morgan, Merle (EOM) <[Merle.Gaither-Morgan@dc.gov](mailto:Merle.Gaither-Morgan@dc.gov)>; Krainak, Michael (EOM) <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>

**Subject:** Follow up: Strategic Plan Meeting

Hi everyone, thanks for taking time out today to talk through the DRAFT plan. Chris will be working to steer the ship to completion so look out for updates and reminders from him. I'll continue to work with Chris on developing some resource guides. Included is what is needed from the team and a [2-5](#) to the plan for edits. If you need assistance getting into the plan feel free to reach out anytime.

**Assignment:**

- Division Leads:
  - Add descriptions of their divisions
  - Add current / new KPIs, WLMs and SIs to the plan for FY21
    - Think how your KPIs, WLMs and SIs reflect the plan
    - If there are goals in the plan not reflected in the Performance Plan (KPIs, WLMs and SIs) work with Chris to make those additions and modifications

\*If you need assistance in where to put these items in the plan Chris can help. Chris can also give you your current Performance data and give you suggestions on how to make additions to mirror what you want to accomplish towards the Plan.

**Deadline:**

You will need to complete your sections no later than 11<sup>th</sup>, at that point Chris will hand it over to Jed and Sam to edit, improve and approve.

**Link to Plan:**

[2-534\(e\)](#)



For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).













































**From:** Yeung, Sam (ORM)  
**Sent:** Wed, 6 Jan 2021 15:50:40 +0000  
**To:** Ross, Jed (ORM)  
**Subject:** RE: ORM Workers Comp memo

Thanks. Funny search didn't come up with this email. I did recall the "race to the bottom" edit.

**From:** Ross, Jed (ORM) <jed.ross@dc.gov>  
**Sent:** Wednesday, January 6, 2021 7:44 AM  
**To:** Krainak, Michael (EOM) <Michael.Krainak@dc.gov>  
**Cc:** Yeung, Sam (ORM) <Sam.Yeung@dc.gov>  
**Subject:** FW: ORM Workers Comp memo

Final final memo.... from 11/13/20

Thank you,  
Jed Ross  
Chief Risk Officer/Director  
D.C. Office of Risk Management (ORM)  
202-727-6056

----- Original message -----

From: "Ross, Jed (ORM)" <jed.ross@dc.gov>  
Date: 11/13/20 2:40 PM (GMT-05:00)  
To: "Breems, Joseph (EOM)" <Joseph.Breems@dc.gov>, "Melder, Jay (EOM)" <jay.melder@dc.gov>  
Cc: "Swintz, Monica (EOM)" <monica.swintz@dc.gov>, "Krainak, Michael (EOM)" <Michael.Krainak@dc.gov>, "Yeung, Sam (ORM)" <Sam.Yeung@dc.gov>  
Subject: RE: ORM Workers Comp memo

Thanks Joey,

2-534(e)

2-534(e)

If you have any other suggestions, deletions, or edits please let me know. Appreciate everyone's help in making this as effective as possible.

Please see attached.

**Thank you,**

**Jed Ross**

Director/Chief Risk Officer  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 Fourth Street NW, 800 South  
Washington, DC 20001

Direct: (202) 727-6056

E-mail: [jed.ross@dc.gov](mailto:jed.ross@dc.gov)



---

**From:** Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>  
**Sent:** Friday, November 13, 2020 1:05 PM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>  
**Cc:** Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>; Krainak, Michael (EOM) <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: ORM Workers Comp memo

Hello Director,

2-534(e)

Joey

---

**From:** Ross, Jed (ORM)  
**Sent:** Friday, November 13, 2020 12:02 PM  
**To:** Breems, Joseph (EOM); Melder, Jay (EOM)  
**Cc:** Swintz, Monica (EOM); Krainak, Michael (EOM); Yeung, Sam (ORM)  
**Subject:** RE: ORM Workers Comp memo

ACA Melder and Team,

Please see the updated memo attached. I have included a signed pdf and the word version.

This draft is much improved and follows the CA's guidance.

Thanks all for your efforts and support.

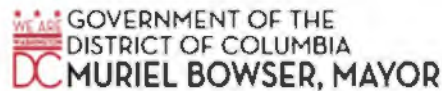
**Thank you,**

**Jed Ross**

Director/Chief Risk Officer  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 Fourth Street NW, 800 South  
Washington, DC 20001

Direct: (202) 727-6056

E-mail: [jed.ross@dc.gov](mailto:jed.ross@dc.gov)



---

**From:** Ross, Jed (ORM)

**Sent:** Thursday, November 12, 2020 2:10 PM

**To:** Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>

**Cc:** Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>; Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>; Krainak, Michael (EOM) (<[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)> <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>

**Subject:** RE: ORM Workers Comp memo

Joey,

We are working on this and hope to have it done today/tonight.

2-534(e)

If you have any questions or need anything please let me know.

We appreciate your, Monica, Jay, and the CA's support.

**Thank you,**



**Jed Ross**

Director/Chief Risk Officer  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 Fourth Street NW, 800 South  
Washington, DC 20001

Direct: (202) 727-6056  
E-mail: [jed.ross@dc.gov](mailto:jed.ross@dc.gov)



---

**From:** Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>  
**Sent:** Tuesday, November 10, 2020 6:21 PM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>; Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Subject:** Re: ORM Workers Comp memo

2-534(e)

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---

**From:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Sent:** Tuesday, November 10, 2020 6:18:46 PM  
**To:** Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>; Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Subject:** RE: ORM Workers Comp memo

Joey,

2-534(e)

We will try to turn around right away.

Thank you,  
Jed Ross  
Chief Risk Officer/Director  
D.C. Office of Risk Management (ORM)  
202-727-6056

----- Original message -----

From: "Breems, Joseph (EOM)" <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>

Date: 11/10/20 6:13 PM (GMT-05:00)

To: "Ross, Jed (ORM)" <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>, "Yeung, Sam (ORM)" <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>

Cc: "Melder, Jay (EOM)" <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>, "Swintz, Monica (EOM)" <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>

Subject: Fwd: ORM Workers Comp memo

Hi Jed and Sam,

2-534(e)

Let me know if we can be helpful in revising, happy to contribute.

Joey

Get [Outlook for iOS](#)

---

**From:** Wong, Jacob (EOM) <[jacob.wong@dc.gov](mailto:jacob.wong@dc.gov)>

**Sent:** Tuesday, November 10, 2020 5:56:54 PM

**To:** Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>; Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>;

Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>

**Cc:** Stutz, Ben (EOM) <[ben.stutz@dc.gov](mailto:ben.stutz@dc.gov)>

**Subject:** RE: ORM Workers Comp memo

IS team, good evening.

See attached and embedded below for the CA's feedback.

2-534(e)

Thank you.

Jacob

---

**From:** Wong, Jacob (EOM)  
**Sent:** Monday, November 9, 2020 4:13 PM  
**To:** Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Cc:** Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>  
**Subject:** RE: ORM Workers Comp memo

Hi. Still w/us pending CA's feedback. He took home over the weekend but not sure he got to it. Will keep you posted. Jacob

---

**From:** Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Sent:** Monday, November 9, 2020 4:12 PM  
**To:** Wong, Jacob (EOM) <[jacob.wong@dc.gov](mailto:jacob.wong@dc.gov)>  
**Cc:** Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>  
**Subject:** FW: ORM Workers Comp memo

Hi Jacob, just checking in on this one. Hope you are well.

---

**Monica Swintz CPM**

Senior Operations Analyst

Internal Services Cluster

Direct: (202) 727-3380

Cell: (202)-459-8338

E-mail: [monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)

---

**From:** Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>  
**Sent:** Friday, November 6, 2020 1:33 PM  
**To:** OCA-Admin (EOM) <[OCAAdmin@dcgovict.onmicrosoft.com](mailto:OCAAdmin@dcgovict.onmicrosoft.com)>  
**Cc:** Wong, Jacob (EOM) <[jacob.wong@dc.gov](mailto:jacob.wong@dc.gov)>; Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>; Stutz, Ben (EOM) <[ben.stutz@dc.gov](mailto:ben.stutz@dc.gov)>; Banner, Timothy (EOM) <[timothy.banner@dc.gov](mailto:timothy.banner@dc.gov)>; Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Subject:** ORM Workers Comp memo

Please find attached ORM briefing memo regarding recent Council- proposed changes to workers comp.

Joey

*Open Enrollment for 2021 employee benefits runs Monday, November 9, 2020 through Monday, December 14, 2020. This is your annual opportunity to review your current benefit elections and make any necessary changes.*

Visit <https://dchr.dc.gov/page/open-enrollment> for details!

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Stewart, Shaneah (EOM)  
**Sent:** Wed, 6 Jan 2021 15:44:10 +0000  
**To:** Ross, Jed (ORM);Yeung, Sam (ORM);Arnic, Jennifer (EOM);Waters, Jane (EOM);Healy, Patrick (EOM);Clark, Peter (EOM);Krainak, Michael (EOM);Barbera, Charles (EOM);Carlos, Melbert (EOM);Evans, Valerie (EOM);Hirani, Sanjay (OCTO)  
**Subject:** Senior Staff: Meeting Notes  
**Attachments:** ORM Senior Staff Meeting 1.5.2020.docx

Good morning,

Attached is the notes from the senior staff meeting.

Thanks,  
Neah

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



D.C. OFFICE OF RISK MANAGEMENT  
MEETING TEMPLATE/TRACKER



Jed Ross, Chief Risk Officer

**MEETING TOPIC:** Senior Staff Meeting

**ATTENDEES:** Director Jed Ross, Sam Yeung, Michael Krainak, Charlie Barbera, Shaneah Stewart, Jane Waters, Patrick Healy, Peter Clark, Valerie Evans, Sanjay Hirani, Melbert Carlos and Jennifer Arnic

**MEETING SPONSOR/LEAD(S):** Director Jed Ross

**DATE/TIME/DURATION/LOCATION:** Tuesday, January 5, 2020 at 2:30pm, MS Teams Call

---

**MEETING OBJECTIVE(S)/ATTACHMENTS:**

1) Discussion of ORM programs issues or matters of interest among senior staff.

**AGENDA**

- I. Director**
  - a. Budget
  - b. Saving Efforts
  - c. Vaccination Positions
  - d. New Cabinet Members (MPD, OHR, FEMS)
  - e. ORM Oversight (Jan/Feb/Mar)
  - f. Proposed FY2022 Budget Hearing (Mar/Apr)
  
- II. Office Updates**
  - a. Customer Service Survey
  - b. Program Administrators – meeting to discuss goals for FY21
  
- III. Tort**
  - a. Stats
    - i. 483 - Open and Active Liability Claims
    - ii. 477 - Open & Active Subrogation Claims
    - iii. \$203,784.90 Recoveries
  - b. FY21 1<sup>st</sup> Q
    - i. Payments: \$168,607
    - ii. Opened Claims: 314
    - iii. Closed Claims: 337
    - iv. Settled: 20
    - v. Collected: 29
  - c. ERisk
    - i. 134 eFilings
    - ii. Building a process to record, monitor, mitigate and pay employment, contract and other agency claims



**IV. Insurance**

- a. Peabody ES loss investigation continues
- b. DGS portfolio has asked for another training session
- c. DCIRB would like to join the simulation training
- d. Team is still completing training modules to develop questions to enable cyber training classes via Skillport

**V. IT**

- a. WC
  - i. Return to Work
  - ii. Prepay
  - iii. Nurse Case Management
- b. Tort
  - i. Employment Type Incidents & Claims
- c. Insurance
  - i. Fine Arts
  - ii. Builders Risk and Property Policy
  - iii. Contract Reviews
- d. RPS
  - i. Single Audits
  - ii. Driver Authorization Enhancements

**VI. PSWCP**

- a. Staffing Update
- b. December Stats
  - i. 940 – Total Open Claims
  - ii. 233 – Indemnity Recipients
  - iii. 59 – Reported Incidents
  - iv. 79 – Claims Closed in a Month
  - v. 0 – Denials

**VII. RPS**

- a. HECC / EOC
- b. RPS Policies & Procedures
- c. DPW Safety Concern
- d. Program Analyst Vacancy

**VIII. Legal**

**IX. Reminders**

- a. January 2021 Holidays
  - i. Jan 18<sup>th</sup> – Martin Luther King Jr. Day
  - ii. Jan 20<sup>th</sup> – Inauguration

**X. Questions/Concerns**

## Notes:

### Tort

- Better success working with OAG
- Thanks to Sam for notarizing 16 complaints
- Nicole working successfully with FEMS
- Team hit their goal for first Quarter
  - Everyone is healthy and working
- eFiling working well
- Working with IT to build S&J tracker (effort to build more robust system)
  - No name yet for the platform
  - Authentication for each claim
  - Fields to track certain claims
- Peter will review OAG's website
  - Sam will send the link to review
  - Website not accurate and doesn't include online filing
- Peter reach out Emily Gunston at OAG
  - Inquiry about categorization expectation/timeframe will cc'd Sanjay on email

### Insurance

- Peabody Elementary School
  - Loss end of September and investigation still in progress
  - Confusion with DGS and now mold is in the building
  - Mediation scheduled next week
  - Zurich would like to work on floors, DGS wants to focus on ceiling
    - Everyone needs to be on the same page
    - 4-6 weeks to repair, will send report to DGS

### IT

- WC: Return to work
  - Is done, can start using and loading data
  - Andre finished most of the task
- WC: Prepay
  - Two step process
  - Currently manually and compare reports
  - First step completed in ERisk
  - IT is working on the second process, will try to finish by Feb
    - Will need to train with Chris V or Jennifer
- Tort
  - Employment incidents and claim types in the pipeline
- Insurance
  - Working/training sessions for ERisk is scheduled tomorrow
- RPS
  - CA's office working on single audits, loading 2018 data
  - Driver Authorization enhancements, Michael and Angela working on

### PSWCP

- Staffing
  - Promoted to Claim Examiner Supervisor – Kurt Davis, started yesterday



- Direct Reports: Carl Young, Sharon Howard and Erik Wallace
- Matt Graeff departure from ORM, last day Jan 15<sup>th</sup>
  - Working with Mel to backfill position asap

## RPS

- HECC / EOC
  - Mass Demonstration will start tomorrow
  - RPS not required to be at EOC
- RPS Policies and Procedures
  - Thanks to Legal team with assisting with these projects
  - Mike will be finalizing, reviewing process by Thursday
- DPW Safety Concern
  - Benzene Exposure – Pat called Justin Zimmerman but no call back yet
    - Pat will follow-up tomorrow
    - Pat will monitor and find out what level employees been exposed
- Program Analyst Position
  - Interviewed a candidate yesterday, will be working with Mel to fill position

## Director

- Budget Office
  - Goal pushed city-wide more reductions and cuts
- Vacant positions
  - Fill all vacant positions asap, don't want the positions to be held or eut
    - Hiring: Legal Attorney Advisory, Compliance Manager, IT Specialist
    - Any good candidates for positions with grade 12-4 or below send resume to Mel
    - Sample interview questions:
      - Willingness to learn new things
      - Communication style
      - How adapt to change / Patience
- Vaccination Positions
  - City-wide guidance on COVID vaccination from DC Health
    - DC Health wants everyone to get vaccinated but it's not mandatory
    - Currently working on overarching guidance
- New Cabinet Members
  - Monica Palacio – Director of Office of Human Rights (OHR)
  - Robert J. Contee – Chief MPD
  - John A Donnelly – Chief FEMS
  - Kevin Donahue – Interim City Administrator
- Virtual ORM Oversight / Budget Hearing
  - Pending who ORM will report to
  - Chris V will be working on performance data
    - Please respond to Chris regards “Open Data Set” ensure information is correct before it becomes public information, deadline to review is today
  - Budget Hearing
    - Normally end of March
    - Please let Jed/Sam know any problematic claims or customer service issues
    - Messaging, tracking, outreach etc.
      - Need additional support will reach out to Susana and Mohammad

- Racial Injustice
  - Creating a safe environment to have a conversation
  - Any ideas or recommendations please let Mel know
    - Mel will follow-up with each Administrators next few weeks

**Office Updates**

- Training
  - Kudos everyone completing the Cyber and Vision Zero
- Customer Service Survey
  - Is activated and currently Susana and Mayze have the link on their signature email
  - Will roll out to Tort and PSWCP
    - Sam will schedule a meeting to train/instruct how to add the link on signature email
    - Help track surveys and complaints
    - Reminder all complaints good and bad must be sent to Susana for tracking purposes
- FY21 Program Administrator Meeting with Valerie
  - Val will meet with each Administrator individually
  - Purpose of the meeting is to discuss needs of the programs such as procurement, operation and budget
- Reminder
  - Staff should avoid working in the office tomorrow (Jan 6<sup>th</sup>) due to Mass Demonstration downtown
  - Payroll
    - Two holidays in Jan: 1/18 and 1/20
    - Please approve time by 1/15

**RESPONSIBLE PARTIES/DELIVERABLES:**

**DEADLINE/NEXT MEETING:**

**WAS/WERE THE MEETING OBJECTIVE(S) ACCOMPLISHED? [YES] or [NO]**

**EXPLANATION/CONCERNS IF NECESSARY:**

**From:** Stewart, Shaneah (EOM)  
**Sent:** Wed, 6 Jan 2021 15:44:10 +0000  
**To:** Ross, Jed (ORM);Yeung, Sam (ORM);Arnic, Jennifer (EOM);Waters, Jane (EOM);Healy, Patrick (EOM);Clark, Peter (EOM);Krainak, Michael (EOM);Barbera, Charles (EOM);Carlos, Melbert (EOM);Evans, Valerie (EOM);Hirani, Sanjay (OCTO)  
**Subject:** Senior Staff: Meeting Notes  
**Attachments:** ORM Senior Staff Meeting 1.5.2020.docx

Good morning,

Attached is the notes from the senior staff meeting.

Thanks,  
Neah

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



D.C. OFFICE OF RISK MANAGEMENT  
MEETING TEMPLATE/TRACKER



Jed Ross, Chief Risk Officer

**MEETING TOPIC:** Senior Staff Meeting

**ATTENDEES:** Director Jed Ross, Sam Yeung, Michael Krainak, Charlie Barbera, Shaneah Stewart, Jane Waters, Patrick Healy, Peter Clark, Valerie Evans, Sanjay Hirani, Melbert Carlos and Jennifer Arnic

**MEETING SPONSOR/LEAD(S):** Director Jed Ross

**DATE/TIME/DURATION/LOCATION:** Tuesday, January 5, 2020 at 2:30pm, MS Teams Call

---

**MEETING OBJECTIVE(S)/ATTACHMENTS:**

1) Discussion of ORM programs issues or matters of interest among senior staff.

**AGENDA**

- I. Director**
  - a. Budget
  - b. Saving Efforts
  - c. Vaccination Positions
  - d. New Cabinet Members (MPD, OHR, FEMS)
  - e. ORM Oversight (Jan/Feb/Mar)
  - f. Proposed FY2022 Budget Hearing (Mar/Apr)
  
- II. Office Updates**
  - a. Customer Service Survey
  - b. Program Administrators – meeting to discuss goals for FY21
  
- III. Tort**
  - a. Stats
    - i. 483 - Open and Active Liability Claims
    - ii. 477 - Open & Active Subrogation Claims
    - iii. \$203,784.90 Recoveries
  - b. FY21 1<sup>st</sup> Q
    - i. Payments: \$168,607
    - ii. Opened Claims: 314
    - iii. Closed Claims: 337
    - iv. Settled: 20
    - v. Collected: 29
  - c. ERisk
    - i. 134 eFilings
    - ii. Building a process to record, monitor, mitigate and pay employment, contract and other agency claims

**IV. Insurance**

- a. Peabody ES loss investigation continues
- b. DGS portfolio has asked for another training session
- c. DCIRB would like to join the simulation training
- d. Team is still completing training modules to develop questions to enable cyber training classes via Skillport

**V. IT**

- a. WC
  - i. Return to Work
  - ii. Prepay
  - iii. Nurse Case Management
- b. Tort
  - i. Employment Type Incidents & Claims
- c. Insurance
  - i. Fine Arts
  - ii. Builders Risk and Property Policy
  - iii. Contract Reviews
- d. RPS
  - i. Single Audits
  - ii. Driver Authorization Enhancements

**VI. PSWCP**

- a. Staffing Update
- b. December Stats
  - i. 940 – Total Open Claims
  - ii. 233 – Indemnity Recipients
  - iii. 59 – Reported Incidents
  - iv. 79 – Claims Closed in a Month
  - v. 0 – Denials

**VII. RPS**

- a. HECC / EOC
- b. RPS Policies & Procedures
- c. DPW Safety Concern
- d. Program Analyst Vacancy

**VIII. Legal**

**IX. Reminders**

- a. January 2021 Holidays
  - i. Jan 18<sup>th</sup> – Martin Luther King Jr. Day
  - ii. Jan 20<sup>th</sup> – Inauguration

**X. Questions/Concerns**



## Notes:

### Tort

- Better success working with OAG
- Thanks to Sam for notarizing 16 complaints
- Nicole working successfully with FEMS
- Team hit their goal for first Quarter
  - Everyone is healthy and working
- eFiling working well
- Working with IT to build S&J tracker (effort to build more robust system)
  - No name yet for the platform
  - Authentication for each claim
  - Fields to track certain claims
- Peter will review OAG's website
  - Sam will send the link to review
  - Website not accurate and doesn't include online filing
- Peter reach out Emily Gunston at OAG
  - Inquiry about categorization expectation/timeframe will cc'd Sanjay on email

### Insurance

- Peabody Elementary School
  - Loss end of September and investigation still in progress
  - Confusion with DGS and now mold is in the building
  - Mediation scheduled next week
  - Zurich would like to work on floors, DGS wants to focus on ceiling
    - Everyone needs to be on the same page
    - 4-6 weeks to repair, will send report to DGS

### IT

- WC: Return to work
  - Is done, can start using and loading data
  - Andre finished most of the task
- WC: Prepay
  - Two step process
  - Currently manually and compare reports
  - First step completed in ERisk
  - IT is working on the second process, will try to finish by Feb
    - Will need to train with Chris V or Jennifer
- Tort
  - Employment incidents and claim types in the pipeline
- Insurance
  - Working/training sessions for ERisk is scheduled tomorrow
- RPS
  - CA's office working on single audits, loading 2018 data
  - Driver Authorization enhancements, Michael and Angela working on

### PSWCP

- Staffing
  - Promoted to Claim Examiner Supervisor – Kurt Davis, started yesterday

- Direct Reports: Carl Young, Sharon Howard and Erik Wallace
- Matt Graeff departure from ORM, last day Jan 15<sup>th</sup>
  - Working with Mel to backfill position asap

## RPS

- HECC / EOC
  - Mass Demonstration will start tomorrow
  - RPS not required to be at EOC
- RPS Policies and Procedures
  - Thanks to Legal team with assisting with these projects
  - Mike will be finalizing, reviewing process by Thursday
- DPW Safety Concern
  - Benzene Exposure – Pat called Justin Zimmerman but no call back yet
    - Pat will follow-up tomorrow
    - Pat will monitor and find out what level employees been exposed
- Program Analyst Position
  - Interviewed a candidate yesterday, will be working with Mel to fill position

## Director

- Budget Office
  - Goal pushed city-wide more reductions and cuts
- Vacant positions
  - Fill all vacant positions asap, don't want the positions to be held or eut
    - Hiring: Legal Attorney Advisory, Compliance Manager, IT Specialist
    - Any good candidates for positions with grade 12-4 or below send resume to Mel
    - Sample interview questions:
      - Willingness to learn new things
      - Communication style
      - How adapt to change / Patience
- Vaccination Positions
  - City-wide guidance on COVID vaccination from DC Health
    - DC Health wants everyone to get vaccinated but it's not mandatory
    - Currently working on overarching guidance
- New Cabinet Members
  - Monica Palacio – Director of Office of Human Rights (OHR)
  - Robert J. Contee – Chief MPD
  - John A Donnelly – Chief FEMS
  - Kevin Donahue – Interim City Administrator
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**DEADLINE/NEXT MEETING:**

**WAS/WERE THE MEETING OBJECTIVE(S) ACCOMPLISHED? [YES] or [NO]**

**EXPLANATION/CONCERNS IF NECESSARY:**



**From:** Yeung, Sam (ORM)  
**Sent:** Wed, 6 Jan 2021 15:44:02 +0000  
**To:** Evans, Valerie (EOM); Ross, Jed (ORM)  
**Subject:** RE: It's time to renew your PRIMA Membership!  
**Attachments:** PRIMA 2021-2022 Invoice.pdf

Valerie,

See attached for signed invoice.

Thanks,  
Sam

---

**From:** Evans, Valerie (EOM) <valerie.evans@dc.gov>  
**Sent:** Wednesday, January 6, 2021 8:41 AM  
**To:** Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>  
**Subject:** RE: It's time to renew your PRIMA Membership!

Thanks for confirming. You are the only one listed on the government membership, although the ones that you mentioned may have attended past conference/events.

Have a good day.

*Valerie Evans, CAP*  
*Administrative Officer*  
*Office of Risk Management (ORM)*  
*Government of the District of Columbia*  
*441 4th Street, NW Suite 800 South*  
*Washington, DC 20001*

202-727-9006  
202-727-8319 (f)  
Email: [valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)

 GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
DC MURIEL BOWSER, MAYOR



*The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and delete the material from any computer.*

**From:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Sent:** Wednesday, January 6, 2021 8:39 AM  
**To:** Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: It's time to renew your PRIMA Membership!

I'm good as listed, just thought they may have access as well.

No worries and much appreciated.

Thank you,  
Jed Ross  
Chief Risk Officer/Director  
D.C. Office of Risk Management (ORM)  
202-727-6056

----- Original message -----

From: "Evans, Valerie (EOM)" <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>  
Date: 1/6/21 8:31 AM (GMT-05:00)  
To: "Ross, Jed (ORM)" <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>, "Yeung, Sam (ORM)" <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
Subject: RE: It's time to renew your PRIMA Membership!

Jed,

Are you wishing to add them to the membership? If so, what is your preference for the 5 people?

Valerie Evans, CAP  
Administrative Officer  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4th Street, NW Suite 800 South  
Washington, DC 20001

202-727-9006  
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---

**From:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Sent:** Wednesday, January 6, 2021 7:36 AM  
**To:** Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>  
**Subject:** RE: It's time to renew your PRIMA Membership!

I think Jane and possibly Robert and Peter may have been.

Thank you,  
Jed Ross  
Chief Risk Officer/Director  
D.C. Office of Risk Management (ORM)  
202-727-6056

----- Original message -----

From: "Yeung, Sam (ORM)" <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>

Date: 1/6/21 1:03 AM (GMT-05:00)

To: "Evans, Valerie (EOM)" <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>, "Ross, Jed (ORM)" <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>

Subject: RE: It's time to renew your PRIMA Membership!

Valerie,

It just occurred to me that we could have probably asked Senior Staff if anyone had any interest in being a PRIMA member. Since we have until end of March to pay for the upcoming renewal, we can follow up with Jed next admin meeting to see if we want to ask Senior Staff or just name the 5 additional members. If we just name the 5, my recommendation would be:

1. Sam (Professional Development)
2. Chris (Professional Development)
3. Mel (Job Bank)
4. Pat (PRIMA Cybrary – online library of risk management related documents)
5. Angela (PRIMA Cybrary – online library of risk management related documents)

Just to make sure, aside from Jed were there any other staff that were PRIMA members?

-Sam

**From:** Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>

**Sent:** Tuesday, January 5, 2021 4:14 PM

**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>

**Subject:** FW: It's time to renew your PRIMA Membership!

Please let me know who you want to add for the 5 additional members.

Thanks,

*Valerie Evans, CAP*  
*Administrative Officer*  
*Office of Risk Management (ORM)*  
*Government of the District of Columbia*

441 4th Street, NW Suite 800 South  
Washington, DC 20001

202-727-9006

202-727-8319 (f)

Email: [valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)



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---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>

**Sent:** Tuesday, January 5, 2021 4:05 PM

**To:** Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>

**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>

**Subject:** RE: It's time to renew your PRIMA Membership!

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

Hi Valarie,

Attached you will find the requested invoice. I have also attached the roster form. Please complete and return when you get a moment.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**



**Public Risk Management Association (PRIMA)**

Direct: (703) 253-1266

[primacentral.org](http://primacentral.org)

---

**From:** Evans, Valerie (EOM) [<mailto:valerie.evans@dc.gov>]  
**Sent:** Tuesday, January 5, 2021 9:15 AM  
**To:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** FW: It's time to renew your PRIMA Membership!

Good morning Mr. Bodmer:

In response to your email below, I would like to request a paper invoice. I do not have access to Mr. Ross's portal to pay by credit card. Please send by email for faster response.

Thanks so much.

---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Sent:** Monday, January 4, 2021 6:06 AM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** It's time to renew your PRIMA Membership!

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).



**Membership Expires: 3/31/2021**  
**Member ID: 11101816**  
**Membership Type: Government Member**  
**Membership Amount: \$ 385.00**

Hi Jed Ross,

**HAPPY NEW YEAR!** It's time to renew your PRIMA organization membership! You are listed as the point of contact for your organization (**DC Gov't- Risk Management**), so log in today and renew your organization's membership.

If you would prefer a paper invoice, please reply to this email.

If you would like to pay over the phone, please contact me at the number at (703) 253-1266.



If you have already renewed your PRIMA organization membership, please disregard this email.

**Thank you for your continuing support!**

**Not sure how to renew your PRIMA organization membership online?**

**Instructions are listed below:**

1. Click the "[Login](#)" tab at the top of the page.
2. Select the "**If you do not have an account, click here**" option.
3. **Follow prompts** to complete both individual and/or primary contact information and your organization's information.
4. When finished, click on "**Join/Renew**" located at the top of the page and begin your online transaction to join.

*For organizational membership*, please be sure to select the name of the organization from the drop-down menu and "Shop For" the organization.

Each organization membership includes FIVE additional roster member at no EXTRA COST to YOU or the organization. Email me and I will forward you the PRIMA roster form.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**

700 South Washington Street

Suite 218

Alexandria, VA 22314-4291

Main: (703) 528-7701

Direct: (703) 253-1266

Fax: (703) 739-0200

[primacentral.org](http://primacentral.org)



For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**Order**

Jed Ross  
 DC Gov't- Risk Management  
 441 4th St NW Ste 800S  
 Washington, DC 20001

Customer Number: 11101816  
 Order Number: 121190  
 Order Date: 1/5/2021  
 Purchase Order:

**Please remit payment to:**

Public Risk Management Association  
 700 South Washington Street  
 Suite 218  
 Alexandria, VA 22314-4291  
 United States  
 (P) (703) 528-7701  
 (F) (703) 739-0200

**Credit Card Payment Information**

Credit Card Number: \_\_\_\_\_  
 Card Type: \_\_\_\_\_ CVV#: \_\_\_\_\_  
 Name On Card: \_\_\_\_\_  
 Expiration Date: \_\_/\_\_/\_\_

**APPROVED**  
*By Sam Yeung at 10:42 am, Jan 06, 2021*

**Balance Due** \$385.00

**Donation/Contribution** \$  

**Total Payment Amount** \$  

Order Tracking #121190 - 11101816

Parent Order #

DC Gov't- Risk Management  
 441 4th St NW Ste 800S  
 Washington, DC 20001

Customer Number: 11101816  
 Order Number: 121190  
 Order Date: 1/5/2021

Thank you for your purchase and continued support of the Public Risk Management Association (PRIMA).

| Item                       | Misc Product Notes | Unit Price | Quantity | Amount   |
|----------------------------|--------------------|------------|----------|----------|
| Government Member          |                    | \$385.00   | 1.00     | \$385.00 |
| Term: 4/1/2021 - 3/31/2022 |                    |            |          |          |

|                      |          |
|----------------------|----------|
| <b>Subtotal</b>      | \$385.00 |
| <b>Invoice Total</b> | \$385.00 |
| <b>Balance Due</b>   | \$385.00 |

Balance due is payable in full within 30 days of date of invoice.

Please make check payable to "Public Risk Management Association".

Need a W9? Email Melvin Bodmer, Jr., at mbodmer@primacentral.org or call (703) 253-1266.

**From:** Preston, Robert (EOM)  
**Sent:** Wed, 6 Jan 2021 14:38:42 +0000  
**To:** Arnic, Jennifer (EOM); Clark, Peter (EOM); Dowe, Morgan (EOM); Gatton, Roger (EOM); Healy, Patrick (EOM); Mandel, Angela (EOM); Moon, Beth (EOM); Ross, Jed (ORM); Waters, Jane (EOM); Yeung, Sam (ORM)  
**Subject:** FW: 1.6.21 AM Clips  
**Attachments:** 1.6.21 AM Clips.docx

Of particular interest:

**[The District's Vaccination Data, Explained.](#)**

**January 5, 2021**

**The Washington City Paper // Amanda Michelle Gomez**

“Remember these are target dates. We would be prepared to turn them on sooner or later depending on what DC Health needs to get done,” said Bowser.

**[Wednesday's protests could get ugly. But officials should be able to handle it — without the armed forces.](#)**

**January 5, 2021**

**The Washington Post // David Ignatius**

Mayor Muriel E. Bowser (D) has also requested help from 350 members of the D.C. National Guard. The civilian overseeing the guard will be McCarthy, a widely respected former aide to then-Defense Secretary Robert Gates. The forces dealing with peaceful protests won't be allowed to use helicopters or fixed-wing aircraft, riot shields or lethal weapons. “There is no need to present an impression of anticipating violence,” one official said.

**Robert Preston**

*Public Information Officer*

Office of Risk Management (ORM)

Government of the District of Columbia

441 4<sup>th</sup> Street NW, 800S

Washington DC 20001

Office: (202) 727-4215

Cell: (202) 716-5042

E-mail: [robert.preston@dc.gov](mailto:robert.preston@dc.gov)

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**From:** Yun, Ramona (EOM) <ramona.yun1@dc.gov>  
**Sent:** Wednesday, January 6, 2021 7:13 AM  
**To:** Yun, Ramona (EOM) <ramona.yun1@dc.gov>  
**Subject:** 1.6.21 AM Clips

## **MMB**

### *Public Safety*

#### **[As Trump backers descend on capital, military hopes to avoid political fray](#)**

**January 5, 2021**

**The Washington Post // Paul Sonne, Missy Ryan and Ellen Nakashima**

Top Pentagon officials, in answering a request by D.C. Mayor Muriel E. Bowser (D) to deploy National Guardsmen in the nation's capital in advance of Wednesday's protests, emphasized that the Guard wouldn't carry firearms, use armored vehicles or helicopters, or receive backup from units in other states — a far more muted presence than in June after the Minneapolis police killing of George Floyd.

#### **[Wednesday's protests could get ugly. But officials should be able to handle it — without the armed forces.](#)**

**January 5, 2021**

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#### **[DC Police make several arrests ahead of major pro-Trump election protest](#)**

**January 5, 2021**

**NBC News // Allan Smith**



Still, Trump's most ardent supporters have heeded his call. In anticipation of possible violence, Washington, D.C., Mayor Muriel Bowser mobilized the National Guard and increased police presence.

### [Violent threats ripple through far-right internet forums ahead of protest](#)

**January 5, 2021**

**NBC News // Brandy Zadrozny and Ben Collins**

In anticipation of possible violence, Washington Mayor Muriel Bowser has asked residents to stay away from the downtown area where protesters will be marching. Every city police officer will be on duty, and the National Guard has been mobilized.

### [DC protesters, police clash on eve of election certification vote; at least 6 arrests](#)

**January 6, 2021**

**Fox News // David Aaro**

Mayor Muriel Bowser called up the D.C. National Guard to help with crowd and traffic control ahead of the planned demonstrations this week. She urged residents to stay away and avoid confrontations.

### [Protesters backing Trump roll into capital to cheer him on](#)

**January 6, 2021**

**AP // Ashraf Khalil and Michael Balsamo**

District of Columbia Mayor Muriel Bowser called in National Guard troops to help bolster the city's police force. She urged residents to stay away from downtown Washington and to avoid confrontations with anyone who is "looking for a fight." But, she warned, "we will not allow people to incite violence, intimidate our residents or cause destruction in our city."

### [WASHINGTON BRACES FOR A PROUD BOY INVASION AS TRUMP'S LOSS IS MADE OFFICIAL](#)

**January 5, 2021**

**Vanity Fair // Charlotte Klein**

In anticipation of far-right demonstrations scheduled in the nation's capital this week, more than 300 members of the District of Columbia National Guard have been activated and every city police officer will be on duty Tuesday and Wednesday, the Washington Post reports. D.C. Mayor Muriel Bowser, who requested the support of the troops ahead of the expected "Stop the Steal rallies" scheduled to begin Tuesday afternoon and continue through Wednesday, said the D.C. National Guard members will act as a support to local law enforcement, helping manage crowds and enforce street closures so that the Metropolitan Police Department can focus on enforcing gun laws and addressing any potential violence. Far-right demonstrators have used social media "to discuss how to bring guns into the District despite laws banning open carry throughout the city and prohibiting guns on federal lands such as the Mall and Freedom Plaza or anywhere within 1,000 feet of a protest," according to the Post.

### [Pro-Trump protesters hit DC streets for 2nd day](#)

January 6, 2021

WTOP // Will Vitka

D.C. Mayor Muriel Bowser, the D.C. Council, Maryland's Montgomery County Executive Marc Elrich and Virginia's Loudoun County Board of Supervisors Chair-At-Large Phyllis Randall have all urged residents to avoid downtown D.C. for the duration of the pro-Trump protests.

### [Church to Erect 16-Foot Black Lives Matter Banner Amid Protests](#)

January 5, 2021

NBC 4 // Darcy Spencer

National City Christian Church, adhering to Mayor Muriel Bowser's call for people to stay out of downtown during the protests, will be closed on Wednesday.

### *COVID-19*

### [The District's Vaccination Data, Explained.](#)

January 5, 2021

The Washington City Paper // Amanda Michelle Gomez

"Remember these are target dates. We would be prepared to turn them on sooner or later depending on what DC Health needs to get done," said Bowser.

### **LOCAL**

### [Do D.C.'s Poorest Neighborhoods Still Have Fewer Trees?](#)

January 5, 2021

The Kojo Nnamdi Show

In the 1800s, tens of thousands of trees were planted in D.C., earning the District the nickname "The City of Trees." By 1950, the city's tree canopy — which refers to the part of the city covered by tree leaves and branches when viewed from above — was at 50%. By 2001 that number fell to just over 35%. Now, the District has 39% tree canopy, with the goal of achieving 40% by 2032.

### **NATIONAL**

### [Democrats Move Closer to Senate Control As Counting Continues In Georgia](#)

January 6, 2021

NPR // Deirdre Walsh and Kelsey Snell

Democrats moved one victory closer to exceedingly narrow control of the Senate Wednesday after winning one runoff election in Georgia and remaining ahead as votes continue to be counted in another runoff.

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**MMB**

*Public Safety*

**As Trump backers descend on capital, military hopes to avoid political fray**

**January 5, 2021**

**The Washington Post // Paul Sonne, Missy Ryan and Ellen Nakashima**

Pentagon leaders are bracing for any renewed presidential attempts to employ the military for political ends, as President Trump takes increasingly aggressive steps to overturn his electoral defeat, and unarmed National Guardsmen prepare for pro-Trump protests in Washington on the day Congress is set to certify the election results.

Top Pentagon officials, in answering a request by D.C. Mayor Muriel E. Bowser (D) to deploy National Guardsmen in the nation's capital in advance of Wednesday's protests, emphasized that the Guard wouldn't carry firearms, use armored vehicles or helicopters, or receive backup from units in other states — a far more muted presence than in June after the Minneapolis police killing of George Floyd.

The careful posture reflects the Pentagon's wariness in the final days of a presidency during which Trump has tested the norms of a politically impartial military. It also comes after all 10 living former U.S. defense secretaries published a joint open letter warning that the military shouldn't play a role in determining the election outcome or interrupt a peaceful transition.

Concerns that Trump may reach for the military to retain power as he enters the final chapter of resistance to the election's result have grown sharper in recent days, partly after his former national security adviser, retired Army Lt. Gen. Michael Flynn, floated a declaration of martial law and a "rerun" of the election overseen by the military in a mid-December Oval Office meeting — a suggestion Flynn also has made publicly in the media. Trump, meanwhile, pressured Georgia's secretary of state to "find" 11,780 votes he needs to win the state.

"It's the fear that you are not dealing with someone who recognizes any responsibility to the Constitution. His only responsibility, from this president's point of view, is to himself," former defense secretary Leon Panetta said in an interview, when asked about the rationale for the letter. "When you operate on that basis, there's no holds barred as to what a president may do. It is that scenario that scares the hell out of people in terms of the future of our democracy."

Current and former top officials said they believe the Pentagon brass has considered the possibility that Trump will issue a legally questionable order as part of his gambit to overturn the election results and prevent President-elect Joe Biden from entering the White House.

A senior U.S. official said Tuesday that the Pentagon senior leadership — civilian and military — will not obey an unlawful order from the president to use the military to his own political ends.

These leaders likely would resign before following an unlawful order, the senior official said, adding, however, “I think it’s unfair to assume that the president would issue an unlawful order.”

But Trump’s effort to overturn the election results has been so norm-shattering that senior Pentagon officials are being forced to consider the possibility of receiving orders that previously would have been unthinkable from a sitting U.S. president.

“In a real way, generals are paid to worry about everything. So while I really don’t expect the military to be asked to do anything truly questionable, it’s always best to expect the unexpected and prepare accordingly. My bet is that they have their lawyers at the ready,” said Charlie Dunlap, a retired Air Force major general and executive director of the Center on Law, Ethics and National Security at Duke University.

Since taking office, Trump has repeatedly flouted norms governing presidential interactions with the military, signing his ban on travel from majority-Muslim nations at the Pentagon, diverting Pentagon funds to pay for his border wall, treating troop events like campaign rallies and intervening in military justice matters. Some of his orders to the Pentagon, such as the holdup of congressionally approved military aid to Ukraine and the diversion of military funds to construct the border wall, have later been deemed illegal.

Peter Feaver, a scholar of civil-military relations and a colleague of Dunlap’s at Duke, said current Pentagon leaders were better prepared to handle any attempts to pull them into the transition because of the events of June 2020, when Trump sought to use expansive military force to put down widespread protests over police violence against Black citizens.

Then-Defense Secretary Mark T. Esper and Gen. Mark A. Milley, chairman of the Joint Chiefs of Staff, argued behind the scenes against invoking the Insurrection Act to allow Trump to employ active-duty troops in the nation’s capital. But they came under intense criticism over public statements and appearances that seemed to support Trump’s heavy-handed response to civilians in the streets, which included the use of tear gas and rubber pellets to disperse protesters near the White House before Trump posed for photos with a Bible in front of St. John’s Church.

In the subsequent months, officials have tightened procedures for employing the National Guard in an effort to reduce the likelihood of the White House calling in active-duty forces, and senior officials have repeatedly affirmed the military’s duty to remain loyal to the Constitution rather than to any individual and decline any illegal orders. They have also studied relevant laws and assembled the capability to track civil unrest across the country to better prepare them for possible White House requests.

The senior U.S. official said the military leadership had learned from what happened last June. “Everyone has got a lot of scar tissue and a lot of PTSD from the domestic unrest of the summer” and does not want a repeat, the official said.

On Wednesday, the official said, the Pentagon hopes to make clear that the Guard is only serving as “traffic control” without guns, military vehicles or helicopters to aid the local police in Washington and steer clear of flashpoint areas.



“We’ve learned our lessons and will be absolutely nowhere near the Capitol Building,” the senior U.S. official said, adding: “We don’t want to send the wrong message. This is allowing the police to be able to do their jobs.”

Still, U.S. law grants broad powers to the commander in chief, particularly if the president finds reason to declare a state of emergency, as Trump did on the southern border to divert Pentagon funding to his border wall project. And Trump retains command of the D.C. Guard, because the District is not a state, as well as the power to relieve senior officials at will.

“Things like the Insurrection Act and the general authorities of the president as commander in chief — there is room here for a president to abuse his responsibility in this area,” Panetta said. “I think all of us can argue that the military has absolutely no role in determining elections, or for that matter in doing what law enforcement is responsible for doing in this country.”

Pentagon leaders have also sought to keep a mostly low profile on political issues. When Esper, who was fired by Trump in November, traveled overseas in the months before the election, he remained tightly focused in public comments on security matters, even as his diplomatic counterpart, Secretary of State Mike Pompeo, appeared at the Republican National Convention and freely made political remarks.

After Flynn suggested declaring martial law and using the military to “rerun” the election, Army Secretary Ryan McCarthy and Gen. James McConville, the Army chief of staff, issued a stark response: “There is no role for the U.S. military in determining the outcome of an American election.”

Feaver said he believed that senior officials, including Milley and acting defense secretary Christopher C. Miller, were right to remain mostly silent on political-related matters, if only because speaking out might provoke an unwanted action from Trump.

“Right now the president is focusing his attention on other things, and so if they were too prominent in the public, they would attract the Eye of Sauron in a way that would not be helpful,” Feaver said.

How Miller might respond to a request from Trump is unclear. A retired Army colonel, Miller comes from the secretive worlds of counterterrorism and Special Operations, and his policy views are largely unknown. Trump tapped him as acting Pentagon chief after falling out with Esper, who had objected to using active-duty military on U.S. streets in June.

Retired Adm. James Stavridis, who served as supreme allied commander of NATO, said that while the former defense secretaries’ appeal was remarkable, current defense leaders needed to speak out, too.

“What is needed is more clear guidance from the most senior levels in the Pentagon,” he said in an email to The Washington Post, singling out Miller. “The Acting SECDEF in particular should

issue a direct statement echoing what [Milley], Secretary of the Army, and Chief of Staff of the Army have all said: there is no role for the military in resolving any election controversies.”

The events in June served as a wake-up call to many top officials at the Pentagon and in Congress about Trump’s willingness to reach for the military to advance his personal and political interests. In the most recent defense policy bill, Congress passed a law requiring all federal troops or law enforcement officers to wear uniforms showing their names and agencies, after federal agents under the Justice Department deployed this summer without insignia.

Sen. Chris Murphy (D-Conn.), who worked on the law, sent a letter Tuesday to the heads of the Defense Department, the Army and the Justice Department reminding them of the requirement.

“I have faith that our military chain of command will not stand in the way of a peaceful transition of power,” Murphy said Tuesday in an interview. “But there certainly is a risk that the president is going to put the military chain of command in the uncomfortable position of refusing to blockade Joe Biden from entering the White House.”

Murphy added, “It’s not good for democracy if they are in a position where they have to refuse the commander in chief.”

Former defense secretary William J. Perry, one of the ex-Pentagon bosses who signed the letter this week, said the joint statement was meant to stiffen the resolve of Pentagon leaders should Trump order them in any way to help him retain power.

“I know that our military is very disciplined, but they also have been trained to obey orders, and the two civilians who can order them are the secretary of defense or the president,” Perry said.

“I believe there could be real ambiguity in the minds of the military in what was legal and what was not legal, especially if the order is coming from the president,” Perry added in an interview.

Military law to a large degree incentivizes personnel to obey orders, which poses a dilemma when the lawfulness of an order is difficult to determine. Dunlap said the law allows military subordinates to presume an order to be lawful unless it is patently illegal — and “simply because an order is unwise or ill-considered doesn’t make it illegal.”

Murphy said there is “a lot less ambiguity around military intervention in the transfer of power from one president to another than there is in other kinds of orders from the president with questionable legal backing.”

“Trump is not terribly good at subtlety,” Murphy added, suggesting any order in this regard might not fall into a gray area. “I think he is more likely to ask them to do something blatantly unconstitutional.”

## Wednesday's protests could get ugly. But officials should be able to handle it — without the armed forces.

January 5, 2021

The Washington Post // David Ignatius

As President Trump's supporters gather in Washington for what could be several days of violent protests, senior government officials appear confident that the chaotic situation can be handled by the D.C. police, federal law-enforcement agencies and the National Guard — without requiring any use of regular-duty military troops.

"I can see no situation where the cops can't handle it," said one official familiar with preparation for Wednesday's pro-Trump marches, adding that "the introduction of the military in the next 72 hours would be irreparably damaging to the country." This official said top leaders of both parties shared this opposition to use of the uniformed military to quell civil strife.

Worries about Wednesday's gathering have been fueled by Trump's call for demonstrations — "will be wild," he tweeted — to protest Congress's expected certification of the electoral college victory of President-elect Joe Biden. Some officials feared that if the protests led to violent confrontations, Trump might seek to invoke the Insurrection Act to maintain order and protect the 74 million supporters he falsely contends have been fraudulently disenfranchised by Biden's victory.

The protests could indeed get nasty, and the next few days may be very disorderly. But officials, led by some senior members of the administration, have worked hard to prevent a worst-case scenario in which Trump might seek to overturn the election result by deploying the uniformed military and imposing martial law.

Planning for this week's protests has been coordinated by an interagency team headed by acting attorney general Jeffrey A. Rosen and acting defense secretary Christopher C. Miller, joined by the secretaries of homeland security and interior and backed by Gen. Mark A. Milley, chairman of the Joint Chiefs of Staff, and Army Secretary Ryan McCarthy. The team has been in regular contact and has drawn up detailed, written rules of engagement to avoid mistakes that might inflame the situation.

The FBI estimates that the protesters who assemble at the Ellipse and other march sites Wednesday will total 10,000 to 20,000 — well below the 50,000 to 100,000 touted on some pro-Trump websites. To keep order, the D.C. government can call on about 3,800 members of its police force, supplemented by thousands of officers from the Capitol Police, the U.S. Park Police, the Federal Protection Service and other units.

Mayor Muriel E. Bowser (D) has also requested help from 350 members of the D.C. National Guard. The civilian overseeing the guard will be McCarthy, a widely respected former aide to then-Defense Secretary Robert Gates. The forces dealing with peaceful protests won't be allowed to use helicopters or fixed-wing aircraft, riot shields or lethal weapons. "There is no need to present an impression of anticipating violence," one official said.

Confidence that the D.C. and federal police plus National Guard can handle the situation is based partly on experience. The D.C. police force here has managed crowd control with more than 100,000 demonstrators in the past, one official said. To manage the crowds, control points will be established near the main march sites with police officers joined by the guard.

A final reason for confidence is that officials anticipate that left-wing counterprotesters from antifa and Black Lives Matter will mostly stay off the streets. That would lessen the likelihood of confrontations that could escalate into bloodshed and serious disorder, which might encourage Trump to invoke the Insurrection Act.

One flash point Wednesday may be the U.S. Capitol, where legislators will be meeting to certify the electoral college results. Protesters who gather initially at the Ellipse, near the White House, may then march down Pennsylvania Avenue, in the reversal of the usual inaugural parade route, and converge on the Capitol.

More than 500 Capitol Police will protect the building, but the situation could be inflamed if pro-Trump members of Congress emerge and make inflammatory speeches. Officials warn that if protesters try to “storm” the Capitol, as some have pledged, they will be arrested.

The flash point could come after dark Wednesday, if small bands of Proud Boys and other extremists go looking for trouble. One scenario weighed by contingency planners is that if 20,000 protesters gather overall, perhaps 1,000 would disperse after dark in roving bands of a dozen or so. Even in that situation, officials expect that the planned force would be adequate.

In Trump’s effort to retain power, some officials feared he might use a foreign conflict with Iran as an additional pretext. But several officials said Tuesday that Iran doesn’t appear to seek a direct confrontation in Trump’s final days; Iranian-backed militias in Iraq could threaten Americans there, but U.S. forces are well positioned to protect personnel. The Pentagon’s plan seems to be to watch carefully, avoid provocation and react to any attack with a deliberate, calculated response.

As the Trump administration nears its end, senior administration officials have a delicate task. They want to seem supportive of Trump’s dream of somehow reversing the election outcome. But they know that any open attempt to subvert the transition could be illegal — and might subject them to future legal prosecution.

In these last tense days, these administration officials are caught between entertaining Trump’s fantasies of retaining power and managing the reality that he lost.



## [DC Police make several arrests ahead of major pro-Trump election protest](#)

**January 5, 2021**

**NBC News // Allan Smith**

Several people were arrested in Washington, D.C., on Tuesday in connection to protests ahead of Congress' certification of the Electoral College votes on Wednesday.

Washington D.C. Metropolitan Police said six arrests were made as of 9 p.m. ET, including some involving multiple charges. Those charges included a handful that were weapons-related, including carrying firearms without a license, possession of unregistered ammunition and possession of an unregistered firearm. Protesters were also charged with assaulting a police officer and simple assault.

Tuesday's rallies in support of President Donald Trump, who refuses to accept his November electoral loss to President-elect Joe Biden, featured an array of conservative speakers and drew in throngs of Trump supporters who traveled to the nation's capital ahead of Wednesday's proceedings.

Though the formal events ended earlier Tuesday, protesters remained out in the street well into the night, with videos on social media showing some clashing with police.

The main draw will take place Wednesday morning ahead of the congressional gathering, where the president himself will address a protest outside the White House dubbed the "March for Trump/Save America" rally. Thousands are expected to attend that event, which was organized by the pro-Trump group Women for America First.

The president has made a slew of unsuccessful efforts to overturn his loss both through lawsuits and attempts to convince state legislatures to ignore the vote in their states and appoint pro-Trump electors. As his final Hail Mary, the president has sought to rev his supporters up over the Jan. 6 certification, claiming that it presents the opportunity for Congress to overturn the election. With Democrats in control of the House and dozens of GOP senators opposing the effort, that plot is doomed to fail as well.

The president has also turned up the heat on Vice President Mike Pence, who will preside over the ceremony, claiming he can intervene in the count. But the ceremonial role does not provide Pence with such powers.

Still, Trump's most ardent supporters have heeded his call. In anticipation of possible violence, Washington, D.C., Mayor Muriel Bowser mobilized the National Guard and increased police presence.

The nation's capital has seen similarly large and, at times, chaotic protests earlier this year after Minneapolis police killed George Floyd.

## [Violent threats ripple through far-right internet forums ahead of protest](#)

January 5, 2021

NBC News // Brandy Zadrozny and Ben Collins

Online forums popular with conservatives and far-right activists have been filled in recent days with threats and expectations of violence ahead of a planned protest in Washington on Wednesday to coincide with congressional certification of the election.

In anticipation of possible violence, Washington Mayor Muriel Bowser has asked residents to stay away from the downtown area where protesters will be marching. Every city police officer will be on duty, and the National Guard has been mobilized.

"In regards to the protests planned for January 6th, the violent rhetoric we're seeing online is at a new level," said Daniel J. Jones, president of Advance Democracy Inc., a global research organization that studies disinformation and extremism. "There are endorsements of violence across all of the platforms."

A new report from Advance Democracy chronicled a wide variety of posts about the protests, including many that anticipated violence from other groups and called for people to arm themselves.

On Twitter, QAnon-related accounts posted conspiracy theories alleging that Black Lives Matter and antifa activists were going to kill supporters of President Donald Trump at the protest and suggested that protesters arm themselves Wednesday, calling it "Independence Day."

On TikTok, several videos with hundreds of thousands of views promoted violence at the rally. A user with a militia-related avatar told viewers to carry guns even though firearms are prohibited in the areas of the city where the demonstrations are taking place.

"Take your motherf---ing guns. That's the whole point of going," the person said.

Threats have also been posted to Parler, a Twitter alternative favored by conservatives and users who have been banned from larger platforms for hate speech, misinformation or other policy violations. Thousands of posts included hashtags associated with a second civil war.

On TheDonald, a far-right message board that formed after its community was banned from Reddit, moderators were promoting some calls for violence.

Calls for violence were among the top five comments on more than half of the posts discussing congressional certification of votes, while 12 percent "explicitly endorsed violence in the main post itself," according to the Advance Democracy report.

A representative comment suggested that people "travel in packs and do not let them disarm someone without stacking bodies."

Half of the top posts about the Electoral College certification on TheDonald's landing page included unmoderated calls for violence, according to the report.

The online threats target both Democrats and Republicans, identified as "traitors" for acknowledging the election results, Jones said.

"Much of the anger behind the violent rhetoric online is based on the false belief, propagated by President Trump and echoed by his most ardent supporters in the House and Senate, that there was widespread election fraud in November," Jones said. "This false narrative only seems to be gaining momentum. Our concern, of course, is that the violent online rhetoric resulting from the president's false claims produces real-life violence."

While spreading near-constant misinformation about the election and false claims that he actually won, Trump has also been promoting the protest for weeks, tweeting about it at least six times and suggesting that he would make an appearance.

The threats of violence have online extremism experts concerned.

"The threats are coming from what seems like every direction, so it's hard to triangulate and evaluate everything," said Megan Squire, a computer science professor at Elon University who tracks white nationalists online.

"I'm getting a strong 'last stand' vibe from some of these groups," Squire said. "I hope they go quietly, but it seems like that is not what they want to do."

Calls to violence have also been pulled from anonymous QAnon fans on the depths of extremist websites like 8kun to viral posts on Twitter. L. Lin Wood, a lawyer and QAnon influencer, tweeted a link Monday to an 8kun-hosted document that openly advocated for civil war. It was retweeted over 25,000 times. The post was also shared by MyPillow CEO Mike Lindell, a Trump donor, and Ron Watkins, who runs the QAnon hub 8kun, and it has been retweeted by Trump several times this week.

QAnon supporters have been looking forward to Wednesday for weeks, many of them believing in a legally impossible scenario in which Vice President Mike Pence extrajudicially overrides the results of the election in an elaborate ceremony that immediately causes civil unrest. QAnon believers, who call it the "Pence Card," believe Trump has promoted gatherings in Washington to effectively kick off a civil war after the fictitious event.

Realizing that their dreams of overriding the Electoral College will almost certainly be dashed Wednesday, Watkins and Wood have soured on Pence and begun circulating fake email correspondence claiming that Pence and then-House Speaker Paul Ryan, R-Wis., plotted to kick Trump off the Republican ticket in 2016.

The documents, however, were created in 2016 by an internet prankster named Marco Chacon, who created intentionally over-the-top fake documents hoping to dupe conspiracy theorists.

"It's an absurd story told in an absurd manner with absurd trappings," Chacon said.

Chacon said it's unclear how Watkins and Wood found the forged emails, but conspiracy theorists have provided a substantial traffic boost to the years-old fake documents in the last several days.

Chacon said he's not surprised that QAnon supporters have used his faked documents to create another scapegoat for Trump's inability to overturn the election results.

"This is a testament to the power of confirmation bias," Chacon said. "QAnon supporters literally can't tell the difference between truth and fantasy when it comes to anything with a partisan valence."

But with the "Pence Card" falling apart, he is worried what will happen as QAnon supporters run out of magical thinking.

"It seems like they've decided there's nothing but civil war," Chacon said.



## [DC protesters, police clash on eve of election certification vote; at least 6 arrests](#)

January 6, 2021

Fox News // David Aaro

Hundreds of supporters of President Trump descended on Washington, D.C., on Tuesday, planning to protest Wednesday's expected congressional certification of Democrat Joe Biden's victory in the Nov. 3 presidential election.

As of late Tuesday, police had already arrested at least six people for a variety of offenses, including weapons and ammunition possession, possessing a stun gun and assaulting a police officer, authorities said.

Many of the protesters gathered in Freedom Plaza, east of the White House, to cheer on Trump's claims of election fraud, a day before the congressional vote on the election results. Hundreds remained in the plaza into the night amid cold temperatures and as rain swept into the area.

"I'm just here to support the president," said David Wideman, a 45-year-old firefighter who traveled from Memphis, Tenn.

Trump shared his support for the protesters in a Twitter message on Tuesday.

"Washington is being inundated with people who don't want to see an election victory stolen by emboldened Radical Left Democrats. Our Country has had enough, they won't take it anymore! We hear you (and love you) from the Oval Office. MAKE AMERICA GREAT AGAIN!" he wrote.

Protesters were later seen on social media clashing with law enforcement.

Local authorities had braced for the possibility of violent clashes ahead of the rallies. Businesses boarded up their windows in the downtown area in fear of damage to their stores after many were impacted during the unrest and rioting in the nation's capital last year.

Mayor Muriel Bowser called up the D.C. National Guard to help with crowd and traffic control ahead of the planned demonstrations this week. She urged residents to stay away and avoid confrontations.

"We will not allow people to incite violence, intimidate our residents or cause destruction in our city," Bowser said.

Bowser reminded the public and anyone attending the rally that firearms were prohibited "within 1,000 feet of any First Amendment activity."

The mayor's statement comes as police have been posting signs near where the rally was to take place, notifying the public that all firearms would be prohibited. Police said the prohibition on carrying weapons at the rally includes city residents who have a concealed carry permit.

Trump said he would be speaking to his supporters in Washington at 11 a.m. Wednesday during a "SAVE AMERICA RALLY" on the Ellipse, just south of the White House.

He also urged Antifa activists to stay out of Washington -- using the term "Terrorist Organization," in a separate tweet on Tuesday.

"Law enforcement is watching you very closely!" he continued.

Organizers planned to rally into the night on Tuesday and again all day on Wednesday on the Ellipse. An afternoon march was also planned to the U.S. Capitol, where Congress will be voting on whether to affirm the election results.

A number of prominent Trump supporters were expected to attend, including Texas Attorney General Ken Paxton and longtime Trump ally Roger Stone, the recipient of a pardon by the president.

Earlier this week, DC police Chief Robert Contee III said guns were not allowed at the demonstrations and anyone in violation of D.C. law would be arrested.

During previous pro-Trump protests, police sealed off Black Lives Matter Plaza, just north of the White House, but the confrontations spilled out to the surrounding streets. Black Lives Matter Plaza was sealed off again Tuesday.

"We know that historically over the last few demonstrations that BLM Plaza has been a focal point," Contee said a day earlier. "We want to make sure that that is not an issue."

## Protesters backing Trump roll into capital to cheer him on

January 6, 2021

AP // Ashraf Khalil and Michael Balsamo

President Donald Trump's supporters have descended on the nation's capital to cheer his baseless claims of election fraud ahead of a congressional vote to affirm Joe Biden's election victory.

The president is expected to personally address his supporters during a Wednesday morning rally on the Ellipse, just south of the White House.

Just blocks from the White House, protesters — many without masks — gathered in Freedom Plaza on Tuesday to decry the vote in the Electoral College. As temperatures dropped to the low 40s and a steady rain swept onto the streets, hundreds remained in the plaza into nightfall.

"I'm just here to support the president," said David Wideman, a 45-year-old firefighter who traveled from Memphis, Tennessee.

Wideman acknowledged he was "confused" by a string of losses from the president's legal team in their attempt to overturn the results of the election and didn't know what options Trump had left.

"I not sure what he can do at this point, but I want to hear what he has to say," Wideman said.

Trump tweeted his support for the protesters: "Washington is being inundated with people who don't want to see an election victory stolen by emboldened Radical Left Democrats. Our Country has had enough, they won't take it anymore! We hear you (and love you) from the Oval Office. MAKE AMERICA GREAT AGAIN!"

The speakers included former Trump national security adviser Michael Flynn, whom the president pardoned after he was twice convicted of lying to the FBI in special counsel Robert Mueller's Russia investigation.

"We stand at a crucible moment in United States history," Flynn told the mostly maskless crowd. "This country is awake now."

The protests coincide with Wednesday's congressional vote expected to certify the Electoral College results, which Trump continues to dispute.

In a Tuesday evening tweet, Trump called on Democrats and fellow Republicans to look at the "thousands of people pouring into D.C." In another tweet, he warned that antifa, the umbrella term for leftist militant groups that Trump has said he wants to declare a terrorist organization, should stay out of Washington.

The rallies had local officials and law enforcement bracing for potential violent street clashes. Many businesses in downtown Washington boarded up their windows, fearful that the protest could devolve into the unrest seen in May and June when dozens of businesses were vandalized.

District of Columbia Mayor Muriel Bowser called in National Guard troops to help bolster the city's police force. She urged residents to stay away from downtown Washington and to avoid confrontations with anyone who is "looking for a fight." But, she warned, "we will not allow people to incite violence, intimidate our residents or cause destruction in our city."

Election officials from both political parties, governors in key battleground states and Trump's former attorney general, William Barr, have said there was no widespread fraud in the election. Nearly all the legal challenges from Trump and his allies have been dismissed by judges, including two challenges rejected by the Supreme Court.

A pro-Trump rally Dec. 12 ended in violence as hundreds of Trump supporters, wearing the signature black and yellow of the Proud Boys, a far-right extremist group, sought out confrontations with a collective of local activists attempting to bar them from Black Lives Matter Plaza, an area near the White House. At least two local Black churches had Black Lives Matter banners torn down and set ablaze.

On Monday, police arrested the leader of the Proud Boys, Henry "Enrique" Tarrío, 36, after he arrived in Washington ahead of this week's protests. Tarrío was accused of burning one of the Black Lives Matter banners in December and was found with two high-capacity firearm magazines, police said. A judge signed an order Tuesday banning Tarrío from entering the District of Columbia, with very limited exceptions related to his criminal case.

In addition to the National Guard, federal agents were on standby, in case they were quickly needed in the city this week.

The federal Bureau of Prisons said about 100 "specially trained officers" were sent to the Justice Department headquarters to assist other security personnel but would remain "in a reserve capacity unless needed."

The Department of Homeland Security, meanwhile, said that unlike during the unrest in May and June in Washington, it did not plan to deploy agents from Customs and Border Protection to the demonstration Wednesday.

"Right now, we have not been asked to deploy. However, we have a modest quick reaction force that will be on standby just in case our assistance is requested," the agency's acting commissioner, Mark Morgan, said.

Organizers planned to rally into the night on Tuesday and again all day on Wednesday on the Ellipse. An afternoon march was also planned to the U.S. Capitol, where Congress will be voting to affirm the election results. A number of prominent Trump supporters were expected to attend, including Texas Attorney General Ken Paxton and longtime Trump ally Roger Stone, the recipient of a pardon by the president.



Stone was convicted of lying to Congress during the investigation into Russian interference in the 2016 election and sentenced to three years in prison. Trump commuted the sentence as Stone pursued an appeal and later issued a full pardon.

A November pro-Trump rally drew about 15,000 participants. The Dec. 12 rally drew smaller numbers, but a larger contingent of Proud Boys.

During previous pro-Trump protests, police sealed off Black Lives Matter Plaza itself, but the confrontations spilled out to the surrounding streets. Black Lives Matter Plaza was sealed off Tuesday.

“We know that historically over the last few demonstrations that BLM Plaza has been a focal point,” Contee said a day earlier. “We want to make sure that that is not an issue.”

## WASHINGTON BRACES FOR A PROUD BOY INVASION AS TRUMP'S LOSS IS MADE OFFICIAL

January 5, 2021

Vanity Fair // Charlotte Klein

The leader of the Proud Boys, a far-right group devoted to President Donald Trump and his election denialism, was arrested Monday night in Washington, where local law enforcement and the National Guard are preparing for potentially violent protests by pro-Trump groups against the election results that Congress will vote to certify this week. Enrique Tarrío, the chairman of the Proud Boys, was arrested on suspicion of burning a Black Lives Matter flag that was taken from a church in Washington during one such protest last month. After being arrested on charges of property destruction, Tarrío was discovered to “have two high-capacity firearm magazines and charged accordingly with possession,” the New York Times reports.

The Proud Boys are among the far-right groups that have taken to the streets of Washington and other state capitals to rally against November’s entirely legitimate election results on Trump’s behalf, in some cases attacking counterprotesters. The president has long fed the white supremacist fire and all but gave his supporters the green light to get violent at protests last year, defending the 17-year-old MAGA supporter charged with killing two protesters in Kenosha, Wisconsin, and apparently putting the Proud Boys on standby during the first presidential debate. Amid repeated failed efforts to overturn the election results, Trump and his allies have essentially called on Americans to incite violence as a path forward.

In anticipation of far-right demonstrations scheduled in the nation’s capital this week, more than 300 members of the District of Columbia National Guard have been activated and every city police officer will be on duty Tuesday and Wednesday, the Washington Post reports. D.C. Mayor Muriel Bowser, who requested the support of the troops ahead of the expected “Stop the Steal rallies” scheduled to begin Tuesday afternoon and continue through Wednesday, said the D.C. National Guard members will act as a support to local law enforcement, helping manage crowds and enforce street closures so that the Metropolitan Police Department can focus on enforcing gun laws and addressing any potential violence. Far-right demonstrators have used social media “to discuss how to bring guns into the District despite laws banning open carry throughout the city and prohibiting guns on federal lands such as the Mall and Freedom Plaza or anywhere within 1,000 feet of a protest,” according to the Post.

An estimated 30,000 people are expected to attend Wednesday’s rally at the Ellipse, just outside the White House, apparently including Trump himself. The demonstration will coincide with Congress’s vote to certify the election results, a typically perfunctory session that Trump loyalists plan to use as a futile last stand against Joe Biden’s victory. “People are allowed to come into our city to participate in First Amendment activities,” Bowser said Monday. “We will not allow people to incite violence, intimidate our residents, or cause destruction in our city.”

The Trump administration’s deployment of federal officers last summer was an apparent show of force bolstering the “law and order” reelection message Trump was pushing at the time, raising questions about the president’s real motivation in mobilizing the military. Unlike the deployment during protests against police violence in June, National Guard troops activated for this week’s

mission are not expected to use armored vehicles or carry guns, nor has the military approved the use of its helicopters, the Post reports.

## Pro-Trump protesters hit DC streets for 2nd day

January 6, 2021

WTOP // Will Vitka

Supporters of President Donald Trump and his unproven claims of widespread election fraud are gearing up for a second wave of protests in D.C. on Wednesday.

It's the same day that Congress meets to count the Electoral College votes affirming President-elect Joe Biden's win. Here's a look at exactly what goes into counting the Electoral College.

During Tuesday's demonstrations, at least six people were arrested.

Here's what you need to know for Wednesday.

### Rallies

According to a map and schedule online, the first of Wednesday's protest rallies kicks off at 9 a.m. at The Ellipse at President's Park. The March to Save America website says "doors open" at 7 a.m. There are, in fact, no doors at The Ellipse. From there, the March for Trump will head to the Capitol at 1 p.m.

The Freedom Rally starts at 9 a.m. near the Capitol.

The Wild Protest starts at 10 a.m. on the Capitol lawn, where attendees are encouraged to "tell Congress" not to certify the 2020 election.

"Congress cannot certify this fraudulent Electoral College," the website reads.

And the Jericho March around the Capitol grounds runs from 11:45 a.m. until 12:30 p.m.

D.C. Mayor Muriel Bowser, the D.C. Council, Maryland's Montgomery County Executive Marc Elrich and Virginia's Loudoun County Board of Supervisors Chair-At-Large Phyllis Randall have all urged residents to avoid downtown D.C. for the duration of the pro-Trump protests.

"The right to protest is a fundamental right of every American. I have personally exercised this right for decades. But this week I am joining Mayor Bowser and other regional leaders in urging our residents to avoid demonstrations by protesters supporting President Trump's erroneous claims that the election was fraudulent. These are not ordinary times, and these will not be ordinary protests," Elrich said in a statement.

"Protest organizers and the groups they represent have shown an alarming affinity for violence. Sadly, they have not been shy about suggesting the need for violence," he said.

DC police: Leave your guns at home

Signs about D.C.'s gun laws have been posted throughout the downtown area.



“Anyone in violation of the posted signs, anyone in violation of District of Columbia law, will be arrested,” said acting D.C. Police Chief Robert Contee. “So, I want to be very clear about that because we have received some information that there are individuals intent on bringing firearms into our city and that just will not be tolerated.”

He said that he wants anyone who sees someone at the rallies carrying a gun or trying to conceal a gun to call police.

In a statement, D.C. Attorney General Karl Racine said many of the people involved “have stated that they are coming to the District to provoke residents and wreak havoc.”

“The Office of the Attorney General, in coordination with the Metropolitan Police Department, the Council, and the Mayor will closely monitor their activities and do everything in our power to hold them accountable should they break District laws,” Racine said. “That includes illegally carrying firearms within 1,000 feet of these demonstrations, which will not be tolerated under any circumstances.

“We will also act to ensure that those who operate businesses or live downtown — particularly our residents experiencing homelessness — do not suffer harm.”

DC street closures, parking restrictions  
Police are closing a multitude of streets for the rallies.

The restrictions are concentrated around the White House and parts of the National Mall on Wednesday.

Proud Boys

The leader of the far-right extremist Proud Boys was arrested Monday night after he arrived in Washington.

He’s no longer in custody but has been ordered to leave D.C. and stay away until his next court appearance.

Henry Tarrío, who goes by Enrique, was arrested shortly after arriving in D.C. on Monday afternoon.

Tarrío is accused of being involved in the tearing down and burning of a Black Lives Matter banner from a historically Black church in downtown D.C. during a pro-Trump rally last month.

In addition to destruction of property charges, the 36-year-old faces two felony weapons charges: D.C. police said officers found him with two high-capacity firearm magazines when he was arrested.

The Proud Boys have promised to attend both the Jan. 6 rallies and President-elect Joe Biden’s Jan. 20 inauguration.

## National Guard

The National Guard has been activated and will assist D.C. police throughout the protests.

Some 340 D.C. National Guard members will be in the city, with about 115 on duty in the streets at any given time, according to a defense official. The official said members will set up traffic control points around the city and to stand with district police officers at all the city's Metro stops.

Acting D.C. Police Chief Robert Contee said Guard troops will be used for some crowd management.

## Congress

Congress is scheduled to meet Wednesday to confirm the Electoral College vote.

But there is a cadre of Republican lawmakers who are orchestrating an unprecedented attempt to overturn Joe Biden's election win over President Donald Trump.

Trump declared at a campaign rally in Georgia on Monday that he would "fight like hell" to hold on to the presidency, and he appealed to Republican lawmakers to reverse his election loss.

But those Republicans leading the long-shot effort in Congress are still deciding the details of their strategy. A late-night meeting convened by Sen. Ted Cruz, R-Texas, reached few conclusions, according to two Republicans familiar with the situation and granted anonymity to discuss it. Cruz will object to electoral results from Arizona, another Republican said. That's likely to be the first objection considered, in a state Biden won.

Trump's attempt to enlist his allies to overturn Biden's 306-232 election win is unlike anything ever attempted in modern times, and it is all but certain to fail.

Biden's inauguration is set for Jan. 20.

## Church to Erect 16-Foot Black Lives Matter Banner Amid Protests

January 5, 2021

NBC 4 // Darcy Spencer

Church leaders at National City Christian Church on Thomas Circle in downtown D.C. plan to erect 16-foot Black Lives Matter banners on Wednesday, the same day pro-Trump groups plan to rally against Congress certifying that Joe Biden won the November election.

"It seems like it's important to use our platform to proclaim in this moment what we feel that our faith is compelling us to say, which is that we reject violence and that we believe that Black lives matter, and that our faith compels us to say that," Rev. Dr. Amy Butler, interim senior minister of the church, said.

Last month, members of the Proud Boys in town for pro-Trump rallies claimed responsibility for tearing down and burning a Black Lives Matter sign.

National City Christian Church, adhering to Mayor Muriel Bowser's call for people to stay out of downtown during the protests, will be closed on Wednesday.

"I think faith communities in this moment can be voices that call us to peace and justice. There's no reason we should be in the streets committing violence toward one another. We're only better when we build each other up," Butler said.

I think faith communities in this moment can be voices that call us to peace and justice. There's no reason we should be in the streets committing violence toward one another.

Rev. Dr. Amy Butler

There will be numerous demonstrations around D.C., from Freedom Plaza to the Ellipse, where President Trump says he'll speak to supporters at the "Save America" rally.

There will also be demonstrations on the steps of the capitol. A group called the Silent Majority will hold a rally at noon on the National Mall.

"We're trying to ensure that we have a fair and accurate counting of the election. We've had kind of an unprecedented year with Covid and we've had tens of millions of mail-in ballots that went out. And I think it's left a lot of uncertainty to a lot of people in the country," James Epley, founder of The Silent Majority, said.

Street closures are already in effect, covering a wide area of downtown, and some businesses have boarded up.

D.C. police were planning a coordinated effort to keep the city safe. The National Guard will help manage crowds and traffic.



## *COVID-19*

### [The District's Vaccination Data, Explained.](#)

January 5, 2021

The Washington City Paper // Amanda Michelle Gomez

Newly released government data shows that D.C. has only administered 42.4 percent of the total COVID-19 vaccines it has received. But the data, which D.C. will publish on Mondays on [coronavirus.dc.gov](https://coronavirus.dc.gov), doesn't tell us the full story about how vaccinations have been going since the District started administering shots to the first priority group, frontline health care workers, the week of Dec. 14.

Only 58 percent of health care providers are reporting vaccination data to the health department. In a press conference Monday, DC Health Director Dr. LaQuandra Nesbitt said she expects the data to become more accurate once health care providers learn how to use the immunization system. "We are really coaching them through this process," she said.

Nesbitt also suggested the District will report a larger number of doses administered once long-term care facilities ramp up their vaccination processes this week. To date, two facilities have started to vaccinate their residents and staff, and about 100 people have received their first of two shots. The first group of vaccinated health care workers will also receive their second doses this week.

The data also says only 35.9 percent of available vaccination appointments are booked. Health care workers who aren't employed at a hospital are being instructed to visit [vaccinate.dc.gov](https://vaccinate.dc.gov) to schedule an appointment to get vaccinated at a pharmacy or federally qualified health center. "To fully appreciate and understand why 64 percent of those appointments are not scheduled, we think it may be a function of people really not knowing these opportunities are out there," said Nesbitt. She's written to every licensed health professional to inform them of this website, but suspects the holidays may have slowed vaccinations. She also says it is too soon to fault vaccine hesitancy.

All vaccines expire, including Pfizer's and Moderna's coronavirus vaccines. "We have given all of our providers very clear instructions that once a vial of vaccine has been removed from the refrigerator and it's been thawed and you have a number of hours to use it, that any person who is available to be vaccinated should be vaccinated," said Nesbitt. (This order led one lucky law student to be vaccinated at a Giant pharmacy.)

Nesbitt declined to specify if any providers have reported vaccine wastage as she is still reviewing the data. She did say that from what she can tell so far, she has not noticed significant reporting of wastage. Mary's Center, a vaccination provider, tells City Paper that so far they haven't reported any wastage. When individuals have missed their appointments, Mary's Center phoned their own health care workers who live within walking distance of their facility to get vaccinated.

Nesbitt has repeatedly said one group does not need to be completely vaccinated before DC Health moves on to the next group. During the press conference, Bowser also announced target dates for vaccinating priority groups after health care workers and long-term care facilities:

- Week of January 11: D.C. residents who are 65 years and older.
- Week of January 25: Specific essential workers, including those employed in the public safety sector, grocery stores, Pre-K to 12 schools and childcare settings.
- Week of February 1: D.C. residents with chronic medical conditions (DC Health will announce these conditions closer to the date), and all other essential workers including restaurant employees.

“Remember these are target dates. We would be prepared to turn them on sooner or later depending on what DC Health needs to get done,” said Bowser.

“We will only continue with the non-D.C. residents for workers,” added Nesbitt. Meaning essential workers who live in Maryland and Virginia but are employed in the District can sign up for a vaccination appointment once [vaccinate.dc.gov](https://vaccinate.dc.gov) opens up to the next few groups later this month.

Bowser’s chief of staff, John Falcicchio, clarified that DC Health is considering a number of things when deciding to begin vaccinating new groups, including how many doses the agency receives from the federal government.

Questions about vaccinations? Let me know by replying to this newsletter or emailing me directly. I’d also love to hear directly from health care workers, especially if you work at a vaccination site.

## LOCAL

### [Do D.C.'s Poorest Neighborhoods Still Have Fewer Trees?](#)

January 5, 2021

The Kojo Nnamdi Show

In the 1800s, tens of thousands of trees were planted in D.C., earning the District the nickname “The City of Trees.” By 1950, the city’s tree canopy — which refers to the part of the city covered by tree leaves and branches when viewed from above — was at 50%. By 2001 that number fell to just over 35%. Now, the District has 39% tree canopy, with the goal of achieving 40% by 2032.

Tree canopy is important for many reasons: It reduces summer peak temperatures and air pollution, prevents erosion, provides habitat for wildlife, and helps attract businesses and residents.

So, is the city’s tree canopy equal in all eight wards? Or have the poorer communities in Wards 7 and 8 been neglected?

We speak with Brenda Richardson, an environmental advocate and member of Friends of Oxon Run and Earl Eutsler, the associate director at the D.C.’s Urban Forestry Administration. Then, we talk about Ward 8’s nearly 2,000 acres of forest with Nathan Harrington, the executive director of the Ward 8 Woods Conservancy.

Produced by Kurt Gardinier

#### GUESTS

Brenda Richardson, Environmental Advocate, Member, Friends of Oxon Run

Nathan Harrington, Executive Director, Ward 8 Woods Conservancy; @ward8woods

Earl Eutsler, Associate Director/State Forester, Urban Forestry Administration, District Department of Transportation; @DDOTDC



## **NATIONAL**

### **Democrats Move Closer to Senate Control As Counting Continues In Georgia**

**January 6, 2021**

**NPR // Deirdre Walsh and Kelsey Snell**

Democrats moved one victory closer to exceedingly narrow control of the Senate Wednesday after winning one runoff election in Georgia and remaining ahead as votes continue to be counted in another runoff.

Democratic candidate Raphael Warnock, a pastor from Atlanta, defeated GOP Sen. Kelly Loeffler, after a bitter campaign. Warnock becomes the first Black Democrat elected to the Senate from a Southern state.

The win brings Democrats to 49 seats in the Senate, with one race remaining. If Jon Ossoff, a 33-year-old Democrat challenging Republican David Perdue, holds his early Wednesday lead, the Senate will be in a 50-50 tie, with Vice President-elect Kamala Harris breaking the tie and giving Democrats control of the House, Senate and White House for the first time since 2009.

Ossoff's narrow lead — about 16,000 votes early Wednesday — left the race too close to call despite he and Warnock campaigning closely. If his lead holds, Ossoff would become the youngest sitting senator and the first Jewish Senator from Georgia.

#### **Impact on Biden agenda**

Control of the Senate significantly changes what Biden can do but most importantly his party now can set the legislative agenda. Democrats failed to make the kind of gains in the Senate in November that many had forecast, with GOP incumbents staving off strong challenges in several states. But with narrow control, they will wield the gavels for Senate committees, call hearings, and decide which items get top priority.

Sen. Chuck Schumer of New York will replace GOP Sen. Mitch McConnell as majority leader and will determine which bills come to the floor for votes.

The ambitious proposals addressing climate change and health care and other domestic priorities touted by Biden and Harris will be difficult, if impossible to advance with more moderate Democrats, especially those facing competitive 2022 midterm reelection campaigns, reluctant to sign onto partisan proposals. The much smaller than anticipated House Democratic majority compounds the challenge for the party.

Instead Biden will need to consider which domestic priorities can get bipartisan support since Senate rules now require anything to get 60 votes to advance. The president-elect has already indicated additional coronavirus relief will be his first priority, but he has also said he plans to unveil an infrastructure plan that could get support from Republicans.

But Biden Cabinet nominees will fare better. It's unclear with the short time between setting up committees and negotiating staff arrangements in the narrowly split chamber what that will mean for how quickly confirmation hearings and floor votes can happen with just two weeks before the inauguration.

### **Return of the bipartisan gangs**

After months of stalemate over the size and scope of a coronavirus relief package in the closing weeks of the last Congress, a group of centrists from both parties led by West Virginia Democratic Sen. Joe Manchin and Maine Republican Susan Collins unveiled a \$900 billion compromise plan that became the basis for the legislation that ultimately was approved by the House and Senate and signed by the president.

Manchin has said he hopes that model can translate into efforts in 2021.

Other Republican moderates like Sen. Mitt Romney of Utah and Sen. Lisa Murkowski of Alaska who helped on the COVID-19 aid package could also serve as powerful players if they decide to work across the aisle.

### **Progressives will push for Senate rules changes**

Liberal Democrats have pressed to get rid of the legislative filibuster so that they can pass major health care or environmental bills with a simple majority.

Biden has side-stepped questions about whether he supports doing away with keeping the 60 vote threshold, but several top Senate Democrats have signaled they back changing a rule that many of them once insisted was essential to the institution. There will be intense pressure on Biden and Democratic leaders to show they can pass some bills with GOP support, but if Senate Republicans stay largely unified to thwart the new administration's agenda calls to eliminate the filibuster will increase.

Manchin has publicly said he will oppose any effort to change the rules, and he will have outsized influence in the closely divided chamber.



**From:** Evans, Valerie (EOM)  
**Sent:** Wed, 6 Jan 2021 13:41:10 +0000  
**To:** Ross, Jed (ORM);Yeung, Sam (ORM)  
**Subject:** RE: It's time to renew your PRIMA Membership!

Thanks for confirming. You are the only one listed on the government membership, although the ones that you mentioned may have attended past conference/events.

Have a good day.

*Valerie Evans, CAP*  
*Administrative Officer*  
*Office of Risk Management (ORM)*  
*Government of the District of Columbia*  
*441 4th Street, NW Suite 800 South*  
*Washington, DC 20001*

202-727-9006  
202-727-8319 (f)  
Email: [valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)

 GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
MURIEL BOWSER, MAYOR



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**From:** Ross, Jed (ORM) <jed.ross@dc.gov>  
**Sent:** Wednesday, January 6, 2021 8:39 AM  
**To:** Evans, Valerie (EOM) <valerie.evans@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>  
**Subject:** RE: It's time to renew your PRIMA Membership!

I'm good as listed, just thought they may have access as well.

No worries and much appreciated.

Thank you,  
Jed Ross  
Chief Risk Officer/Director  
D.C. Office of Risk Management (ORM)  
202-727-6056

----- Original message -----

From: "Evans, Valerie (EOM)" <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>  
Date: 1/6/21 8:31 AM (GMT-05:00)  
To: "Ross, Jed (ORM)" <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>, "Yeung, Sam (ORM)" <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
Subject: RE: It's time to renew your PRIMA Membership!

Jed,

Are you wishing to add them to the membership? If so, what is your preference for the 5 people?

*Valerie Evans, CAP*  
*Administrative Officer*  
*Office of Risk Management (ORM)*  
*Government of the District of Columbia*  
*441 4th Street, NW Suite 800 South*  
*Washington, DC 20001*

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**From:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Sent:** Wednesday, January 6, 2021 7:36 AM  
**To:** Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>  
**Subject:** RE: It's time to renew your PRIMA Membership!

I think Jane and possibly Robert and Peter may have been.

Thank you,  
Jed Ross  
Chief Risk Officer/Director  
D.C. Office of Risk Management (ORM)  
202-727-6056

----- Original message -----

From: "Yeung, Sam (ORM)" <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
Date: 1/6/21 1:03 AM (GMT-05:00)  
To: "Evans, Valerie (EOM)" <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>, "Ross, Jed (ORM)" <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
Subject: RE: It's time to renew your PRIMA Membership!

Valerie,

It just occurred to me that we could have probably asked Senior Staff if anyone had any interest in being a PRIMA member. Since we have until end of March to pay for the upcoming renewal, we can follow up with Jed next admin meeting to see if we want to ask Senior Staff or just name the 5 additional members. If we just name the 5, my recommendation would be:

1. Sam (Professional Development)
2. Chris (Professional Development)
3. Mel (Job Bank)
4. Pat (PRIMA Cybrary – online library of risk management related documents)
5. Angela (PRIMA Cybrary – online library of risk management related documents)

Just to make sure, aside from Jed were there any other staff that were PRIMA members?

-Sam

---

**From:** Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>  
**Sent:** Tuesday, January 5, 2021 4:14 PM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** FW: It's time to renew your PRIMA Membership!

Please let me know who you want to add for the 5 additional members.

Thanks,

*Valerie Evans, CAP*  
*Administrative Officer*  
*Office of Risk Management (ORM)*  
*Government of the District of Columbia*  
*441 4th Street, NW Suite 800 South*  
*Washington, DC 20001*

202-727-9006  
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Email: [valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)

 GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
MURIEL BOWSER, MAYOR



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---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Sent:** Tuesday, January 5, 2021 4:05 PM  
**To:** Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** RE: It's time to renew your PRIMA Membership!

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

Hi Valarie,

Attached you will find the requested invoice. I have also attached the roster form. Please complete and return when you get a moment.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**  
Direct: (703) 253-1266  
[primacentral.org](http://primacentral.org)

---

**From:** Evans, Valerie (EOM) [<mailto:valerie.evans@dc.gov>]  
**Sent:** Tuesday, January 5, 2021 9:15 AM  
**To:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** FW: It's time to renew your PRIMA Membership!



Good morning Mr. Bodmer:

In response to your email below, I would like to request a paper invoice. I do not have access to Mr. Ross's portal to pay by credit card. Please send by email for faster response.

Thanks so much.

---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>

**Sent:** Monday, January 4, 2021 6:06 AM

**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>

**Subject:** It's time to renew your PRIMA Membership!

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).



**Membership Expires: 3/31/2021**

**Member ID: 11101816**

**Membership Type: Government Member**

**Membership Amount: \$ 385.00**

Hi Jed Ross,

**HAPPY NEW YEAR!** It's time to renew your PRIMA organization membership! You are listed as the point of contact for your organization (**DC Gov't- Risk Management**), so log in today and renew your organization's membership.

If you would prefer a paper invoice, please reply to this email.

If you would like to pay over the phone, please contact me at the number at (703) 253-1266.



If you have already renewed your PRIMA organization membership, please disregard this email.

**Thank you for your continuing support!**

**Not sure how to renew your PRIMA organization membership online?**

**Instructions are listed below:**

1. Click the "[Login](#)" tab at the top of the page.
2. Select the "**If you do not have an account, click here**" option.
3. **Follow prompts** to complete both individual and/or primary contact information and your organization's information.
4. When finished, click on "**Join/Renew**" located at the top of the page and begin your online transaction to join.

*For organizational membership*, please be sure to select the name of the organization from the drop-down menu and "Shop For" the organization.

Each organization membership includes FIVE additional roster member at no EXTRA COST to YOU or the organization. Email me and I will forward you the PRIMA roster form.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**

700 South Washington Street

Suite 218

Alexandria, VA 22314-4291

Main: (703) 528-7701

Direct: (703) 253-1266

Fax: (703) 739-0200

[primacentral.org](http://primacentral.org)



For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](http://coronavirus.dc.gov).

**From:** Ross, Jed (ORM)  
**Sent:** Wed, 6 Jan 2021 13:39:19 +0000  
**To:** Evans, Valerie (EOM);Yeung, Sam (ORM)  
**Subject:** RE: It's time to renew your PRIMA Membership!

I'm good as listed, just thought they may have access as well.  
No worries and much appreciated.

Thank you,  
Jed Ross  
Chief Risk Officer/Director  
D.C. Office of Risk Management (ORM)  
202-727-6056


----- Original message -----

From: "Evans, Valerie (EOM)" <valerie.evans@dc.gov>  
Date: 1/6/21 8:31 AM (GMT-05:00)  
To: "Ross, Jed (ORM)" <jed.ross@dc.gov>, "Yeung, Sam (ORM)" <Sam.Yeung@dc.gov>  
Subject: RE: It's time to renew your PRIMA Membership!  
Jed,

Are you wishing to add them to the membership? If so, what is your preference for the 5 people?

*Valerie Evans, CAP*  
*Administrative Officer*  
*Office of Risk Management (ORM)*  
*Government of the District of Columbia*  
*441 4th Street, NW Suite 800 South*  
*Washington, DC 20001*

202-727-9006  
202-727-8319 (f)  
Email: [valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)

 GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
**DC** MURIEL BOWSER, MAYOR





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**From:** Ross, Jed (ORM) <jed.ross@dc.gov>  
**Sent:** Wednesday, January 6, 2021 7:36 AM  
**To:** Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Evans, Valerie (EOM) <valerie.evans@dc.gov>  
**Subject:** RE: It's time to renew your PRIMA Membership!

I think Jane and possibly Robert and Peter may have been.

Thank you,  
Jed Ross  
Chief Risk Officer/Director  
D.C. Office of Risk Management (ORM)  
202-727-6056

----- Original message -----

From: "Yeung, Sam (ORM)" <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
Date: 1/6/21 1:03 AM (GMT-05:00)  
To: "Evans, Valerie (EOM)" <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>, "Ross, Jed (ORM)" <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
Subject: RE: It's time to renew your PRIMA Membership!

Valerie,

It just occurred to me that we could have probably asked Senior Staff if anyone had any interest in being a PRIMA member. Since we have until end of March to pay for the upcoming renewal, we can follow up with Jed next admin meeting to see if we want to ask Senior Staff or just name the 5 additional members. If we just name the 5, my recommendation would be:

1. Sam (Professional Development)
2. Chris (Professional Development)
3. Mel (Job Bank)
4. Pat (PRIMA Cybrary – online library of risk management related documents)
5. Angela (PRIMA Cybrary – online library of risk management related documents)

Just to make sure, aside from Jed were there any other staff that were PRIMA members?

-Sam

**From:** Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>  
**Sent:** Tuesday, January 5, 2021 4:14 PM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** FW: It's time to renew your PRIMA Membership!

Please let me know who you want to add for the 5 additional members.

Thanks,

*Valerie Evans, CAP*  
*Administrative Officer*  
*Office of Risk Management (ORM)*  
*Government of the District of Columbia*  
*441 4th Street, NW Suite 800 South*  
*Washington, DC 20001*

202-727-9006  
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---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Sent:** Tuesday, January 5, 2021 4:05 PM  
**To:** Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** RE: It's time to renew your PRIMA Membership!

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

Hi Valarie,

Attached you will find the requested invoice. I have also attached the roster form. Please complete and return when you get a moment.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**  
Direct: (703) 253-1266  
[primacentral.org](http://primacentral.org)

---

**From:** Evans, Valerie (EOM) [<mailto:valerie.evans@dc.gov>]  
**Sent:** Tuesday, January 5, 2021 9:15 AM  
**To:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** FW: It's time to renew your PRIMA Membership!

Good morning Mr. Bodmer:

In response to your email below, I would like to request a paper invoice. I do not have access to Mr. Ross's portal to pay by credit card. Please send by email for faster response.

Thanks so much.

---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>

**Sent:** Monday, January 4, 2021 6:06 AM

**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>

**Subject:** It's time to renew your PRIMA Membership!

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**Membership Expires: 3/31/2021**  
**Member ID: 11101816**  
**Membership Type: Government Member**  
**Membership Amount: \$ 385.00**

Hi Jed Ross,  
**HAPPY NEW YEAR!** It's time to renew your PRIMA organization membership! You are listed as the point of contact for your organization (**DC Gov't- Risk Management**), so log in today and renew your organization's membership.

If you would prefer a paper invoice, please reply to this email.

If you would like to pay over the phone, please contact me at the number at (703) 253-1266.



If you have already renewed your PRIMA organization membership, please disregard this email.

**Thank you for your continuing support!**

## Not sure how to renew your PRIMA organization membership online?

### Instructions are listed below:

1. Click the "**Login**" tab at the top of the page.
2. Select the "**If you do not have an account, click here**" option.
3. **Follow prompts** to complete both individual and/or primary contact information and your organization's information.
4. When finished, click on "**Join/Renew**" located at the top of the page and begin your online transaction to join.

*For organizational membership*, please be sure to select the name of the organization from the drop-down menu and "Shop For" the organization.

Each organization membership includes FIVE additional roster member at no EXTRA COST to YOU or the organization. Email me and I will forward you the PRIMA roster form.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

#### **Public Risk Management Association (PRIMA)**

700 South Washington Street  
Suite 218  
Alexandria, VA 22314-4291  
Main: (703) 528-7701  
Direct: (703) 253-1266  
Fax: (703) 739-0200  
[primacentral.org](http://primacentral.org)



For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](http://coronavirus.dc.gov).



**From:** Evans, Valerie (EOM)  
**Sent:** Wed, 6 Jan 2021 13:30:57 +0000  
**To:** Ross, Jed (ORM);Yeung, Sam (ORM)  
**Subject:** RE: It's time to renew your PRIMA Membership!

Jed,

Are you wishing to add them to the membership? If so, what is your preference for the 5 people?

Valerie Evans, CAP  
*Administrative Officer*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4th Street, NW Suite 800 South  
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Email: [valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)

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**To:** Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Evans, Valerie (EOM) <valerie.evans@dc.gov>  
**Subject:** RE: It's time to renew your PRIMA Membership!

I think Jane and possibly Robert and Peter may have been.

Thank you,  
Jed Ross  
Chief Risk Officer/Director  
D.C. Office of Risk Management (ORM)  
202-727-6056

----- Original message -----

From: "Yeung, Sam (ORM)" <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
Date: 1/6/21 1:03 AM (GMT-05:00)  
To: "Evans, Valerie (EOM)" <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>, "Ross, Jed (ORM)" <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
Subject: RE: It's time to renew your PRIMA Membership!

Valerie,

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1. Sam (Professional Development)
2. Chris (Professional Development)
3. Mel (Job Bank)
4. Pat (PRIMA Cybrary – online library of risk management related documents)
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Just to make sure, aside from Jed were there any other staff that were PRIMA members?

-Sam

**From:** Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>  
**Sent:** Tuesday, January 5, 2021 4:14 PM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** FW: It's time to renew your PRIMA Membership!

Please let me know who you want to add for the 5 additional members.

Thanks,

Valerie Evans, CAP  
*Administrative Officer*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4th Street, NW Suite 800 South  
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**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Sent:** Tuesday, January 5, 2021 4:05 PM  
**To:** Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** RE: It's time to renew your PRIMA Membership!



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**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**

Direct: (703) 253-1266

[primacentral.org](http://primacentral.org)

---

**From:** Evans, Valerie (EOM) [<mailto:valerie.evans@dc.gov>]  
**Sent:** Tuesday, January 5, 2021 9:15 AM  
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**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** FW: It's time to renew your PRIMA Membership!

Good morning Mr. Bodmer:

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Thanks so much.

---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Sent:** Monday, January 4, 2021 6:06 AM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** It's time to renew your PRIMA Membership!

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**Membership Expires: 3/31/2021**  
**Member ID: 11101816**  
**Membership Type: Government Member**  
**Membership Amount: \$ 385.00**

Hi Jed Ross,

**HAPPY NEW YEAR!** It's time to renew your PRIMA organization membership! You are listed as the point of contact for your organization (**DC Gov't- Risk Management**), so log in today and renew your organization's membership.

If you would prefer a paper invoice, please reply to this email.

If you would like to pay over the phone, please contact me at the number at (703) 253-1266.



If you have already renewed your PRIMA organization membership, please disregard this email.

**Thank you for your continuing support!**

**Not sure how to renew your PRIMA organization membership online?**

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1. Click the "**Login**" tab at the top of the page.
2. Select the "**If you do not have an account, click here**" option.
3. **Follow prompts** to complete both individual and/or primary contact information and your organization's information.
4. When finished, click on "**Join/Renew**" located at the top of the page and begin your online transaction to join.

*For organizational membership, please be sure to select the name of the organization from the drop-down menu and "Shop For" the organization.*

Each organization membership includes FIVE additional roster member at no EXTRA COST to YOU or the organization. Email me and I will forward you the PRIMA roster form.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**

700 South Washington Street

Suite 218

Alexandria, VA 22314-4291

Main: (703) 528-7701

Direct: (703) 253-1266

Fax: (703) 739-0200

[primacentral.org](http://primacentral.org)



For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](http://coronavirus.dc.gov).

**From:** Ross, Jed (ORM)  
**Sent:** Wed, 6 Jan 2021 12:43:51 +0000  
**To:** Krainak, Michael (EOM)  
**Cc:** Yeung, Sam (ORM)  
**Subject:** FW: ORM Workers Comp memo  
**Attachments:** ORM Memo - Workers Compensation Turnaround and Proposed Legislation (Fall 2020 Clean Final).pdf, ORM Memo - Workers Compensation Turnaround and Proposed Legislation (Fall 2020 Clean).docx, ORM Memo - Workers Compensation Turnaround and Proposed Legislation (Fall 2020 Redlines) -2.docx

Final final memo.... from 11/13/20

Thank you,

Jed Ross

Chief Risk Officer/Director

D.C. Office of Risk Management (ORM)

202-727-6056

----- Original message -----

From: "Ross, Jed (ORM)" <jed.ross@dc.gov>

Date: 11/13/20 2:40 PM (GMT-05:00)

To: "Breems, Joseph (EOM)" <Joseph.Breems@dc.gov>, "Melder, Jay (EOM)" <jay.melder@dc.gov>

Cc: "Swintz, Monica (EOM)" <monica.swintz@dc.gov>, "Krainak, Michael (EOM)" <Michael.Krainak@dc.gov>, "Yeung, Sam (ORM)" <Sam.Yeung@dc.gov>

Subject: RE: ORM Workers Comp memo

Thanks Joey,

2-534(e)

2-534(e)

If you have any other suggestions, deletions, or edits please let me know. Appreciate everyone's help in making this as effective as possible.

Please see attached.

**Thank you,**

**Jed Ross**

Director/Chief Risk Officer

Office of Risk Management (ORM)

Government of the District of Columbia

441 Fourth Street NW, 800 South

Washington, DC 20001

Direct: (202) 727-6056

E-mail: [jed.ross@dc.gov](mailto:jed.ross@dc.gov)



---

**From:** Breems, Joseph (EOM) <Joseph.Breems@dc.gov>

**Sent:** Friday, November 13, 2020 1:05 PM



**To:** Ross, Jed (ORM) <jed.ross@dc.gov>; Melder, Jay (EOM) <jay.melder@dc.gov>  
**Cc:** Swintz, Monica (EOM) <monica.swintz@dc.gov>; Krainak, Michael (EOM) <Michael.Krainak@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>  
**Subject:** RE: ORM Workers Comp memo

Hello Director,

2-534(e)

Joey

---

**From:** Ross, Jed (ORM)  
**Sent:** Friday, November 13, 2020 12:02 PM  
**To:** Breems, Joseph (EOM); Melder, Jay (EOM)  
**Cc:** Swintz, Monica (EOM); Krainak, Michael (EOM); Yeung, Sam (ORM)  
**Subject:** RE: ORM Workers Comp memo

ACA Melder and Team,

Please see the updated memo attached. I have included a signed pdf and the word version.

This draft is much improved and follows the CA's guidance.

Thanks all for your efforts and support.

**Thank you,**

**Jed Ross**

Director/Chief Risk Officer  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 Fourth Street NW, 800 South  
Washington, DC 20001

Direct: (202) 727-6056

E-mail: [jed.ross@dc.gov](mailto:jed.ross@dc.gov)



---

**From:** Ross, Jed (ORM)  
**Sent:** Thursday, November 12, 2020 2:10 PM  
**To:** Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>; Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>; Krainak, Michael (EOM) (<[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)> <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>  
**Subject:** RE: ORM Workers Comp memo

Joey,

We are working on this and hope to have it done today/tonight.

We are doing some minor updates and ending the document in the area the CA requested.

2-534(e)

If you have any questions or need anything please let me know.

We appreciate your, Monica, Jay, and the CA's support.

**Thank you,**

**Jed Ross**

Director/Chief Risk Officer

Office of Risk Management (ORM)

Government of the District of Columbia

441 Fourth Street NW, 800 South

Washington, DC 20001

Direct: (202) 727-6056

E-mail: [jed.ross@dc.gov](mailto:jed.ross@dc.gov)



---

**From:** Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>

**Sent:** Tuesday, November 10, 2020 6:21 PM

**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>



**Cc:** Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>; Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Subject:** Re: ORM Workers Comp memo

2-534(e)

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---

**From:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Sent:** Tuesday, November 10, 2020 6:18:46 PM  
**To:** Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>; Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Subject:** RE: ORM Workers Comp memo

Joey,

2-534(e)

We will try to turn around right away.

Thank you,

Jed Ross

Chief Risk Officer/Director

D.C. Office of Risk Management (ORM)

202-727-6056

----- Original message -----

From: "Breems, Joseph (EOM)" <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>

Date: 11/10/20 6:13 PM (GMT-05:00)

To: "Ross, Jed (ORM)" <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>, "Yeung, Sam (ORM)" <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>

Cc: "Melder, Jay (EOM)" <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>, "Swintz, Monica (EOM)" <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>

Subject: Fwd: ORM Workers Comp memo

Hi Jed and Sam,

2-534(e)

Let me know if we can be helpful in revising, happy to contribute.

Joey

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---

**From:** Wong, Jacob (EOM) <[jacob.wong@dc.gov](mailto:jacob.wong@dc.gov)>

**Sent:** Tuesday, November 10, 2020 5:56:54 PM

**To:** Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>; Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>; Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>

**Cc:** Stutz, Ben (EOM) <[ben.stutz@dc.gov](mailto:ben.stutz@dc.gov)>

**Subject:** RE: ORM Workers Comp memo

IS team, good evening.

See attached and embedded below for the CA's feedback.

2-534(e)

Thank you.

Jacob

---

**From:** Wong, Jacob (EOM)  
**Sent:** Monday, November 9, 2020 4:13 PM  
**To:** Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Cc:** Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>  
**Subject:** RE: ORM Workers Comp memo

Hi. Still w/us pending CA's feedback. He took home over the weekend but not sure he got to it. Will keep you posted. Jacob

---

**From:** Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Sent:** Monday, November 9, 2020 4:12 PM  
**To:** Wong, Jacob (EOM) <[jacob.wong@dc.gov](mailto:jacob.wong@dc.gov)>  
**Cc:** Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>  
**Subject:** FW: ORM Workers Comp memo

Hi Jacob, just checking in on this one. Hope you are well.

---

**Monica Swintz CPM**

Senior Operations Analyst

Internal Services Cluster

Direct: (202) 727-3380

Cell: (202)-459-8338

E-mail: [monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)



---

**From:** Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>

**Sent:** Friday, November 6, 2020 1:33 PM

**To:** OCA-Admin (EOM) <[OCAAdmin@dcgovict.onmicrosoft.com](mailto:OCAAdmin@dcgovict.onmicrosoft.com)>

**Cc:** Wong, Jacob (EOM) <[jacob.wong@dc.gov](mailto:jacob.wong@dc.gov)>; Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>;

Stutz, Ben (EOM) <[ben.stutz@dc.gov](mailto:ben.stutz@dc.gov)>; Banner, Timothy (EOM) <[timothy.banner@dc.gov](mailto:timothy.banner@dc.gov)>;

Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>

**Subject:** ORM Workers Comp memo

Please find attached ORM briefing memo regarding recent Council- proposed changes to workers comp.

Joey

*Open Enrollment for 2021 employee benefits runs Monday, November 9, 2020 through Monday, December 14, 2020. This is your annual opportunity to review your current benefit elections and make any necessary changes.*

Visit <https://dchr.dc.gov/page/open-enrollment> for details!

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).













































































**From:** Ross, Jed (ORM)  
**Sent:** Wed, 6 Jan 2021 12:36:10 +0000  
**To:** Yeung, Sam (ORM);Evans, Valerie (EOM)  
**Subject:** RE: It's time to renew your PRIMA Membership!

I think Jane and possibly Robert and Peter may have been.

Thank you,

Jed Ross

Chief Risk Officer/Director

D.C. Office of Risk Management (ORM)

202-727-6056

----- Original message -----

**From:** "Yeung, Sam (ORM)" <Sam.Yeung@dc.gov>

**Date:** 1/6/21 1:03 AM (GMT-05:00)

**To:** "Evans, Valerie (EOM)" <valerie.evans@dc.gov>, "Ross, Jed (ORM)" <jed.ross@dc.gov>

**Subject:** RE: It's time to renew your PRIMA Membership!

Valerie,

It just occurred to me that we could have probably asked Senior Staff if anyone had any interest in being a PRIMA member. Since we have until end of March to pay for the upcoming renewal, we can follow up with Jed next admin meeting to see if we want to ask Senior Staff or just name the 5 additional members. If we just name the 5, my recommendation would be:

1. Sam (Professional Development)
2. Chris (Professional Development)
3. Mel (Job Bank)
4. Pat (PRIMA Cybrary – online library of risk management related documents)
5. Angela (PRIMA Cybrary – online library of risk management related documents)

Just to make sure, aside from Jed were there any other staff that were PRIMA members?

-Sam

**From:** Evans, Valerie (EOM) <valerie.evans@dc.gov>

**Sent:** Tuesday, January 5, 2021 4:14 PM

**To:** Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>

**Subject:** FW: It's time to renew your PRIMA Membership!


Please let me know who you want to add for the 5 additional members.



Thanks,

Valerie Evans, CAP  
Administrative Officer  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4th Street, NW Suite 800 South  
Washington, DC 20001

202-727-9006  
202-727-8319 (f)  
Email: [valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)

 GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
MURIEL BOWSER, MAYOR



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---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Sent:** Tuesday, January 5, 2021 4:05 PM  
**To:** Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** RE: It's time to renew your PRIMA Membership!

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Hi Valarie,

Attached you will find the requested invoice. I have also attached the roster form. Please complete and return when you get a moment.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**  
Direct: (703) 253-1266  
[primacentral.org](http://primacentral.org)

---

**From:** Evans, Valerie (EOM) [<mailto:valerie.evans@dc.gov>]  
**Sent:** Tuesday, January 5, 2021 9:15 AM  
**To:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** FW: It's time to renew your PRIMA Membership!

Good morning Mr. Bodmer:

In response to your email below, I would like to request a paper invoice. I do not have access to Mr. Ross's portal to pay by credit card. Please send by email for faster response.

Thanks so much.

---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Sent:** Monday, January 4, 2021 6:06 AM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** It's time to renew your PRIMA Membership!

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**Membership Expires: 3/31/2021**  
**Member ID: 11101816**  
**Membership Type: Government Member**  
**Membership Amount: \$ 385.00**

Hi Jed Ross,

**HAPPY NEW YEAR!** It's time to renew your PRIMA organization membership! You are listed as the point of contact for your organization (**DC Gov't- Risk Management**), so log in today and renew your organization's membership.

If you would prefer a paper invoice, please reply to this email.

If you would like to pay over the phone, please contact me at the number at (703) 253-1266.



If you have already renewed your PRIMA organization membership, please disregard this email.

**Thank you for your continuing support!**

**Not sure how to renew your PRIMA organization membership online?**

**Instructions are listed below:**

1. Click the "**Login**" tab at the top of the page.
2. Select the "**If you do not have an account, click here**" option.
3. **Follow prompts** to complete both individual and/or primary contact information and your organization's information.
4. When finished, click on "**Join/Renew**" located at the top of the page and begin your online transaction to join.

*For organizational membership*, please be sure to select the name of the organization from the drop-down menu and "Shop For" the organization.

Each organization membership includes FIVE additional roster member at no EXTRA COST to YOU or the organization. Email me and I will forward you the PRIMA roster form.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**  
700 South Washington Street  
Suite 218  
Alexandria, VA 22314-4291  
Main: (703) 528-7701  
Direct: (703) 253-1266  
Fax: (703) 739-0200

[primacentral.org](http://primacentral.org)



For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](http://coronavirus.dc.gov).



**From:** Risk Channel  
**Sent:** Wed, 6 Jan 2021 12:31:10 +0000  
**To:** jed.ross@dc.gov  
**Subject:** Risk Channel - Trump signs order to ban Chinese payment apps

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Risk Channel

[View this email in a browser](#)



To sign up to Risk Channel for free [click here](#).

**Wednesday, 6th January 2021**

## THE HOT STORY

### **Trump signs order to ban Chinese payment apps**

President Donald Trump has signed an order banning U.S. transactions with a number of Chinese mobile apps, including **Alipay** and **WeChat Pay**, describing them as security threats that “automatically capture vast swaths of information from millions of users in the United States, including sensitive personally identifiable information and private information, which would allow [China] and [the Chinese Communist Party] access to Americans’ personal and proprietary information.” The order will take effect in 45 days, after the start of the Biden administration, leaving its fate unclear. The order instructs Commerce Secretary Wilbur Ross to evaluate other apps that could pose a national security threat, and calls on the commerce secretary, the attorney general and the director of national intelligence to issue a report with recommendations to prevent the transfer of data from U.S. users to foreign adversaries.

[Wall Street Journal](#) [Washington Post](#) [Bloomberg](#)

## ECONOMY

### **Chicago Fed president stresses cautious approach to monetary policy**

Federal Reserve Bank of Chicago President Charles Evans has argued against the notion

that changing the Fed's ultra-easy monetary policy stance can reduce the risk of creating financial instability. Since March, the Fed has had its short-term interest rate target set at near-zero levels, and is buying about \$120bn of Treasuries and mortgage bonds each month to support markets and keep real-world borrowing costs low. Some observers fear that this approach during an economic recovery could encourage a destabilizing round of risk taking in financial markets. However, Mr Evans said monetary policy needs to focus on the economy and that Fed officials should turn to regulatory tools if they see any signs of financial sector trouble. "A premature tightening of monetary policy could not just threaten the achievement of our dual mandate objectives, but might not even improve financial stability either, given that financial stability is bolstered by a strong economy," Mr. Evans said. "Furthermore, if forced to react to highly uncertain and fast-moving financial stability concerns, monetary policy could become less predictable and, therefore, potentially less credible and effective."

[Wall Street Journal Reuters](#)

## STRATEGY

### Coronavirus reconfigures Wall Street

Financial firms continue to establish bases outside Manhattan as the pandemic transforms how and where people work, reports *Bloomberg*. For example, electronic market maker Virtu Financial is getting ready to relocate about 30 people to Palm Beach Gardens in Florida from New York. **Virtu** CEO Doug Cifu said: "We are dramatically oversubscribed for people who want to relocate from the tri-state area . . . We surveyed our employees, and the No. 1 concern that people had was quality of life - but also taking mass transit to New York City any time in the foreseeable future." Virtu expects its Florida contingent to grow this year to roughly 50 people, or 10% of its U.S. workforce. The company's headquarters will remain in Manhattan.

[Bloomberg](#)

### Macy's to close 45 stores this year

**Macy's** said on Tuesday that it plans to close about 45 stores this year, as part of a three-year plan to lower store count in order to focus on more productive outlets. The company announced last February that it will cut its store network by around 125 locations, with the loss of 2,000 jobs. "As previously announced, Macy's, Inc. is committed to rightsizing our store fleet by concentrating our existing retail locations in desirable and well-trafficked A and B malls", Macy's said in a statement. "To that end, we announced several store closures today that align to the guidance we provided in February 2020. These closures bring us closer to achieving the right mix of mall-based stores."

[USA Today Reuters](#)

### Facebook closes down Irish units

**Facebook** has moved one of its most important intellectual properties out of Ireland,



ending a financial arrangement used to move billions in profits through the country largely untaxed. Documents show that the company has moved to wind up several Irish holding companies which it used to hold its intellectual property (IP) for international sales. The company has also shifted billions of euros in profits from its Irish holding company back to the U.S.

[Bloomberg](#)

## OPERATIONAL

### Amazon buys Boeing aircraft to boost deliveries

**Amazon** is looking to boost its delivery capabilities to meet booming demand for online orders, with the online retailer acquiring 11 used Boeing 767-300 aircraft from **Delta** and **WestJet**. The four WestJet planes are being converted to cargo jets and will join the Amazon Air fleet this year, while the seven Delta planes will be added in 2022 after their conversion, taking the Amazon Air fleet to more than 85 planes, leased and owned, by the end of that year. In other Amazon news, the company is relaxing some shipping performance requirements that were set to take effect in February for members of its Seller Fulfilled Prime program, which allows sellers to designate Prime-eligible inventory without paying for Amazon's fulfillment services. The company cited ongoing coronavirus constraints on major shipping carriers like **UPS**, **FedEx** and the USPS.

[CNBC CNBC](#)

## LEGAL

### Tax fraud CEO wins transfer of case to Houston

A Houston businessman accused of staging the biggest individual tax fraud ever is to stand trial in his hometown, after a federal judge ordered the criminal case be transferred from San Francisco. Robert Brockman, former chief executive of automotive software-maker **Reynolds & Reynolds**, had sought the move, arguing that he resides in the Texas city, and has been treated for dementia. The 79-year-old had also sought a hearing to determine his competence to stand trial, although U.S. District Judge William Alsup did not rule on whether he is fit to assist in his own defense. The case against Mr. Brockman stems from allegations that he evaded taxes tied to his profits on investments in private equity funds managed by **Vista Equity Partners**, a firm founded by billionaire Robert Smith, who admitted last year to evading \$43m in federal taxes from 2005 to 2014. Mr. Brockman, who has pleaded not guilty, directed investments of more than \$1bn into Vista's funds using secret bank accounts in Bermuda and Switzerland to hide the income he earned from those funds, according to prosecutors.

[Wall Street Journal](#)

### New regulations require 'just cause' to fire NYC fast-food employees

New York City fast-food restaurants will be subject to new regulations governing how

they can fire employees under bills signed into law Tuesday by Mayor Bill de Blasio. One bill defines just cause as an employee's failure to perform their work duties or engaging in bad behavior harmful to the business, while the other requires that layoffs be conducted by seniority and that employees who are laid off due to a business' finances be given their jobs back before new workers are brought on. In adopting the new laws Tuesday, New York becomes the first city in the country to provide such protections in the fast-food industry.

[New York Daily News New York Post](#)

### **Lawyer on Trump election call quits firm**

Cleta Mitchell, a lawyer who assisted President Trump on a phone call in which he pressured Georgia officials to "find" him votes, has resigned from her firm. **Foley & Lardner** had previously said it was "concerned" with Mitchell's involvement in Trump's call with Georgia Secretary of State Brad Raffensperger. Mitchell blamed her resignation on "a massive pressure campaign in the last several days mounted by leftist groups."

[New York Times CNN](#)

### **French bank settles Syria sanctions breach**

The Treasury Department has fined Paris-based **Union de Banques Arabes et Françaises SA** a total of \$8.6m for apparent violations of U.S. sanctions against Syria. The Treasury's Office of Foreign Assets Control said the French bank processed 127 transactions, totaling \$2.08bn, on behalf of Syrian entities.

[Wall Street Journal](#)

## **POLITICAL**

### **Saudi media company pulls hate song against Qatar**

Saudi Arabia's **Rotana Media Group** has removed a hate song against Qatar from its YouTube channel after the kingdom eased a three-year regional rift by reopening its air, land and sea borders with the emirate. Saudi Arabia, the United Arab Emirates, Bahrain and Egypt severed trade, travel and diplomatic ties with Qatar in 2017. Qatar's emir yesterday attended the Gulf Cooperation Council's annual summit for the first time since the rift. The reopening of Saudi Arabia's borders and airspace to Qatar is an important step to revive both countries' economic ties, said Qatar-Indonesia Business Council (QIBC) president Farhan al-Sayed. He said the reopening of the emirate's only land horder with Saudi Arabia "will create "a new wave of business opportunities." Bloomberg notes that the latest move ameliorates a crisis that had complicated U.S . efforts to isolate Iran.

[Gulf Times Bloomberg](#)

### **Political pressure weighs on HSBC over Hong Kong activists**

The *FT* looks at the compliance dilemmas for banks serving Hong Kong, especially **HSBC**, as they come under intense pressure from Beijing to freeze accounts of pro-democracy



advocates.  
[Financial Times](#)

## OTHER

### China sentences former bank boss to death

A former chief of a Chinese state lender has been sentenced to death after being found guilty by a court in Tianjin of receiving some \$277m in bribes between 2008 and 2018. The New York Times describes the sentence handed down on Lai Xiaomin, the former chairman of **Huarong Asset Management**, as a rare and dramatic example of Beijing's use of capital punishment for economic crimes. There had previously been a shift away from capital punishment for white-collar felonies. "Sentencing Mr. Lai to death will get a lot of support from lower- and middle-class people" amid growing popular concern that party officials were becoming increasingly corrupt, said Zhang Peihong, a partner at Hui Ye law firm in Shanghai.

[New York Times](#)

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Phone: 0207 186 1060

**From:** Transportation Law360  
**Sent:** Wed, 6 Jan 2021 10:09:26 +0000  
**To:** jed.ross2@dc.gov  
**Subject:** FAA's New Drone Rules Only A 'Starting Point' For Businesses

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Wednesday, January 6, 2021



## TOP NEWS

### Analysis

#### **FAA's New Drone Rules Only A 'Starting Point' For Businesses**

Recently finalized rules allowing drones to fly over people and at night may pave the way for increased commercial use of the technology, but such operations still face barriers stemming from property rights concerns, privacy rules and jurisdictional uncertainty.

[Read full article »](#)

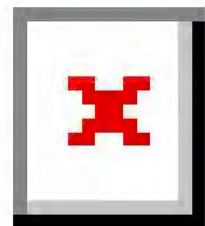
#### **Pilots' Union Beats 7-Year Lawsuit Over Back Pay Dispersal**

The Air Line Pilots Association defeated a seven-year old suit in Illinois federal court on Tuesday brought by United Airlines pilot instructors alleging that the union improperly disbursed back pay after United and Continental Airlines' merger in 2010.

[Opinion attached](#) | [Read full article »](#)

#### **COBRA Suit Against Southwest Grounded For Good**

A former Southwest Airlines worker has settled her suit against the airline claiming it violated COBRA by failing to properly notify her of her right to stay on the company's health insurance plan after she was fired.



## COMPANIES

[AXA SA](#)  
[Air Line Pilots Association International](#)  
[Allianz Global Corporate & Specialty SE](#)  
[Altman Weil Inc.](#)



▣ [Brief attached](#) | [Read full article](#) »

### **Split NLRB OKs Ambulance Co.'s Social Media Limits**

A California ambulance company did not infringe on its workers' rights by implementing policies preventing them from disparaging the company or making certain other comments on social media, a divided National Labor Relations Board panel has ruled, reversing a decision from an agency judge.

▣ [Decision attached](#) | [Read full article](#) »

## **AVIATION**

### **Fired Employee Gets 2nd Shot At Arbitration For Sex Bias Suit**

A California appeals court reversed a trial judge's decision refusing to send a sex bias and wage suit to arbitration, saying the lower court's analysis of a fired employee's arbitration pact with the cargo company didn't dig deep enough.

▣ [Opinion attached](#) | [Read full article](#) »

## **AUTOMOTIVE**

### **Garrett Motion Equity Group Seeks \$2.5M In Investor Fees**

The official committee of equity security holders in the Chapter 11 case of auto parts maker Garrett Motion Inc. has asked a New York judge to have the debtor pay up to \$2.5 million in fees and expenses for a pair of investors pursuing a potential equity financing transaction.

▣ [Motion attached](#) | [Read full article](#) »

### **Evenflo Gets Car Seat Infringement Claims Trimmed**

A Delaware federal judge on Tuesday cut out some of the infringement claims Evenflo Co. Inc. is facing in a child car seat patent suit brought by a manufacturer for rival baby products company Graco.

▣ [Opinion attached](#) | [Read full article](#) »

## **LOGISTICS**

### **4th Circ. Won't Restart Ex-UPS Driver's Religious Bias Suit**

The Fourth Circuit on Tuesday backed UPS' win in a suit from a former driver who claimed the delivery giant punished her for refusing to work on the Sabbath by overloading her truck, saying her case was based entirely on "conjecture."

▣ [Opinion attached](#) | [Read full article](#) »

## **MARITIME**

### **Shipowners Seek \$37M After Indonesian Navy Detains Crew**

The owners of a merchant ship seized by the Indonesian Navy are

American Bar Association  
Apple Inc.  
Business Intelligence Associates Inc.  
Cable News Network Inc.  
Chronos Solutions  
Citizens for Responsibility and Ethics in Washington  
DynCorp International Inc.  
Evenflo Co. Inc.  
Extraction Oil & Gas Inc.  
FirstEnergy Corp.  
Fitbit Inc.  
KPS Capital Partners LP  
Lehman Brothers Holdings Inc.  
LexisNexis Group  
Major Lindsey & Africa LLC  
Microsoft Corp.  
Motion Picture Association of America  
NJ Transit Corp.  
New York State Bar Association  
Oracle Corp.  
PG&E Corp.  
Pfizer Inc.  
Raytheon Technologies Corp.  
Sierra Club  
Southwest Airlines Co.  
State Bar of California  
StubHub Inc.  
The Boeing Co.  
Twitter Inc.  
United Airlines Holdings Inc.  
United Parcel Service



chasing six insurers at the High Court in London for \$37 million allegedly owed to them under a policy covering marine risks.

[Read full article »](#)

## ENERGY

### Extraction Oil Approved For Ch. 11 Midstream Settlements

Bankrupt energy driller Extraction Oil & Gas received approval Tuesday from a Delaware bankruptcy judge for a pair of settlements with midstream contract partners that improve the terms of prepetition contracts and allow for those deals to be assumed in the Chapter 11 case.

[Read full article »](#)

## EXPERT ANALYSIS

### Bid Protest Spotlight: Key New Decisions And 2020 Highlights

In this month's bid protest roundup, Victoria Angle and Michaela Thornton at MoFo focus attention on four December decisions from the U.S. Government Accountability Office, provide a few takeaways from the GAO's fiscal year 2020 report and highlight five of last year's most important bid protests.

[5 documents attached](#) | [Read full article »](#)

### 5 Trends That Will Influence E-Discovery In 2021

Changes in the way people work and communicate — which the pandemic has accelerated — will continue to bring new e-discovery challenges and shifts in data recovery this year, says Brian Schrader at Business Intelligence Associates.

[Read full article »](#)

## LEGAL INDUSTRY

### Analysis

#### These Law Firms Had The Most Hires, Exits In 2020

While the coronavirus pandemic has forced many law firms to scale back on recruiting, lateral partner hiring has remained active for several highly profitable law firms as they seized the unexpected opportunity to poach experienced attorneys from rivals.

[Read full article »](#)

#### Law Firm Merger Market To Bounce Back From 2020 Doldrums

U.S. law firm mergers tumbled in 2020, dropping by almost half compared to the previous year after a decade of steady growth, but are poised to make a comeback in 2021, according to a new study by legal consulting firm Altman Weil.

Inc.

Walgreens Co.

Washington Post Co.

Worldwide Flight Services Inc.

eBay Inc.

### LAW FIRMS

7 King's Bench Walk

Akin Gump

Alston & Bird

Ashby & Geddes

BakerHostetler

Ballard Spahr

Barclay Damon

Boies Schiller

CDF Labor Law LLP

Cadwalader

Wickersham

Cohen Weiss

Cohen Ziffer

Covington & Burling

Cozen O'Connor

DLA Piper

Dechert

Dentons

Dickstein Shapiro

Edelson PC

Fink Bressack

FisherBroyles

Foley & Lardner

Fox Rothschild

Girardi & Keese

Goldman Ismail

Greenberg Traurig

Greene Radovsky

Hill Dickinson

Holland & Knight

Howard & Howard

Jay S. Rothman & Associates

K&L Gates

Kasowitz Benson

King & Spalding



[Read full article »](#)

### **Cleta Mitchell Out At Foley & Lardner After Trump Call**

Cleta Mitchell has resigned from Foley & Lardner's partnership, the firm confirmed Tuesday, after the former partner's presence on a call with President Donald Trump pushing Georgia's secretary of state to alter the results of the state's presidential election drew widespread criticism.

[Read full article »](#)

### **DC Judge May Discipline Atty In Tossed GOP Election Suit**

A D.C. federal judge rejected as baseless a last-ditch attempt by an attorney representing the Wisconsin Voters Alliance and conservative groups in four other battleground states to block Congress from certifying President-elect Joe Biden's election victory, emphasizing Monday that the lawyer could also face disciplinary action.

[Read full article »](#)

### **Detroit Wants Trump Allies Sidney Powell, Lin Wood Disbarred**

The city of Detroit asked a Michigan federal judge Tuesday to impose sanctions on and refer for disbarment Sidney Powell, L. Lin Wood and other attorneys involved in challenging the Wolverine State's 2020 general election results, arguing the Trump allies are undermining faith in the democratic process.

[Read full article »](#)

### **Supreme Court Appears Ready To Move On From Trump Suits**

The U.S. Supreme Court may turn away several major cases as moot after President-elect Joe Biden takes office later this month, moving on from the past four years of constant litigation involving President Donald Trump and his policies.

[Read full article »](#)

### **Biden's Judicial Impact In Limbo As Ga. Counts Runoff Votes**

Georgia's final Senate runoff election remained too close to call early Wednesday morning, leaving the Senate majority undecided as Republicans look to keep control of the upper chamber and constrain President-elect Joe Biden's agenda for legislation and nominations, including federal judges.

[Read full article »](#)

### **Trump Skips Next In Line With Acting US Atty Pick In Georgia**

Following the unexpected resignation of U.S. Attorney for the Northern District of Georgia Byung Jin "BJay" Pak, President Donald Trump opted to skip the standard replacement — the district's first assistant — and named the head of the state's Southern District to fill in as Pak's acting replacement.

[Kinney Law PC](#)

[Kirkland & Ellis](#)

[Latham & Watkins](#)

[Lewis Brisbois](#)

[LimNexus](#)

[Littler Mendelson](#)

[McDermott Will](#)

[McKool Smith](#)

[Morris Nichols](#)

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[White & Case](#)

[Whiteford Taylor](#)

#### **GOVERNMENT AGENCIES**

[Federal Aviation Administration](#)

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[Accountability Office](#)

[Judicial Conference of the United States](#)

[Maritime Administration](#)

[National Labor Relations Board](#)

[U.S. Army](#)

[U.S. Bankruptcy Court for the District of Delaware](#)

[U.S. Bankruptcy Court for the Southern District of New York](#)



[Read full article »](#)

### **South Dakota Bar Says Attys Can't Ethically Advise Pot Clients**

The South Dakota Bar Association says lawyers cannot ethically provide legal services to cannabis clients despite the state's recent legalization of the drug, a hardline stance attorneys worry could stifle the industry before it takes root.

[Read full article »](#)

### **Bar Exam Task Force Calls For Fundamental Shift To Test**

A task force appointed by the National Conference of Bar Examiners is calling for a fundamental restructuring of the bar exam that thousands of people take each year in order to gain a license to practice law.

[Read full article »](#)

### **Four Ex-McKool Partners Launch Insurance Coverage Firm**

Four former members of McKool Smith's insurance recovery practice are branching out on their own, launching Cohen Ziffer Frenchman & McKenna in New York City with more than 20 attorneys, according to an announcement Tuesday.

[Read full article »](#)

### **King & Spalding Elects Chairman To A 6th Term**

King & Spalding LLP elected firm chairman Robert Hays to his sixth term effective at the start of the new year, the firm announced Monday.

[Read full article »](#)

### **Barclay Damon Elects Its 1st Female Managing Partner**

Northeast law firm Barclay Damon LLP has named the Albany, New York-based chair of its public finance practice as the firm's first female managing partner in its 165-year history.

[Read full article »](#)

### **Embattled FirstEnergy Names Former PG&E Exec As CLO**

FirstEnergy Corp. said Tuesday it has appointed Hyun Park, former general counsel of PG&E Corp., as its senior vice president and chief legal officer.

[Read full article »](#)

### **Ex-Twitter Deputy General Counsel Joins O'Melveny**

O'Melveny & Myers LLP announced Tuesday that Tod Cohen, the former deputy general counsel and vice president of Twitter, will join the firm as a partner.

[Read full article »](#)

### **Federal Judiciary Finds Its 1st Woman Leader In NY Judge**

A female New York judge was tapped to lead the federal judiciary's governing body, the first woman to serve in such a position, the U.S.

U.S. Court of Appeals for the Federal Circuit

U.S. Court of Appeals for the Fourth Circuit

U.S. Department of Justice

U.S. Department of Labor

U.S. Department of Transportation

U.S. District Court for the District of Columbia

U.S. District Court for the District of Delaware

U.S. District Court for the Eastern District of Michigan

U.S. District Court for the Eastern District of New York

U.S. District Court for the Middle District of Florida

U.S. District Court for the Northern District of Illinois

U.S. District Court for the Southern District of New York

U.S. General Services Administration

U.S. Senate

U.S. Supreme Court

Supreme Court announced Tuesday.

[Read full article »](#)

### **Judge OKs Trustee In Girardi Bankruptcy Cases**

A California bankruptcy judge ordered the appointment of a trustee to take control of the finances of famed trial lawyer Tom Girardi and his firm, Girardi Keese, following a virtual hearing Tuesday that neither Girardi nor his lawyers attended.

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**Subject:** Groups Push FINRA To Bolster Broker Misconduct Rules

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Wednesday, January 6, 2021



### TOP NEWS

#### Groups Push FINRA To Bolster Broker Misconduct Rules

The Financial Industry Regulatory Authority's plans to tighten its grip on brokers with a history of misconduct fall short of truly protecting investors, according to advocacy groups that say the Wall Street regulator needs to make pending rules tougher on so-called restricted firms, in part by publicizing their identities.

 [Proposed Rule attached](#) | [Read full article »](#)

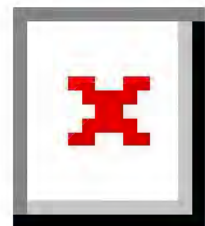
#### Feds 'Reanimated' Dead Args In Cherokee Row, Judge Says

A D.C. magistrate judge on Monday slammed a bid by the federal government to toss a Cherokee Nation suit accusing the U.S. Department of the Interior of mishandling the Oklahoma tribe's trust assets, saying the government merely "reanimated" an argument the court had previously rejected.

 [Report attached](#) | [Read full article »](#)

#### Ripple Investor Sues To Cash Out In Light Of SEC Action

A U.K. investment firm is looking to force a stock redemption by Ripple Labs Inc. in light of the U.S. Securities and Exchange Commission's late December legal challenge to the fintech startup's signature cryptocurrency.



### COMPANIES

[Altman Weil Inc.](#)  
[American Bar Association](#)  
[Apple Inc.](#)  
[BMO Capital Markets Corp.](#)  
[Business Intelligence Associates Inc.](#)

[Read full article »](#)

### **NYSE Halts Plans To Delist Trio Of Chinese Telecom Cos.**

The New York Stock Exchange said late Monday it had hit the brakes on plans to delist three Chinese telecommunications companies after consulting further with regulators regarding the applicability of a U.S. trading ban affecting issuers with Chinese military ties.

[Read full article »](#)

## **LITIGATION**

### **Midlands Can Keep Award Over \$5.76M Retirement Plan Theft**

A Colorado federal judge has upheld an arbitration award issued after Midlands Management Corp. successfully challenged Matrix Trust Co.'s role in the theft of \$5.76 million from a former Midlands sister company's retirement plan, ruling that Matrix blew its chance to fight the award.

[Order attached](#) | [Read full article »](#)

### **Investors Say NJ Firm Snuck Off With \$2.6M In Pot Profits**

Three investors have filed suit against a New Jersey investment group over claims that its managing member stole money that should have been used to partly repay a \$1.25 million loan they made in a medical marijuana company through the firm.

[Complaint attached](#) | [Read full article »](#)

### **High Court Seeks Workers' Input On Gannett ERISA Fight**

The U.S. Supreme Court hinted it might want to review a split Fourth Circuit decision that revived a would-be class action accusing Gannett Co. of dropping the ball by letting workers sink their retirement savings into the stock of a company Gannett spun off in 2015.

[Read full article »](#)

### **More Allstate Workers Lob ERISA Claims Over Fund Lineup**

A second group of Allstate employees sued the insurer Monday looking to recoup tens of millions of dollars they claim they've lost because the company failed to remove underperforming investment funds from its retirement plan.

[Complaint attached](#) | [Read full article »](#)

## **BANKRUPTCY**

### **Black Diamond Says It Needs Time For Speedcast Ch. 11 Bid**

Speedcast International Ltd. creditor Black Diamond Commercial Finance asked a Texas bankruptcy judge Tuesday for more time to submit its bid for the Australian communications satellite company while the debtor and the stalking horse bidder pressed for a firm deadline.

Cable News Network Inc.  
Centerbridge Partners LP  
China Mobile Ltd.  
China Telecom Corp. Ltd.  
China Unicom (Hong Kong) Ltd.  
Citizens for Responsibility and Ethics in Washington  
Financial Engines, Inc.  
Financial Industry Regulatory Authority Inc.  
FirstEnergy Corp.  
Fitbit Inc.  
Gannett Co. Inc.  
Hong Kong Exchanges and Clearing  
Insight Venture Management LLC  
Lehman Brothers Holdings Inc.  
LexisNexis Group  
Major Lindsey & Africa LLC  
Microsoft Corp.  
Motion Picture Association of America  
NJ Transit Corp.  
New Enterprise Associates Inc.  
New York State Bar Association  
North American Securities Administrators Association  
Northern Trust Corp.  
Oak Hill Capital Partners LP  
Otelco Inc.  
PG&E Corp.  
Paypal Holdings Inc.



[Read full article »](#)

## DEALS

### **Paul Weiss Assists As Oak Hill Nabs \$3.8B For PE Fund**

Oak Hill Capital, counseled by Paul Weiss, said Tuesday that it has wrapped up its fifth flagship private equity fund after raising \$3.8 billion from limited partners and plans to target investments in middle market companies based in North America.

[Read full article »](#)

### **Corporate Payments Co. Hits \$1.6B Value With Series D Round**

Corporate credit card management platform Divvy said Tuesday it raised \$165 million in its latest financing round, for a \$1.6 billion valuation, and will use the money to build out its technology.

[Read full article »](#)

### **TMAC Sold For \$225M After Initial Chinese Buyer Was Blocked**

Agnico Eagle Mines said Tuesday it will buy fellow Canadian mining company TMAC for roughly CA\$286.6 million (\$226.2 million), in a deal that comes only a few weeks after Canada's government cited national security concerns to block an attempt by a Chinese buyer to snap up TMAC.

[Read full article »](#)

## EXPERT ANALYSIS

### **5 Trends That Will Influence E-Discovery In 2021**

Changes in the way people work and communicate — which the pandemic has accelerated — will continue to bring new e-discovery challenges and shifts in data recovery this year, says Brian Schrader at Business Intelligence Associates.

[Read full article »](#)

## LEGAL INDUSTRY

### **Analysis**

### **These Law Firms Had The Most Hires, Exits In 2020**

While the coronavirus pandemic has forced many law firms to scale back on recruiting, lateral partner hiring has remained active for several highly profitable law firms as they seized the unexpected opportunity to poach experienced attorneys from rivals.

[Read full article »](#)

### **Law Firm Merger Market To Bounce Back From 2020 Doldrums**

U.S. law firm mergers tumbled in 2020, dropping by almost half compared

Pfizer Inc.  
Resource Capital Funds LP  
Ripple Labs Inc.  
SIFMA  
Sierra Club  
State Bar of California  
StubHub Inc.  
Tegna Inc.  
Tetragon Financial Group Ltd.  
The Allstate Corp.  
The Boeing Co.  
The Home Depot Inc.  
Twitter Inc.  
Utah Jazz  
Walgreens Co.  
Washington Post Co.  
eBay Inc.

### **LAW FIRMS**

Advisors LLC  
Akin Gump  
Alston & Bird  
Askman Law Firm  
Austin LLP  
Bailey & Glasser  
Ballard Spahr  
Barclay Damon  
Barnow & Associates  
Boies Schiller  
Bryan Cave Leighton Paisner  
Cadwalader  
Wickersham  
Cassels Brock  
Cohen Ziffer  
Covington & Burling  
Cozen O'Connor  
DLA Piper  
Davies Ward  
Dechert  
Dentons  
Dickstein Shapiro



to the previous year after a decade of steady growth, but are poised to make a comeback in 2021, according to a new study by legal consulting firm Altman Weil.

[Read full article »](#)

### **Cleta Mitchell Out At Foley & Lardner After Trump Call**

Cleta Mitchell has resigned from Foley & Lardner's partnership, the firm confirmed Tuesday, after the former partner's presence on a call with President Donald Trump pushing Georgia's secretary of state to alter the results of the state's presidential election drew widespread criticism.

[Read full article »](#)

### **DC Judge May Discipline Atty In Tossed GOP Election Suit**

A D.C. federal judge rejected as baseless a last-ditch attempt by an attorney representing the Wisconsin Voters Alliance and conservative groups in four other battleground states to block Congress from certifying President-elect Joe Biden's election victory, emphasizing Monday that the lawyer could also face disciplinary action.

[Read full article »](#)

### **Detroit Wants Trump Allies Sidney Powell, Lin Wood Disbarred**

The city of Detroit asked a Michigan federal judge Tuesday to impose sanctions on and refer for disbarment Sidney Powell, L. Lin Wood and other attorneys involved in challenging the Wolverine State's 2020 general election results, arguing the Trump allies are undermining faith in the democratic process.

[Read full article »](#)

### **Supreme Court Appears Ready To Move On From Trump Suits**

The U.S. Supreme Court may turn away several major cases as moot after President-elect Joe Biden takes office later this month, moving on from the past four years of constant litigation involving President Donald Trump and his policies.

[Read full article »](#)

### **Biden's Judicial Impact In Limbo As Ga. Counts Runoff Votes**

Georgia's pair of Senate runoff elections remained too close to call early Wednesday morning, leaving the Senate majority undecided as Republicans look to keep control of the upper chamber and constrain President-elect Joe Biden's agenda for legislation and nominations, including federal judges.

[Read full article »](#)

### **Trump Skips Next In Line With Acting US Atty Pick In Georgia**

Following the unexpected resignation of U.S. Attorney for the Northern District of Georgia Byung Jin "BJay" Pak, President Donald Trump opted

Edelson PC  
Fink Bressack  
FisherBroyles  
Foley & Lardner  
Fox Rothschild  
Girardi & Keese  
Greene Radovsky  
Holland & Knight  
Holwell Shuster  
Izard Kindall  
Jones & Keller  
K&L Gates  
Kasowitz Benson  
King & Spalding  
Kinney Law PC  
Kirkland & Ellis  
Latham & Watkins  
Lewis Brisbois  
LimNexus  
Littler Mendelson  
McCathern PLLC  
McDermott Will  
McKool Smith  
Morgan Lewis  
Nelson Mullins  
O'Melveny & Myers  
Ogletree Deakins  
Paul Weiss  
Quinn Emanuel  
Rasco Klock  
Ross Aronstam  
Samek Werther  
Sanford Heisler  
Satterlee Stephens  
Shanahan McDougal  
Sidley Austin  
Skadden Arps  
Stikeman Elliott  
Troutman Pepper  
Van Ness Feldman  
Vinson & Elkins  
Wachtell Lipton



to skip the standard replacement — the district's first assistant — and named the head of the state's Southern District to fill in as Pak's acting replacement.

[Read full article »](#)

### **South Dakota Bar Says Attys Can't Ethically Advise Pot Clients**

The South Dakota Bar Association says lawyers cannot ethically provide legal services to cannabis clients despite the state's recent legalization of the drug, a hardline stance attorneys worry could stifle the industry before it takes root.

[Read full article »](#)

### **Bar Exam Task Force Calls For Fundamental Shift To Test**

A task force appointed by the National Conference of Bar Examiners is calling for a fundamental restructuring of the bar exam that thousands of people take each year in order to gain a license to practice law.

[Read full article »](#)

### **Four Ex-McKool Partners Launch Insurance Coverage Firm**

Four former members of McKool Smith's insurance recovery practice are branching out on their own, launching Cohen Ziffer Frenchman & McKenna in New York City with more than 20 attorneys, according to an announcement Tuesday.

[Read full article »](#)

### **King & Spalding Elects Chairman To A 6th Term**

King & Spalding LLP elected firm chairman Robert Hays to his sixth term effective at the start of the new year, the firm announced Monday.

[Read full article »](#)

### **Barclay Damon Elects Its 1st Female Managing Partner**

Northeast law firm Barclay Damon LLP has named the Albany, New York-based chair of its public finance practice as the firm's first female managing partner in its 165-year history.

[Read full article »](#)

### **Embattled FirstEnergy Names Former PG&E Exec As CLO**

FirstEnergy Corp. said Tuesday it has appointed Hyun Park, former general counsel of PG&E Corp., as its senior vice president and chief legal officer.

[Read full article »](#)

### **Ex-Twitter Deputy General Counsel Joins O'Melveny**

O'Melveny & Myers LLP announced Tuesday that Tod Cohen, the former deputy general counsel and vice president of Twitter, will join the firm as a partner.

[Read full article »](#)

### **Federal Judiciary Finds Its 1st Woman Leader In NY Judge**

Weil Gotshal

#### **GOVERNMENT AGENCIES**

Bureau of Indian Affairs

Cherokee Nation

Delaware Court of Chancery

Federal Bureau of Investigation

Judicial Conference of the United States

Office of Foreign Assets Control

U.S. Department of Justice

U.S. Department of the Interior

U.S. Department of the Treasury

U.S. District Court for the District of Columbia

U.S. District Court for the Eastern District of Michigan

U.S. District Court for the Eastern District of New York

U.S. District Court for the Southern District of New York

U.S. Securities and Exchange Commission

U.S. Senate

U.S. Supreme Court

United States District Court for the District of Colorado

A female New York judge was tapped to lead the federal judiciary's governing body, the first woman to serve in such a position, the U.S. Supreme Court announced Tuesday.

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**Top ranked RE firm seeks up and coming RE Capital Mkts/RE Finance partner**

Schoen Legal Search  
New York, New York

**Affordable Housing Partner wanted by Top ranked RE firm NYC office**

Schoen Legal Search  
New York, New York

**Corporate partner for NY office of well-known NY/NJ mid-sized firm**

Schoen Legal Search  
New York City, New York

**experienced fund formation attorney needed by Southern funds practice 5+yrs**

Schoen Legal Search  
Charlotte, North Carolina

**BD associate needed by Southern funds practice 4+yrs**

Schoen Legal Search  
Charlotte, North Carolina

**Corporate partner for NY office of well-known NY/NJ mid-sized firm**

Schoen Legal Search  
New York City, New York

**israel Dept of AMLAW 200 NY branch office seeks mid-level corp fin/securities assoc**

Schoen Legal Search  
NYC, New York

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**Tracking Audit Recommendations: Audit Reports**

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| Audit report Date is before '180 days ago' AND ...<br>23 Audit reports     |                   |                     |   |                |              |                        |  |             |          |   |                 |                     |                   |                      |           |
|--|-------------------|---------------------|---|----------------|--------------|------------------------|--|-------------|----------|---|-----------------|---------------------|-------------------|----------------------|-----------|
| Department   | Audit report Date | Audit report Number | Audit report Title  | Issuing Agency | Final Status | Recommendation Summary | Number of days overdue (past 6 months) | Fiscal Year | Due Date | Explanation of Position   | Agency Response | ORM Completion Date | OIG Response Date | Agency Response Date | Follow Up |
| <input type="checkbox"/> <a href="#">Department of Employment Services</a> | 04-18             | DCA-41918           | DOES Lacks Policies and Procedures to Effectively Monitor D.C.'s First Source Program | DC A           | Open         |                        | -813                                   | 2018        | 10-12-18 | For more than 30 years, the First Source Program (Program) was designed to be an import |                 |                     |                   |                      |           |











|                                     |   |            |           |   |      |   |  |      |      |       |  |  |  |  |  |
|-------------------------------------|---|------------|-----------|---|------|---|--|------|------|-------|--|--|--|--|--|
|                                     |   |            |           |   |      | those charged with governance, our observations and recommendations to improve the District's internal controls and operations. Accordingly, this communication is not intended to be used for any other purpose. |  |      |      |       |  |  |  |  |  |
| <input checked="" type="checkbox"/> | <a href="#">Governance Management Recommendations</a> | 05-22-2018 | DCA 52218 | District Overtime Tops \$108 Million; Better Management and Hiring Permanent Staff Could Reduce Costs | ODCA | Open  | The District's overtime paid from local funds increased by 167 percent in six years, from \$40.5 million in FY | -780 | 2018 | 11-18 |  |  |  |  |  |

2011 to \$108.2 million in FY 2017, including 41 employees who more than doubled their annual salaries by working overtime. Major contributors were the Metropolitan Police Department and Fire and Emergency Medical Services Department, whose overtime use has been reviewed previously. Also experiencing increases were the Department of

Youth Rehabilitation Services (DYRS), the Department of Public Works (DPW), the Department of Forensic Sciences (DFS), and the Department of Corrections (DOC) whose policies and procedures were reviewed by ODCA. Insufficient permanent staff was a common element in three of the four agencies. For instance, DOC has seen extensive growth

in the District's inmate population from about 1,600 a few years ago to around 2,100 in September 2017. This growth has required DOC to create, through overtime, about 60 recurring posts daily for safety and security. DFS has kept up with growing responsibilities assigned to its Crime Scene Services Division using overtime. DPW has used existing staff on overtime for



parking enforcement along the Street Car route. At DYRS, unauthorized staff absences were a large contributor to overtime use, requiring other staff to work overtime to fill necessary positions. ODCA examined policies and practices on overtime documentation at the four agencies, and found instances of failure to comply with DCHR's





District. In addition, ODCA found internal control deficiencies that included a lack of supervisory reviews, segregation of duties, and program monitoring, and unreliable program data. For example, the inequitable treatment involved some employees parking for free at District-owned and leased facilities throughout the District while others paid for parking through

enrollment in the Workplace Parking Program . We also found instances when employees who parked for free should have been taxed on a portion of the parking benefits they received . Neither the Office of the Chief Financial Officer nor DGS took the initiative to address this disparity . While DGS created an infrastructure for the Workplace Parking

Program and collected \$2 million in revenue annually during FYs 2014 through 2016, it failed to collect at least \$331,684 from employees who received free parking and \$26,880 from DHCF, an agency that agreed to pay for parking on behalf of its employees. ODCA tallied these amounts from a sample of just six agencies and a review of agency

MOU payments, and we believe the amount of uncollected revenue is much larger. Our analysis also showed that if the District were to expand the program to additional facilities that currently provide parking spaces at no cost to employees, the District could generate an additional \$2 million to \$4 million in revenue annually. However

r, the internal control deficiencies identified in our report must first be addressed to minimize loss of revenue and the inequities we identified. Furthermore, the \$140 monthly fee that Worksite Parking Program participants pay equates to \$7 per day and is approximately 39% lower than the market rate for monthly parking. These low rates may be providing incentiv







required documentation to OCP for posting to the Awarded Contracts Database, and went on to state that this had occurred prior to the initiation of our engagement. We acknowledge that the contract is now posted on OCP's publicly-accessible website. However, DOEE should take steps to clear up the misconception identified during the course of this engagement.

ment; specifically, the DMPED contracting officer's belief that only sole-source contracts should be posted to the Awarded Contracts Database. As DOEE is reliant on external agencies to award contracts on its behalf, it is important to ensure that sound policies and procedures reside within DOEE to ensure other external partners appropriately

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|  |            |            |   |     |      | execute statutory responsibilities on its behalf. The OIG may review actions DOEE has taken in relation to this, or other contracts, in future engagements.                           |      |      |          |  |  |  |  |  |  |  |  |
| <input type="checkbox"/> <a href="#">Department</a><br><input type="checkbox"/> <a href="#">Financial Services</a> | 19-01-2018 | 19-01-2018 | Evaluation of the Buzzard Point and St. Elizabeth's Solicitations | OIG | Open | In this report we made two recommendations to the Executive Office of the Mayor (EOM) and five recommendations to DGS. We provided EOM and DGS our draft report on August 1, 2018. We | -625 | 2018 | 042-2019 |  |  |  |  |  |  |  |  |







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| <a href="#">Office of the Chief Technology Officer</a> | 04-09-2019 | 18-IT-0 | OCTO's Oversight of Information Technology Acquisitions Needs Improvement to Ensure the District Realizes Intended Benefits | OIG | Open | The OIG made 12 recommendations for the District to strengthen controls over project management and improve processes for reviewing and approving ITTS budgets and requisitions. | -458 | 2019 | 10062019 |  | We provided OCTO with our draft report on March 7, 2019, and received its responses on April 1, 2019. We acknowledge and commend OCTO for actively working with OCP to strengthen the District's IT acquisition systems and helping other District agencies understand the |  |  |  |  |



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|   |         |  |      |      |   |     |      |            |  |   | value of IT to their businesses processes and find enterprise-wide cost efficiencies. We appreciate that OCTO officials began addressing some of the findings immediately upon notification during the audit. |  |  |  |
| <input checked="" type="checkbox"/> <a href="#">Office of the Chief Financial Officer</a> | 11-2018 | Accuracy and Consistency Needed in Travel Advances and Reconciliations | ODCA | Open | This review was prompted by the personal experience of an employee of the Office of the D.C. Auditor (ODCA) | -61 | 2019 | 05-01-2019 |  | On November 2, 2018, we sent a draft copy of this report to the Office of the Chief Financial |   |  |  |  |

who, when completing an OCFO-created travel form after returning from government travel, discovered that the pre-filled formulas on the travel form miscalculated the amount due to the traveler, twice crediting the amount of the advance payment. The objective of this review was to determine whether District government employees who received travel

Officer (OCFO) for review and written comment. OCFO responded with comments on November 27, 2018. On November 5, 2018, we sent a draft copy of this report to the Office of the City Administrator (OCA) for review and written comment. OCA responded with comments on December 7, 2018. Agency comments are

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|   |            |                 |   |      |      |  |      |      |            |  |   |  |  |  |
|---|------------|-----------------|---|------|------|--|------|------|------------|--|---|--|--|--|
|   |            |                 |   |      |      | report also includes SB&C's summary of prior years (FYs 2017 & 2016) management recommendations and the corresponding implementation status.   |      |      |            |  |   |  |  |  |
| <input type="checkbox"/> Department<br><input type="checkbox"/> Corrections | 02-28-2019 | ODC A 2/28/2019 | Poor Conditions Persist at Aging D.C. Jail; New Facility Needed to Mitigate Risks | Open | Open | &#9632; DOC should take all steps necessary, including requesting additional funding if necessary, to achieve and maintain full compliance with all ACA and APHA requirements. &#9632; The | -498 | 2019 | 08-27-2019 |  | On December 21, 2018, we sent a draft copy of this report to the Department of Corrections (DOC) and the Department of Health (DOH) for review and written comment. |  |  |  |









|                                     |                         |    |     |                |    |    |    |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| <input checked="" type="checkbox"/> |                         |    |     |                |    |    |    | 2018      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <input checked="" type="checkbox"/> |                         |    |     |                |    |    |    | through   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <input checked="" type="checkbox"/> |                         |    |     |                |    |    |    | September |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <input checked="" type="checkbox"/> |                         |    |     |                |    |    |    | 2018      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

2018,  
was  
collected during  
the  
fiscal  
year,  
but  
because  
the  
taxpayer  
did not  
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were  
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|--|------------|------------|--|-----|------|---|---------|------|----------------|--|--|--|--|--|
|  |            |            |  |     |      | taxes. These payments had not been transferred to the Fund as of September 30, 2018. In addition, the September 30, 2018 payment of \$116,967 was incorrectly recognized in fiscal year 2019. |         |      |                |  |  |  |  |  |
| <input checked="" type="checkbox"/> Department | 04-03-2019 | 18-01-02KA | Contract Solicitation and Management Practices for Transportation Projects can be Improved | OIG | Open | The OIG made 10 recommendations for DDOT to enhance competition, use data more effectively, formalize cost estimates, and release unspent   | -46,400 | 2019 | 09-03-02-01-09 |  | DDOT agreed with Recommendations 1, 2, 4, 5, 7, 8, 9, and 10. DDOT's actions taken and/or planned are responsive and meet the intent |  |  |  |







submission of Medicaid claims for reimbursement. The agency should also explore additional sources of funding for the program . 3. OSSE should continue the enhancement of the new data system to ensure data integrity and report reliability, particularly in the number of children who receive services and the number of service hours provide

ges as staff members changed during this period and institutional knowledge was lost. We acknowledge that the program has improved its budget process over the past year. In addition, we found that OSSE did not have a working policy or methodology for estimating the number of young childre



d. OSSE should also monitor the impact brought about by any changes in funding to the number of service hours and participants in DC EIP. 4. OSSE and OCP should continue to collaborate through documented bi-weekly meetings and ensure that all contracts (Blanket Purchase Agreements, Human Care Agreements, and contract

n to receive DC EIP services annually for use in budget development. Without a comprehensive budget methodology, there was no means to connect the number of children being served with the funding needed to serve them. During the scope of our review we found that Medicaid reimbursement procedures

modifications) are fully executed with signatures and requirements and are compliant with applicable policies, laws, and regulations. 5. OSSE should strengthen its internal controls and develop written policies and procedures for a timely and documented invoice review, approval for payment of supported invoices, and provide training to relevant staff on

for the cost of services provided to manage care organization fee-for-service participants were not in effect so DC EIP bore this cost that could otherwise have been saved or funneled into the program. Our review found that there is a need to strengthen internal controls in OSSE's review, approval, and payme

those policies and procedures. 6. The OCFO and OSSE should work to ensure compliance with policies and procedures regarding booking of year-end accruals and obligations.

nt processes of invoices from service providers. Delayed payments to vendors should also be addressed and monitored because such delays can contribute to vendors' lack of confidence in OSSE's ability to meet financial obligations on time and cause a negative financial impact on their businesses.

ses. This could potentially impede the service providers ability to continue to do business with the District and could also hamper DC EIP's ability to retain qualified service providers. There also is a need to strengthen controls in executing contract agreements and modifications to ensure

that they are signed by all contracting parties and that key requirements are incorporated into the contract agreements and modifications. Lastly, we found that accruals booked in FY 2016 and FY 2017 were not supported with a detailed description of the methodology used for the estimation of





**From:** Evans, Valerie (EOM)  
**Sent:** Wed, 6 Jan 2021 08:30:00 +0000  
**To:** Yeung, Sam (ORM)  
**Cc:** Ross, Jed (ORM)  
**Subject:** Re: It's time to renew your PRIMA Membership!  
**Attachments:** image003.png, image004.png, image006.png, image008.jpg, image009.png, image010.png, image011.png, image012.png

No

Sent from my iPhone

On Jan 6, 2021, at 1:03 AM, Yeung, Sam (ORM) <Sam.Yeung@dc.gov> wrote:

Valerie,

It just occurred to me that we could have probably asked Senior Staff if anyone had any interest in being a PRIMA member. Since we have until end of March to pay for the upcoming renewal, we can follow up with Jed next admin meeting to see if we want to ask Senior Staff or just name the 5 additional members. If we just name the 5, my recommendation would be:

1. Sam (Professional Development)
2. Chris (Professional Development)
3. Mel (Job Bank)
4. Pat (PRIMA Cybrary – online library of risk management related documents)
5. Angela (PRIMA Cybrary – online library of risk management related documents)

Just to make sure, aside from Jed were there any other staff that were PRIMA members?

-Sam

**From:** Evans, Valerie (EOM) <valerie.evans@dc.gov>  
**Sent:** Tuesday, January 5, 2021 4:14 PM  
**To:** Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>  
**Subject:** FW: It's time to renew your PRIMA Membership!



Please let me know who you want to add for the 5 additional members.

Thanks,

Valerie Evans, CAP  
*Administrative Officer*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4th Street, NW Suite 800 South  
Washington, DC 20001

202-727-9006  
202-727-8319 (f)  
Email: [valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)

<image003.png>

<image004.png>

*The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and delete the material from any computer.*

---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Sent:** Tuesday, January 5, 2021 4:05 PM  
**To:** Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** RE: It's time to renew your PRIMA Membership!

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

Hi Valarie,

Attached you will find the requested invoice. I have also attached the roster form. Please complete and return when you get a moment.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**  
Direct: (703) 253-1266  
[primacentral.org](http://primacentral.org)

---

**From:** Evans, Valerie (EOM) [<mailto:valerie.evans@dc.gov>]  
**Sent:** Tuesday, January 5, 2021 9:15 AM  
**To:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** FW: It's time to renew your PRIMA Membership!

Good morning Mr. Bodmer:

In response to your email below, I would like to request a paper invoice. I do not have access to Mr. Ross's portal to pay by credit card. Please send by email for faster response.

Thanks so much.

---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Sent:** Monday, January 4, 2021 6:06 AM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** It's time to renew your PRIMA Membership!

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

<image006.png>

**Membership Expires: 3/31/2021**  
**Member ID: 11101816**  
**Membership Type: Government Member**  
**Membership Amount: \$ 385.00**

Hi Jed Ross,  
**HAPPY NEW YEAR!** It's time to renew your PRIMA organization membership! You are listed as the point of contact for your organization (**DC Gov't- Risk Management**), so log in today and renew your organization's membership.

If you would prefer a paper invoice, please reply to this email.

If you would like to pay over the phone, please contact me at the number at (703) 253-1266.

[<image008.jpg>](#)

If you have already renewed your PRIMA organization membership, please disregard this email.

**Thank you for your continuing support!**

**Not sure how to renew your PRIMA organization membership online?**

**Instructions are listed below:**

[<image009.png>](#)

Each organization membership includes FIVE additional roster member at no EXTRA COST to YOU or the organization. Email me and I will forward you the PRIMA roster form.

**Melvin Bodmer, Jr.  
Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**

700 South Washington Street

Suite 218

Alexandria, VA 22314-4291

Main: (703) 528-7701

Direct: (703) 253-1266

Fax: (703) 739-0200

[primacentral.org](http://primacentral.org)

[<image010.png>](#)

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[<image012.png>](#)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](http://coronavirus.dc.gov).



- 
1. Click the "**Login**" tab at the top of the page.
  2. Select the "**If you do not have an account, click here**" option.
  3. **Follow prompts** to complete both individual and/or primary contact information and your organization's information.
  4. When finished, click on "**Join/Renew**" located at the top of the page and begin your online transaction to join.

*For organizational membership*, please be sure to select the name of the organization from the drop-down menu and "Shop For" the organization.





GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
MURRIEL BOWNSER, MAYOR





*Designee*





**Renew  
Today**



1. Click the "**Login**" tab at the top of the page.
2. Select the "**If you do not have an account, click here**" option.
3. **Follow prompts** to complete both individual and/or primary contact information and your organization's information.
4. When finished, click on "**Join/Renew**" located at the top of the page and begin your online transaction to join.

*For organizational membership*, please be sure to select the name of the organization from the drop-down menu and "Shop For" the organization.







**From:** Yeung, Sam (ORM)  
**Sent:** Wed, 6 Jan 2021 06:32:13 +0000  
**To:** Krainak, Michael (EOM)  
**Cc:** Ross, Jed (ORM)  
**Subject:** FW: UPDATE - RE: ORM Workers Compensation Proposed Legislation and Program Turnaround Memo - Deliberative  
**Attachments:** ORM Memo -- Workers Compensation Turnaround and Proposed Legislation.docx, ORM Memo -- Workers Compensation Turnaround and Proposed Legislation.pdf

Mike,

I think attached was the memo that went to OCA/MMB re: Council Proposed Legislations.

-Sam

**From:** Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Sent:** Tuesday, November 10, 2020 6:18 PM  
**To:** Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** FW: UPDATE - RE: ORM Workers Compensation Proposed Legislation and Program Turnaround Memo - Deliberative

Joey didn't change anything from the PDF before it went up to CA. Both word and PDF attached. I think Joey is sharing with you what the CA feedback was.

---

**Monica Swintz CPM**

Senior Operations Analyst  
Internal Services Cluster  
Direct: (202) 727-3380  
Cell: (202)-459-8338  
E-mail: [monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)



**From:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Sent:** Friday, October 23, 2020 12:58 PM  
**To:** Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>; Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>  
**Cc:** Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Krainak, Michael (EOM) <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>; Arnic, Jennifer (EOM) <[Jennifer.Arnica@dc.gov](mailto:Jennifer.Arnica@dc.gov)>  
**Subject:** RE: UPDATE - RE: ORM Workers Compensation Proposed Legislation and Program Turnaround Memo - Deliberative

ACA Melder,

2-534(e)

Please let me know if you need anything and happy to update.

**Thank you,**

**Jed Ross**

Director/Chief Risk Officer  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 Fourth Street NW, 800 South  
Washington, DC 20001

Direct: (202) 727-6056

E-mail: [jed.ross@dc.gov](mailto:jed.ross@dc.gov)



**From:** Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>

**Sent:** Thursday, October 22, 2020 11:34 AM

**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>

**Cc:** Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>;  
Krainak, Michael (EOM) <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>; Arnic, Jennifer (EOM) <[Jennifer.Arnica@dc.gov](mailto:Jennifer.Arnica@dc.gov)>

**Subject:** RE: UPDATE - RE: ORM Workers Compensation Proposed Legislation and Program Turnaround Memo - Deliberative

2-534(e)

---

**Monica Swintz CPM**

Senior Operations Analyst

Internal Services Cluster

Direct: (202) 727-3380

Cell: (202)-459-8338

E-mail: [monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)



**From:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>

**Sent:** Thursday, October 22, 2020 4:29 AM

**To:** Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>

**Cc:** Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>; Krainak, Michael (EOM) <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>; Arnic, Jennifer (EOM) <[Jennifer.Arnica@dc.gov](mailto:Jennifer.Arnica@dc.gov)>

**Subject:** UPDATE - RE: ORM Workers Compensation Proposed Legislation and Program Turnaround Memo - Deliberative

ACA Melder,

2-534(e)

2-534(e)

**Thank you,**

**Jed Ross**

Director/Chief Risk Officer

Office of Risk Management (ORM)

Government of the District of Columbia

441 Fourth Street NW, 800 South

Washington, DC 20001

Direct: (202) 727-6056  
E-mail: [jed.ross@dc.gov](mailto:jed.ross@dc.gov)



---

**From:** Ross, Jed (ORM)  
**Sent:** Wednesday, October 21, 2020 6:30 PM  
**To:** Melder, Jay (EOM) <[jay.melder@dc.gov](mailto:jay.melder@dc.gov)>  
**Cc:** Breems, Joseph (EOM) <[Joseph.Breems@dc.gov](mailto:Joseph.Breems@dc.gov)>; Sam Yeung ([Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Monica Swintz ([monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>; Krainak, Michael (EOM) ([Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)) <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>; Arnic, Jennifer (EOM) <[Jennifer.Arnica@dc.gov](mailto:Jennifer.Arnica@dc.gov)>  
**Subject:** ORM Workers Compensation Proposed Legislation and Program Turnaround Memo - Deliberative

ACA Melder,

2-534(e)

**Thank you,**  
**Jed Ross**  
Director/Chief Risk Officer  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 Fourth Street NW, 800 South  
Washington, DC 20001

Direct: (202) 727-6056  
E-mail: [jed.ross@dc.gov](mailto:jed.ross@dc.gov)





For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).









































**From:** Yeung, Sam (ORM)  
**Sent:** Wed, 6 Jan 2021 06:03:36 +0000  
**To:** Evans, Valerie (EOM); Ross, Jed (ORM)  
**Subject:** RE: It's time to renew your PRIMA Membership!

Valerie,

It just occurred to me that we could have probably asked Senior Staff if anyone had any interest in being a PRIMA member. Since we have until end of March to pay for the upcoming renewal, we can follow up with Jed next admin meeting to see if we want to ask Senior Staff or just name the 5 additional members. If we just name the 5, my recommendation would be:

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2. Chris (Professional Development)
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Just to make sure, aside from Jed were there any other staff that were PRIMA members?

-Sam

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**Sent:** Tuesday, January 5, 2021 4:14 PM  
**To:** Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>  
**Subject:** FW: It's time to renew your PRIMA Membership!

Please let me know who you want to add for the 5 additional members.

Thanks,

*Valerie Evans, CAP*  
*Administrative Officer*  
*Office of Risk Management (ORM)*  
*Government of the District of Columbia*  
*441 4th Street, NW Suite 800 South*  
*Washington, DC 20001*

202-727-9006  
202-727-8319 (f)  
Email: [valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)



*The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and delete the material from any computer.*

---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Sent:** Tuesday, January 5, 2021 4:05 PM  
**To:** Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** RE: It's time to renew your PRIMA Membership!

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

Hi Valarie,

Attached you will find the requested invoice. I have also attached the roster form. Please complete and return when you get a moment.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**  
Direct: (703) 253-1266  
[primacentral.org](http://primacentral.org)

---

**From:** Evans, Valerie (EOM) [<mailto:valerie.evans@dc.gov>]  
**Sent:** Tuesday, January 5, 2021 9:15 AM  
**To:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** FW: It's time to renew your PRIMA Membership!

Good morning Mr. Bodmer:

In response to your email below, I would like to request a paper invoice. I do not have access to Mr. Ross's portal to pay by credit card. Please send by email for faster response.

Thanks so much.

---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Sent:** Monday, January 4, 2021 6:06 AM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** It's time to renew your PRIMA Membership!

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).



**Membership Expires: 3/31/2021**  
**Member ID: 11101816**  
**Membership Type: Government Member**  
**Membership Amount: \$ 385.00**

Hi Jed Ross,

**HAPPY NEW YEAR!** It's time to renew your PRIMA organization membership! You are listed as the point of contact for your organization (**DC Gov't- Risk Management**), so log in today and renew your organization's membership.

If you would prefer a paper invoice, please reply to this email.

If you would like to pay over the phone, please contact me at the number at (703) 253-1266.



If you have already renewed your PRIMA organization membership, please disregard this email.

**Thank you for your continuing support!**

**Not sure how to renew your PRIMA organization membership online?**

**Instructions are listed below:**

1. Click the "**Login**" tab at the top of the page.
2. Select the "**If you do not have an account, click here**" option.
3. **Follow prompts** to complete both individual and/or primary contact information and your organization's information.
4. When finished, click on "**Join/Renew**" located at the top of the page and begin your online transaction to join.

*For organizational membership*, please be sure to select the name of the organization from the drop-down menu and "Shop For" the organization.

Each organization membership includes FIVE additional roster member at no EXTRA COST to YOU or the organization. Email me and I will forward you the PRIMA roster form.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**

700 South Washington Street

Suite 218

Alexandria, VA 22314-4291

Main: (703) 528-7701

Direct: (703) 253-1266

Fax: (703) 739-0200

[primacentral.org](http://primacentral.org)




For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).




**From:** OCP PASS ADMIN  
**Sent:** Wed, 6 Jan 2021 00:00:30 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

 **CW4545** - **Risk Assessment and Impact Analysis**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4320** - **Drupal Platform Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4308** - **DCSS Application for Engineering and Logistics-NORTH ARROW INC.**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4223** - **CW35004- Midtown Personnel Inc. - Do not use Closed**  
2

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents No changes necessary. select button to clear.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4247** - **Quality Plan Administrators FY 16**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4311** - **Alabama Clinical Schools-Residential Treatment Services**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4556 - McAfee Professional Services (On-Site Support)**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4160 - DCSS - Furniture and Furniture Management Services - American Business Supplies, LLC**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4420 - FY16-T00-Splunk Dashboard**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4276 - Water Quality Monitoring at Two (2) District Engine Houses**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4426 - FY16\_GD0\_PostSec\_LiteracyPro**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** COI ATTACHED TO CW. THEY MEET ALL REQUIREMENTS OF THE CONTRACT.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4665 - District of Columbia Science Assessment Scoring**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4712 - DCPS DCSS CRS - Temp Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)



 **CW4562** - **DataMetrix RAC Contract Workspace (Procurement)**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4805** - **NextGen Enterprise Archiving**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4721** - **Network Access Control Implementation**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856** - **Internet Service Provider**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Redesign for Long-Term Care Administration**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4774** - **Life and Disability Insurance**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4764** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Vaden**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4638** - **OCTO Temporary Resources - ANC**  
0


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4859** - Provider Certification Review DDS DDA Liberty Healthcare  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4902** - DCAS Knowledge Transfer  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents  
7/1/16 - 7/1/17

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Blount  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Ruff  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4611** - DOT Trip Ticket Scanning Services  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents:  
Documents Systems Inc.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4768** - FY17\_GD0\_ODR Impartial Hearing Officer\_Seat  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4928** - SecureAuth IdP Multifactor Authentication  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5006** - **OCTO Blue Coat- Internet Proxy and SSL inspection**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5246** - **Additional Medicaid Data Warehouse Development**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4995** - **Monitoring Services - Outlying Hotels**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5054** - **Enlightened- OCTO HBX Competitive for Temporary Pesonnel**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5583** - **IBM Mainframe License and Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5560** - **Home Care Chore Aides**  
1

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5705** - **OSSE-Teaching & Learning-Restorative Practices**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

**From:** Ruesch, Emily (HSEMA)  
**Sent:** Wed, 6 Jan 2021 01:39:46 +0000  
**To:** Osborn, Clint (HSEMA);DC HSEMA;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Ashley, Patrick (DOH);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brown, Justin (DHS);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Carter, Michael (DPW);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Contee, Robert (MPD);Crawford, Elijah (HSEMA);Crispino, Anthony (DPW);David Gadis;David, Gregory (HSEMA);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Diaz, Francisco (OCME);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Handerhan, Larry J. (DHS);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Kershbaum, Sharon (DHS);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);PlanSec, EOC (HSEMA);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Rodriguez, Chris (HSEMA);Ross, Ely (DPR);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Swintz, Monica (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventris (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);Young, Shana (OSSE);Bush, Kevin (EOM);Gill, Adriane (HSEMA);Goldsmith, Frederick W. (HSEMA);Harley, Stephanie (HSEMA);Harris, Robert S. (HSEMA);Lucas, Donte (HSEMA);Mein, John (EOM);Mena, Rebekah (HSEMA);NCR Watch Desk;Scott, Renaud (HSEMA);Shackelford, Jerica (HSEMA);Sneed, Robert (HSEMA);Tepper, Alexandria (HSEMA);White, Christopher (HSEMA);HSEMA Operations (HSEMA);Mourtos, Aiyana (DCPS)  
**Subject:** Event Overview January 5th-6th Demonstrations  
**Attachments:** First Amendment Events 2021-1-6 Event Overview 010521 Overview.pdf

Good evening,

Please find attached the updated event overview for this week's First Amendment demonstrations.

Thank you,









**Clint Osborn**  
**CHIEF OF OPERATIONS**

Operations Division  
DC Homeland Security and Emergency Management Agency  
2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Primary: 202-417-1478  
Alternate: 202-577-9414  
[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)  
[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

**From:** DC HSEMA <[hsema.webex4@dc.gov](mailto:hsema.webex4@dc.gov)>

**Sent:** Sunday, January 3, 2021 3:54 PM

**To:** DC HSEMA; /o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;

/o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;

/o=ExchangeLabs/ou=Exchange Administrative Group

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**Subject:** Event Overview January 5th-6th Demonstrations  
**Attachments:** First Amendment Events 2021-1-6 Event Overview 010521 Overview.pdf

Good evening,

Please find attached the updated event overview for this week's First Amendment demonstrations.

Thank you,







**Clint Osborn**  
**CHIEF OF OPERATIONS**

Operations Division  
DC Homeland Security and Emergency Management Agency  
2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Primary: 202-417-1478  
Alternate: 202-577-9414  
[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)  
[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

**From:** DC HSEMA <[hsema.webex4@dc.gov](mailto:hsema.webex4@dc.gov)>

**Sent:** Sunday, January 3, 2021 3:54 PM

**To:** DC HSEMA; /o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;  
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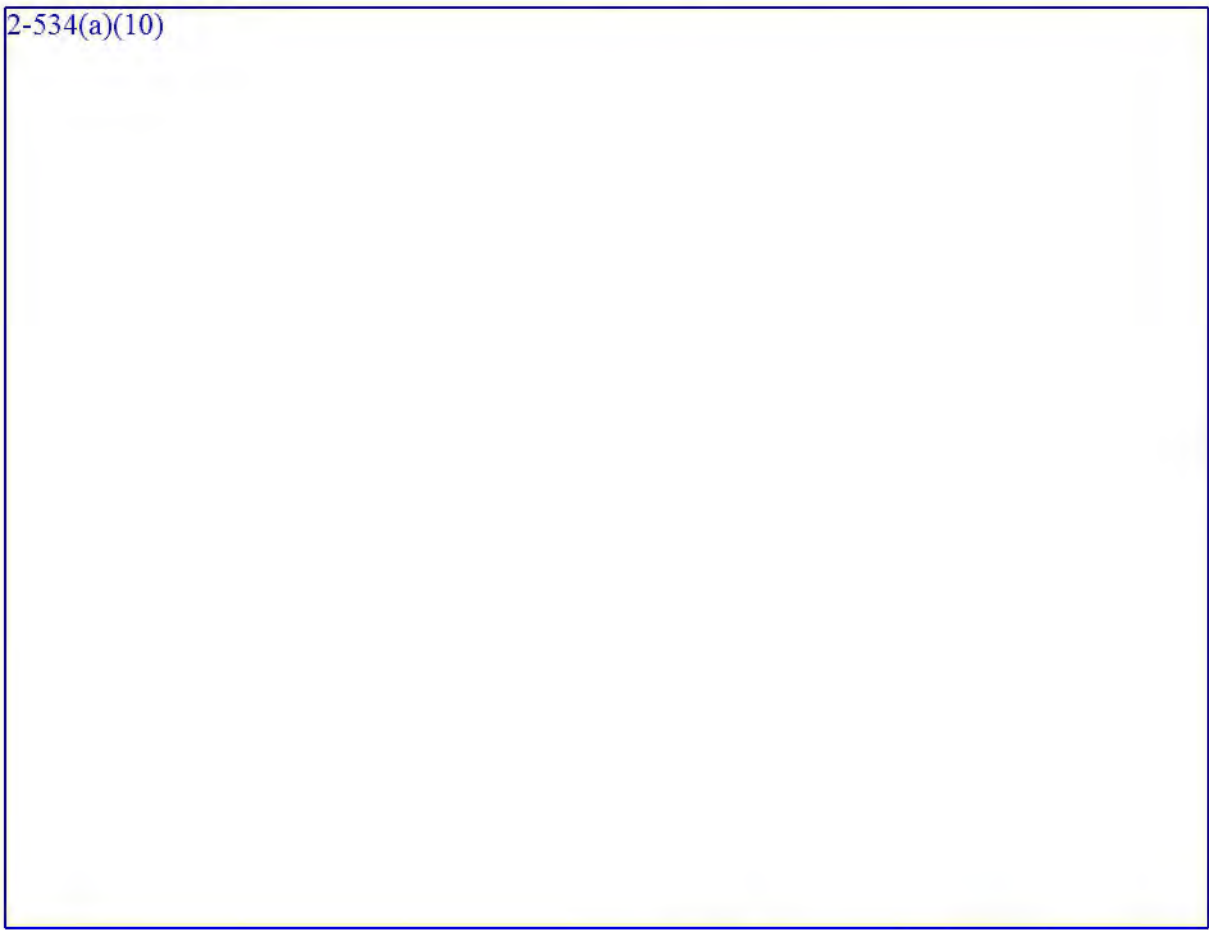
## First Amendment Events—January 5&6, 2021

Multiple First Amendment demonstrations have occurred throughout the day today at Freedom Plaza and the US Capitol. The demonstrations have been peaceful without major counterdemonstrations. A rally at Freedom Plaza began disbanding at 8:15. No significant activities are currently occurring outside of the Freedom Plaza area at this time.

Additional First Amendment demonstrations are scheduled to take place in downtown DC on Wednesday, January 6. These demonstrations are anticipated to be larger in size than events on January 5 with increased impacts due to heightened public interest and amplification of the events on social media by prominent figures. Demonstrations will likely focus on the Congressional process of verifying the 2020 Presidential Election.

Anticipated impacts to the District have already been observed, with at least some businesses in the impacted area beginning to board up doors and windows. Street and road closures going into effect on January 6 will further impact businesses and government services. Below is a map of permitted events and street closures associated with tomorrow’s activity. Agencies with operations near impacted areas should continue to evaluate potential impacts and adjust agency posture as needed to ensure safety and security of staff and residents.

2-534(a)(10)



### Tonight



30%

Chance Rain/Sleet then Partly Cloudy

Low: 32 °F

### Wednesday



Mostly Sunny

High: 48 °F

### Wednesday Night



Partly Cloudy

Low: 30 °F



**From:** Ruesch, Emily (HSEMA)  
**Sent:** Wed, 6 Jan 2021 01:39:46 +0000  
**To:** Osborn, Clint (HSEMA);DC HSEMA;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Ashley, Patrick (DOH);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brown, Justin (DHS);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Carter, Michael (DPW);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Contee, Robert (MPD);Crawford, Elijah (HSEMA);Crispino, Anthony (DPW);David Gadis;David, Gregory (HSEMA);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Diaz, Francisco (OCME);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Handerhan, Larry J. (DHS);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Kershbaum, Sharon (DHS);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);PlanSec, EOC (HSEMA);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Rodriguez, Chris (HSEMA);Ross, Ely (DPR);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Swintz, Monica (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventris (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);Young, Shana (OSSE);Bush, Kevin (EOM);Gill, Adriane (HSEMA);Goldsmith, Frederick W. (HSEMA);Harley, Stephanie (HSEMA);Harris, Robert S. (HSEMA);Lucas, Donte (HSEMA);Mein, John (EOM);Mena, Rebekah (HSEMA);NCR Watch Desk;Scott, Renaud (HSEMA);Shackelford, Jerica (HSEMA);Sneed, Robert (HSEMA);Tepper, Alexandria (HSEMA);White, Christopher (HSEMA);HSEMA Operations (HSEMA)  
**Subject:** Event Overview January 5th-6th Demonstrations  
**Attachments:** First Amendment Events 2021-1-6 Event Overview 010521 Overview.pdf

Good evening,

Please find attached the updated event overview for this week's First Amendment demonstrations.

Thank you,







**Clint Osborn**  
**CHIEF OF OPERATIONS**

Operations Division  
DC Homeland Security and Emergency Management Agency  
2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Primary: 202-417-1478  
Alternate: 202-577-9414  
[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)  
[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

**From:** DC HSEMA <[hsema.webex4@dc.gov](mailto:hsema.webex4@dc.gov)>

**Sent:** Sunday, January 3, 2021 3:54 PM

**To:** DC HSEMA; /o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;

/o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;

/o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;

Legacy\_Forwarding: Mourtos, Aiyana (DCPS); Anderson, Arrelle (OUC); Anderson, Keith (DGS); Ashley,

Patrick (DOH); Babers, Lucinda (EOM); Baker, Craig (FEMS); Bazron, Barbara (DBH); Benab, Jasmin

(EOM); Bowden, Tomeika (DCPCSB); Bowen, Whitney (HSEMA); Breems, Joseph (EOM); Brown, Justin

(DHS); Brumley, Gretchen (OSSE); Carroll, Jeffery W. (MPD); Carter, Michael (DPW); Chapple, Nicole

(DOES); Chrappah, Ernest (DCRA); Christian, Julia (DOEE); COL Jonathan Ebbert - DCNG

([jonathan.s.ebbert.mil@mail.mil](mailto:jonathan.s.ebbert.mil@mail.mil)); Contee, Robert (MPD); Crawford, Elijah (HSEMA); Crispino, Anthony

(DPW); David Gadis; David, Gregory (HSEMA); Dedner, Olivia (EOM); Deichmeister, Jayne (DOEE);

Deputy Mayor Wayne Turnage; Dey, Soumya (DDOT); Diaz, Francisco (OCME); Donaldson, Polly (DHCD);

Donnelly, John (FEMS); Dusti Lowndes; Emminizer, Samantha (EOM); EOC Manager (HSEMA); Falcicchio,

John (EOM); Ferebee, Lewis; Foster, LaToya (EOM); Fuller, Yohance (DGS); HGebreyes; Geldart, Chris

(DPW); Gonzalez, Donny (DGS); Goodall, Lee (DDOT); Goodhue, Shannon (DBH); Handerhan, Larry J.

(DHS); Harvin, Donell (HSEMA); Hawkins, Derron (FEMS); Healy, Patrick (EOM); Gil, Helder (EOM);

Hochberg, Adriana (DOEE); Hunter, Delano (DPR); Irving, Julia (EOM); Jackson, Alfa (EOM);

[james\\_murphy@nps.gov](mailto:james_murphy@nps.gov); Jones, Phyllis (DBH); Holmes, Karima (OUC); Kavalari, Teddy (OUC);

Kershbaum, Sharon (DHS); Donahue, Kevin (EOM); Kihn, Paul (EOM); Kwan-hui, Shirley (DCRA); Nesbitt,

LaQuandra S. (DOH); Zeilinger, Laura (DHS); Lawson, Julie (EOM); Lott, Everett (DDOT); Manassa, Marvin

(OCP); Marootian, Jeffrey M. (DDOT); Mauro, Amy (FEMS); McClure, Helen (EOM); Melder, Jay (EOM);

Rupert, Michael (EOM); Mims, Keisha (EOM); Mitchell, Roger (OCME); Murphy, Christina (EOM); Neider,

Thomas (DDOT); NWS General Alerts Box; NWS Sterling 24/7 Desk; Osborn, Clint (HSEMA); Parker,

Lindsey (OCTO); Peckumn, Nicole (HSEMA); PlanSec, EOC (HSEMA); Randy Estes; Barnes, Regina L.

(DDOT); Rivera, Guillermo (MPD); Rodriguez, Chris (HSEMA); Ross, Ely (DPR); Ross, Jed (ORM); Rourke,

Denton; Rucker, Clarissa (DCHR); Ruesch, Emily (HSEMA); Sandra Hawthorn

([sandra.hawthorn@opm.gov](mailto:sandra.hawthorn@opm.gov)); Scales, Ayris (EOM); Schutter, George (OCP); Shreve, Johanna (OTA);

Slade, Keith (DCRA); Smith, Ahnna (EOM); Smith, Jenifer (DFS); Speranza, Carrie (HSEMA); Spriggs,



2-534(a)(10)

Need help? Go to <https://help.webex.com>

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).





## First Amendment Events—January 5&6, 2021

Multiple First Amendment demonstrations have occurred throughout the day today at Freedom Plaza and the US Capitol. The demonstrations have been peaceful without major counterdemonstrations. A rally at Freedom Plaza began disbanding at 8:15. No significant activities are currently occurring outside of the Freedom Plaza area at this time.

Additional First Amendment demonstrations are scheduled to take place in downtown DC on Wednesday, January 6. These demonstrations are anticipated to be larger in size than events on January 5 with increased impacts due to heightened public interest and amplification of the events on social media by prominent figures. Demonstrations will likely focus on the Congressional process of verifying the 2020 Presidential Election.

Anticipated impacts to the District have already been observed, with at least some businesses in the impacted area beginning to board up doors and windows. Street and road closures going into effect on January 6 will further impact businesses and government services. Below is a map of permitted events and street closures associated with tomorrow’s activity. Agencies with operations near impacted areas should continue to evaluate potential impacts and adjust agency posture as needed to ensure safety and security of staff and residents.

2-534(a)(10)



### Tonight



30%

Chance Rain/Sleet then Partly Cloudy

Low: 32 °F

### Wednesday



Mostly Sunny

High: 48 °F

### Wednesday Night



Partly Cloudy

Low: 30 °F



**From:** Kasey Sees  
**Sent:** Wed, 6 Jan 2021 00:56:51 +0000  
**To:** jed.ross@dc.gov  
**Subject:** Organizational Change Management Qualifications

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to phishing@dc.gov for additional analysis by OCTO Security Operations Center (SOC).

Hi Ross

Change is inevitable. For many organizations change can become a regular occurrence. Accordingly, dealing with change and, more significantly, the impact of change, is a high priority for organizations.

It is therefore important that individuals have the opportunity to develop their capabilities to deal with change before, during and after it occurs. Our Change Management qualifications are designed to help organizations and their people manage the impact of change.

Courses explore how change affects, and is affected by, individuals, teams, organizations and change leaders, helping those responsible for change initiatives to:

- Unlock resistance to change
- Provide effective support and motivation to individuals and teams to embrace change
- Draw from a range of professional approaches to implement change smoothly and effectively
- Manage and inform key stakeholders throughout the change process
- Speed up the implementation of change initiatives

Let us know how we can assist DC.Gov in their Change Management endeavors.

Thanks,

**KASEY SEES**

Chief Executive Officer

ITIL 4 Managing Professional

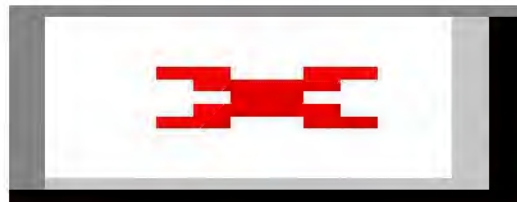
**HAWTREY**

C: 717.884.4935  
W: [hawtreync.com](http://hawtreync.com)

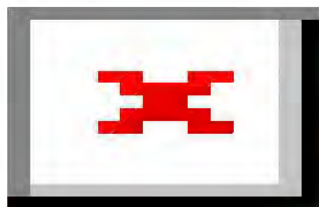


**From:** Attorney General Karl Racine  
**Sent:** Tue, 5 Jan 2021 17:07:32 -0600  
**To:** jed.ross@dc.gov  
**Subject:** Building a Better, Fairer Future

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).



## Building a Better, Fairer Future



Dear Residents,

At the time of this writing, the coronavirus (COVID-19) pandemic has claimed over 797 lives across the District and left numerous more residents sick. Tens of thousands have lost work and now struggle to make ends meet. Parents have had to juggle putting food on the table and providing childcare. Computer screens have become temporary classrooms for our students, and an imperfect means to staying connected with our elderly and vulnerable residents.

It has been a year of loneliness, anxiety, uncertainty—and reckoning. While COVID-19 has laid bare the inequities that have long plagued communities of color, an eruption of racist police violence has made it



impossible to look away.

Yet over these solemn months, I have watched the District meet this crisis with undeniable discipline, determination, and resilience.

I have seen essential workers—doctors and nurses and EMTs, police and firefighters, delivery drivers and cooks and grocery store workers and many more—dutifully serving the District and its residents, particularly our most vulnerable, despite great personal risk.

I've heard the District and the nation find its voice within a multiethnic, multigenerational, and global movement demanding true equality under our nation's economic, educational, criminal justice, and healthcare systems.

I've witnessed our decades-long dream of gaining the full rights of citizenship leap closer to reality, as the U.S. House of Representatives passed H.R. 51, the D.C. statehood bill.

And I've discovered hope.

I believe this moment can be our opportunity to build a better, fairer future. And I know the Office of the Attorney General can play a role, just as we have worked to contain this virus's damage.

We may have been teleworking since March, but our commitment to providing the District with first-class legal services has never wavered. We've continued to defend your rights and emergency protections—stopping price gougers, rooting out scams and fraudsters, standing up for tenants in need, and fighting for workers' health and safety.

We've leaned on virtual community outreach and our Cure the Streets violence interruption teams to keep residents informed, safe, fed, and counted in the U.S. Census. We've advised and collaborated with the Council and Executive Office of the Mayor on emergency legislation. And we've worked with the courts, the Metropolitan Police Department, and the U.S. Attorney's Office to make sure we're addressing our public health and public safety needs.

All the while, we have filed and settled lawsuits to protect our environment, advanced evidence-based strategies to address racial inequities, taken on discriminatory property managers and neglectful slumlords, and so much more.

2020 has strengthened our resolve to fight for District residents. So if there are ways OAG can better serve you, we want to hear about them. Together, we can chart a path for a future that marks this unparalleled year as the beginning of an extraordinary new era.

[Read OAG's 2019-2020 Annual Report and Resource Guide.](#)



Karl A. Racine  
Attorney General

**COVID-19 updates:** [oag.dc.gov/coronavirus](https://oag.dc.gov/coronavirus)

**Email:** [oagcommunity@dc.gov](mailto:oagcommunity@dc.gov)

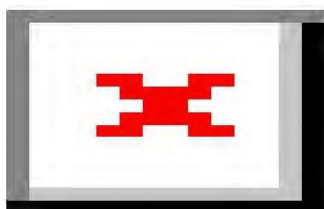
**Phone:** (202) 727-3400

**Fax:** (202) 347-8922

**TTY:** (202) 727-3400

---

## Jan. 5 & 6: Say No to Hate Groups in the District



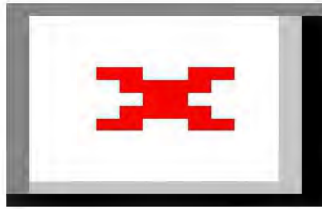
Several groups—including those that promote hate on a racial and religious basis—will be traveling to D.C. for demonstrations on January 5 and 6. They have expressed intent on engaging in violence and stirring up conflict in the District. OAG is working closely with MPD, the Council, and the Mayor to monitor these demonstrations and will do everything in our power to hold them accountable should they break District laws. **We will not tolerate violence.** District residents are urged to deny these demonstrators the opportunity to cause chaos. **Stay home and avoid these demonstrations to the extent possible.**

[Read AG Racine's statement on the demonstrations.](#)

[Read AG Racine's statement calling on leaders to denounce violence and undemocratic conduct of any kind.](#)

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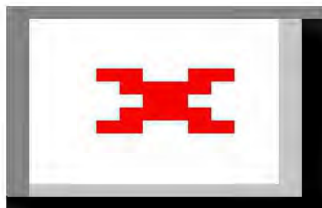
## Securing \$1.5 Million in Relief to DoorDash Delivery Workers



OAG secured a major victory for DoorDash delivery workers in December which resolved allegations that DoorDash misled consumers to believe their tips would increase worker pay, when, in fact, tips benefitted DoorDash. As a part of the settlement, DoorDash is being forced to pay \$1.5 million in relief to delivery workers, \$750,000 to the District, and donate \$250,000 to two District charities. [Read more here.](#)

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## Standing Up for Democracy and the Will of Voters



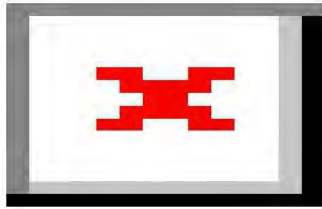
When Texas Attorney General Paxton sought to overturn election results in four states critical to President-elect Joe Biden's victory, AG Racine quickly assembled a coalition of 23 Attorneys General to oppose it. Within two days, the U.S. Supreme Court soundly rejected AG Paxton's frivolous lawsuit, affirming that the court's commitment is to the rule of law, to the democratic process, and to our Constitution – not Donald Trump.

[Read AG Racine's statement on the result here.](#)

[Watch AG Racine's interview on MSNBC's Morning Joe.](#)

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## Seeking to End Google and Facebook's Illegal Monopoly



Competition is an American value, cheating to win is not.

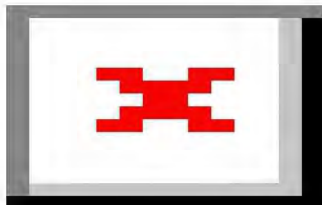
No company, no matter how smart or how large, can retain its dominance through unlawful behavior that hurts consumers, competitors, and our system of fair competition. That's why AG Racine joined two bipartisan coalitions of Attorneys General in filing suit against Google and Facebook to halt this illegal conduct.

[Read more about the lawsuit against Facebook here.](#)

[Read more about the lawsuit against Google here.](#)

---

## **Announcing \$146K+ in Relief to District Borrowers Over Mortgage Servicing Failures**



AG Racine and a coalition of 50 Attorneys General reached an \$86.3 million settlement with Mr. Cooper, a mortgage servicer, resolving allegations that the company violated consumer protection laws while servicing mortgage loans nationwide. In addition to providing restitution to consumers, the company will adopt new servicing standards for mortgage loans and conduct audits to ensure compliance. [Read more here.](#)

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## Leading Multistate Coalitions



[Arguing ATF has failed to regulate ghost guns.](#)



[Opposing Minnesota's voting restrictions on returning citizens living in the community.](#)

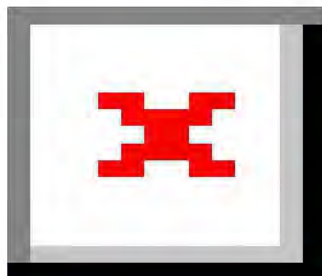


[Encouraging diversity and local ownership in broadcast media.](#)



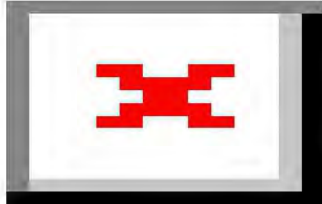
[Defending a rule that encourages state and local governments to amend laws and policies that raise significant constitutional questions.](#)

## Congratulating Elizabeth Wilkins on White House Role



President-elect Joe Biden announced that Elizabeth Wilkins, former OAG Chief of Staff, will serve as Senior Advisor to White House Chief of Staff Ron Klain. During her almost five years at OAG, Ms. Wilkins dedicated her service to protect the District's most vulnerable residents, advance consumer protection and workers' rights, drive OAG's leadership on civil rights and multistate issues, and improve the agency's internal operations. [Read more here.](#)

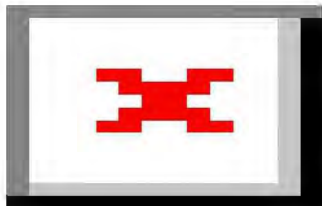
## Penalizing Bates Trucking \$78K for Unlicensed and Early-Morning Trash Hauling



In a recently announced a settlement with the Maryland-headquartered company Bates Trucking, AG Racine resolved allegations that the company repeatedly violated District noise regulations, operated without a valid license, ignored enforcement notices, and refused to pay thousands of dollars in fines. [Read more here.](#)

---

## Stopping the Spread of COVID-19 in the District



In December, AG Racine reached an agreement with Urban Athletic Club to ensure compliance with emergency COVID-19 health and safety requirements. OAG urges District residents to continue following the guidance of medical and public health experts and help stop the spread of COVID-19. Stay home whenever possible, wear a mask, and physically distance from anyone outside of your household. [Read more here.](#)

---



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---

This message has been sent by the District of Columbia · Washington, D.C. 20004



**From:** Arnic, Jennifer (EOM)  
**Sent:** Tue, 5 Jan 2021 22:34:51 +0000  
**To:** Carlos, Melbert (EOM); Gaither-Morgan, Merle (EOM)  
**Cc:** Ross, Jed (ORM); Yeung, Sam (ORM)  
**Subject:** RE: Reassignment (Detail) to Department of Human Services: Sharon Howard

Thank you Mel.

There is nothing she needs to return now. But the ORM property that she has is a laptop and a headset.

I will request to turn off her ERisk access.

Thank you,

**Jennifer Arnic**  
Program Administrator  
Public Sector Workers Compensation Program  
(202) 549-7034

**From:** Carlos, Melbert (EOM) <melbert.carlos2@dc.gov>  
**Sent:** Tuesday, January 5, 2021 5:20 PM  
**To:** Gaither-Morgan, Merle (EOM) <Merle.Gaither-Morgan@dc.gov>; Arnic, Jennifer (EOM) <Jennifer.Arnica@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>  
**Subject:** FW: Reassignment (Detail) to Department of Human Services: Sharon Howard

Jen and Merle,

Just a quick note that effective tomorrow, January 6, 2021 Sharon will be detailed over to DHS. This detail expires on Friday, March 12, 2021.

Please turn off access that she will no longer need during this detail period. If there are properties, documents, or information that she needs to return to ORM please let me know and I will collect accordingly.

Merle – per our conversation, you will still be responsible for approving Sharon’s time. She will be submitting a paper timesheet that the supervisor from DHS will need to sign.

If you have any questions please let me know.

*Thank you,*  
*Melbert Carlos*  
*Program Manager*  
*District of Columbia Office of Risk Management*

441 4th Street, N.W., Suite 800S  
Washington, D.C. 20001  
Main: [\(202\) 727-8600](tel:(202)727-8600)  
Direct: [\(202\) 727-7723](tel:(202)727-7723)



**From:** Patterson, Lashandra (DCHR) <[lashandra.patterson@dc.gov](mailto:lashandra.patterson@dc.gov)>  
**Sent:** Tuesday, January 5, 2021 4:17 PM  
**To:** Howard, Sharon (EOM) <[Sharon.Howard6@dc.gov](mailto:Sharon.Howard6@dc.gov)>  
**Cc:** Carlos, Melbert (EOM) <[melbert.carlos2@dc.gov](mailto:melbert.carlos2@dc.gov)>; Smith, Jessica (EOM) <[Jessica.Smith4@dc.gov](mailto:Jessica.Smith4@dc.gov)>; Abraham, Marianna (CFSA) <[Marianna.Abraham@dc.gov](mailto:Marianna.Abraham@dc.gov)>; Scriven, Tammyjo (DHS) <[tammyjo.scriven@dc.gov](mailto:tammyjo.scriven@dc.gov)>  
**Subject:** Reassignment (Detail) to Department of Human Services

Good Afternoon Sharon Howard,

In response to this District-wide mandate to extend relief to the demands we're experiencing as a government, you have been selected to be Detailed as of Wednesday, 1/6/2021, to the Department of Human Services (DHS). Attached you shall find your Detail letter identifying next steps. If you have any questions or concerns please feel free to contact me.

We look forward to receiving your response and support.

Sincerely,

LaShandra Patterson

**LaShandra D. J. Patterson | Program Management Officer**  
**District of Columbia Department of Human Resources**  
**Human Resources Solutions Administration.**

1015 Half Street, SE, 8<sup>th</sup> Floor, Washington, D.C. 20003  
(202) 442-9700 (Main)  
(202) 741-2101 (Direct)  
(202) 495-8090 (Cell)  
Email: [lashandra.patterson@dc.gov](mailto:lashandra.patterson@dc.gov)



For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Carlos, Melbert (EOM)  
**Sent:** Tue, 5 Jan 2021 22:19:41 +0000  
**To:** Gaither-Morgan, Merle (EOM);Arnic, Jennifer (EOM);Yeung, Sam (ORM);Ross, Jed (ORM)  
**Subject:** FW: Reassignment (Detail) to Department of Human Services: Sharon Howard  
**Attachments:** Reassignment (Detail) Memo - Sharon Howard.pdf

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If you have any questions please let me know.

*Thank you,*  
*Melbert Carlos*  
*Program Manager*  
*District of Columbia Office of Risk Management*  
441 4th Street, N.W., Suite 8005  
Washington, D.C. 20001  
*Main: [\(202\) 727-8600](tel:2027278600)*  
*Direct: [\(202\) 727-7723](tel:2027277723)*



**From:** Patterson, Lashandra (DCHR) <lashandra.patterson@dc.gov>  
**Sent:** Tuesday, January 5, 2021 4:17 PM  
**To:** Howard, Sharon (EOM) <Sharon.Howard6@dc.gov>  
**Cc:** Carlos, Melbert (EOM) <melbert.carlos2@dc.gov>; Smith, Jessica (EOM) <Jessica.Smith4@dc.gov>; Abraham, Marianna (CFSA) <Marianna.Abraham@dc.gov>; Scriven, Tammyjo (DHS) <tammyjo.scriven@dc.gov>  
**Subject:** Reassignment (Detail) to Department of Human Services

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We look forward to receiving your response and support.

Sincerely,

LaShandra Patterson

**LaShandra D. J. Patterson | Program Management Officer  
District of Columbia Department of Human Resources  
Human Resources Solutions Administration.**

1015 Half Street, SE, 8<sup>th</sup> Floor, Washington, D.C. 20003

(202) 442-9700 (Main)

(202) 741-2101 (Direct)

(202) 495-8090 (Cell)

Email: [lashandra.patterson@dc.gov](mailto:lashandra.patterson@dc.gov)

**dchr**

**GIVE US FEEDBACK**

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**DC DEPARTMENT OF HUMAN RESOURCES****Office of the Director**

January 5, 2021

TO: Sharon Howard  
Workers Comp Claim Examiner

FROM: Ventris C. Gibson  
Director of Human Resource

SUBJECT: Temporary Reassignment (Detail) to the Department of Human Services (DHS)

---

The purpose of this memorandum is to notify you that effective Wednesday, January 6, 2021, you will be detailed from the Office of Risk Management (ORM) to the Department of Human Services (DHS). Your current title, series, and grade, CS-0991-09, along with your salary as a Workers' Camp Claims Examiner will remain the same. This detail will last through Friday, March 12, 2021 unless otherwise authorized by the Personnel Authority. This Detail (Reassignment) may be terminated prior to the completion of the appointment based on the operational needs of the DHS or ORM.

You are to contact, Marianna Abraham, Supervisory Customer Service Specialist, at 202-727-2111 on Wednesday, January 6, at 8:30am (Eastern Time Zone). This assignment is a telework detail. Unless otherwise identified by the DHS, your tour of duty will be Monday through Friday, and will occur between 8:30 a.m.–5:00 p.m.

**Benefits Eligibility**

This action is being processed without a break in service; therefore, you will retain your current benefits.

**Next Steps**

The provisions contained in this memorandum supersede any written or verbal agreements, promise, or offer made to you prior to or following the effective date of this detail assignment, regarding your employment in this position.

If the terms of this detail are acceptable, please indicate your acceptance, and sign and return a copy of the attached Acceptance/Declination of Reassignment to LaShandra Patterson, Human Resource Advisor, at [lashandra.patterson@dc.gov](mailto:lashandra.patterson@dc.gov). Should you have any questions concerning any aspect of this letter, please contact Mrs. Patterson at (202)495-8090.

---

**Detail Notice – Sharon Howard**

Thank you for your support during these unprecedented times. We look forward to you being a member of this dynamic team.

Sincerely,

Ventris C. Gibson /s/  
Director

**Acceptance/Declination of Detail Assignment**

I **ACCEPT** the temporary reassignment to the above-referenced position; and understand and accept the conditions of employment.

I **DECLINE** the temporary reassignment to the above-referenced position.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**From:** Yeung, Sam (ORM)  
**Sent:** Tue, 5 Jan 2021 21:36:19 +0000  
**To:** Murray, Chris (EOM)  
**Bcc:** Ross, Jed (ORM)  
**Subject:** RE: CIA Follow-up  
**Attachments:** RJO Form 2 - (3) FY22 Insurance Analyst for Ward 8 Hospital Project Program Enhancement - FINAL.docx

Chris,

Happy New Year to you as well. I trust that you had a happy and safe time away during the holiday.

Per your request, attached is the Form 2 for the SE hospital FTE.

As far as time to discuss outstanding issues (not sure what those are), I am available anytime except 12pm-3pm. I know one other meeting is being put on my calendar for tomorrow, but otherwise, I'm flexible to your schedule.

-Sam

**From:** Murray, Chris (EOM) <chris.murray@dc.gov>  
**Sent:** Tuesday, January 5, 2021 4:25 PM  
**To:** Yeung, Sam (ORM) <Sam.Yeung@dc.gov>  
**Subject:** CIA Follow-up

Happy New Year, Sam. I'm technically still on leave until tomorrow. Let me know if you have anytime tomorrow to discuss any outstanding issues? I'll get back later tonight. In the interim, can you send me the enhancement forms for SE hospital FTE? Thanks.

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**Form 2: Operating Budget Enhancement Requests**  
FY 2022 Agency Budget Submission



2-534(e)



















**Form 2: Operating Budget Enhancement Requests**  
FY 2022 Agency Budget Submission



**From:** Holt, Kasmin (DGS)  
**Sent:** Tue, 5 Jan 2021 21:28:46 +0000  
**To:** Waters, Jane (EOM);Davis, Patrick (DCPS);Charon.Hines3@k12.dc.gov  
**Cc:** Ross, Jed (ORM);Barbera, Charles (EOM);Hudson-Hall, Conchita (DCPS);Swiatocha, Andrea (DCPS);Fuller, Yohance (DGS);Beltran, Xavier (DGS);Lewis, George (DGS);Anderson, Keith (DGS)  
**Subject:** RE: Peabody Schedule and IH ( Draft and Deliberative)

Hi Patrick and Charon,

I hope you are well. I followed up with Jane and the contractors are ready to commence abatement work at Peabody). Please let us know at your earliest convenience if DGS needs to procure a contractor to pack up the identified items or if the insurance company has the green light to proceed.

Thanks,  
Kasmin

**KASMIN C.E.HOLT**

**Chief Special Projects Officer**

Department of General Services

2000 14<sup>th</sup> Street NW, 8<sup>th</sup> Floor

Washington, DC 20009

Desk: 202.545.3023

Cell: 202.264.9783

[Kasmin.holt@dc.gov](mailto:Kasmin.holt@dc.gov)

[www.dgs.dc.gov](http://www.dgs.dc.gov)



**From:** Waters, Jane (EOM) <jane.waters@dc.gov>  
**Sent:** Tuesday, January 5, 2021 4:01 PM  
**To:** Davis, Patrick (DCPS) <patrick.davis@k12.dc.gov>; Charon.Hines3@k12.dc.gov  
**Cc:** Ross, Jed (ORM) <jed.ross@dc.gov>; Barbera, Charles (EOM) <charles.barbera@dc.gov>; Hudson-Hall, Conchita (DCPS) <conchita.hudson-hall@k12.dc.gov>; Swiatocha, Andrea (DCPS) <Andrea.Swiatocha@k12.dc.gov>; Holt, Kasmin (DGS) <Kasmin.Holt@dc.gov>  
**Subject:** FW: Peabody Schedule and IH

Pat,



2-534(e)

Regards - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Davis, Patrick (DCPS) <[patrick.davis@k12.dc.gov](mailto:patrick.davis@k12.dc.gov)>

**Sent:** Tuesday, January 05, 2021 2:29 PM

**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>

**Cc:** Hudson-Hall, Conchita (DCPS) <[conchita.hudson-hall@k12.dc.gov](mailto:conchita.hudson-hall@k12.dc.gov)>; Swiatocha, Andrea (DCPS) <[Andrea.Swiatocha@k12.dc.gov](mailto:Andrea.Swiatocha@k12.dc.gov)>; Holt, Kasmin (DGS) <[Kasmin.Holt@dc.gov](mailto:Kasmin.Holt@dc.gov)>

**Subject:** Peabody Schedule and IH

Hi Ms. Waters and Mr. Healy,

2-534(e)

Thanks for your support.  
Patrick

**Patrick Davis**  
Chief Operating Officer

**Office of the Chief Operating Officer**  
District of Columbia Public Schools  
1200 First Street, NE  
Washington, DC 20002  
C: 202-365-4746

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Holt, Kasmin (DGS)  
**Sent:** Tue, 5 Jan 2021 21:28:46 +0000  
**To:** Waters, Jane (EOM);Davis, Patrick (DCPS);Charon.Hines3@k12.dc.gov  
**Cc:** Ross, Jed (ORM);Barbera, Charles (EOM);Hudson-Hall, Conchita (DCPS);Swiatocha, Andrea (DCPS);Fuller, Yohance (DGS);Beltran, Xavier (DGS);Lewis, George (DGS);Anderson, Keith (DGS)  
**Subject:** RE: Peabody Schedule and IH ( Draft and Deliberative)

Hi Patrick and Charon,

I hope you are well. I followed up with Jane and the contractors are ready to commence abatement work at Peabody). Please let us know at your earliest convenience if DGS needs to procure a contractor to pack up the identified items or if the insurance company has the green light to proceed.

Thanks,  
Kasmin

**KASMIN C.E.HOLT**

**Chief Special Projects Officer**

Department of General Services

2000 14<sup>th</sup> Street NW, 8<sup>th</sup> Floor

Washington, DC 20009

Desk: 202.545.3023

Cell: 202.264.9783

[Kasmin.holt@dc.gov](mailto:Kasmin.holt@dc.gov)

[www.dgs.dc.gov](http://www.dgs.dc.gov)



**From:** Waters, Jane (EOM) <jane.waters@dc.gov>

**Sent:** Tuesday, January 5, 2021 4:01 PM

**To:** Davis, Patrick (DCPS) <patrick.davis@k12.dc.gov>; Charon.Hines3@k12.dc.gov

**Cc:** Ross, Jed (ORM) <jed.ross@dc.gov>; Barbera, Charles (EOM) <charles.barbera@dc.gov>; Hudson-Hall, Conchita (DCPS) <conchita.hudson-hall@k12.dc.gov>; Swiatocha, Andrea (DCPS) <Andrea.Swiatocha@k12.dc.gov>; Holt, Kasmin (DGS) <Kasmin.Holt@dc.gov>

**Subject:** FW: Peabody Schedule and IH

Pat,

2-534(e)

Regards - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Davis, Patrick (DCPS) <[patrick.davis@k12.dc.gov](mailto:patrick.davis@k12.dc.gov)>

**Sent:** Tuesday, January 05, 2021 2:29 PM

**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>

**Cc:** Hudson-Hall, Conchita (DCPS) <[conchita.hudson-hall@k12.dc.gov](mailto:conchita.hudson-hall@k12.dc.gov)>; Swiatocha, Andrea (DCPS) <[Andrea.Swiatocha@k12.dc.gov](mailto:Andrea.Swiatocha@k12.dc.gov)>; Holt, Kasmin (DGS) <[Kasmin.Holt@dc.gov](mailto:Kasmin.Holt@dc.gov)>

**Subject:** Peabody Schedule and IH

Hi Ms. Waters and Mr. Healy,

2-534(e)

Thanks for your support.  
Patrick

**Patrick Davis**  
Chief Operating Officer

**Office of the Chief Operating Officer**  
District of Columbia Public Schools  
1200 First Street, NE  
Washington, DC 20002  
C: 202-365-4746

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Evans, Valerie (EOM)  
**Sent:** Tue, 5 Jan 2021 21:14:02 +0000  
**To:** Ross, Jed (ORM);Yeung, Sam (ORM)  
**Subject:** FW: It's time to renew your PRIMA Membership!  
**Attachments:** Invoice.pdf, PRIMA Roster Form 2021.xlsx

Please let me know who you want to add for the 5 additional members.

Thanks,

*Valerie Evans, CAP*  
*Administrative Officer*  
*Office of Risk Management (ORM)*  
*Government of the District of Columbia*  
*441 4th Street, NW Suite 800 South*  
*Washington, DC 20001*

202-727-9006  
202-727-8319 (f)  
Email: [valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)



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---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Sent:** Tuesday, January 5, 2021 4:05 PM  
**To:** Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** RE: It's time to renew your PRIMA Membership!

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

Hi Valarie,

Attached you will find the requested invoice. I have also attached the roster form. Please complete and return when you get a moment.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**  
Direct: (703) 253-1266  
[primacentral.org](http://primacentral.org)

---

**From:** Evans, Valerie (EOM) [<mailto:valerie.evans@dc.gov>]  
**Sent:** Tuesday, January 5, 2021 9:15 AM  
**To:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** FW: It's time to renew your PRIMA Membership!

Good morning Mr. Bodmer:

In response to your email below, I would like to request a paper invoice. I do not have access to Mr. Ross's portal to pay by credit card. Please send by email for faster response.

Thanks so much.

---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Sent:** Monday, January 4, 2021 6:06 AM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** It's time to renew your PRIMA Membership!

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).





**Membership Expires: 3/31/2021**  
**Member ID: 11101816**  
**Membership Type: Government Member**  
**Membership Amount: \$ 385.00**

Hi Jed Ross,

**HAPPY NEW YEAR!** It's time to renew your PRIMA organization membership! You are listed as the point of contact for your organization (**DC Gov't- Risk Management**), so log in today and renew your organization's membership.

If you would prefer a paper invoice, please reply to this email.

If you would like to pay over the phone, please contact me at the number at (703) 253-1266.



If you have already renewed your PRIMA organization membership, please disregard this email.

**Thank you for your continuing support!**

**Not sure how to renew your PRIMA organization membership online?**

**Instructions are listed below:**

1. Click the "**Login**" tab at the top of the page.
2. Select the "**If you do not have an account, click here**" option.
3. **Follow prompts** to complete both individual and/or primary contact information and your organization's information.
4. When finished, click on "**Join/Renew**" located at the top of the page and begin your online transaction to join.

*For organizational membership*, please be sure to select the name of the organization from the drop-down menu and "Shop For" the organization.



Each organization membership includes FIVE additional roster member at no EXTRA COST to YOU or the organization. Email me and I will forward you the PRIMA roster form.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**

700 South Washington Street

Suite 218

Alexandria, VA 22314-4291

Main: (703) 528-7701

Direct: (703) 253-1266

Fax: (703) 739-0200

[primacentral.org](http://primacentral.org)



For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](http://coronavirus.dc.gov).

**Order**

Jed Ross  
DC Gov't- Risk Management  
441 4th St NW Ste 800S  
Washington, DC 20001

Customer Number: 11101816  
Order Number: 121190  
Order Date: 1/5/2021  
Purchase Order:

**Please remit payment to:**

Public Risk Management Association  
700 South Washington Street  
Suite 218  
Alexandria, VA 22314-4291  
United States  
(P) (703) 528-7701  
(F) (703) 739-0200

**Credit Card Payment Information**

Credit Card Number: \_\_\_\_\_  
Card Type: \_\_\_\_\_ CVV#: \_\_\_\_\_  
Name On Card: \_\_\_\_\_  
Expiration Date: \_\_ / \_\_

|                              |                 |
|------------------------------|-----------------|
| <b>Balance Due</b>           | <b>\$385.00</b> |
| <b>Donation/Contribution</b> | <b>\$</b>       |
| <b>Total Payment Amount</b>  | <b>\$</b>       |

Order Tracking #121190 - 11101816

Parent Order #

DC Gov't- Risk Management  
441 4th St NW Ste 800S  
Washington, DC 20001

Customer Number: 11101816  
Order Number: 121190  
Order Date: 1/5/2021

Thank you for your purchase and continued support of the Public Risk Management Association (PRIMA).

| Item                       | Misc Product Notes | Unit Price | Quantity | Amount   |
|----------------------------|--------------------|------------|----------|----------|
| Government Member          |                    | \$385.00   | 1.00     | \$385.00 |
| Term: 4/1/2021 - 3/31/2022 |                    |            |          |          |
| <b>Subtotal</b>            |                    |            |          | \$385.00 |
| <b>Invoice Total</b>       |                    |            |          | \$385.00 |
| <b>Balance Due</b>         |                    |            |          | \$385.00 |

Balance due is payable in full within 30 days of date of invoice.

Please make check payable to "Public Risk Management Association".

Need a W9? Email Melvin Bodmer, Jr., at mbodmer@primacentral.org or call (703) 253-1266.

| Member Type       | Company | First Name | Last Name | Suffix | Title | Professional Designations | Email | Phone | Fax | Mailing Address | City | State | Zip |
|-------------------|---------|------------|-----------|--------|-------|---------------------------|-------|-------|-----|-----------------|------|-------|-----|
| Primary Contact   |         |            |           |        |       |                           |       |       |     |                 |      |       |     |
| Roster Member # 1 |         |            |           |        |       |                           |       |       | 0   |                 |      |       |     |
| Roster Member # 2 |         |            |           |        |       |                           |       |       | 0   |                 |      |       |     |
| Roster Member # 3 |         |            |           |        |       |                           |       |       | 0   |                 |      |       |     |
| Roster Member # 4 |         |            |           |        |       |                           |       |       | 0   |                 |      |       |     |
| Roster Member # 5 |         |            |           |        |       |                           |       |       | 0   |                 |      |       |     |

**As a organization/corporate membership type - you can add FIVE additional roster members to the profile at no extra cost to YOU!**

**\*Need additional employees to receive PRIMA benefits? Contact us!**  
[Government Associate Member Rate - ONLY \\$220.00 per employee annually](#)  
[Corporate Associate Member Rate - ONLY \\$374.00 per employee annually](#)

**\*Organization must be a PRIMA member in order to purchase/receive the associate member rates.**

Please complete and return to Melvin Bodmer, Jr. at [mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)

Still have questions? Please call 703.253.1266

**From:** Waters, Jane (EOM)  
**Sent:** Tue, 5 Jan 2021 21:09:05 +0000  
**To:** Ross, Jed (ORM)  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

Jed,

Not my expertise – but Zurich will address.

I wanted their internal spreadsheet, but of course they will not share – I was told it was obvious..... do not want to throw anyone under the bus.....

Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

**From:** Ross, Jed (ORM) <jed.ross@dc.gov>  
**Sent:** Tuesday, January 05, 2021 3:50 PM  
**To:** Waters, Jane (EOM) <jane.waters@dc.gov>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

Thanks Jane,

Looks very exhaustive.

I believe this should be a good conversation point about how extensive the initial review could have been.

I look forward to your review and identifying the distinctions that are outlined in order to support DGS.

Much appreciated!

Thank you,  
Jed Ross  
Chief Risk Officer/Director  
D.C. Office of Risk Management (ORM)  
202-727-6056

----- Original message -----

From: "Waters, Jane (EOM)" <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
Date: 1/5/21 3:18 PM (GMT-05:00)  
To: "Ross, Jed (ORM)" <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
Subject: FW: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation  
Sedgwick # MEC20108870

Jed – FYI.

Regards - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Sent:** Tuesday, January 05, 2021 2:38 PM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>; Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation  
Sedgwick # MEC20108870

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Jane,

Per our discussions and your request enclosed is a copy of the Meridian report dated January 1<sup>st</sup> and prepared after their December inspection. Please share this information with whoever you deem appropriate on your end. If a call is needed to further discuss this report once it is reviewed internally please advise. We are looking to schedule an additional site meeting next week involving our Adjustment team and the DC team. I'll provide a proposed date/time in an email later this week.

With regard to the mitigation issue, please see below contact information for BMS CAT a MD based firm who can perform the required services outlined in the Meridian report

Tim Scott  
General Manager  
817-917-0251  
[tscott@bmsmanagement.com](mailto:tscott@bmsmanagement.com)  
[tscott@bmscat.com](mailto:tscott@bmscat.com)

Mr. Scott is aware of the situation and will work with Mr. Martin at Meridian on scope/pricing issues. There is no need for a written estimate prior to this mitigation work beginning on our end. Please contact Mr. Scott directly to arrange a site visit so the mitigation process may begin.

Zurich has agreed to pay BMS CAT directly for their services provided The District of Columbia signs a direction of payment which will be provided by the vendor and understands Zurich does not guarantee or warranty any work done by the vendor. Also, please understand the vendor works for you the insured, not the insurer. As explained, Meridian will be involved in the process on an on-going basis and will available address any questions or concerns during the process should they arise.

Any questions please let me know.

Thanks

Jeff Gervasio | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Monday, January 4, 2021 3:06 PM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation  
Sedgwick # MEC20108870

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---

Hi Jeff,



Confirming today's call, we would like a copy of Meridian's report as soon as possible. I need to outline a SOW for the abatement/clean up for bidding purposes as well as show proof of the existing vendor's shortcomings.

Thanks much - Jane

**Jane C. Waters**

*Insurance Program Administrator*

Office of Risk Management (ORM)

Government of the District of Columbia

441 4<sup>th</sup> Street NW, 800S

Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>

**Sent:** Monday, January 04, 2021 10:16 AM

**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>

**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>; Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>

**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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I wanted to circle back on this as we begin a new week.

My understanding is Meridian was on site last week and provided 3 vendors BMS CAT, Belfor and Interstate who are on Zurich's approved list for remediation/restoration. How would you like to proceed on your end with starting the process of engaging a firm? I understand there may be a need for multiple bids as DC protocol so the sooner this process begins the better.

Also, with regard to the damaged contents, thank you for the inventory. For now we request any damaged content remain on site. I'm working with Zurich to see how they want to proceed with further evaluation of these items.

Any questions please let me know or if you'd like to schedule a site meeting/call with the consultants let me know.

Thanks again for your help.

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



---

**From:** Gervasio, Jeffrey J.  
**Sent:** Tuesday, December 22, 2020 12:25 PM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>; Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

Ok thanks

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
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---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Tuesday, December 22, 2020 12:23 PM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>; Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>



**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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---

Thanks much – I will be onsite Monday.

Regards - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>

**Sent:** Tuesday, December 22, 2020 12:14 PM

**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>

**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>; Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>

**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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Thank you, Meridian will move forward with their 12/28 site visit.

To confirm we have advised all involved consultants to only discuss the claim with members of the Risk Management team when they are on site, whether it be Mr. Preston or Mr. Healy. Apologies for the confusion earlier today.

As always an concerns please call me directly to discuss. We will update Zurich as necessary.

Jeff Gervasio | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
Office/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)



---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Tuesday, December 22, 2020 9:43 AM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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---

Absolutely Jeffrey.

Please schedule.

Thanks much - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Sent:** Monday, December 21, 2020 3:01 PM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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Looks like Meridian would like to be on site a week from today Monday 12/28 at 8:30am to start the moisture mapping.

Can someone from RM be on site to meet them at that time?

Jeff Gervasio | Executive General Adjuster  
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---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Monday, December 21, 2020 9:01 AM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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---

Jeff,

Understood – will follow up and advise.

Regards - Jane

**Jane C. Waters**  
*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001



Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Sent:** Monday, December 21, 2020 8:51 AM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation  
Sedgwick # MEC20108870

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With regard to the other additional consultant Meridian, they would like to wait for the IH final report before inspecting the location. Our understanding is the IH should have their final findings over either this week or next per comments in our meeting Thursday.  
Please provide a copy of this report for review upon receipt.

Thanks

Jeff Gervasio | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
Office/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
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---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Friday, December 18, 2020 4:17 PM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation  
Sedgwick # MEC20108870

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Thanks much Jeff,

Both Robert Preston and Pat Healy from ORM will be onsite – the same gentlemen that you met earlier this week.

Thanks much - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>

**Sent:** Friday, December 18, 2020 2:39 PM

**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>

**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>

**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation  
Sedgwick # MEC20108870

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The Held person contact information is below

Chris Antinora | Senior Vice President-Regional Lead  
J.S. Held LLC  
Six Drummond Place, Suite 1, Red Bank, NJ 07701  
Office 732-219-9660 | Mobile 609-217-0741

Chris is copied and can be on site as early as 8-10 am on Tuesday 12/22. Please let us know what time works best on your end.

I don't believe he will need to speak to anyone in particular just have someone on site that is familiar with the location.

Thanks

Jeff Gervasio | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
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**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Friday, December 18, 2020 11:29 AM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** [tswift@jsheld.com](mailto:tswift@jsheld.com); Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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Thanks Jeffrey,

Tuesday is fine for JS Held. ORM will meet him at Peabody. We just need a timeframe for arrival and also need to know if he needs to speak with anyone special.

Appreciate your diligence. We promise to be very responsive.

Regards - Jane

**Jane C. Waters**  
*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Sent:** Friday, December 18, 2020 10:45 AM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** [tswift@jsheld.com](mailto:tswift@jsheld.com); Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM)



<[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870  
**Importance:** High

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Jane,

Thanks for discussing this with me yesterday. As the claim progresses we will have requests for information that will be sent.

As discussed Zurich is engaging additional consultants to evaluate the potential moisture to the building and the technology impacted.

Chris Antinora, also with JS Held, will be the technology expert. He would like to visit the location Tuesday 12/22 or Weds 12/23 of this coming week. Please let me know the availability of your staff to accommodate this inspection. Chris will be traveling from NJ but could be on site in the AM.

Zurich has engaged Meridian to moisture map the location. We are corresponding with them now and will reach out to schedule their site visit once I have some feedback.

I'm in the process of reviewing the submitted support. As the claim progresses we will have requests for information that will be sent to this thread only. We will not be commenting to any other involved party from DC Govt per your request.

Thanks again for your help any questions let me know.

Jeff Gervasio | Executive General Adjuster  
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OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
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**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Wednesday, December 16, 2020 2:02 PM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>; James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>  
**Cc:** [tswift@jsheld.com](mailto:tswift@jsheld.com); Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM)





|   |   |             |  |        |                       |   |  |   |   |  |  |   |  |  |                  |   |   |   |             |                            |                       |                            |  |   |  |   |             |
|---|---|-------------|--|--------|-----------------------|---|--|---|---|--|--|---|--|--|------------------|---|---|---|-------------|----------------------------|-----------------------|----------------------------|--|---|--|---|-------------|
| PE<br>A<br>B<br>O<br>D<br>Y<br>E<br>L<br>E<br>M<br>E<br>N<br>T<br>A<br>R<br>Y<br>S<br>C<br>H<br>O<br>O<br>L | PE<br>A<br>B<br>O<br>D<br>Y<br>E<br>L<br>E<br>M<br>E<br>N<br>T<br>A<br>R<br>Y<br>S<br>C<br>H<br>O<br>O<br>L | 4<br>2<br>5 | W<br>A<br>S<br>H<br>I<br>N<br>G<br>T<br>O<br>N | D<br>C | 2<br>0<br>0<br>0<br>2 | N<br>3<br>8<br>-<br>5<br>3<br>-<br>3<br>4<br>.4 | W<br>0<br>7<br>6<br>-<br>5<br>9<br>-<br>5<br>9<br>.4 | 6 | F<br>i<br>r<br>e<br>R<br>e<br>s<br>i<br>s<br>t<br>i<br>v<br>e<br>-<br>6<br>5<br>% | B<br>R<br>I<br>C<br>K<br>,<br>S<br>O<br>L<br>I<br>D<br>1<br>2<br>" T<br>H<br>I<br>C<br>K<br>-<br>8<br>5<br>% | A<br>S<br>P<br>H<br>A<br>L<br>T<br>S<br>H<br>I<br>N<br>G<br>L<br>E<br>S<br>-<br>1<br>0<br>0<br>% | L<br>O<br>W<br>(<br>2<br>:<br>1<br>2<br>T<br>O<br>6<br>:<br>1<br>2<br>P<br>I<br>T<br>C<br>H<br>)<br>-<br>1<br>0<br>0<br>% | F<br>O<br>R<br>C<br>E<br>D<br>W<br>A<br>R<br>M<br>A<br>I<br>R<br>-<br>1<br>0<br>0<br>% | F<br>O<br>R<br>C<br>E<br>D<br>C<br>O<br>O<br>L<br>A<br>I<br>R<br>-<br>1<br>0<br>0<br>% | 1<br>8<br>8<br>0 | Y | Y | Y | 1<br>0<br>0 | 2<br>6<br>,<br>8<br>0<br>8 | 8<br>,<br>9<br>3<br>6 | 3<br>5<br>,<br>7<br>4<br>4 | \$<br>1<br>0<br>,<br>2<br>9<br>8<br>,<br>0<br>0<br>0 | \$<br>1<br>,<br>0<br>2<br>9<br>,<br>8<br>0<br>0 | \$<br>1<br>0<br>,<br>2<br>9<br>8<br>,<br>0<br>0<br>0 | \$<br>1<br>,<br>0<br>2<br>9<br>,<br>8<br>0<br>0 | Y<br>e<br>s |
|---|---|-------------|--|--------|-----------------------|---|--|---|---|--|--|---|--|--|------------------|---|---|---|-------------|----------------------------|-----------------------|----------------------------|--|---|--|---|-------------|

6. <sup>rd</sup> floor flooded; lost power
7. Water did not touch the perimeter of the building
8. Computers and smart screens are in the building – some still work.
9. GC has not yet been engaged – will need to go out to bid.
10. Invoices forthcoming
11. DGS/Architects are preparing a ROM (rough order of magnitude) report
12. Invoices are forthcoming

All previous info is attached.

Please advise additional info needed.

Any questions/concerns/requests for additional info should come through me. My direct contact # is 443-472-2655

Regards - Jane

**Jane C. Waters**  
Insurance Program Administrator

Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Sent:** Wednesday, December 16, 2020 12:58 PM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Tim Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870  
**Importance:** High

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Both Tim from Held and myself will be on site tomorrow, weather permitting, around 10am.

If you could please provide the contact names for your risk management ppl and any supporting documentation you may have ASAP so we can review prior to our inspection.

Any questions please let me know. Thanks

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



---

**From:** Gervasio, Jeffrey J.  
**Sent:** Wednesday, December 16, 2020 10:34 AM  
**To:** [jane.waters@dc.gov](mailto:jane.waters@dc.gov)  
**Cc:** James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Tim Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>

**Subject:** NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

Thank you for taking time this AM to discuss this loss with me. I will be the primary local contact for Zurich and report directly to Mr. Parris. As requested all contact on my end will come thru you.

Tim Swift with JS Held will be the new building consultant engaged by Zurich.  
Either Tim or myself will try to be present tomorrow on site (weather permitting).  
I understand you won't be present, can you provide the names of the insurance persons that will be?

As discussed, we don't yet have the supporting document so until we can complete a full review I don't want to schedule any calls with the involved parties. Once we are in a position to discuss I'll reach out to you so we can arrange as call.

Any questions please let me know.

Jeff Gervasio | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



---

**From:** [Sandra.Ralph@sedgwick.com](mailto:Sandra.Ralph@sedgwick.com) <[Sandra.Ralph@sedgwick.com](mailto:Sandra.Ralph@sedgwick.com)>  
**Sent:** Wednesday, December 16, 2020 8:16 AM  
**To:** [james.parris@zurichna.com](mailto:james.parris@zurichna.com)  
**Cc:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Subject:** 5630058569 ACKNOWLEDGEMENT OF ASSIGNMENT District of Columbia, a Municipal Corporation MEC20108870

Dear James,

On behalf of [Jeffrey Gervasio](mailto:Jeffrey.Gervasio), this email will serve as a formal notification of receipt of the following new claim:

**Insured:** **District of Columbia, a Municipal**

**Corporation**

**Policy Number:** 0162703  
**Date of Loss:** 9/29/2020  
**Loss Location:** 425 C St NE  
Washington, DC, 20002  
**Description of Loss:** WATER  
**Your Claim Ref#:** 5630058569  
**Our Claim Ref#:** MEC20108870

If you have any comments or questions regarding this claim, please contact Jeffrey at [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com) or by phone at 301-922-0666.

Thank you for this opportunity to be of service.

Kind Regards,

Sandra Ralph

Administrative Assistant

We understand the challenges that exist with any claim in which the insured or claimant doesn't believe they have been compensated fairly or when there is a dispute regarding coverage afforded under the policy. Sedgwick takes its direction from its client and does not make coverage decisions. When there are disputes regarding claims, including but not limited to disputes over coverage, Sedgwick will look to its client for the defense and indemnification of claims arising out of the client's actions, decisions or directions.

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Any personal data acquired, processed or shared by us will be lawfully processed in line with applicable data protection legislation. If you have any questions regarding how we process personal data refer to our Privacy Notice <https://www.sedgwick.com/global-privacy-policy>. Any communication including this email and files/attachments transmitted with it are confidential and are intended solely for the use of the individual or entity to whom they are addressed. If this message has been sent to you in error, you must not copy, distribute or disclose of the information it contains and you must notify us immediately (contact is within the privacy policy) and delete the message from your system.

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://www.coronavirus.dc.gov).



**From:** Yeung, Sam (ORM)  
**Sent:** Tue, 5 Jan 2021 21:06:33 +0000  
**To:** Ross, Jed (ORM)  
**Subject:** Fw: [Assistance Request] Relief Fund Insurance Requirements

Fyi...DMPED

**From:** Thomas, Stephanie (EOM)  
**Sent:** Tuesday, January 5, 2021 3:58 PM  
**To:** Yeung, Sam (ORM); Waters, Jane (EOM)  
**Cc:** Thacker, Tiffany (EOM); Cook, Sybongile (EOM)  
**Subject:** [Assistance Request] Relief Fund Insurance Requirements

Deputy Chief Risk Officer Yeung and Ms. Water,

Kindly permit me to introduce myself. My name is Stephanie Thomas and I serve as the Director for Great Streets and Retail in the Office of the Deputy Mayor for Planning and Economic Development. My colleague, Tiffany Thacker, Deputy Director for Strategy and I were asked by our Business Unit Director, Sybongile Cook to reach out to ORM to share about the \$100 million Bridge Fund relief program that was recently launched and discuss insurance requirement considerations for subgrantees (awarded businesses).

We understand the grant insurance requirements and have discussed them at length. However, we also note businesses have shared that the coverage limits required by the District exceed the level/amounts of their insurance policies. As we are entering the application review process and grant funding is fast approaching, we would like to gain some additional insight. Would you be amenable to a 30-45-minute call with my colleague and me either tomorrow or Thursday?

Best,  
Stephanie

**Stephanie Thomas | Director of Great Streets and Retail**  
Government of the District of Columbia  
Office of the Deputy Mayor for Planning & Economic Development  
1350 Pennsylvania Avenue, NW, Suite 317 | Washington, DC 20004  
Cell: (202) 957-9891 | [Email](mailto:stephanie.thomas@dmped.dc.gov) | [www.dmped.dc.gov](http://www.dmped.dc.gov)



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**From:** Melvin Bodmer Jr  
**Sent:** Tue, 5 Jan 2021 21:05:29 +0000  
**To:** Evans, Valerie (EOM)  
**Cc:** Ross, Jed (ORM)  
**Subject:** RE: It's time to renew your PRIMA Membership!  
**Attachments:** Invoice.pdf, PRIMA Roster Form 2021.xlsx

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Hi Valarie,

Attached you will find the requested invoice. I have also attached the roster form. Please complete and return when you get a moment.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**

Direct: (703) 253-1266

[primacentral.org](http://primacentral.org)

---

**From:** Evans, Valerie (EOM) [mailto:[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)]  
**Sent:** Tuesday, January 5, 2021 9:15 AM  
**To:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** FW: It's time to renew your PRIMA Membership!

Good morning Mr. Bodmer:

In response to your email below, I would like to request a paper invoice. I do not have access to Mr. Ross's portal to pay by credit card. Please send by email for faster response.

Thanks so much.

---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Sent:** Monday, January 4, 2021 6:06 AM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** It's time to renew your PRIMA Membership!

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**Membership Expires: 3/31/2021**  
**Member ID: 11101816**  
**Membership Type: Government Member**  
**Membership Amount: \$ 385.00**

Hi Jed Ross,  
**HAPPY NEW YEAR!** It's time to renew your PRIMA organization membership! You are listed as the point of contact for your organization (**DC Gov't- Risk Management**), so log in today and renew your organization's membership.

If you would prefer a paper invoice, please reply to this email.

If you would like to pay over the phone, please contact me at the number at (703) 253-1266.



If you have already renewed your PRIMA organization membership, please disregard this email.

**Thank you for your continuing support!**

**Not sure how to renew your PRIMA organization membership online?**

**Instructions are listed below:**



1. Click the "[Login](#)" tab at the top of the page.
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3. **Follow prompts** to complete both individual and/or primary contact information and your organization's information.
4. When finished, click on "**Join/Renew**" located at the top of the page and begin your online transaction to join.

*For organizational membership*, please be sure to select the name of the organization from the drop-down menu and "Shop For" the organization.

Each organization membership includes FIVE additional roster member at no EXTRA COST to YOU or the organization. Email me and I will forward you the PRIMA roster form.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**

700 South Washington Street

Suite 218

Alexandria, VA 22314-4291

Main: (703) 528-7701

Direct: (703) 253-1266

Fax: (703) 739-0200

[primacentral.org](http://primacentral.org)



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**Order**

Jed Ross  
DC Gov't- Risk Management  
441 4th St NW Ste 800S  
Washington, DC 20001

Customer Number: 11101816  
Order Number: 121190  
Order Date: 1/5/2021  
Purchase Order:

**Please remit payment to:**

Public Risk Management Association  
700 South Washington Street  
Suite 218  
Alexandria, VA 22314-4291  
United States  
(P) (703) 528-7701  
(F) (703) 739-0200

**Credit Card Payment Information**

Credit Card Number: \_\_\_\_\_  
Card Type: \_\_\_\_\_ CVV#: \_\_\_\_\_  
Name On Card: \_\_\_\_\_  
Expiration Date: \_\_ / \_\_

|                              |                 |
|------------------------------|-----------------|
| <b>Balance Due</b>           | <b>\$385.00</b> |
| <b>Donation/Contribution</b> | <b>\$</b>       |
| <b>Total Payment Amount</b>  | <b>\$</b>       |

Order Tracking #121190 - 11101816

Parent Order #

DC Gov't- Risk Management  
441 4th St NW Ste 800S  
Washington, DC 20001

Customer Number: 11101816  
Order Number: 121190  
Order Date: 1/5/2021

Thank you for your purchase and continued support of the Public Risk Management Association (PRIMA).

| Item                       | Misc Product Notes | Unit Price | Quantity | Amount   |
|----------------------------|--------------------|------------|----------|----------|
| Government Member          |                    | \$385.00   | 1.00     | \$385.00 |
| Term: 4/1/2021 - 3/31/2022 |                    |            |          |          |
| <b>Subtotal</b>            |                    |            |          | \$385.00 |
| <b>Invoice Total</b>       |                    |            |          | \$385.00 |
| <b>Balance Due</b>         |                    |            |          | \$385.00 |

Balance due is payable in full within 30 days of date of invoice.

Please make check payable to "Public Risk Management Association".

Need a W9? Email Melvin Bodmer, Jr., at mbodmer@primacentral.org or call (703) 253-1266.

| Member Type       | Company | First Name | Last Name | Suffix | Title | Professional Designations | Email | Phone | Fax | Mailing Address | City | State | Zip |
|-------------------|---------|------------|-----------|--------|-------|---------------------------|-------|-------|-----|-----------------|------|-------|-----|
| Primary Contact   |         |            |           |        |       |                           |       |       |     |                 |      |       |     |
| Roster Member # 1 |         |            |           |        |       |                           |       |       | 0   |                 |      |       |     |
| Roster Member # 2 |         |            |           |        |       |                           |       |       | 0   |                 |      |       |     |
| Roster Member # 3 |         |            |           |        |       |                           |       |       | 0   |                 |      |       |     |
| Roster Member # 4 |         |            |           |        |       |                           |       |       | 0   |                 |      |       |     |
| Roster Member # 5 |         |            |           |        |       |                           |       |       | 0   |                 |      |       |     |

**As a organization/corporate membership type - you can add FIVE additional roster members to the profile at no extra cost to YOU!**

**\*Need additional employees to receive PRIMA benefits? Contact us!**

[Government Associate Member Rate - ONLY \\$220.00 per employee annually](#)

[Corporate Associate Member Rate - ONLY \\$374.00 per employee annually](#)

**\*Organization must be a PRIMA member in order to purchase/receive the associate member rates.**

Please complete and return to Melvin Bodmer, Jr. at [mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)

Still have questions? Please call 703.253.1266

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**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**

Direct: (703) 253-1266

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United States  
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**Credit Card Payment Information**

Credit Card Number: \_\_\_\_\_  
Card Type: \_\_\_\_\_ CVV#: \_\_\_\_\_  
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|                              |                 |
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Order Tracking #121190 - 11101816

Parent Order #

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441 4th St NW Ste 800S  
Washington, DC 20001

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| Member Type       | Company | First Name | Last Name | Suffix | Title | Professional Designations | Email | Phone | Fax | Mailing Address | City | State | Zip |
|-------------------|---------|------------|-----------|--------|-------|---------------------------|-------|-------|-----|-----------------|------|-------|-----|
| Primary Contact   |         |            |           |        |       |                           |       |       |     |                 |      |       |     |
| Roster Member # 1 |         |            |           |        |       |                           |       |       | 0   |                 |      |       |     |
| Roster Member # 2 |         |            |           |        |       |                           |       |       | 0   |                 |      |       |     |
| Roster Member # 3 |         |            |           |        |       |                           |       |       | 0   |                 |      |       |     |
| Roster Member # 4 |         |            |           |        |       |                           |       |       | 0   |                 |      |       |     |
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Please complete and return to Melvin Bodmer, Jr. at [mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)

Still have questions? Please call 703.253.1266



**From:** Waters, Jane (EOM)  
**Sent:** Tue, 5 Jan 2021 21:01:15 +0000  
**To:** Davis, Patrick (DCPS);Charon.Hines3@k12.dc.gov  
**Cc:** Ross, Jed (ORM);Barbera, Charles (EOM);Hudson-Hall, Conchita (DCPS);Swiatocha, Andrea (DCPS);Holt, Kasmin (DGS)  
**Subject:** FW: Peabody Schedule and IH

Pat,

2-534(e)

Regards - Jane

**Jane C. Waters**  
*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

**From:** Davis, Patrick (DCPS) <patrick.davis@k12.dc.gov>  
**Sent:** Tuesday, January 05, 2021 2:29 PM  
**To:** Waters, Jane (EOM) <jane.waters@dc.gov>; Healy, Patrick (EOM) <Patrick.Healy3@dc.gov>  
**Cc:** Hudson-Hall, Conchita (DCPS) <conchita.hudson-hall@k12.dc.gov>; Swiatocha, Andrea (DCPS) <Andrea.Swiatocha@k12.dc.gov>; Holt, Kasmin (DGS) <Kasmin.Holt@dc.gov>  
**Subject:** Peabody Schedule and IH

Hi Ms. Waters and Mr. Healy,

2-534(e)

2-534(e)

Thanks for your support.

Patrick

**Patrick Davis**

Chief Operating Officer

**Office of the Chief Operating Officer**

District of Columbia Public Schools

1200 First Street, NE

Washington, DC 20002

C: 202-365-4746

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Waters, Jane (EOM)  
**Sent:** Tue, 5 Jan 2021 21:01:15 +0000  
**To:** Davis, Patrick (DCPS);Charon.Hines3@k12.dc.gov  
**Cc:** Ross, Jed (ORM);Barbera, Charles (EOM);Hudson-Hall, Conchita (DCPS);Swiatocha, Andrea (DCPS);Holt, Kasmin (DGS)  
**Subject:** FW: Peabody Schedule and IH

Pat,

2-534(e)

Regards - Jane

**Jane C. Waters**  
*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Davis, Patrick (DCPS) <patrick.davis@k12.dc.gov>  
**Sent:** Tuesday, January 05, 2021 2:29 PM  
**To:** Waters, Jane (EOM) <jane.waters@dc.gov>; Healy, Patrick (EOM) <Patrick.Healy3@dc.gov>  
**Cc:** Hudson-Hall, Conchita (DCPS) <conchita.hudson-hall@k12.dc.gov>; Swiatocha, Andrea (DCPS) <Andrea.Swiatocha@k12.dc.gov>; Holt, Kasmin (DGS) <Kasmin.Holt@dc.gov>  
**Subject:** Peabody Schedule and IH

Hi Ms. Waters and Mr. Healy,

2-534(e)

2-534(e)

Thanks for your support.  
Patrick

**Patrick Davis**  
Chief Operating Officer

**Office of the Chief Operating Officer**  
District of Columbia Public Schools  
1200 First Street, NE  
Washington, DC 20002  
C: 202-365-4746

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Ross, Jed (ORM)  
**Sent:** Tue, 5 Jan 2021 20:50:22 +0000  
**To:** Waters, Jane (EOM)  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

Thanks Jane,  
Looks very exhaustive.  
I believe this should be a good conversation point about how extensive the initial review could have been.  
I look forward to your review and identifying the distinctions that are outlined in order to support DGS.  
Much appreciated!  
Thank you,  
Jed Ross  
Chief Risk Officer/Director  
D.C. Office of Risk Management (ORM)  
202-727-6056

----- Original message -----

**From:** "Waters, Jane (EOM)" <jane.waters@dc.gov>  
**Date:** 1/5/21 3:18 PM (GMT-05:00)  
**To:** "Ross, Jed (ORM)" <jed.ross@dc.gov>  
**Subject:** FW: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870  
Jed – FYI.

Regards - Jane

**Jane C. Waters**  
*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <Jeff.Gervasio@sedgwick.com>  
**Sent:** Tuesday, January 05, 2021 2:38 PM  
**To:** Waters, Jane (EOM) <jane.waters@dc.gov>  
**Cc:** James Parris <james.parris@zurichna.com>; Bob Martin <bob@meridian-consultants.net>; Timothy Swift <tswift@jsheld.com>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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Jane,

Per our discussions and your request enclosed is a copy of the Meridian report dated January 1<sup>st</sup> and prepared after their December inspection. Please share this information with whoever you deem appropriate on your end. If a call is needed to further discuss this report once it is reviewed internally please advise. We are looking to schedule an additional site meeting next week involving our Adjustment team and the DC team. I'll provide a proposed date/time in an email later this week.

With regard to the mitigation issue, please see below contact information for BMS CAT a MD based firm who can perform the required services outlined in the Meridian report

Tim Scott  
General Manager  
817-917-0251  
[tscott@bmsmanagement.com](mailto:tscott@bmsmanagement.com)  
[tscott@bmscat.com](mailto:tscott@bmscat.com)

Mr. Scott is aware of the situation and will work with Mr. Martin at Meridian on scope/pricing issues. There is no need for a written estimate prior to this mitigation work beginning on our end. Please contact Mr. Scott directly to arrange a site visit so the mitigation process may begin.

Zurich has agreed to pay BMS CAT directly for their services provided The District of Columbia signs a direction of payment which will be provided by the vendor and understands Zurich does not guarantee or warranty any work done by the vendor. Also, please understand the vendor works for you the insured, not the insurer. As explained, Meridian will be involved in the process on an on-going basis and will available address any questions or concerns during the process should they arise.

Any questions please let me know.

Thanks

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®





---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Monday, January 4, 2021 3:06 PM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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Hi Jeff,

Confirming today's call, we would like a copy of Meridian's report as soon as possible. I need to outline a SOW for the abatement/clean up for bidding purposes as well as show proof of the existing vendor's shortcomings.

Thanks much - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Sent:** Monday, January 04, 2021 10:16 AM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>; Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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I wanted to circle back on this as we begin a new week.

My understanding is Meridian was on site last week and provided 3 vendors BMS CAT, Belfor and Interstate who are on Zurich's approved list for remediation/restoration. How would you like to proceed

on your end with starting the process of engaging a firm? I understand there may be a need for multiple bids as DC protocol so the sooner this process begins the better.

Also, with regard to the damaged contents, thank you for the inventory. For now we request any damaged content remain on site. I'm working with Zurich to see how they want to proceed with further evaluation of these items.

Any questions please let me know or if you'd like to schedule a site meeting/call with the consultants let me know.

Thanks again for your help.

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



---

**From:** Gervasio, Jeffrey J.  
**Sent:** Tuesday, December 22, 2020 12:25 PM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>; Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

Ok thanks

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®





---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Tuesday, December 22, 2020 12:23 PM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>; Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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---

Thanks much – I will be onsite Monday.

Regards - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Sent:** Tuesday, December 22, 2020 12:14 PM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>; Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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Thank you, Meridian will move forward with their 12/28 site visit.

To confirm we have advised all involved consultants to only discuss the claim with members of the Risk Management team when they are on site, whether it be Mr. Preston or Mr. Healy. Apologies for the confusion earlier today.

As always an concerns please call me directly to discuss. We will update Zurich as necessary.

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
Office/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Tuesday, December 22, 2020 9:43 AM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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---

Absolutely Jeffrey.

Please schedule.

Thanks much - Jane

**Jane C. Waters**  
*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2266  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Sent:** Monday, December 21, 2020 3:01 PM

**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation  
Sedgwick # MEC20108870

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Looks like Meridian would like to be on site a week from today Monday 12/28 at 8:30am to start the moisture mapping.

Can someone from RM be on site to meet them at that time?

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
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**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Monday, December 21, 2020 9:01 AM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation  
Sedgwick # MEC20108870

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---

Jeff,

Understood – will follow up and advise.

Regards - Jane

**Jane C. Waters**



*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Sent:** Monday, December 21, 2020 8:51 AM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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With regard to the other additional consultant Meridian, they would like to wait for the IH final report before inspecting the location. Our understanding is the IH should have their final findings over either this week or next per comments in our meeting Thursday.  
Please provide a copy of this report for review upon receipt.

Thanks

Jeff Gervasio | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
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**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Friday, December 18, 2020 4:17 PM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>

**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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---

Thanks much Jeff,

Both Robert Preston and Pat Healy from ORM will be onsite – the same gentlemen that you met earlier this week.

Thanks much - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>

**Sent:** Friday, December 18, 2020 2:39 PM

**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>

**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>

**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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The Held person contact information is below

Chris Antinora | Senior Vice President-Regional Lead  
J.S. Held LLC  
Six Drummond Place, Suite 1, Red Bank, NJ 07701  
Office 732-219-9660 | Mobile 609-217-0741

Chris is copied and can be on site as early as 8-10 am on Tuesday 12/22. Please let us know what time works best on your end.

I don't believe he will need to speak to anyone in particular just have someone on site that is familiar with the location.

Thanks

Jeff Gervasio | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



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**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Friday, December 18, 2020 11:29 AM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** [tswift@jsheld.com](mailto:tswift@jsheld.com); Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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Thanks Jeffrey,

Tuesday is fine for JS Held. ORM will meet him at Peabody. We just need a timeframe for arrival and also need to know if he needs to speak with anyone special.

Appreciate your diligence. We promise to be very responsive.

Regards - Jane

**Jane C. Waters**  
*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Sent:** Friday, December 18, 2020 10:45 AM



**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** [tswift@jsheld.com](mailto:tswift@jsheld.com); Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870  
**Importance:** High

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Jane,

Thanks for discussing this with me yesterday. As the claim progresses we will have requests for information that will be sent.

As discussed Zurich is engaging additional consultants to evaluate the potential moisture to the building and the technology impacted.

Chris Antinora, also with JS Held, will be the technology expert. He would like to visit the location Tuesday 12/22 or Weds 12/23 of this coming week. Please let me know the availability of your staff to accommodate this inspection. Chris will be traveling from NJ but could be on site in the AM.

Zurich has engaged Meridian to moisture map the location. We are corresponding with them now and will reach out to schedule their site visit once I have some feedback.

I'm in the process of reviewing the submitted support. As the claim progresses we will have requests for information that will be sent to this thread only. We will not be commenting to any other involved party from DC Govt per your request.

Thanks again for your help any questions let me know.

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Wednesday, December 16, 2020 2:02 PM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>; James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>





|   |   |             |  |        |                       |   |  |   |   |   |  |   |  |  |                  |   |   |   |             |                            |                       |                            |  |   |  |   |             |
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|---|---|-------------|--|--------|-----------------------|---|--|---|---|---|--|---|--|--|------------------|---|---|---|-------------|----------------------------|-----------------------|----------------------------|--|---|--|---|-------------|

- <sup>rd</sup> floor flooded; lost power
- Water did not touch the perimeter of the building
- Computers and smart screens are in the building – some still work.
- GC has not yet been engaged – will need to go out to bid.
- Invoices forthcoming
- DGS/Architects are preparing a ROM (rough order of magnitude) report
- Invoices are forthcoming

All previous info is attached.

Please advise additional info needed.

Any questions/concerns/requests for additional info should come through me. My direct contact # is 443-472-2655

Regards - Jane

**Jane C. Waters**  
Insurance Program Administrator  
Office of Risk Management (ORM)

Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Sent:** Wednesday, December 16, 2020 12:58 PM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Tim Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870  
**Importance:** High

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Both Tim from Held and myself will be on site tomorrow, weather permitting, around 10am.

If you could please provide the contact names for your risk management ppl and any supporting documentation you may have ASAP so we can review prior to our inspection.

Any questions please let me know. Thanks

Jeff Gervasio | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
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---

**From:** Gervasio, Jeffrey J.  
**Sent:** Wednesday, December 16, 2020 10:34 AM  
**To:** [jane.waters@dc.gov](mailto:jane.waters@dc.gov)  
**Cc:** James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Tim Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>  
**Subject:** NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

Thank you for taking time this AM to discuss this loss with me. I will be the primary local contact for Zurich and report directly to Mr. Parris. As requested all contact on my end will come thru you.

Tim Swift with JS Held will be the new building consultant engaged by Zurich.  
Either Tim or myself will try to be present tomorrow on site (weather permitting).  
I understand you won't be present, can you provide the names of the insurance persons that will be?

As discussed, we don't yet have the supporting document so until we can complete a full review I don't want to schedule any calls with the involved parties. Once we are in a position to discuss I'll reach out to you so we can arrange as call.

Any questions please let me know.

Jeff Gervasio | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



---

**From:** [Sandra.Ralph@sedgwick.com](mailto:Sandra.Ralph@sedgwick.com) <[Sandra.Ralph@sedgwick.com](mailto:Sandra.Ralph@sedgwick.com)>  
**Sent:** Wednesday, December 16, 2020 8:16 AM  
**To:** [james.parris@zurichna.com](mailto:james.parris@zurichna.com)  
**Cc:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Subject:** 5630058569 ACKNOWLEDGEMENT OF ASSIGNMENT District of Columbia, a Municipal Corporation MEC20108870

Dear James,

On behalf of [Jeffrey Gervasio](mailto:Jeffrey.Gervasio), this email will serve as a formal notification of receipt of the following new claim:

|                       |  |
|-----------------------|--|
| <b>Insured:</b>       | <b>District of Columbia, a Municipal Corporation</b> |
| <b>Policy Number:</b> | 0162703  |
| <b>Date of Loss:</b>  | 9/29/2020  |
| <b>Loss Location:</b> | 425 C St NE  |

Washington, DC, 20002  
**Description of Loss:** WATER  
**Your Claim Ref#:** 5630058569  
**Our Claim Ref#:** MEC20108870

If you have any comments or questions regarding this claim, please contact Jeffrey at [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com) or by phone at 301-922-0666.

Thank you for this opportunity to be of service.

Kind Regards,

Sandra Ralph

Administrative Assistant

We understand the challenges that exist with any claim in which the insured or claimant doesn't believe they have been compensated fairly or when there is a dispute regarding coverage afforded under the policy. Sedgwick takes its direction from its client and does not make coverage decisions. When there are disputes regarding claims, including but not limited to disputes over coverage, Sedgwick will look to its client for the defense and indemnification of claims arising out of the client's actions, decisions or directions.

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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**From:** Scales, Wanda (OIG) on behalf of "Binelli, Robert (OIG)" <robert.binelli@dc.gov>  
**Sent:** Tue, 5 Jan 2021 20:20:16 +0000  
**To:** Alexander, Cassandra (OCFO);Allen, Brett (Council);Anthony, Lavita (EOM);Arnold, Dinell (OIG);Badiaga, Bacary;Barry, Timothy (OCFO);Bates, Darreisha M;Branson, Karen (OIG);Carlile, Saesha (DDOT);Carraway, Averil (COUNCIL);Cavendish, Betsy (EOM);Cherukuri, Suneel (OCTO);CJ Sampson;ctalex1961@yahoo.com;Dines, George (OCFO);Edwin Kago;Fuller, Traci (OCFO);Gill, Adriane (HSEMA);Gindaba, Fekede (OIG);Hampton, Ben (EOM);Harrison, Carol (OCTO);Hart, Marie (OIG);Howell, Katrice (OIG);Jackson, Vanessa (OCFO);Jacobs, Angell (OCFO);Jatana Coleman;Jones, Lynnette (OCFO);Kreiwirth, Barry (EOM);Lee, Ashley (OCFO);Ichukwuma;Lucas, Daniel W. (OIG);Matthias, Wilma (OCFO);Matties, Deb (OCTO);Micah Clinger;Moore, Deliciav (DDS);Murray, Chris (EOM);Natasha Brown;Omisore, Diji (OCFO);Onojeta, Michael (OIG);Parker, Lindsey (OCTO);psheeley;Peter Regis;Provotorova, Olga (OCFO);Reagan, Jack;Reed, Jennifer (EOM);Ross, Jed (ORM);Shaffer, Darrin (DHCF);Slack, Bill (OCFO);Steele, Ngina M. (OCP);Stewart, Shaneah (EOM);White, Robin (OCP);Wilcoxson, Matthew (OIG);Wilson, Cinnamon (OIG);Wray, Lisa (EOM);Yarussi, Jaime (OIG);Yeung, Sam (ORM);Mark Schwartz;Scales, Wanda (OIG)  
**Cc:** Wayne McConnell;Kelly Watson;Odysseus Lanier  
**Subject:** CAFR Oversight Committee Meeting  
**Attachments:** CAFR Agenda 1-6-21.pdf, DC CAFR Oversight Committee Meeting 1\_6\_2021 Revised.pdf

## CAFR Oversight Committee

This is a WebEx invitation to the District of Columbia CAFR Oversight Committee Briefing. Use the link below to join the meeting. Please be aware that this meeting will be recorded.

Presentation slides and agenda for preview.

The last meeting may be viewed at [CAFR Oversight-2020.12.30](#). If this link doesn't work with your default web browser, copy and paste the link in an alternate browser; e.g., Google Chrome, Internet Explorer, Microsoft Edge, etc.

Note: If you are no longer your organization's point of contact (POC) for the CAFR or require a change to this mailing list, reply via email to the meeting organizer (do not reply all). Please forward this email to the correct POC and copy the meeting organizer.

Thank you.

Robert J. Binelli  
Director of Financial and Information System Audits  
Office of the Inspector General, Audit Unit

Government of the District of Columbia  
717 14th Street, N.W., Suite 500  
Washington, DC 20005  
Phone: 202-727-9284  
[robert.binelli@dc.gov](mailto:robert.binelli@dc.gov)

-- Do not delete or change any of the following text. --

2-534(e)

If you are a host, [click here](#) to view host information. IMPORTANT NOTICE: Please note that this Webex service allows audio and other information sent during the session to be recorded, which may be discoverable in a legal matter. By joining this session, you automatically consent to such recordings. If you do not consent to being recorded, discuss your concerns with the host or do not join the session.

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Office of the Inspector General**



Audit of the District's Financial Statements (FY 2020)  
CAFR Oversight Committee Meeting  
January 6, 2021 – 2:00 p.m.

**AGENDA**

Opening Remarks/Call to Order .....Fekede Gindaba  
Assistant IG for Audits  
Office of the Inspector General  
Chair, CAFR Committee

Update of Outstanding Items from Prior Week ..... Fekede Gindaba

Audit Status Update..... Jack Reagan, CPA, Engagement Partner  
Micah Clinger, CPA, Audit Director  
McConnell & Jones LLP

Question and Answers

Comments..... Representative, OCFO, Office of  
Financial Operations and Systems

Closing Comments and Adjournment .....Fekede Gindaba

**NEXT MEETING: Wednesday, January 13, 2021**



**District of Columbia  
Office of the Inspector General**

**CAFR Oversight Committee Meeting**

**January 6, 2021**



**MJ**

**McCONNELL & JONES LLP**  
CERTIFIED PUBLIC ACCOUNTANTS



## Central Leadership Team

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- Jack Reagan, *Engagement Partner*
- Mark Schwartz, *Audit Partner*
- Charlton Sampson, *IT Partner*
- Micah Clinger, *Audit Director*
- Natasha Brown, *Audit Senior Manager*
- Jatana Coleman, *Audit Manager*

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| MJ Audit Approach and Overall Status   | Slide 11 |
| Audit Status by Audit Unit and<br>Plans for Next Period (January 2 to January 8) | Slide 17 |
| Key Points of Contact Information  | Slide 31 |
| Questions and Open Dialogue  | Slide 33 |

MJ

# Executive Summary

## Executive Summary

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### Purpose

- ✓ To provide the status of the fiscal year 2020 District of Columbia Government CAFR audit.

### Audit Status by Component

- ✓ Accomplishments to date – January 1, 2021.
- ✓ Accomplishments expected for next period – January 2, 2021 to January 8, 2021.

### MJ's Risk-Based Audit Approach

- ✓ Significant partner, director, and manager involvement in planning and risk assessment at the front end of the audit, in addition to subsequent phases of the audit.
- ✓ Obtain understanding of the District and its operations, significant risks, and account balances.

## Executive Summary

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### Areas Behind Target or Need Attention

- ✓ Behind target for internal target dates shown on slide 16, but will meet January 4<sup>th</sup> contractual date, except for:
  - ✓ Unemployment Compensation Fund (UCF) - We have increased testing as a result of increased activity and risk related to UCF due to COVID, and we expect to issue this opinion late in the week of January 4<sup>th</sup>
  - ✓ UDC, HBX, HTF, Lottery, UMC, and Events DC - Exit meeting to be held January 4<sup>th</sup> for UDC, January 5<sup>th</sup> for HBX, and January 6<sup>th</sup> for the UMC HTF, Lottery and Events DC, with final reports and financial statements to be issued on January 5<sup>th</sup> or 6<sup>th</sup> after final financial statement review comments have been satisfactorily addressed by the entities/fund and formatting of final financial statements completed
- ✓ OCP - COVID expense sample support that is overdue:
  - ✓ Regular Vouchers - 3 contracts
  - ✓ P-cards - 4 contracts, 4 receipts, 2 invoices, and 1 approval
  - ✓ Direct Vouchers - 12 contracts, 33 receipts, 8 invoices, and 12 approvals

## Executive Summary

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### Areas Behind Target or Need Attention (cont.)

- ✓ Behind target for review of 3<sup>rd</sup> Party Auditor workpapers as outlined on slide 15. All audit opinions (except Retirement Board) were scheduled to be issued by December 31, 2020. We have coordinated to perform reviews the week of January 4, 2021.
- ✓ 3<sup>rd</sup> Party Auditor (BCA WatsonRice) has not received financial statements from the Retirement Board as of January 1<sup>st</sup>.

### Areas that Need Management's Assistance to Get Cooperation

- ✓ None

### Significant Issues to Bring to Your Attention

- ✓ Retirement Board and Housing Finance Agency delays

## Overall Risk Assessment and Planning

|   | <u>Risk Assessment<br/>and Audit<br/>Approach</u> | <u>Planning and<br/>Coordination</u> | <u>Preliminary<br/>Fieldwork</u> | <u>Final Fieldwork</u> |
|---|---|--------------------------------------|----------------------------------|------------------------|
| CAFR  | Complete  | Complete                             | Complete                         | In Process             |
| Washington Convention and Sports Authority                    | Complete  | Complete                             | Complete                         | Complete               |
| University of the District of Columbia                        | Complete  | Complete                             | Complete                         | Complete               |
| Not-For-Profit Hospital Corporation                           | Complete  | Complete                             | Complete                         | Complete               |
| DC Health Benefit Exchange Authority                          | Complete  | Complete                             | Complete                         | Complete               |
| District of Columbia Lottery & Charitable Games Control Board | Complete  | Complete                             | Complete                         | Complete               |
| Unemployment Compensation Trust Fund                          | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Other Post-Employment Benefit Trust Fund | Complete  | Complete                             | Complete                         | Complete               |
| District of Columbia Home Purchase Assistance Program         | Complete  | Complete                             | Complete                         | Complete               |
| District of Columbia E911 / 311 Fund                          | Complete  | Complete                             | Complete                         | Complete               |
| Highway Trust Fund  | Complete  | Complete                             | Complete                         | Complete               |

## Summary of Prior Year Findings and Mgt Recommendations

| Entity   | Prior Year Status |          |            |                |          |            |
|--|-------------------|----------|------------|----------------|----------|------------|
|  | Recommendations   |          |            | Best Practices |          |            |
|  | Total Number      | Resolved | In Process | Total Number   | Resolved | In Process |
| Home Purchase Assistance Program   | 1                 | -        | 1          | -              | -        | -          |
| University of the District of Columbia   | 1                 | 1        | -          | -              | -        | -          |
| Washington Convention and Sports Authority                                       | 2                 | 2        | -          | -              | -        | -          |
| Not-For-Profit Hospital Corporation  | 3                 | -        | 3          | 2              | -        | 2          |
| District of Columbia Lottery and Charitable Games Control Board                  | 1                 | 1        | -          | 1              | 1        | -          |
| Teachers' Retirement Fund and Police Officers and Fire Fighters' Retirement Fund | 1                 | -        | 1          | 3              | -        | 3          |
| Office of Chief Technology Officer   | 1                 | -        | 1          | 1              | -        | 1          |
| DC Government  | 4                 | 2        | 2          | -              | -        | -          |



## Summary of Current Year Recommendations

| Agency                                     | Reference #               | Title of Recommendation  | Management's Response |
|--|---------------------------|--|-----------------------|
| District of Columbia Public Schools (DCPS) | General Government 2020-1 | Frequency of Payroll Clean-up Process  | Agrees                |
| District of Columbia Public Schools (DCPS) | General Government 2020-2 | Approval on Notification of Personnel Action forms   | Agrees                |
| Department of General Services (DGS)       | General Government 2020-3 | Controls over Compliance with the Quick Payment Act of 1984 were not Operating Effectively           | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-4 | Controls Over Authenticator Management   Password-based Authentication were Not Operating            | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-5 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-6 | Controls Over Least Privilege   Review of User Privileges were Not Operating Effectively             | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-7 | Controls provide reasonable assurance that employees receive proper security awareness training      | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-8 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-9 | Controls Over Terminated User Access Are Ineffective   | Agrees                |

## Summary of Current Year Recommendations

| Agency                                     | Reference #                | Title of Recommendation   | Management's Response |
|--|----------------------------|---|-----------------------|
| Department of Employment Services (DOES)   | General Government 2020-10 | Controls Over Security Awareness Training and Policy Acknowledgment Procedures were Not Operating Effectively                         | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-1                 | Controls Over Applying Cash Receipts to SNF Patients' Accounts were Not Operating Effectively   | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-2                 | Controls Over Review, Approval, and Maintenance of HR/Payroll Files were Not Operating Effectively                                    | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-3                 | Controls Over Data Center- Fire Suppression System Not in Working Order   | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-4                 | Controls Over Effective Periodic Access Review  | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-5                 | Controls Over Timely Removal of Terminated Employee   | Agrees                |
| University of the District of Columbia     | UDC 2020-1                 | Control over Periodic Access Review does not appear to be operating effectively   | Agrees                |
| University of the District of Columbia     | UDC 2020-2                 | Control over performing vulnerability scans on a timely basis appears not to be operating effectively                                 | Agrees                |
| Washington Convention and Sports Authority | WCSA 2020-1                | Controls Over A Well-Defined Policy and Procedure Over Frequency of a Periodic Access Review Appears Not to be Designed Appropriately | Agrees                |

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# **MJ Audit Approach and Overall Status**



## Our Audit Approach

Our approach focuses more on areas of greatest risks by analyzing audit risks, setting materiality thresholds based on audit risk analysis, and developing audit programs that allocate a larger portion of audit resources to high-risk areas. During your audit, we also determine effectiveness and adequacy of your internal controls for ensuring proper financial accountability, efficient operations, and compliance.



### IT AUDIT

Evaluate controls over the IT environment and use data extraction software, where applicable, to audit transactions through your financial information system.

## Overall Status



**Planning Phase:** Complete

- ✓ Included risk assessment and audit approach for CAFR and all Components
- ✓ Included planning and coordination for CAFR and all Components

**Preliminary/Interim Work:** Complete

**Final Phase:** In Process (complete for Components)

**Reporting:** In Process (for Components)

## Schedule by Unit

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning | Assess & Test Controls | Preliminary Management Points | Substantive Testing | GAAS Compliance | Audit Sign Off | Issue Reports |
|---|----------|------------------------|-------------------------------|---------------------|-----------------|----------------|---------------|
| CAFR  | July     | July - September       | October                       | November - January  | January         | January        | January       |
| University of the District of Columbia      | July     | July - September       | October                       | November - December | December        | December       | December      |
| Unemployment Compensation Trust Fund        | July     | July - September       | October                       | December            | December        | December       | December      |
| DC OPEB Fund                                | July     | July - September       | October                       | December            | December        | December       | December      |
| Not-For-Profit Hospital Corporation         | July     | July - September       | October                       | December            | December        | December       | December      |
| Washington Convention and Sports Authority  | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Lottery & Charitable Games Control Board | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Home Purchase Assistance Program         | July     | July - September       | October                       | December            | December        | December       | December      |
| DC E911 / 311 Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Health Benefit Exchange Authority        | July     | July - September       | October                       | December            | December        | December       | December      |
| Highway Trust Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |



## Procedures on Third Party Organizational Units

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning  | Review of Third Party Auditor Workpapers | Reporting          |
|---|-----------|--|--------------------|
| Housing Finance Agency                        | September | December                                 | December / January |
| D.C. Tobacco Settlement Financing Corporation | October   | December                                 | December / January |
| D.C. Green Finance Authority                  | December  | January                                  | December / January |
| D.C. Retirement Board                         | October   | December                                 | December / January |
| Section 529 College Savings Plan              | September | December                                 | December / January |
| 401 A-Deferred Compensation Plan              | October   | December                                 | December / January |
| 457-Deferred Compensation Plan                | October   | December                                 | December / January |

## Schedule by Unit

| Entity                                      | Entrance Meeting Date | Preliminary Including Test of Controls |           | Final and Sign-off |            | Approved statements to Issue | Contractual Due Date of 1/4/2021 | Exit Meeting Date | Issued Statement |          |
|---|-----------------------|--|-----------|--------------------|------------|------------------------------|----------------------------------|-------------------|------------------|----------|
|   |                       | Planned                                | Actual    | Planned            | Actual     | Planned                      | Actual                           |                   | Planned          | Actual   |
| CAFR  | 6/11/2020             | 9/30/2020                              | 9/30/2020 | 1/20/2021          | TBD        | 1/22/2021                    | TBD                              | TBD               | 1/31/2021        | TBD      |
| University of the District of Columbia      | 6/25/2020             | 9/30/2020                              | 9/29/2020 | 12/21/2020         | 1/2/2021   | 12/22/2020                   | TBD                              | 1/4/2021          | 12/23/2020       | TBD      |
| Unemployment Compensation Trust Fund        | 7/16/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | TBD               | 12/23/2020       | TBD      |
| DC OPEB Fund                                | 7/8/2020              | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 1/3/2021   | 12/22/2020                   | 1/4/2021                         | 1/4/2021          | 12/23/2020       | 1/5/2021 |
| Not-For-Profit Hospital Corporation         | 7/9/2020              | 9/30/2020                              | 9/29/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| Washington Convention and Sports Authority  | 7/10/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| DC Lottery & Charitable Games Control Board | 6/22/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 1/3/2021   | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| DC Home Purchase Assistance Program         | 6/23/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 12/30/2020 | 12/22/2020                   | 12/31/2020                       | 12/31/2020        | 12/23/2020       | 1/4/2021 |
| DC E911 / 311 Fund                          | 7/14/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 12/30/2020 | 12/22/2020                   | 12/31/2020                       | 12/30/2020        | 12/23/2020       | 1/5/2021 |
| DC Health Benefit Exchange Authority        | 7/22/2020             | 9/30/2020                              | 9/21/2020 | 12/21/2020         | 12/31/2020 | 12/22/2020                   | TBD                              | 1/5/2021 *        | 12/23/2020       | TBD      |
| Highway Trust Fund                          | 7/15/2020             | 9/30/2020                              | 9/30/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| Highway Trust Fund Forecast                 | 7/15/2020             | 1/31/2021                              | TBD       | 4/16/2021          | TBD        | 4/22/2021                    | TBD                              | TBD               | 4/26/2021        | TBD      |
|   |                       |  |           |                    |            |                              |                                  |                   |                  |          |
| GAAS Opinion                                |                       | N/A                                    |           | 1/20/2021          | TBD        | 1/22/2021                    | TBD                              |                   | 1/22/2021        | TBD      |
| Final Management letter                     |                       | 11/2/2020                              | TBD       | 1/27/2021          | TBD        | 1/29/2021                    | TBD                              |                   | 1/29/2021        | TBD      |
| Council Presentation                        |                       | N/A                                    |           |                    |            |                              |                                  |                   | TBD              | TBD      |

\* Planned meeting date



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# **Audit Status by Audit Unit and Plans for Next Period**

**January 2, 2021 to January 8, 2021**

## CAFR Accomplishments

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued with year end substantive fieldwork procedures for various other audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other
- ✓ Final prepared by client (PBC) requests – request items have been coming in for final fieldwork. Monitoring and follow up on items occurred throughout the period.

## CAFR Accomplishments CONT'D

---

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Continue to perform fraud related inquiries.
- ✓ Continue with year end substantive fieldwork procedures for various audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Washington Convention and Sports Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and quality control (QC) review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Team to clear review comments throughout file.
- ✓ Hold exit meeting on Wednesday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## University of the District of Columbia

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Hold exit meeting on Monday, January 4, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **Not-for-Profit Hospital Corporation**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Team to clear review comments throughout file.
- ✓ Hold exit meeting on Wednesday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Health Benefit Exchange Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Hold exit meeting on Monday, January 5, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **D.C. Lottery and Charitable Control Board**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Hold exit meeting on Monday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None



## Other Post-Employment Benefit Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Hold exit meeting on Monday, January 4, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Unemployment Compensation Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Home Purchase Assistance Program

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Held exit meeting with Program management.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **E 911 / 311 Fund**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Held exit meeting with Fund management.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Highway Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Team to clear review comments throughout file.
- ✓ Hold exit meeting on Wednesday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Third Party Audited Organizational Units

**FOR THE FOLLOWING TWO COMPONENT UNITS (CU) AND THE FOUR OTHER ORGANIZATIONAL UNITS (OU):**

- ✓ Housing Finance Agency (CU)
- ✓ D.C. Tobacco Settlement Financing Corporation (CU)
- ✓ D.C. Green Finance Authority (CU)
- ✓ D.C. Retirement Board (OU)
- ✓ Section 529 College Savings Plan (OU)
- ✓ 401 A-Deferred Compensation Plan (OU)
- ✓ 457-Deferred Compensation Plan (OU)

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Finalized contract modification for D.C. Green Finance Authority, and coordinated with the Authority to review the 3<sup>rd</sup> Party Auditor's work papers the week of January 4, 2021
- ✓ Meeting with D.C. Retirement Board regarding delays

### **ACCOMPLISHMENT EXPECTED FOR NEXT PERIOD**

- ✓ Perform review of 3<sup>rd</sup> Party Auditor work papers for CUs and OUs (dates not scheduled), except for Housing Finance Agency, D.C. Retirement Board, and 401 & 457 Plans (Plans scheduled for January 12, 2021)

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ D.C. Retirement Board are a week to 10 days behind schedule

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# Key Points of Contact Information

## Key Points of Contact Information

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### **Jack Reagan, CPA**

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# Questions Open Dialogue

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**From:** Scales, Wanda (OIG) on behalf of "Binelli, Robert (OIG)" <robert.binelli@dc.gov>  
**Sent:** Tue, 5 Jan 2021 20:20:16 +0000  
**To:** Alexander, Cassandra (OCFO);Allen, Brett (Council);Anthony, Lavita (EOM);Arnold, Dinell (OIG);Badiaga, Bacary;Barry, Timothy (OCFO);Bates, Darreisha M;Branson, Karen (OIG);Carlile, Saesha (DDOT);Carraway, Averil (COUNCIL);Cavendish, Betsy (EOM);Cherukuri, Suneel (OCTO);CJ Sampson;ctalex1961@yahoo.com;Dines, George (OCFO);Edwin Kago;Fuller, Traci (OCFO);Gill, Adriane (HSEMA);Gindaba, Fekede (OIG);Hampton, Ben (EOM);Harrison, Carol (OCTO);Hart, Marie (OIG);Howell, Katrice (OIG);Jackson, Vanessa (OCFO);Jacobs, Angell (OCFO);Jatana Coleman;Jones, Lynnette (OCFO);Kreiwirth, Barry (EOM);Lee, Ashley (OCFO);Ichukwuma;Lucas, Daniel W. (OIG);Matthias, Wilma (OCFO);Matties, Deb (OCTO);Micah Clinger;Moore, Deliciav (DDS);Murray, Chris (EOM);Natasha Brown;Omisore, Diji (OCFO);Onojeta, Michael (OIG);Parker, Lindsey (OCTO);psheeley;Peter Regis;Provotorova, Olga (OCFO);Reagan, Jack;Reed, Jennifer (EOM);Ross, Jed (ORM);Shaffer, Darrin (DHCF);Slack, Bill (OCFO);Steele, Ngina M. (OCP);Stewart, Shaneah (EOM);White, Robin (OCP);Wilcoxson, Matthew (OIG);Wilson, Cinnamon (OIG);Wray, Lisa (EOM);Yarussi, Jaime (OIG);Yeung, Sam (ORM);Mark Schwartz;Scales, Wanda (OIG)  
**Cc:** Wayne McConnell;Kelly Watson;Odysseus Lanier  
**Subject:** CAFR Oversight Committee Meeting  
**Attachments:** CAFR Agenda 1-6-21.pdf, DC CAFR Oversight Committee Meeting 1\_6\_2021 Revised.pdf

## CAFR Oversight Committee

This is a WebEx invitation to the District of Columbia CAFR Oversight Committee Briefing. Use the link below to join the meeting. Please be aware that this meeting will be recorded.

Presentation slides and agenda for preview.

The last meeting may be viewed at [CAFR Oversight-2020.12.30](#). If this link doesn't work with your default web browser, copy and paste the link in an alternate browser; e.g., Google Chrome, Internet Explorer, Microsoft Edge, etc.

Note: If you are no longer your organization's point of contact (POC) for the CAFR or require a change to this mailing list, reply via email to the meeting organizer (do not reply all). Please forward this email to the correct POC and copy the meeting organizer.

Thank you.

Robert J. Binelli  
Director of Financial and Information System Audits  
Office of the Inspector General, Audit Unit

Government of the District of Columbia  
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Phone: 202-727-9284  
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-- Do not delete or change any of the following text. --

2-534(e)

[Can't join the meeting?](#)

If you are a host, [click here](#) to view host information. IMPORTANT NOTICE: Please note that this Webex service allows audio and other information sent during the session to be recorded, which may be discoverable in a legal matter. By joining this session, you automatically consent to such recordings. If you do not consent to being recorded, discuss your concerns with the host or do not join the session.

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Office of the Inspector General**



Audit of the District's Financial Statements (FY 2020)  
CAFR Oversight Committee Meeting  
January 6, 2021 – 2:00 p.m.

**AGENDA**

Opening Remarks/Call to Order .....Fekede Gindaba  
Assistant IG for Audits  
Office of the Inspector General  
Chair, CAFR Committee

Update of Outstanding Items from Prior Week ..... Fekede Gindaba

Audit Status Update..... Jack Reagan, CPA, Engagement Partner  
Micah Clinger, CPA, Audit Director  
McConnell & Jones LLP

Question and Answers

Comments..... Representative, OCFO, Office of  
Financial Operations and Systems

Closing Comments and Adjournment .....Fekede Gindaba

**NEXT MEETING: Wednesday, January 13, 2021**





**District of Columbia  
Office of the Inspector General**

**CAFR Oversight Committee Meeting**

**January 6, 2021**



**MJ**

**McCONNELL & JONES LLP**  
CERTIFIED PUBLIC ACCOUNTANTS

## Central Leadership Team

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- Jack Reagan, *Engagement Partner*
- Mark Schwartz, *Audit Partner*
- Charlton Sampson, *IT Partner*
- Micah Clinger, *Audit Director*
- Natasha Brown, *Audit Senior Manager*
- Jatana Coleman, *Audit Manager*

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| Audit Status by Audit Unit and<br>Plans for Next Period (January 2 to January 8) | Slide 17 |
| Key Points of Contact Information  | Slide 31 |
| Questions and Open Dialogue  | Slide 33 |

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# Executive Summary



## Executive Summary

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### Purpose

- ✓ To provide the status of the fiscal year 2020 District of Columbia Government CAFR audit.

### Audit Status by Component

- ✓ Accomplishments to date – January 1, 2021.
- ✓ Accomplishments expected for next period – January 2, 2021 to January 8, 2021.

### MJ's Risk-Based Audit Approach

- ✓ Significant partner, director, and manager involvement in planning and risk assessment at the front end of the audit, in addition to subsequent phases of the audit.
- ✓ Obtain understanding of the District and its operations, significant risks, and account balances.

## Executive Summary

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### Areas Behind Target or Need Attention

- ✓ Behind target for internal target dates shown on slide 16, but will meet January 4<sup>th</sup> contractual date, except for:
  - ✓ Unemployment Compensation Fund (UCF) - We have increased testing as a result of increased activity and risk related to UCF due to COVID, and we expect to issue this opinion late in the week of January 4<sup>th</sup>
  - ✓ UDC, HBX, HTF, Lottery, UMC, and Events DC - Exit meeting to be held January 4<sup>th</sup> for UDC, January 5<sup>th</sup> for HBX, and January 6<sup>th</sup> for the UMC HTF, Lottery and Events DC, with final reports and financial statements to be issued on January 5<sup>th</sup> or 6<sup>th</sup> after final financial statement review comments have been satisfactorily addressed by the entities/fund and formatting of final financial statements completed
- ✓ OCP - COVID expense sample support that is overdue:
  - ✓ Regular Vouchers - 3 contracts
  - ✓ P-cards - 4 contracts, 4 receipts, 2 invoices, and 1 approval
  - ✓ Direct Vouchers - 12 contracts, 33 receipts, 8 invoices, and 12 approvals

## Executive Summary

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### Areas Behind Target or Need Attention (cont.)

- ✓ Behind target for review of 3<sup>rd</sup> Party Auditor workpapers as outlined on slide 15. All audit opinions (except Retirement Board) were scheduled to be issued by December 31, 2020. We have coordinated to perform reviews the week of January 4, 2021.
- ✓ 3<sup>rd</sup> Party Auditor (BCA WatsonRice) has not received financial statements from the Retirement Board as of January 1<sup>st</sup>.

### Areas that Need Management's Assistance to Get Cooperation

- ✓ None

### Significant Issues to Bring to Your Attention

- ✓ Retirement Board and Housing Finance Agency delays

# Overall Risk Assessment and Planning

|   | <u>Risk Assessment<br/>and Audit<br/>Approach</u> | <u>Planning and<br/>Coordination</u> | <u>Preliminary<br/>Fieldwork</u> | <u>Final Fieldwork</u> |
|---|---|--------------------------------------|----------------------------------|------------------------|
| CAFR  | Complete  | Complete                             | Complete                         | In Process             |
| Washington Convention and Sports Authority                    | Complete  | Complete                             | Complete                         | Complete               |
| University of the District of Columbia                        | Complete  | Complete                             | Complete                         | Complete               |
| Not-For-Profit Hospital Corporation                           | Complete  | Complete                             | Complete                         | Complete               |
| DC Health Benefit Exchange Authority                          | Complete  | Complete                             | Complete                         | Complete               |
| District of Columbia Lottery & Charitable Games Control Board | Complete  | Complete                             | Complete                         | Complete               |
| Unemployment Compensation Trust Fund                          | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Other Post-Employment Benefit Trust Fund | Complete  | Complete                             | Complete                         | Complete               |
| District of Columbia Home Purchase Assistance Program         | Complete  | Complete                             | Complete                         | Complete               |
| District of Columbia E911 / 311 Fund                          | Complete  | Complete                             | Complete                         | Complete               |
| Highway Trust Fund  | Complete  | Complete                             | Complete                         | Complete               |

## Summary of Prior Year Findings and Mgt Recommendations

| Entity   | Prior Year Status |          |            |                |          |            |
|--|-------------------|----------|------------|----------------|----------|------------|
|  | Recommendations   |          |            | Best Practices |          |            |
|  | Total Number      | Resolved | In Process | Total Number   | Resolved | In Process |
| Home Purchase Assistance Program   | 1                 | -        | 1          | -              | -        | -          |
| University of the District of Columbia   | 1                 | 1        | -          | -              | -        | -          |
| Washington Convention and Sports Authority                                       | 2                 | 2        | -          | -              | -        | -          |
| Not-For-Profit Hospital Corporation  | 3                 | -        | 3          | 2              | -        | 2          |
| District of Columbia Lottery and Charitable Games Control Board                  | 1                 | 1        | -          | 1              | 1        | -          |
| Teachers' Retirement Fund and Police Officers and Fire Fighters' Retirement Fund | 1                 | -        | 1          | 3              | -        | 3          |
| Office of Chief Technology Officer   | 1                 | -        | 1          | 1              | -        | 1          |
| DC Government  | 4                 | 2        | 2          | -              | -        | -          |



## Summary of Current Year Recommendations

| Agency                                     | Reference #               | Title of Recommendation  | Management's Response |
|--|---------------------------|--|-----------------------|
| District of Columbia Public Schools (DCPS) | General Government 2020-1 | Frequency of Payroll Clean-up Process  | Agrees                |
| District of Columbia Public Schools (DCPS) | General Government 2020-2 | Approval on Notification of Personnel Action forms   | Agrees                |
| Department of General Services (DGS)       | General Government 2020-3 | Controls over Compliance with the Quick Payment Act of 1984 were not Operating Effectively           | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-4 | Controls Over Authenticator Management   Password-based Authentication were Not Operating            | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-5 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-6 | Controls Over Least Privilege   Review of User Privileges were Not Operating Effectively             | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-7 | Controls provide reasonable assurance that employees receive proper security awareness training      | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-8 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-9 | Controls Over Terminated User Access Are Ineffective   | Agrees                |

## Summary of Current Year Recommendations

| Agency                                     | Reference #                | Title of Recommendation   | Management's Response |
|--|----------------------------|---|-----------------------|
| Department of Employment Services (DOES)   | General Government 2020-10 | Controls Over Security Awareness Training and Policy Acknowledgment Procedures were Not Operating Effectively                         | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-1                 | Controls Over Applying Cash Receipts to SNF Patients' Accounts were Not Operating Effectively   | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-2                 | Controls Over Review, Approval, and Maintenance of HR/Payroll Files were Not Operating Effectively                                    | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-3                 | Controls Over Data Center- Fire Suppression System Not in Working Order   | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-4                 | Controls Over Effective Periodic Access Review  | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-5                 | Controls Over Timely Removal of Terminated Employee   | Agrees                |
| University of the District of Columbia     | UDC 2020-1                 | Control over Periodic Access Review does not appear to be operating effectively   | Agrees                |
| University of the District of Columbia     | UDC 2020-2                 | Control over performing vulnerability scans on a timely basis appears not to be operating effectively                                 | Agrees                |
| Washington Convention and Sports Authority | WCSA 2020-1                | Controls Over A Well-Defined Policy and Procedure Over Frequency of a Periodic Access Review Appears Not to be Designed Appropriately | Agrees                |

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# **MJ Audit Approach and Overall Status**



## Our Audit Approach

Our approach focuses more on areas of greatest risks by analyzing audit risks, setting materiality thresholds based on audit risk analysis, and developing audit programs that allocate a larger portion of audit resources to high-risk areas. During your audit, we also determine effectiveness and adequacy of your internal controls for ensuring proper financial accountability, efficient operations, and compliance.



### IT AUDIT

Evaluate controls over the IT environment and use data extraction software, where applicable, to audit transactions through your financial information system.

## Overall Status



**Planning Phase:** Complete

- ✓ Included risk assessment and audit approach for CAFR and all Components
- ✓ Included planning and coordination for CAFR and all Components

**Preliminary/Interim Work:** Complete

**Final Phase:** In Process (complete for Components)

**Reporting:** In Process (for Components)

## Schedule by Unit

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning | Assess & Test Controls | Preliminary Management Points | Substantive Testing | GAAS Compliance | Audit Sign Off | Issue Reports |
|---|----------|------------------------|-------------------------------|---------------------|-----------------|----------------|---------------|
| CAFR  | July     | July - September       | October                       | November - January  | January         | January        | January       |
| University of the District of Columbia      | July     | July - September       | October                       | November - December | December        | December       | December      |
| Unemployment Compensation Trust Fund        | July     | July - September       | October                       | December            | December        | December       | December      |
| DC OPEB Fund                                | July     | July - September       | October                       | December            | December        | December       | December      |
| Not-For-Profit Hospital Corporation         | July     | July - September       | October                       | December            | December        | December       | December      |
| Washington Convention and Sports Authority  | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Lottery & Charitable Games Control Board | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Home Purchase Assistance Program         | July     | July - September       | October                       | December            | December        | December       | December      |
| DC E911 / 311 Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Health Benefit Exchange Authority        | July     | July - September       | October                       | December            | December        | December       | December      |
| Highway Trust Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |



## Procedures on Third Party Organizational Units

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning  | Review of Third Party Auditor Workpapers | Reporting          |
|---|-----------|--|--------------------|
| Housing Finance Agency                        | September | December                                 | December / January |
| D.C. Tobacco Settlement Financing Corporation | October   | December                                 | December / January |
| D.C. Green Finance Authority                  | December  | January                                  | December / January |
| D.C. Retirement Board                         | October   | December                                 | December / January |
| Section 529 College Savings Plan              | September | December                                 | December / January |
| 401 A-Deferred Compensation Plan              | October   | December                                 | December / January |
| 457-Deferred Compensation Plan                | October   | December                                 | December / January |

## Schedule by Unit

| Entity                                      | Entrance Meeting Date | Preliminary Including Test of Controls |           | Final and Sign-off |            | Approved statements to Issue | Contractual Due Date of 1/4/2021 | Exit Meeting Date | Issued Statement |          |
|---|-----------------------|--|-----------|--------------------|------------|------------------------------|----------------------------------|-------------------|------------------|----------|
|   |                       | Planned                                | Actual    | Planned            | Actual     | Planned                      | Actual                           |                   | Planned          | Actual   |
| CAFR  | 6/11/2020             | 9/30/2020                              | 9/30/2020 | 1/20/2021          | TBD        | 1/22/2021                    | TBD                              | TBD               | 1/31/2021        | TBD      |
| University of the District of Columbia      | 6/25/2020             | 9/30/2020                              | 9/29/2020 | 12/21/2020         | 1/2/2021   | 12/22/2020                   | TBD                              | 1/4/2021          | 12/23/2020       | TBD      |
| Unemployment Compensation Trust Fund        | 7/16/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | TBD               | 12/23/2020       | TBD      |
| DC OPEB Fund                                | 7/8/2020              | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 1/3/2021   | 12/22/2020                   | 1/4/2021                         | 1/4/2021          | 12/23/2020       | 1/5/2021 |
| Not-For-Profit Hospital Corporation         | 7/9/2020              | 9/30/2020                              | 9/29/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| Washington Convention and Sports Authority  | 7/10/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| DC Lottery & Charitable Games Control Board | 6/22/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 1/3/2021   | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| DC Home Purchase Assistance Program         | 6/23/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 12/30/2020 | 12/22/2020                   | 12/31/2020                       | 12/31/2020        | 12/23/2020       | 1/4/2021 |
| DC E911 / 311 Fund                          | 7/14/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 12/30/2020 | 12/22/2020                   | 12/31/2020                       | 12/30/2020        | 12/23/2020       | 1/5/2021 |
| DC Health Benefit Exchange Authority        | 7/22/2020             | 9/30/2020                              | 9/21/2020 | 12/21/2020         | 12/31/2020 | 12/22/2020                   | TBD                              | 1/5/2021 *        | 12/23/2020       | TBD      |
| Highway Trust Fund                          | 7/15/2020             | 9/30/2020                              | 9/30/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| Highway Trust Fund Forecast                 | 7/15/2020             | 1/31/2021                              | TBD       | 4/16/2021          | TBD        | 4/22/2021                    | TBD                              | TBD               | 4/26/2021        | TBD      |
|   |                       |  |           |                    |            |                              |                                  |                   |                  |          |
| GAAS Opinion                                |                       | N/A                                    |           | 1/20/2021          | TBD        | 1/22/2021                    | TBD                              |                   | 1/22/2021        | TBD      |
| Final Management letter                     |                       | 11/2/2020                              | TBD       | 1/27/2021          | TBD        | 1/29/2021                    | TBD                              |                   | 1/29/2021        | TBD      |
| Council Presentation                        |                       | N/A                                    |           |                    |            |                              |                                  |                   | TBD              | TBD      |

\* Planned meeting date

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# **Audit Status by Audit Unit and Plans for Next Period**

**January 2, 2021 to January 8, 2021**

## CAFR Accomplishments

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued with year end substantive fieldwork procedures for various other audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other
- ✓ Final prepared by client (PBC) requests – request items have been coming in for final fieldwork. Monitoring and follow up on items occurred throughout the period.

## CAFR Accomplishments CONT'D

---

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Continue to perform fraud related inquiries.
- ✓ Continue with year end substantive fieldwork procedures for various audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None



## Washington Convention and Sports Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and quality control (QC) review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Team to clear review comments throughout file.
- ✓ Hold exit meeting on Wednesday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## University of the District of Columbia

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Hold exit meeting on Monday, January 4, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **Not-for-Profit Hospital Corporation**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Team to clear review comments throughout file.
- ✓ Hold exit meeting on Wednesday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Health Benefit Exchange Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Hold exit meeting on Monday, January 5, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **D.C. Lottery and Charitable Control Board**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Hold exit meeting on Monday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Other Post-Employment Benefit Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Hold exit meeting on Monday, January 4, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Unemployment Compensation Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Home Purchase Assistance Program

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Held exit meeting with Program management.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None



## **E 911 / 311 Fund**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Held exit meeting with Fund management.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Highway Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Team to clear review comments throughout file.
- ✓ Hold exit meeting on Wednesday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Third Party Audited Organizational Units

**FOR THE FOLLOWING TWO COMPONENT UNITS (CU) AND THE FOUR OTHER ORGANIZATIONAL UNITS (OU):**

- ✓ Housing Finance Agency (CU)
- ✓ D.C. Tobacco Settlement Financing Corporation (CU)
- ✓ D.C. Green Finance Authority (CU)
- ✓ D.C. Retirement Board (OU)
- ✓ Section 529 College Savings Plan (OU)
- ✓ 401 A-Deferred Compensation Plan (OU)
- ✓ 457-Deferred Compensation Plan (OU)

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Finalized contract modification for D.C. Green Finance Authority, and coordinated with the Authority to review the 3<sup>rd</sup> Party Auditor's work papers the week of January 4, 2021
- ✓ Meeting with D.C. Retirement Board regarding delays

### **ACCOMPLISHMENT EXPECTED FOR NEXT PERIOD**

- ✓ Perform review of 3<sup>rd</sup> Party Auditor work papers for CUs and OUs (dates not scheduled), except for Housing Finance Agency, D.C. Retirement Board, and 401 & 457 Plans (Plans scheduled for January 12, 2021)

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ D.C. Retirement Board are a week to 10 days behind schedule

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# Key Points of Contact Information

## Key Points of Contact Information

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### **Jack Reagan, CPA**

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# Questions Open Dialogue

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**From:** Scales, Wanda (OIG) on behalf of "Binelli, Robert (OIG)" <robert.binelli@dc.gov>  
**Sent:** Tue, 5 Jan 2021 20:20:16 +0000  
**To:** Alexander, Cassandra (OCFO);Allen, Brett (Council);Anthony, Lavita (EOM);Arnold, Dinell (OIG);Badiaga, Bacary;Barry, Timothy (OCFO);Bates, Darreisha M;Branson, Karen (OIG);Carlile, Saesha (DDOT);Carraway, Averil (COUNCIL);Cavendish, Betsy (EOM);Cherukuri, Suneel (OCTO);CJ Sampson;ctalex1961@yahoo.com;Dines, George (OCFO);Edwin Kago;Fuller, Traci (OCFO);Gill, Adriane (HSEMA);Gindaba, Fekede (OIG);Hampton, Ben (EOM);Harrison, Carol (OCTO);Hart, Marie (OIG);Howell, Katrice (OIG);Jackson, Vanessa (OCFO);Jacobs, Angell (OCFO);Jatana Coleman;Jones, Lynnette (OCFO);Kreiwirth, Barry (EOM);Lee, Ashley (OCFO);Ichukwuma;Lucas, Daniel W. (OIG);Matthias, Wilma (OCFO);Matties, Deb (OCTO);Micah Clinger;Moore, Deliciav (DDS);Murray, Chris (EOM);Natasha Brown;Omisore, Diji (OCFO);Onojeta, Michael (OIG);Parker, Lindsey (OCTO);psheeley;Peter Regis;Provotorova, Olga (OCFO);Reagan, Jack;Reed, Jennifer (EOM);Ross, Jed (ORM);Shaffer, Darrin (DHCF);Slack, Bill (OCFO);Steele, Ngina M. (OCP);Stewart, Shaneah (EOM);White, Robin (OCP);Wilcoxson, Matthew (OIG);Wilson, Cinnamon (OIG);Wray, Lisa (EOM);Yarussi, Jaime (OIG);Yeung, Sam (ORM);Mark Schwartz;Scales, Wanda (OIG)  
**Cc:** Wayne McConnell;Kelly Watson;Odysseus Lanier  
**Subject:** CAFR Oversight Committee Meeting  
**Attachments:** CAFR Agenda 1-6-21.pdf, DC CAFR Oversight Committee Meeting 1\_6\_2021 Revised.pdf

## CAFR Oversight Committee

This is a WebEx invitation to the District of Columbia CAFR Oversight Committee Briefing. Use the link below to join the meeting. Please be aware that this meeting will be recorded.

Presentation slides and agenda for preview.

The last meeting may be viewed at [CAFR Oversight-2020.12.30](#). If this link doesn't work with your default web browser, copy and paste the link in an alternate browser; e.g., Google Chrome, Internet Explorer, Microsoft Edge, etc.

Note: If you are no longer your organization's point of contact (POC) for the CAFR or require a change to this mailing list, reply via email to the meeting organizer (do not reply all). Please forward this email to the correct POC and copy the meeting organizer.

Thank you.

Robert J. Binelli  
Director of Financial and Information System Audits  
Office of the Inspector General, Audit Unit

Government of the District of Columbia  
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Phone: 202-727-9284  
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-- Do not delete or change any of the following text. --

2-534(e)

[Can't join the meeting?](#)

If you are a host, [click here](#) to view host information. IMPORTANT NOTICE: Please note that this Webex service allows audio and other information sent during the session to be recorded, which may be discoverable in a legal matter. By joining this session, you automatically consent to such recordings. If you do not consent to being recorded, discuss your concerns with the host or do not join the session.

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Office of the Inspector General**



Audit of the District's Financial Statements (FY 2020)  
CAFR Oversight Committee Meeting  
January 6, 2021 – 2:00 p.m.

**AGENDA**

Opening Remarks/Call to Order .....Fekede Gindaba  
Assistant IG for Audits  
Office of the Inspector General  
Chair, CAFR Committee

Update of Outstanding Items from Prior Week ..... Fekede Gindaba

Audit Status Update..... Jack Reagan, CPA, Engagement Partner  
Micah Clinger, CPA, Audit Director  
McConnell & Jones LLP

Question and Answers

Comments..... Representative, OCFO, Office of  
Financial Operations and Systems

Closing Comments and Adjournment .....Fekede Gindaba

**NEXT MEETING: Wednesday, January 13, 2021**

**District of Columbia  
Office of the Inspector General**

**CAFR Oversight Committee Meeting**

**January 6, 2021**



**McCONNELL & JONES LLP**  
CERTIFIED PUBLIC ACCOUNTANTS

## Central Leadership Team

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- Jack Reagan, *Engagement Partner*
- Mark Schwartz, *Audit Partner*
- Charlton Sampson, *IT Partner*
- Micah Clinger, *Audit Director*
- Natasha Brown, *Audit Senior Manager*
- Jatana Coleman, *Audit Manager*

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| Audit Status by Audit Unit and<br>Plans for Next Period (January 2 to January 8) | Slide 17 |
| Key Points of Contact Information  | Slide 31 |
| Questions and Open Dialogue  | Slide 33 |

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# Executive Summary

## Executive Summary

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### Purpose

- ✓ To provide the status of the fiscal year 2020 District of Columbia Government CAFR audit.

### Audit Status by Component

- ✓ Accomplishments to date – January 1, 2021.
- ✓ Accomplishments expected for next period – January 2, 2021 to January 8, 2021.

### MJ's Risk-Based Audit Approach

- ✓ Significant partner, director, and manager involvement in planning and risk assessment at the front end of the audit, in addition to subsequent phases of the audit.
- ✓ Obtain understanding of the District and its operations, significant risks, and account balances.

## Executive Summary

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### Areas Behind Target or Need Attention

- ✓ Behind target for internal target dates shown on slide 16, but will meet January 4<sup>th</sup> contractual date, except for:
  - ✓ Unemployment Compensation Fund (UCF) - We have increased testing as a result of increased activity and risk related to UCF due to COVID, and we expect to issue this opinion late in the week of January 4<sup>th</sup>
  - ✓ UDC, HBX, HTF, Lottery, UMC, and Events DC - Exit meeting to be held January 4<sup>th</sup> for UDC, January 5<sup>th</sup> for HBX, and January 6<sup>th</sup> for the UMC HTF, Lottery and Events DC, with final reports and financial statements to be issued on January 5<sup>th</sup> or 6<sup>th</sup> after final financial statement review comments have been satisfactorily addressed by the entities/fund and formatting of final financial statements completed
- ✓ OCP - COVID expense sample support that is overdue:
  - ✓ Regular Vouchers - 3 contracts
  - ✓ P-cards - 4 contracts, 4 receipts, 2 invoices, and 1 approval
  - ✓ Direct Vouchers - 12 contracts, 33 receipts, 8 invoices, and 12 approvals



## Executive Summary

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### Areas Behind Target or Need Attention (cont.)

- ✓ Behind target for review of 3<sup>rd</sup> Party Auditor workpapers as outlined on slide 15. All audit opinions (except Retirement Board) were scheduled to be issued by December 31, 2020. We have coordinated to perform reviews the week of January 4, 2021.
- ✓ 3<sup>rd</sup> Party Auditor (BCA WatsonRice) has not received financial statements from the Retirement Board as of January 1<sup>st</sup>.

### Areas that Need Management's Assistance to Get Cooperation

- ✓ None

### Significant Issues to Bring to Your Attention

- ✓ Retirement Board and Housing Finance Agency delays



## Overall Risk Assessment and Planning

|   | <u>Risk Assessment<br/>and Audit<br/>Approach</u> | <u>Planning and<br/>Coordination</u> | <u>Preliminary<br/>Fieldwork</u> | <u>Final Fieldwork</u> |
|---|---|--------------------------------------|----------------------------------|------------------------|
| CAFR  | Complete  | Complete                             | Complete                         | In Process             |
| Washington Convention and Sports Authority                    | Complete  | Complete                             | Complete                         | Complete               |
| University of the District of Columbia                        | Complete  | Complete                             | Complete                         | Complete               |
| Not-For-Profit Hospital Corporation                           | Complete  | Complete                             | Complete                         | Complete               |
| DC Health Benefit Exchange Authority                          | Complete  | Complete                             | Complete                         | Complete               |
| District of Columbia Lottery & Charitable Games Control Board | Complete  | Complete                             | Complete                         | Complete               |
| Unemployment Compensation Trust Fund                          | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Other Post-Employment Benefit Trust Fund | Complete  | Complete                             | Complete                         | Complete               |
| District of Columbia Home Purchase Assistance Program         | Complete  | Complete                             | Complete                         | Complete               |
| District of Columbia E911 / 311 Fund                          | Complete  | Complete                             | Complete                         | Complete               |
| Highway Trust Fund  | Complete  | Complete                             | Complete                         | Complete               |

## Summary of Prior Year Findings and Mgt Recommendations

| Entity   | Prior Year Status |          |            |                |          |            |
|--|-------------------|----------|------------|----------------|----------|------------|
|  | Recommendations   |          |            | Best Practices |          |            |
|  | Total Number      | Resolved | In Process | Total Number   | Resolved | In Process |
| Home Purchase Assistance Program   | 1                 | -        | 1          | -              | -        | -          |
| University of the District of Columbia   | 1                 | 1        | -          | -              | -        | -          |
| Washington Convention and Sports Authority                                       | 2                 | 2        | -          | -              | -        | -          |
| Not-For-Profit Hospital Corporation  | 3                 | -        | 3          | 2              | -        | 2          |
| District of Columbia Lottery and Charitable Games Control Board                  | 1                 | 1        | -          | 1              | 1        | -          |
| Teachers' Retirement Fund and Police Officers and Fire Fighters' Retirement Fund | 1                 | -        | 1          | 3              | -        | 3          |
| Office of Chief Technology Officer   | 1                 | -        | 1          | 1              | -        | 1          |
| DC Government  | 4                 | 2        | 2          | -              | -        | -          |

## Summary of Current Year Recommendations

| Agency                                     | Reference #               | Title of Recommendation  | Management's Response |
|--|---------------------------|--|-----------------------|
| District of Columbia Public Schools (DCPS) | General Government 2020-1 | Frequency of Payroll Clean-up Process  | Agrees                |
| District of Columbia Public Schools (DCPS) | General Government 2020-2 | Approval on Notification of Personnel Action forms   | Agrees                |
| Department of General Services (DGS)       | General Government 2020-3 | Controls over Compliance with the Quick Payment Act of 1984 were not Operating Effectively           | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-4 | Controls Over Authenticator Management   Password-based Authentication were Not Operating            | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-5 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-6 | Controls Over Least Privilege   Review of User Privileges were Not Operating Effectively             | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-7 | Controls provide reasonable assurance that employees receive proper security awareness training      | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-8 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-9 | Controls Over Terminated User Access Are Ineffective   | Agrees                |



## Summary of Current Year Recommendations

| Agency                                     | Reference #                | Title of Recommendation   | Management's Response |
|--|----------------------------|---|-----------------------|
| Department of Employment Services (DOES)   | General Government 2020-10 | Controls Over Security Awareness Training and Policy Acknowledgment Procedures were Not Operating Effectively                         | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-1                 | Controls Over Applying Cash Receipts to SNF Patients' Accounts were Not Operating Effectively   | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-2                 | Controls Over Review, Approval, and Maintenance of HR/Payroll Files were Not Operating Effectively                                    | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-3                 | Controls Over Data Center- Fire Suppression System Not in Working Order   | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-4                 | Controls Over Effective Periodic Access Review  | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-5                 | Controls Over Timely Removal of Terminated Employee   | Agrees                |
| University of the District of Columbia     | UDC 2020-1                 | Control over Periodic Access Review does not appear to be operating effectively   | Agrees                |
| University of the District of Columbia     | UDC 2020-2                 | Control over performing vulnerability scans on a timely basis appears not to be operating effectively                                 | Agrees                |
| Washington Convention and Sports Authority | WCSA 2020-1                | Controls Over A Well-Defined Policy and Procedure Over Frequency of a Periodic Access Review Appears Not to be Designed Appropriately | Agrees                |

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# **MJ Audit Approach and Overall Status**

## Our Audit Approach

Our approach focuses more on areas of greatest risks by analyzing audit risks, setting materiality thresholds based on audit risk analysis, and developing audit programs that allocate a larger portion of audit resources to high-risk areas. During your audit, we also determine effectiveness and adequacy of your internal controls for ensuring proper financial accountability, efficient operations, and compliance.



### IT AUDIT

Evaluate controls over the IT environment and use data extraction software, where applicable, to audit transactions through your financial information system.

## Overall Status



**Planning Phase:** Complete

- ✓ Included risk assessment and audit approach for CAFR and all Components
- ✓ Included planning and coordination for CAFR and all Components

**Preliminary/Interim Work:** Complete

**Final Phase:** In Process (complete for Components)

**Reporting:** In Process (for Components)



## Schedule by Unit

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning | Assess & Test Controls | Preliminary Management Points | Substantive Testing | GAAS Compliance | Audit Sign Off | Issue Reports |
|---|----------|------------------------|-------------------------------|---------------------|-----------------|----------------|---------------|
| CAFR  | July     | July - September       | October                       | November - January  | January         | January        | January       |
| University of the District of Columbia      | July     | July - September       | October                       | November - December | December        | December       | December      |
| Unemployment Compensation Trust Fund        | July     | July - September       | October                       | December            | December        | December       | December      |
| DC OPEB Fund                                | July     | July - September       | October                       | December            | December        | December       | December      |
| Not-For-Profit Hospital Corporation         | July     | July - September       | October                       | December            | December        | December       | December      |
| Washington Convention and Sports Authority  | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Lottery & Charitable Games Control Board | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Home Purchase Assistance Program         | July     | July - September       | October                       | December            | December        | December       | December      |
| DC E911 / 311 Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Health Benefit Exchange Authority        | July     | July - September       | October                       | December            | December        | December       | December      |
| Highway Trust Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |



## Procedures on Third Party Organizational Units

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning  | Review of Third Party Auditor Workpapers | Reporting          |
|---|-----------|--|--------------------|
| Housing Finance Agency                        | September | December                                 | December / January |
| D.C. Tobacco Settlement Financing Corporation | October   | December                                 | December / January |
| D.C. Green Finance Authority                  | December  | January                                  | December / January |
| D.C. Retirement Board                         | October   | December                                 | December / January |
| Section 529 College Savings Plan              | September | December                                 | December / January |
| 401 A-Deferred Compensation Plan              | October   | December                                 | December / January |
| 457-Deferred Compensation Plan                | October   | December                                 | December / January |

## Schedule by Unit

| Entity                                      | Entrance Meeting Date | Preliminary Including Test of Controls |           | Final and Sign-off |            | Approved statements to Issue | Contractual Due Date of 1/4/2021 | Exit Meeting Date | Issued Statement |          |
|---|-----------------------|--|-----------|--------------------|------------|------------------------------|----------------------------------|-------------------|------------------|----------|
|   |                       | Planned                                | Actual    | Planned            | Actual     | Planned                      | Actual                           |                   | Planned          | Actual   |
| CAFR  | 6/11/2020             | 9/30/2020                              | 9/30/2020 | 1/20/2021          | TBD        | 1/22/2021                    | TBD                              | TBD               | 1/31/2021        | TBD      |
| University of the District of Columbia      | 6/25/2020             | 9/30/2020                              | 9/29/2020 | 12/21/2020         | 1/2/2021   | 12/22/2020                   | TBD                              | 1/4/2021          | 12/23/2020       | TBD      |
| Unemployment Compensation Trust Fund        | 7/16/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | TBD               | 12/23/2020       | TBD      |
| DC OPEB Fund                                | 7/8/2020              | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 1/3/2021   | 12/22/2020                   | 1/4/2021                         | 1/4/2021          | 12/23/2020       | 1/5/2021 |
| Not-For-Profit Hospital Corporation         | 7/9/2020              | 9/30/2020                              | 9/29/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| Washington Convention and Sports Authority  | 7/10/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| DC Lottery & Charitable Games Control Board | 6/22/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 1/3/2021   | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| DC Home Purchase Assistance Program         | 6/23/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 12/30/2020 | 12/22/2020                   | 12/31/2020                       | 12/31/2020        | 12/23/2020       | 1/4/2021 |
| DC E911 / 311 Fund                          | 7/14/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 12/30/2020 | 12/22/2020                   | 12/31/2020                       | 12/30/2020        | 12/23/2020       | 1/5/2021 |
| DC Health Benefit Exchange Authority        | 7/22/2020             | 9/30/2020                              | 9/21/2020 | 12/21/2020         | 12/31/2020 | 12/22/2020                   | TBD                              | 1/5/2021 *        | 12/23/2020       | TBD      |
| Highway Trust Fund                          | 7/15/2020             | 9/30/2020                              | 9/30/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| Highway Trust Fund Forecast                 | 7/15/2020             | 1/31/2021                              | TBD       | 4/16/2021          | TBD        | 4/22/2021                    | TBD                              | TBD               | 4/26/2021        | TBD      |
|   |                       |  |           |                    |            |                              |                                  |                   |                  |          |
| GAAS Opinion                                |                       | N/A                                    |           | 1/20/2021          | TBD        | 1/22/2021                    | TBD                              |                   | 1/22/2021        | TBD      |
| Final Management letter                     |                       | 11/2/2020                              | TBD       | 1/27/2021          | TBD        | 1/29/2021                    | TBD                              |                   | 1/29/2021        | TBD      |
| Council Presentation                        |                       | N/A                                    |           |                    |            |                              |                                  |                   | TBD              | TBD      |

\* Planned meeting date

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# **Audit Status by Audit Unit and Plans for Next Period**

**January 2, 2021 to January 8, 2021**

## CAFR Accomplishments

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued with year end substantive fieldwork procedures for various other audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other
- ✓ Final prepared by client (PBC) requests – request items have been coming in for final fieldwork. Monitoring and follow up on items occurred throughout the period.

## CAFR Accomplishments CONT'D

---

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Continue to perform fraud related inquiries.
- ✓ Continue with year end substantive fieldwork procedures for various audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Washington Convention and Sports Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and quality control (QC) review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Team to clear review comments throughout file.
- ✓ Hold exit meeting on Wednesday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## University of the District of Columbia

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Hold exit meeting on Monday, January 4, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **Not-for-Profit Hospital Corporation**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Team to clear review comments throughout file.
- ✓ Hold exit meeting on Wednesday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None



## Health Benefit Exchange Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Hold exit meeting on Monday, January 5, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **D.C. Lottery and Charitable Control Board**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Hold exit meeting on Monday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Other Post-Employment Benefit Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Hold exit meeting on Monday, January 4, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Unemployment Compensation Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Home Purchase Assistance Program

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Held exit meeting with Program management.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **E 911 / 311 Fund**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Held exit meeting with Fund management.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Highway Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Team to clear review comments throughout file.
- ✓ Hold exit meeting on Wednesday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Third Party Audited Organizational Units

**FOR THE FOLLOWING TWO COMPONENT UNITS (CU) AND THE FOUR OTHER ORGANIZATIONAL UNITS (OU):**

- ✓ Housing Finance Agency (CU)
- ✓ D.C. Tobacco Settlement Financing Corporation (CU)
- ✓ D.C. Green Finance Authority (CU)
- ✓ D.C. Retirement Board (OU)
- ✓ Section 529 College Savings Plan (OU)
- ✓ 401 A-Deferred Compensation Plan (OU)
- ✓ 457-Deferred Compensation Plan (OU)

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Finalized contract modification for D.C. Green Finance Authority, and coordinated with the Authority to review the 3<sup>rd</sup> Party Auditor's work papers the week of January 4, 2021
- ✓ Meeting with D.C. Retirement Board regarding delays

### **ACCOMPLISHMENT EXPECTED FOR NEXT PERIOD**

- ✓ Perform review of 3<sup>rd</sup> Party Auditor work papers for CUs and OUs (dates not scheduled), except for Housing Finance Agency, D.C. Retirement Board, and 401 & 457 Plans (Plans scheduled for January 12, 2021)

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ D.C. Retirement Board are a week to 10 days behind schedule



MJ

# Key Points of Contact Information

## Key Points of Contact Information

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# Questions Open Dialogue

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**From:** Scales, Wanda (OIG) on behalf of "Binelli, Robert (OIG)" <robert.binelli@dc.gov>  
**Sent:** Tue, 5 Jan 2021 20:20:16 +0000  
**To:** Alexander, Cassandra (OCFO);Allen, Brett (Council);Anthony, Lavita (EOM);Arnold, Dinell (OIG);Badiaga, Bacary;Barry, Timothy (OCFO);Bates, Darreisha M;Branson, Karen (OIG);Carlile, Saesha (DDOT);Carraway, Averil (COUNCIL);Cavendish, Betsy (EOM);Cherukuri, Suneel (OCTO);CJ Sampson;ctalex1961@yahoo.com;Dines, George (OCFO);Edwin Kago;Fuller, Traci (OCFO);Gill, Adriane (HSEMA);Gindaba, Fekede (OIG);Hampton, Ben (EOM);Harrison, Carol (OCTO);Hart, Marie (OIG);Howell, Katrice (OIG);Jackson, Vanessa (OCFO);Jacobs, Angell (OCFO);Jatana Coleman;Jones, Lynnette (OCFO);Kreiwirth, Barry (EOM);Lee, Ashley (OCFO);Ichukwuma;Lucas, Daniel W. (OIG);Matthias, Wilma (OCFO);Matties, Deb (OCTO);Micah Clinger;Moore, Deliciav (DDS);Murray, Chris (EOM);Natasha Brown;Omisore, Diji (OCFO);Onojeta, Michael (OIG);Parker, Lindsey (OCTO);psheeley;Peter Regis;Provotorova, Olga (OCFO);Reagan, Jack;Reed, Jennifer (EOM);Ross, Jed (ORM);Shaffer, Darrin (DHCF);Slack, Bill (OCFO);Steele, Ngina M. (OCP);Stewart, Shaneah (EOM);White, Robin (OCP);Wilcoxson, Matthew (OIG);Wilson, Cinnamon (OIG);Wray, Lisa (EOM);Yarussi, Jaime (OIG);Yeung, Sam (ORM);Mark Schwartz;Scales, Wanda (OIG)  
**Cc:** Wayne McConnell;Kelly Watson;Odysseus Lanier  
**Subject:** CAFR Oversight Committee Meeting  
**Attachments:** CAFR Agenda 1-6-21.pdf, DC CAFR Oversight Committee Meeting 1\_6\_2021 Revised.pdf

## CAFR Oversight Committee

This is a WebEx invitation to the District of Columbia CAFR Oversight Committee Briefing. Use the link below to join the meeting. Please be aware that this meeting will be recorded.

Presentation slides and agenda for preview.

The last meeting may be viewed at [CAFR Oversight-2020.12.30](#). If this link doesn't work with your default web browser, copy and paste the link in an alternate browser; e.g., Google Chrome, Internet Explorer, Microsoft Edge, etc.

Note: If you are no longer your organization's point of contact (POC) for the CAFR or require a change to this mailing list, reply via email to the meeting organizer (do not reply all). Please forward this email to the correct POC and copy the meeting organizer.

Thank you.

Robert J. Binelli  
Director of Financial and Information System Audits  
Office of the Inspector General, Audit Unit

Government of the District of Columbia  
717 14th Street, N.W., Suite 500  
Washington, DC 20005  
Phone: 202-727-9284  
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-- Do not delete or change any of the following text. --

2-534(e)

[Can't join the meeting?](#)

If you are a host, [click here](#) to view host information. IMPORTANT NOTICE: Please note that this Webex service allows audio and other information sent during the session to be recorded, which may be discoverable in a legal matter. By joining this session, you automatically consent to such recordings. If you do not consent to being recorded, discuss your concerns with the host or do not join the session.

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Office of the Inspector General**



Audit of the District's Financial Statements (FY 2020)  
CAFR Oversight Committee Meeting  
January 6, 2021 – 2:00 p.m.

**AGENDA**

Opening Remarks/Call to Order .....Fekede Gindaba  
Assistant IG for Audits  
Office of the Inspector General  
Chair, CAFR Committee

Update of Outstanding Items from Prior Week ..... Fekede Gindaba

Audit Status Update..... Jack Reagan, CPA, Engagement Partner  
Micah Clinger, CPA, Audit Director  
McConnell & Jones LLP

Question and Answers

Comments..... Representative, OCFO, Office of  
Financial Operations and Systems

Closing Comments and Adjournment .....Fekede Gindaba

**NEXT MEETING: Wednesday, January 13, 2021**



**District of Columbia  
Office of the Inspector General**

**CAFR Oversight Committee Meeting**

**January 6, 2021**



**McCONNELL & JONES LLP**  
CERTIFIED PUBLIC ACCOUNTANTS

## Central Leadership Team

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- Jack Reagan, *Engagement Partner*
- Mark Schwartz, *Audit Partner*
- Charlton Sampson, *IT Partner*
- Micah Clinger, *Audit Director*
- Natasha Brown, *Audit Senior Manager*
- Jatana Coleman, *Audit Manager*



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| MJ Audit Approach and Overall Status   | Slide 11 |
| Audit Status by Audit Unit and<br>Plans for Next Period (January 2 to January 8) | Slide 17 |
| Key Points of Contact Information  | Slide 31 |
| Questions and Open Dialogue  | Slide 33 |

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# Executive Summary

## Executive Summary

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### **Purpose**

- ✓ To provide the status of the fiscal year 2020 District of Columbia Government CAFR audit.

### **Audit Status by Component**

- ✓ Accomplishments to date – January 1, 2021.
- ✓ Accomplishments expected for next period – January 2, 2021 to January 8, 2021.

### **MJ's Risk-Based Audit Approach**

- ✓ Significant partner, director, and manager involvement in planning and risk assessment at the front end of the audit, in addition to subsequent phases of the audit.
- ✓ Obtain understanding of the District and its operations, significant risks, and account balances.

## Executive Summary

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### Areas Behind Target or Need Attention

- ✓ Behind target for internal target dates shown on slide 16, but will meet January 4<sup>th</sup> contractual date, except for:
  - ✓ Unemployment Compensation Fund (UCF) - We have increased testing as a result of increased activity and risk related to UCF due to COVID, and we expect to issue this opinion late in the week of January 4<sup>th</sup>
  - ✓ UDC, HBX, HTF, Lottery, UMC, and Events DC - Exit meeting to be held January 4<sup>th</sup> for UDC, January 5<sup>th</sup> for HBX, and January 6<sup>th</sup> for the UMC HTF, Lottery and Events DC, with final reports and financial statements to be issued on January 5<sup>th</sup> or 6<sup>th</sup> after final financial statement review comments have been satisfactorily addressed by the entities/fund and formatting of final financial statements completed
- ✓ OCP - COVID expense sample support that is overdue:
  - ✓ Regular Vouchers - 3 contracts
  - ✓ P-cards - 4 contracts, 4 receipts, 2 invoices, and 1 approval
  - ✓ Direct Vouchers - 12 contracts, 33 receipts, 8 invoices, and 12 approvals

## Executive Summary

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### Areas Behind Target or Need Attention (cont.)

- ✓ Behind target for review of 3<sup>rd</sup> Party Auditor workpapers as outlined on slide 15. All audit opinions (except Retirement Board) were scheduled to be issued by December 31, 2020. We have coordinated to perform reviews the week of January 4, 2021.
- ✓ 3<sup>rd</sup> Party Auditor (BCA WatsonRice) has not received financial statements from the Retirement Board as of January 1<sup>st</sup>.

### Areas that Need Management's Assistance to Get Cooperation

- ✓ None

### Significant Issues to Bring to Your Attention

- ✓ Retirement Board and Housing Finance Agency delays

# Overall Risk Assessment and Planning

|   | <u>Risk Assessment<br/>and Audit<br/>Approach</u> | <u>Planning and<br/>Coordination</u> | <u>Preliminary<br/>Fieldwork</u> | <u>Final Fieldwork</u> |
|---|---|--------------------------------------|----------------------------------|------------------------|
| CAFR  | Complete  | Complete                             | Complete                         | In Process             |
| Washington Convention and Sports Authority                    | Complete  | Complete                             | Complete                         | Complete               |
| University of the District of Columbia                        | Complete  | Complete                             | Complete                         | Complete               |
| Not-For-Profit Hospital Corporation                           | Complete  | Complete                             | Complete                         | Complete               |
| DC Health Benefit Exchange Authority                          | Complete  | Complete                             | Complete                         | Complete               |
| District of Columbia Lottery & Charitable Games Control Board | Complete  | Complete                             | Complete                         | Complete               |
| Unemployment Compensation Trust Fund                          | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Other Post-Employment Benefit Trust Fund | Complete  | Complete                             | Complete                         | Complete               |
| District of Columbia Home Purchase Assistance Program         | Complete  | Complete                             | Complete                         | Complete               |
| District of Columbia E911 / 311 Fund                          | Complete  | Complete                             | Complete                         | Complete               |
| Highway Trust Fund  | Complete  | Complete                             | Complete                         | Complete               |

## Summary of Prior Year Findings and Mgt Recommendations

| Entity   | Prior Year Status |          |            |                |          |            |
|--|-------------------|----------|------------|----------------|----------|------------|
|  | Recommendations   |          |            | Best Practices |          |            |
|  | Total Number      | Resolved | In Process | Total Number   | Resolved | In Process |
| Home Purchase Assistance Program   | 1                 | -        | 1          | -              | -        | -          |
| University of the District of Columbia   | 1                 | 1        | -          | -              | -        | -          |
| Washington Convention and Sports Authority                                       | 2                 | 2        | -          | -              | -        | -          |
| Not-For-Profit Hospital Corporation  | 3                 | -        | 3          | 2              | -        | 2          |
| District of Columbia Lottery and Charitable Games Control Board                  | 1                 | 1        | -          | 1              | 1        | -          |
| Teachers' Retirement Fund and Police Officers and Fire Fighters' Retirement Fund | 1                 | -        | 1          | 3              | -        | 3          |
| Office of Chief Technology Officer   | 1                 | -        | 1          | 1              | -        | 1          |
| DC Government  | 4                 | 2        | 2          | -              | -        | -          |



## Summary of Current Year Recommendations

| Agency                                     | Reference #               | Title of Recommendation  | Management's Response |
|--|---------------------------|--|-----------------------|
| District of Columbia Public Schools (DCPS) | General Government 2020-1 | Frequency of Payroll Clean-up Process  | Agrees                |
| District of Columbia Public Schools (DCPS) | General Government 2020-2 | Approval on Notification of Personnel Action forms   | Agrees                |
| Department of General Services (DGS)       | General Government 2020-3 | Controls over Compliance with the Quick Payment Act of 1984 were not Operating Effectively           | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-4 | Controls Over Authenticator Management   Password-based Authentication were Not Operating            | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-5 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-6 | Controls Over Least Privilege   Review of User Privileges were Not Operating Effectively             | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-7 | Controls provide reasonable assurance that employees receive proper security awareness training      | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-8 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-9 | Controls Over Terminated User Access Are Ineffective   | Agrees                |



## Summary of Current Year Recommendations

| Agency                                     | Reference #                | Title of Recommendation   | Management's Response |
|--|----------------------------|---|-----------------------|
| Department of Employment Services (DOES)   | General Government 2020-10 | Controls Over Security Awareness Training and Policy Acknowledgment Procedures were Not Operating Effectively                         | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-1                 | Controls Over Applying Cash Receipts to SNF Patients' Accounts were Not Operating Effectively   | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-2                 | Controls Over Review, Approval, and Maintenance of HR/Payroll Files were Not Operating Effectively                                    | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-3                 | Controls Over Data Center- Fire Suppression System Not in Working Order   | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-4                 | Controls Over Effective Periodic Access Review  | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-5                 | Controls Over Timely Removal of Terminated Employee   | Agrees                |
| University of the District of Columbia     | UDC 2020-1                 | Control over Periodic Access Review does not appear to be operating effectively   | Agrees                |
| University of the District of Columbia     | UDC 2020-2                 | Control over performing vulnerability scans on a timely basis appears not to be operating effectively                                 | Agrees                |
| Washington Convention and Sports Authority | WCSA 2020-1                | Controls Over A Well-Defined Policy and Procedure Over Frequency of a Periodic Access Review Appears Not to be Designed Appropriately | Agrees                |

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# **MJ Audit Approach and Overall Status**

## Our Audit Approach

Our approach focuses more on areas of greatest risks by analyzing audit risks, setting materiality thresholds based on audit risk analysis, and developing audit programs that allocate a larger portion of audit resources to high-risk areas. During your audit, we also determine effectiveness and adequacy of your internal controls for ensuring proper financial accountability, efficient operations, and compliance.



### IT AUDIT

Evaluate controls over the IT environment and use data extraction software, where applicable, to audit transactions through your financial information system.

## Overall Status



**Planning Phase:** Complete

- ✓ Included risk assessment and audit approach for CAFR and all Components
- ✓ Included planning and coordination for CAFR and all Components

**Preliminary/Interim Work:** Complete

**Final Phase:** In Process (complete for Components)

**Reporting:** In Process (for Components)



## Schedule by Unit

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning | Assess & Test Controls | Preliminary Management Points | Substantive Testing | GAAS Compliance | Audit Sign Off | Issue Reports |
|---|----------|------------------------|-------------------------------|---------------------|-----------------|----------------|---------------|
| CAFR  | July     | July - September       | October                       | November - January  | January         | January        | January       |
| University of the District of Columbia      | July     | July - September       | October                       | November - December | December        | December       | December      |
| Unemployment Compensation Trust Fund        | July     | July - September       | October                       | December            | December        | December       | December      |
| DC OPEB Fund                                | July     | July - September       | October                       | December            | December        | December       | December      |
| Not-For-Profit Hospital Corporation         | July     | July - September       | October                       | December            | December        | December       | December      |
| Washington Convention and Sports Authority  | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Lottery & Charitable Games Control Board | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Home Purchase Assistance Program         | July     | July - September       | October                       | December            | December        | December       | December      |
| DC E911 / 311 Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Health Benefit Exchange Authority        | July     | July - September       | October                       | December            | December        | December       | December      |
| Highway Trust Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |

## Procedures on Third Party Organizational Units

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning  | Review of Third Party Auditor Workpapers | Reporting          |
|---|-----------|--|--------------------|
| Housing Finance Agency                        | September | December                                 | December / January |
| D.C. Tobacco Settlement Financing Corporation | October   | December                                 | December / January |
| D.C. Green Finance Authority                  | December  | January                                  | December / January |
| D.C. Retirement Board                         | October   | December                                 | December / January |
| Section 529 College Savings Plan              | September | December                                 | December / January |
| 401 A-Deferred Compensation Plan              | October   | December                                 | December / January |
| 457-Deferred Compensation Plan                | October   | December                                 | December / January |

## Schedule by Unit

| Entity                                      | Entrance Meeting Date | Preliminary Including Test of Controls |           | Final and Sign-off |            | Approved statements to Issue | Contractual Due Date of 1/4/2021 | Exit Meeting Date | Issued Statement |          |
|---|-----------------------|--|-----------|--------------------|------------|------------------------------|----------------------------------|-------------------|------------------|----------|
|   |                       | Planned                                | Actual    | Planned            | Actual     | Planned                      | Actual                           |                   | Planned          | Actual   |
| CAFR  | 6/11/2020             | 9/30/2020                              | 9/30/2020 | 1/20/2021          | TBD        | 1/22/2021                    | TBD                              | TBD               | 1/31/2021        | TBD      |
| University of the District of Columbia      | 6/25/2020             | 9/30/2020                              | 9/29/2020 | 12/21/2020         | 1/2/2021   | 12/22/2020                   | TBD                              | 1/4/2021          | 12/23/2020       | TBD      |
| Unemployment Compensation Trust Fund        | 7/16/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | TBD               | 12/23/2020       | TBD      |
| DC OPEB Fund                                | 7/8/2020              | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 1/3/2021   | 12/22/2020                   | 1/4/2021                         | 1/4/2021          | 12/23/2020       | 1/5/2021 |
| Not-For-Profit Hospital Corporation         | 7/9/2020              | 9/30/2020                              | 9/29/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| Washington Convention and Sports Authority  | 7/10/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| DC Lottery & Charitable Games Control Board | 6/22/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 1/3/2021   | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| DC Home Purchase Assistance Program         | 6/23/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 12/30/2020 | 12/22/2020                   | 12/31/2020                       | 12/31/2020        | 12/23/2020       | 1/4/2021 |
| DC E911 / 311 Fund                          | 7/14/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 12/30/2020 | 12/22/2020                   | 12/31/2020                       | 12/30/2020        | 12/23/2020       | 1/5/2021 |
| DC Health Benefit Exchange Authority        | 7/22/2020             | 9/30/2020                              | 9/21/2020 | 12/21/2020         | 12/31/2020 | 12/22/2020                   | TBD                              | 1/5/2021 *        | 12/23/2020       | TBD      |
| Highway Trust Fund                          | 7/15/2020             | 9/30/2020                              | 9/30/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| Highway Trust Fund Forecast                 | 7/15/2020             | 1/31/2021                              | TBD       | 4/16/2021          | TBD        | 4/22/2021                    | TBD                              | TBD               | 4/26/2021        | TBD      |
|   |                       |  |           |                    |            |                              |                                  |                   |                  |          |
| GAAS Opinion                                |                       | N/A                                    |           | 1/20/2021          | TBD        | 1/22/2021                    | TBD                              |                   | 1/22/2021        | TBD      |
| Final Management letter                     |                       | 11/2/2020                              | TBD       | 1/27/2021          | TBD        | 1/29/2021                    | TBD                              |                   | 1/29/2021        | TBD      |
| Council Presentation                        |                       | N/A                                    |           |                    |            |                              |                                  |                   | TBD              | TBD      |

\* Planned meeting date

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# **Audit Status by Audit Unit and Plans for Next Period**

**January 2, 2021 to January 8, 2021**



## CAFR Accomplishments

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued with year end substantive fieldwork procedures for various other audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other
- ✓ Final prepared by client (PBC) requests – request items have been coming in for final fieldwork. Monitoring and follow up on items occurred throughout the period.

## CAFR Accomplishments CONT'D

---

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Continue to perform fraud related inquiries.
- ✓ Continue with year end substantive fieldwork procedures for various audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Washington Convention and Sports Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and quality control (QC) review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Team to clear review comments throughout file.
- ✓ Hold exit meeting on Wednesday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## University of the District of Columbia

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Hold exit meeting on Monday, January 4, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **Not-for-Profit Hospital Corporation**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Team to clear review comments throughout file.
- ✓ Hold exit meeting on Wednesday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Health Benefit Exchange Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Hold exit meeting on Monday, January 5, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **D.C. Lottery and Charitable Control Board**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Hold exit meeting on Monday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Other Post-Employment Benefit Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Hold exit meeting on Monday, January 4, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None



## Unemployment Compensation Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Home Purchase Assistance Program

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Held exit meeting with Program management.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **E 911 / 311 Fund**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Held exit meeting with Fund management.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Highway Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Team to clear review comments throughout file.
- ✓ Hold exit meeting on Wednesday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Third Party Audited Organizational Units

**FOR THE FOLLOWING TWO COMPONENT UNITS (CU) AND THE FOUR OTHER ORGANIZATIONAL UNITS (OU):**

- ✓ Housing Finance Agency (CU)
- ✓ D.C. Tobacco Settlement Financing Corporation (CU)
- ✓ D.C. Green Finance Authority (CU)
- ✓ D.C. Retirement Board (OU)
- ✓ Section 529 College Savings Plan (OU)
- ✓ 401 A-Deferred Compensation Plan (OU)
- ✓ 457-Deferred Compensation Plan (OU)

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Finalized contract modification for D.C. Green Finance Authority, and coordinated with the Authority to review the 3<sup>rd</sup> Party Auditor's work papers the week of January 4, 2021
- ✓ Meeting with D.C. Retirement Board regarding delays

### **ACCOMPLISHMENT EXPECTED FOR NEXT PERIOD**

- ✓ Perform review of 3<sup>rd</sup> Party Auditor work papers for CUs and OUs (dates not scheduled), except for Housing Finance Agency, D.C. Retirement Board, and 401 & 457 Plans (Plans scheduled for January 12, 2021)

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ D.C. Retirement Board are a week to 10 days behind schedule

MJ

# Key Points of Contact Information

## Key Points of Contact Information

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### **Jack Reagan, CPA**

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# Questions Open Dialogue

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**From:** Scales, Wanda (OIG) on behalf of "Binelli, Robert (OIG)" <robert.binelli@dc.gov>  
**Sent:** Tue, 5 Jan 2021 20:20:16 +0000  
**To:** Alexander, Cassandra (OCFO);Allen, Brett (Council);Anthony, Lavita (EOM);Arnold, Dinell (OIG);Badiaga, Bacary;Barry, Timothy (OCFO);Bates, Darreisha M;Branson, Karen (OIG);Carlile, Saesha (DDOT);Carraway, Averil (COUNCIL);Cavendish, Betsy (EOM);Cherukuri, Suneel (OCTO);CJ Sampson;ctalex1961@yahoo.com;Dines, George (OCFO);Edwin Kago;Fuller, Traci (OCFO);Gill, Adriane (HSEMA);Gindaba, Fekede (OIG);Hampton, Ben (EOM);Harrison, Carol (OCTO);Hart, Marie (OIG);Howell, Katrice (OIG);Jackson, Vanessa (OCFO);Jacobs, Angell (OCFO);Jatana Coleman;Jones, Lynnette (OCFO);Kreiwirth, Barry (EOM);Lee, Ashley (OCFO);Ichukwuma;Lucas, Daniel W. (OIG);Matthias, Wilma (OCFO);Matties, Deb (OCTO);Micah Clinger;Moore, Deliciav (DDS);Murray, Chris (EOM);Natasha Brown;Omisore, Diji (OCFO);Onojeta, Michael (OIG);Parker, Lindsey (OCTO);psheeley;Peter Regis;Provotorova, Olga (OCFO);Reagan, Jack;Reed, Jennifer (EOM);Ross, Jed (ORM);Shaffer, Darrin (DHCF);Slack, Bill (OCFO);Steele, Ngina M. (OCP);Stewart, Shaneah (EOM);White, Robin (OCP);Wilcoxson, Matthew (OIG);Wilson, Cinnamon (OIG);Wray, Lisa (EOM);Yarussi, Jaime (OIG);Yeung, Sam (ORM);Mark Schwartz;Scales, Wanda (OIG)  
**Cc:** Wayne McConnell;Kelly Watson;Odysseus Lanier  
**Subject:** CAFR Oversight Committee Meeting  
**Attachments:** CAFR Agenda 1-6-21.pdf, DC CAFR Oversight Committee Meeting 1\_6\_2021 Revised.pdf

## CAFR Oversight Committee

This is a WebEx invitation to the District of Columbia CAFR Oversight Committee Briefing. Use the link below to join the meeting. Please be aware that this meeting will be recorded.

Presentation slides and agenda for preview.

The last meeting may be viewed at [CAFR Oversight-2020.12.30](#). If this link doesn't work with your default web browser, copy and paste the link in an alternate browser; e.g., Google Chrome, Internet Explorer, Microsoft Edge, etc.

Note: If you are no longer your organization's point of contact (POC) for the CAFR or require a change to this mailing list, reply via email to the meeting organizer (do not reply all). Please forward this email to the correct POC and copy the meeting organizer.

Thank you.

Robert J. Binelli  
Director of Financial and Information System Audits  
Office of the Inspector General, Audit Unit

Government of the District of Columbia  
717 14th Street, N.W., Suite 500  
Washington, DC 20005  
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-- Do not delete or change any of the following text. --

2-534(e)

[Can't join the meeting?](#)

If you are a host, [click here](#) to view host information. IMPORTANT NOTICE: Please note that this Webex service allows audio and other information sent during the session to be recorded, which may be discoverable in a legal matter. By joining this session, you automatically consent to such recordings. If you do not consent to being recorded, discuss your concerns with the host or do not join the session.

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Office of the Inspector General**



Audit of the District's Financial Statements (FY 2020)  
CAFR Oversight Committee Meeting  
January 6, 2021 – 2:00 p.m.

**AGENDA**

Opening Remarks/Call to Order .....Fekede Gindaba  
Assistant IG for Audits  
Office of the Inspector General  
Chair, CAFR Committee

Update of Outstanding Items from Prior Week ..... Fekede Gindaba

Audit Status Update..... Jack Reagan, CPA, Engagement Partner  
Micah Clinger, CPA, Audit Director  
McConnell & Jones LLP

Question and Answers

Comments..... Representative, OCFO, Office of  
Financial Operations and Systems

Closing Comments and Adjournment .....Fekede Gindaba

**NEXT MEETING: Wednesday, January 13, 2021**



**District of Columbia  
Office of the Inspector General**

**CAFR Oversight Committee Meeting**

**January 6, 2021**



**MJ**

**McCONNELL & JONES LLP**  
CERTIFIED PUBLIC ACCOUNTANTS

## Central Leadership Team

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- Jack Reagan, *Engagement Partner*
- Mark Schwartz, *Audit Partner*
- Charlton Sampson, *IT Partner*
- Micah Clinger, *Audit Director*
- Natasha Brown, *Audit Senior Manager*
- Jatana Coleman, *Audit Manager*

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| MJ Audit Approach and Overall Status   | Slide 11 |
| Audit Status by Audit Unit and<br>Plans for Next Period (January 2 to January 8) | Slide 17 |
| Key Points of Contact Information  | Slide 31 |
| Questions and Open Dialogue  | Slide 33 |

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# Executive Summary



## Executive Summary

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### Purpose

- ✓ To provide the status of the fiscal year 2020 District of Columbia Government CAFR audit.

### Audit Status by Component

- ✓ Accomplishments to date – January 1, 2021.
- ✓ Accomplishments expected for next period – January 2, 2021 to January 8, 2021.

### MJ's Risk-Based Audit Approach

- ✓ Significant partner, director, and manager involvement in planning and risk assessment at the front end of the audit, in addition to subsequent phases of the audit.
- ✓ Obtain understanding of the District and its operations, significant risks, and account balances.



## Executive Summary

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### Areas Behind Target or Need Attention

- ✓ Behind target for internal target dates shown on slide 16, but will meet January 4<sup>th</sup> contractual date, except for:
  - ✓ Unemployment Compensation Fund (UCF) - We have increased testing as a result of increased activity and risk related to UCF due to COVID, and we expect to issue this opinion late in the week of January 4<sup>th</sup>
  - ✓ UDC, HBX, HTF, Lottery, UMC, and Events DC - Exit meeting to be held January 4<sup>th</sup> for UDC, January 5<sup>th</sup> for HBX, and January 6<sup>th</sup> for the UMC HTF, Lottery and Events DC, with final reports and financial statements to be issued on January 5<sup>th</sup> or 6<sup>th</sup> after final financial statement review comments have been satisfactorily addressed by the entities/fund and formatting of final financial statements completed
- ✓ OCP - COVID expense sample support that is overdue:
  - ✓ Regular Vouchers - 3 contracts
  - ✓ P-cards - 4 contracts, 4 receipts, 2 invoices, and 1 approval
  - ✓ Direct Vouchers - 12 contracts, 33 receipts, 8 invoices, and 12 approvals

## Executive Summary

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### Areas Behind Target or Need Attention (cont.)

- ✓ Behind target for review of 3<sup>rd</sup> Party Auditor workpapers as outlined on slide 15. All audit opinions (except Retirement Board) were scheduled to be issued by December 31, 2020. We have coordinated to perform reviews the week of January 4, 2021.
- ✓ 3<sup>rd</sup> Party Auditor (BCA WatsonRice) has not received financial statements from the Retirement Board as of January 1<sup>st</sup>.

### Areas that Need Management's Assistance to Get Cooperation

- ✓ None

### Significant Issues to Bring to Your Attention

- ✓ Retirement Board and Housing Finance Agency delays

## Overall Risk Assessment and Planning

|   | <u>Risk Assessment<br/>and Audit<br/>Approach</u> | <u>Planning and<br/>Coordination</u> | <u>Preliminary<br/>Fieldwork</u> | <u>Final Fieldwork</u> |
|---|---|--------------------------------------|----------------------------------|------------------------|
| CAFR  | Complete  | Complete                             | Complete                         | In Process             |
| Washington Convention and Sports Authority                    | Complete  | Complete                             | Complete                         | Complete               |
| University of the District of Columbia                        | Complete  | Complete                             | Complete                         | Complete               |
| Not-For-Profit Hospital Corporation                           | Complete  | Complete                             | Complete                         | Complete               |
| DC Health Benefit Exchange Authority                          | Complete  | Complete                             | Complete                         | Complete               |
| District of Columbia Lottery & Charitable Games Control Board | Complete  | Complete                             | Complete                         | Complete               |
| Unemployment Compensation Trust Fund                          | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Other Post-Employment Benefit Trust Fund | Complete  | Complete                             | Complete                         | Complete               |
| District of Columbia Home Purchase Assistance Program         | Complete  | Complete                             | Complete                         | Complete               |
| District of Columbia E911 / 311 Fund                          | Complete  | Complete                             | Complete                         | Complete               |
| Highway Trust Fund  | Complete  | Complete                             | Complete                         | Complete               |

## Summary of Prior Year Findings and Mgt Recommendations

| Entity   | Prior Year Status |          |            |                |          |            |
|--|-------------------|----------|------------|----------------|----------|------------|
|  | Recommendations   |          |            | Best Practices |          |            |
|  | Total Number      | Resolved | In Process | Total Number   | Resolved | In Process |
| Home Purchase Assistance Program   | 1                 | -        | 1          | -              | -        | -          |
| University of the District of Columbia   | 1                 | 1        | -          | -              | -        | -          |
| Washington Convention and Sports Authority                                       | 2                 | 2        | -          | -              | -        | -          |
| Not-For-Profit Hospital Corporation  | 3                 | -        | 3          | 2              | -        | 2          |
| District of Columbia Lottery and Charitable Games Control Board                  | 1                 | 1        | -          | 1              | 1        | -          |
| Teachers' Retirement Fund and Police Officers and Fire Fighters' Retirement Fund | 1                 | -        | 1          | 3              | -        | 3          |
| Office of Chief Technology Officer   | 1                 | -        | 1          | 1              | -        | 1          |
| DC Government  | 4                 | 2        | 2          | -              | -        | -          |

## Summary of Current Year Recommendations

| Agency                                     | Reference #               | Title of Recommendation  | Management's Response |
|--|---------------------------|--|-----------------------|
| District of Columbia Public Schools (DCPS) | General Government 2020-1 | Frequency of Payroll Clean-up Process  | Agrees                |
| District of Columbia Public Schools (DCPS) | General Government 2020-2 | Approval on Notification of Personnel Action forms   | Agrees                |
| Department of General Services (DGS)       | General Government 2020-3 | Controls over Compliance with the Quick Payment Act of 1984 were not Operating Effectively           | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-4 | Controls Over Authenticator Management   Password-based Authentication were Not Operating            | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-5 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-6 | Controls Over Least Privilege   Review of User Privileges were Not Operating Effectively             | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-7 | Controls provide reasonable assurance that employees receive proper security awareness training      | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-8 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-9 | Controls Over Terminated User Access Are Ineffective   | Agrees                |



## Summary of Current Year Recommendations

| Agency                                     | Reference #                | Title of Recommendation   | Management's Response |
|--|----------------------------|---|-----------------------|
| Department of Employment Services (DOES)   | General Government 2020-10 | Controls Over Security Awareness Training and Policy Acknowledgment Procedures were Not Operating Effectively                         | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-1                 | Controls Over Applying Cash Receipts to SNF Patients' Accounts were Not Operating Effectively   | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-2                 | Controls Over Review, Approval, and Maintenance of HR/Payroll Files were Not Operating Effectively                                    | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-3                 | Controls Over Data Center- Fire Suppression System Not in Working Order   | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-4                 | Controls Over Effective Periodic Access Review  | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-5                 | Controls Over Timely Removal of Terminated Employee   | Agrees                |
| University of the District of Columbia     | UDC 2020-1                 | Control over Periodic Access Review does not appear to be operating effectively   | Agrees                |
| University of the District of Columbia     | UDC 2020-2                 | Control over performing vulnerability scans on a timely basis appears not to be operating effectively                                 | Agrees                |
| Washington Convention and Sports Authority | WCSA 2020-1                | Controls Over A Well-Defined Policy and Procedure Over Frequency of a Periodic Access Review Appears Not to be Designed Appropriately | Agrees                |

MJ

# **MJ Audit Approach and Overall Status**

## Our Audit Approach

Our approach focuses more on areas of greatest risks by analyzing audit risks, setting materiality thresholds based on audit risk analysis, and developing audit programs that allocate a larger portion of audit resources to high-risk areas. During your audit, we also determine effectiveness and adequacy of your internal controls for ensuring proper financial accountability, efficient operations, and compliance.



### IT AUDIT

Evaluate controls over the IT environment and use data extraction software, where applicable, to audit transactions through your financial information system.



## Overall Status



**Planning Phase:** Complete

- ✓ Included risk assessment and audit approach for CAFR and all Components
- ✓ Included planning and coordination for CAFR and all Components

**Preliminary/Interim Work:** Complete

**Final Phase:** In Process (complete for Components)

**Reporting:** In Process (for Components)

## Schedule by Unit

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning | Assess & Test Controls | Preliminary Management Points | Substantive Testing | GAAS Compliance | Audit Sign Off | Issue Reports |
|---|----------|------------------------|-------------------------------|---------------------|-----------------|----------------|---------------|
| CAFR  | July     | July - September       | October                       | November - January  | January         | January        | January       |
| University of the District of Columbia      | July     | July - September       | October                       | November - December | December        | December       | December      |
| Unemployment Compensation Trust Fund        | July     | July - September       | October                       | December            | December        | December       | December      |
| DC OPEB Fund                                | July     | July - September       | October                       | December            | December        | December       | December      |
| Not-For-Profit Hospital Corporation         | July     | July - September       | October                       | December            | December        | December       | December      |
| Washington Convention and Sports Authority  | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Lottery & Charitable Games Control Board | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Home Purchase Assistance Program         | July     | July - September       | October                       | December            | December        | December       | December      |
| DC E911 / 311 Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Health Benefit Exchange Authority        | July     | July - September       | October                       | December            | December        | December       | December      |
| Highway Trust Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |

## Procedures on Third Party Organizational Units

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning  | Review of Third Party Auditor Workpapers | Reporting          |
|---|-----------|--|--------------------|
| Housing Finance Agency                        | September | December                                 | December / January |
| D.C. Tobacco Settlement Financing Corporation | October   | December                                 | December / January |
| D.C. Green Finance Authority                  | December  | January                                  | December / January |
| D.C. Retirement Board                         | October   | December                                 | December / January |
| Section 529 College Savings Plan              | September | December                                 | December / January |
| 401 A-Deferred Compensation Plan              | October   | December                                 | December / January |
| 457-Deferred Compensation Plan                | October   | December                                 | December / January |



## Schedule by Unit

| Entity                                      | Entrance Meeting Date | Preliminary Including Test of Controls |           | Final and Sign-off |            | Approved statements to Issue | Contractual Due Date of 1/4/2021 | Exit Meeting Date | Issued Statement |          |
|---|-----------------------|--|-----------|--------------------|------------|------------------------------|----------------------------------|-------------------|------------------|----------|
|   |                       | Planned                                | Actual    | Planned            | Actual     | Planned                      | Actual                           |                   | Planned          | Actual   |
| CAFR  | 6/11/2020             | 9/30/2020                              | 9/30/2020 | 1/20/2021          | TBD        | 1/22/2021                    | TBD                              | TBD               | 1/31/2021        | TBD      |
| University of the District of Columbia      | 6/25/2020             | 9/30/2020                              | 9/29/2020 | 12/21/2020         | 1/2/2021   | 12/22/2020                   | TBD                              | 1/4/2021          | 12/23/2020       | TBD      |
| Unemployment Compensation Trust Fund        | 7/16/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | TBD               | 12/23/2020       | TBD      |
| DC OPEB Fund                                | 7/8/2020              | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 1/3/2021   | 12/22/2020                   | 1/4/2021                         | 1/4/2021          | 12/23/2020       | 1/5/2021 |
| Not-For-Profit Hospital Corporation         | 7/9/2020              | 9/30/2020                              | 9/29/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| Washington Convention and Sports Authority  | 7/10/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| DC Lottery & Charitable Games Control Board | 6/22/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 1/3/2021   | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| DC Home Purchase Assistance Program         | 6/23/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 12/30/2020 | 12/22/2020                   | 12/31/2020                       | 12/31/2020        | 12/23/2020       | 1/4/2021 |
| DC E911 / 311 Fund                          | 7/14/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | 12/30/2020 | 12/22/2020                   | 12/31/2020                       | 12/30/2020        | 12/23/2020       | 1/5/2021 |
| DC Health Benefit Exchange Authority        | 7/22/2020             | 9/30/2020                              | 9/21/2020 | 12/21/2020         | 12/31/2020 | 12/22/2020                   | TBD                              | 1/5/2021 *        | 12/23/2020       | TBD      |
| Highway Trust Fund                          | 7/15/2020             | 9/30/2020                              | 9/30/2020 | 12/21/2020         | TBD        | 12/22/2020                   | TBD                              | 1/6/2021 *        | 12/23/2020       | TBD      |
| Highway Trust Fund Forecast                 | 7/15/2020             | 1/31/2021                              | TBD       | 4/16/2021          | TBD        | 4/22/2021                    | TBD                              | TBD               | 4/26/2021        | TBD      |
|   |                       |  |           |                    |            |                              |                                  |                   |                  |          |
| GAAS Opinion                                |                       | N/A                                    |           | 1/20/2021          | TBD        | 1/22/2021                    | TBD                              |                   | 1/22/2021        | TBD      |
| Final Management letter                     |                       | 11/2/2020                              | TBD       | 1/27/2021          | TBD        | 1/29/2021                    | TBD                              |                   | 1/29/2021        | TBD      |
| Council Presentation                        |                       | N/A                                    |           |                    |            |                              |                                  |                   | TBD              | TBD      |

\* Planned meeting date

MJ

# **Audit Status by Audit Unit and Plans for Next Period**

**January 2, 2021 to January 8, 2021**

## CAFR Accomplishments

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued with year end substantive fieldwork procedures for various other audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other
- ✓ Final prepared by client (PBC) requests – request items have been coming in for final fieldwork. Monitoring and follow up on items occurred throughout the period.

## CAFR Accomplishments CONT'D

---

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Continue to perform fraud related inquiries.
- ✓ Continue with year end substantive fieldwork procedures for various audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Washington Convention and Sports Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and quality control (QC) review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Team to clear review comments throughout file.
- ✓ Hold exit meeting on Wednesday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None



## University of the District of Columbia

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Hold exit meeting on Monday, January 4, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **Not-for-Profit Hospital Corporation**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Team to clear review comments throughout file.
- ✓ Hold exit meeting on Wednesday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Health Benefit Exchange Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Hold exit meeting on Monday, January 5, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **D.C. Lottery and Charitable Control Board**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Hold exit meeting on Monday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Other Post-Employment Benefit Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Hold exit meeting on Monday, January 4, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Unemployment Compensation Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Home Purchase Assistance Program

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Held exit meeting with Program management.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **E 911 / 311 Fund**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Held exit meeting with Fund management.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None



## Highway Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Completed year end substantive audit procedures over applicable audit areas.
- ✓ Completed manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Team to clear review comments throughout file.
- ✓ Hold exit meeting on Wednesday, January 6, 2021.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Third Party Audited Organizational Units

**FOR THE FOLLOWING TWO COMPONENT UNITS (CU) AND THE FOUR OTHER ORGANIZATIONAL UNITS (OU):**

- ✓ Housing Finance Agency (CU)
- ✓ D.C. Tobacco Settlement Financing Corporation (CU)
- ✓ D.C. Green Finance Authority (CU)
- ✓ D.C. Retirement Board (OU)
- ✓ Section 529 College Savings Plan (OU)
- ✓ 401 A-Deferred Compensation Plan (OU)
- ✓ 457-Deferred Compensation Plan (OU)

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Finalized contract modification for D.C. Green Finance Authority, and coordinated with the Authority to review the 3<sup>rd</sup> Party Auditor's work papers the week of January 4, 2021
- ✓ Meeting with D.C. Retirement Board regarding delays

### **ACCOMPLISHMENT EXPECTED FOR NEXT PERIOD**

- ✓ Perform review of 3<sup>rd</sup> Party Auditor work papers for CUs and OUs (dates not scheduled), except for Housing Finance Agency, D.C. Retirement Board, and 401 & 457 Plans (Plans scheduled for January 12, 2021)

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ D.C. Retirement Board are a week to 10 days behind schedule

MJ

# Key Points of Contact Information

## Key Points of Contact Information

---

### **Jack Reagan, CPA**

Engagement Partner

8601 Robert Fulton Drive, Suite 210, Columbia, MD 21046

(410) 423-4832 (direct phone)

[www.uhy-us.com](http://www.uhy-us.com)

### **Mark Schwartz, CPA**

Audit Partner

5101 Wisconsin Ave NW #210, Washington, DC 20016

(202) 207-3560 (direct phone)

[www.mcconnelljones.com](http://www.mcconnelljones.com)

### **Micah Clinger, CPA**

Audit Director

14200 Midway Road, Suite 118, Dallas, TX 75244

(214) 758-0011 (direct phone)

[www.mcconnelljones.com](http://www.mcconnelljones.com)

MJ



# Questions Open Dialogue

---

**From:** Waters, Jane (EOM)  
**Sent:** Tue, 5 Jan 2021 20:18:35 +0000  
**To:** Ross, Jed (ORM)  
**Subject:** FW: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870  
**Attachments:** Inspection & Moisture Mapping Report - Peabody Elementary - CL# 5630058569.pdf

Jed – FYI.

Regards - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

**From:** Gervasio, Jeffrey J. <Jeff.Gervasio@sedgwick.com>  
**Sent:** Tuesday, January 05, 2021 2:38 PM  
**To:** Waters, Jane (EOM) <jane.waters@dc.gov>  
**Cc:** James Parris <james.parris@zurichna.com>; Bob Martin <bob@meridian-consultants.net>; Timothy Swift <tswift@jsheld.com>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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Jane,

Per our discussions and your request enclosed is a copy of the Meridian report dated January 1<sup>st</sup> and prepared after their December inspection. Please share this information with whoever you deem appropriate on your end. If a call is needed to further discuss this report once it is reviewed internally please advise. We are looking to schedule an additional site meeting next week involving our Adjustment team and the DC team. I'll provide a proposed date/time in an email later this week.

With regard to the mitigation issue, please see below contact information for BMS CAT a MD based firm who can perform the required services outlined in the Meridian report

Tim Scott  
General Manager

817-917-0251

[tscott@bmsmanagement.com](mailto:tscott@bmsmanagement.com)

[tscott@bmscat.com](mailto:tscott@bmscat.com)

Mr. Scott is aware of the situation and will work with Mr. Martin at Meridian on scope/pricing issues. There is no need for a written estimate prior to this mitigation work beginning on our end. Please contact Mr. Scott directly to arrange a site visit so the mitigation process may begin.

Zurich has agreed to pay BMS CAT directly for their services provided The District of Columbia signs a direction of payment which will be provided by the vendor and understands Zurich does not guarantee or warranty any work done by the vendor. Also, please understand the vendor works for you the insured, not the insurer. As explained, Meridian will be involved in the process on an on-going basis and will available address any questions or concerns during the process should they arise.

Any questions please let me know.

Thanks

Jeff Gervasio | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Monday, January 4, 2021 3:06 PM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation  
Sedgwick # MEC20108870

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Hi Jeff,

Confirming today's call, we would like a copy of Meridian's report as soon as possible. I need to outline a SOW for the abatement/clean up for bidding purposes as well as show proof of the existing vendor's shortcomings.



Thanks much - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>

**Sent:** Monday, January 04, 2021 10:16 AM

**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>

**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>; Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>

**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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I wanted to circle back on this as we begin a new week.

My understanding is Meridian was on site last week and provided 3 vendors BMS CAT, Belfor and Interstate who are on Zurich's approved list for remediation/restoration. How would you like to proceed on your end with starting the process of engaging a firm? I understand there may be a need for multiple bids as DC protocol so the sooner this process begins the better.

Also, with regard to the damaged contents, thank you for the inventory. For now we request any damaged content remain on site. I'm working with Zurich to see how they want to proceed with further evaluation of these items.

Any questions please let me know or if you'd like to schedule a site meeting/call with the consultants let me know.

Thanks again for your help.

Jeff Gervasio | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)





---

**From:** Gervasio, Jeffrey J.  
**Sent:** Tuesday, December 22, 2020 12:25 PM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>; Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

Ok thanks

Jeff Gervasio | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



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**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Tuesday, December 22, 2020 12:23 PM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>; Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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---

Thanks much – I will be onsite Monday.

Regards - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>

**Sent:** Tuesday, December 22, 2020 12:14 PM

**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>

**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>; Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>

**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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Thank you, Meridian will move forward with their 12/28 site visit.

To confirm we have advised all involved consultants to only discuss the claim with members of the Risk Management team when they are on site, whether it be Mr. Preston or Mr. Healy. Apologies for the confusion earlier today.

As always an concerns please call me directly to discuss. We will update Zurich as necessary.

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Tuesday, December 22, 2020 9:43 AM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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---

Absolutely Jeffrey.

Please schedule.

Thanks much - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Sent:** Monday, December 21, 2020 3:01 PM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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Looks like Meridian would like to be on site a week from today Monday 12/28 at 8:30am to start the moisture mapping.

Can someone from RM be on site to meet them at that time?



Jeff Gervasio | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Monday, December 21, 2020 9:01 AM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation  
Sedgwick # MEC20108870

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---

Jeff,

Understood – will follow up and advise.

Regards - Jane

**Jane C. Waters**  
*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Sent:** Monday, December 21, 2020 8:51 AM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation  
Sedgwick # MEC20108870

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With regard to the other additional consultant Meridian, they would like to wait for the IH final report before inspecting the location. Our understanding is the IH should have their final findings over either this week or next per comments in our meeting Thursday.  
Please provide a copy of this report for review upon receipt.

Thanks

Jeff Gervasio | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Friday, December 18, 2020 4:17 PM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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---

Thanks much Jeff,

Both Robert Preston and Pat Healy from ORM will be onsite – the same gentlemen that you met earlier this week.

Thanks much - Jane

**Jane C. Waters**  
*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S

Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>

**Sent:** Friday, December 18, 2020 2:39 PM

**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>

**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>

**Subject:** RE: NEW LOSS Zurich claim #S630058569 District of Columbia, a Municipal Corporation  
Sedgwick # MEC20108870

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The Held person contact information is below

Chris Antinora | Senior Vice President-Regional Lead

J.S. Held LLC

Six Drummond Place, Suite 1, Red Bank, NJ 07701

Office 732-219-9660 | Mobile 609-217-0741

Chris is copied and can be on site as early as 8-10 am on Tuesday 12/22. Please let us know what time works best on your end.

I don't believe he will need to speak to anyone in particular just have someone on site that is familiar with the location.

Thanks

Jeff Gervasio | Executive General Adjuster

10411 Motor City Drive Ste. 320 | Bethesda, MD 20817

OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)

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---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>

**Sent:** Friday, December 18, 2020 11:29 AM



**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** [tswift@jsheld.com](mailto:tswift@jsheld.com); Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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Thanks Jeffrey,

Tuesday is fine for JS Held. ORM will meet him at Peabody. We just need a timeframe for arrival and also need to know if he needs to speak with anyone special.

Appreciate your diligence. We promise to be very responsive.

Regards - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Sent:** Friday, December 18, 2020 10:45 AM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** [tswift@jsheld.com](mailto:tswift@jsheld.com); Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870  
**Importance:** High

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Jane,

Thanks for discussing this with me yesterday. As the claim progresses we will have requests for information that will be sent.

As discussed Zurich is engaging additional consultants to evaluate the potential moisture to the building and the technology impacted.

Chris Antinora, also with JS Held, will be the technology expert. He would like to visit the location Tuesday 12/22 or Weds 12/23 of this coming week. Please let me know the availability of your staff to accommodate this inspection. Chris will be traveling from NJ but could be on site in the AM.

Zurich has engaged Meridian to moisture map the location. We are corresponding with them now and will reach out to schedule their site visit once I have some feedback.

I'm in the process of reviewing the submitted support. As the claim progresses we will have requests for information that will be sent to this thread only. We will not be commenting to any other involved party from DC Govt per your request.

Thanks again for your help any questions let me know.

Jeff Gervasio | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
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**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Wednesday, December 16, 2020 2:02 PM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>; James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>  
**Cc:** [tswift@jsheld.com](mailto:tswift@jsheld.com); Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com)  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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Jim/James – appreciate your responsiveness!

Please call Robert Preston from ORM - 202-716-5042 when you arrive and he will meet you at the entrance.

We just finished a call with DGS – Department of General Services regarding Peabody:

- The architect is Studio Laan



- The ceiling was hung with wire hangers. They have removed the ceiling and cut holes around the affected area so that you can see inside.
- The ceiling fell on a sprinkler pipe (not head) that burst, causing the water damage.
- The alarm did sound, but the individual responsible for monitoring within DCPS (DC Public Schools) was not available.... A neighbor placed the call.
- 4 story building plus basement

|                           | Address 1       | City       | State | Zip   | Latitude | Longitude | Primary Construction Class Code | Class Description    | Exterior Wall Finish | Roof Material Description | Roof Pitch Description  | Heating Description      | Cooling Description    | Year Built             | Entry Alarm | Manual Fire Alarm | Auto Fire Alarm | Sprinkler | Floor Area | Basement Floor Area | Total Square Footage | New Value | Site Bldg Value | Insured By   |              |     |
|---------------------------|-----------------|------------|-------|-------|----------|-----------|---------------------------------|----------------------|----------------------|---------------------------|-------------------------|--------------------------|------------------------|------------------------|-------------|-------------------|-----------------|-----------|------------|---------------------|----------------------|-----------|-----------------|--------------|--------------|-----|
| PEABODY ELEMENTARY SCHOOL | 425 C STREET NE | WASHINGTON | DC    | 20002 | N 38.076 | W -53.594 | 6                               | Fire Resistant - 65% | BRICK, SOLID         | 12" THICK                 | ASPHALT SHINGLES - 100% | LOW (2:12 TO 6:12 PITCH) | FORCED WARM AIR - 100% | FORCED COOL AIR - 100% | 1880        | Y                 | Y               | Y         | 100        | 26,808              | 8,936                | 35,744    | \$ 10,298,000   | \$ 1,029,800 | \$ 1,029,800 | Yes |



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Both Tim from Held and myself will be on site tomorrow, weather permitting, around 10am.

If you could please provide the contact names for your risk management ppl and any supporting documentation you may have ASAP so we can review prior to our inspection.

Any questions please let me know. Thanks

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



---

**From:** Gervasio, Jeffrey J.  
**Sent:** Wednesday, December 16, 2020 10:34 AM  
**To:** [jane.waters@dc.gov](mailto:jane.waters@dc.gov)  
**Cc:** James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Tim Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>  
**Subject:** NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

Thank you for taking time this AM to discuss this loss with me. I will be the primary local contact for Zurich and report directly to Mr. Parris. As requested all contact on my end will come thru you.

Tim Swift with JS Held will be the new building consultant engaged by Zurich.  
Either Tim or myself will try to be present tomorrow on site (weather permitting).  
I understand you won't be present, can you provide the names of the insurance persons that will be?

As discussed, we don't yet have the supporting document so until we can complete a full review I don't want to schedule any calls with the involved parties. Once we are in a position to discuss I'll reach out to you so we can arrange as call.

Any questions please let me know.

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



---

**From:** [Sandra.Ralph@sedgwick.com](mailto:Sandra.Ralph@sedgwick.com) <[Sandra.Ralph@sedgwick.com](mailto:Sandra.Ralph@sedgwick.com)>  
**Sent:** Wednesday, December 16, 2020 8:16 AM  
**To:** [james.parris@zurichna.com](mailto:james.parris@zurichna.com)  
**Cc:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Subject:** 5630058569 ACKNOWLEDGEMENT OF ASSIGNMENT District of Columbia, a Municipal Corporation MEC20108870

Dear James,

On behalf of [Jeffrey Gervasio](mailto:Jeffrey.Gervasio@sedgwick.com), this email will serve as a formal notification of receipt of the following new claim:

|                             |  |
|-----------------------------|--|
| <b>Insured:</b>             | <b>District of Columbia, a Municipal Corporation</b> |
| <b>Policy Number:</b>       | 0162703  |
| <b>Date of Loss:</b>        | 9/29/2020  |
| <b>Loss Location:</b>       | 425 C St NE<br>Washington, DC, 20002                 |
| <b>Description of Loss:</b> | WATER  |
| <b>Your Claim Ref#:</b>     | 5630058569   |
| <b>Our Claim Ref#:</b>      | MEC20108870  |

If you have any comments or questions regarding this claim, please contact Jeffrey at [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com) or by phone at 301-922-0666.

Thank you for this opportunity to be of service.



Kind Regards,

Sandra Ralph

Administrative Assistant

We understand the challenges that exist with any claim in which the insured or claimant doesn't believe they have been compensated fairly or when there is a dispute regarding coverage afforded under the policy. Sedgwick takes its direction from its client and does not make coverage decisions. When there are disputes regarding claims, including but not limited to disputes over coverage, Sedgwick will look to its client for the defense and indemnification of claims arising out of the client's actions, decisions or directions.

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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://www.coronavirus.dc.gov).



## MOISTURE MAPPING/INSPECTION REPORT

January 1, 2021

James (Jim) Parris  
Executive General Adjuster  
Zurich American Guarantee & Liability Insurance Company  
1299 Zurich Way  
Schaumburg, IL 60196

Cc: Jeffery Gervasio / Sedgwick

Re: District of Columbia Municipal  
Peabody Elementary School  
425 C St NE  
Washington, DC 20002  
Claim # 5630058569

Meridian Consultants was contacted by Jim Parris on Thursday, December 17, 2020, to perform a site inspection and moisture mapping of the Peabody Elementary School, 425 C St NE, Washington, DC 20002. Bob Martin, Meridian Consultants, was assigned to perform the inspection and moisture mapping of the damaged structural items from the water damage that was reported on September 29, 2020.

It was reported that a sprinkler line, located above the plaster ceiling in the common area of the third floor, broke on September 29, 2020. It was reported that the water had affected the third floor down to the basement, including structure and contents in various areas of the building, third floor down to the basement. Based on previous reports supplied by Jim Parris and Jeff Gervasio, the plaster ceiling had collapsed and a company was brought in to remove the damaged ceiling and to brace the second and first floor due to the possibility of the incorrect hangers placed due to the weight of the plaster ceiling and other items that been hung on the ceiling, per the Silman report dated October 1, 2020.

I arrived at the property on Monday, December 28, 2020, at 8:20 am to meet with the District of Columbia Office of Risk Management (ORM) Jane Waters and Robert Preston at the agreed time of 8:30 am. Robert Preston was already on site and we waited for Jane Waters to arrive for me to explain the process and the role that I would be performing over the next few days. They proceeded to show me the origin of the water damage and the affected areas from the third floor down to the basement. A representative would remain at the building, to answer an questions, while I performed the inspection and moisture mapping

Prior to arrival, several reports were provided by Jeff Gervasio and Jim Parris the include the following (please refer to these documents for additional information):

- **Young & Associates - Initial Report dated November 3, 2020**
- **Peabody ES - ROM budget (12-5-20)**
- **Silman - Peabody Field Report dated October 1, 2020**
- **SaLUT ES Asbestos Assignment dated October 1, 2020**
- **SaLUT Pb Survey Report dated October 15, 2020\_Revised**
- **Peabody ES Post Water Intrusion Assessment 12\_22\_20 - FINAL**

I was able to review all of the reports prior to my arrival and used the Peabody ES Post Water Intrusion Assessment 12\_22\_20 - FINAL as a guide for my inspection and moisture mapping. Due to the amount of time that had elapsed, from the date of the water damage to the Meridian Consultants inspection, there is a good possibility that there may be little to no moisture found in the structural components that will be inspected.

For the moisture inspection, the following meters/IR camera were utilized:

- Protimeter - Surveymaster (penetrating/non-penetrating moisture meter)
- Extech Instruments - RH490 hygrometer for measuring Temperature/Relative Humidity/GPP
- Tramex CME4 - Concrete meter for measuring plaster and concrete
- FLIR MSX C2 Infrared Camera

Below is a description of what was observed, floor by floor, within the building and includes recommendations for restoration/remediation to be completed:

### **Third Floor**

#### **Common Area**

The plaster ceiling that had fallen had been removed and the ceiling beams and joists were exposed. All walls within the common area are concrete plaster with a steel mesh lathe and a painted finish in which no moisture was detected. There were areas with peeling/bubbling/sagging paint noticed. A rubber floor covering was in place over a plywood sub-flooring, in which moisture, ranging from 17-50%, was found in approximately 60-70% of the plywood flooring.

- **Recommendations**
  - Remove rubber flooring to expose plywood sub-flooring
  - Due to the amount of time that has passed, it is recommended that the plywood flooring be removed. This will also allow access to the joists and beams, below the flooring, to be properly cleaned/treated for and mold contamination that may be present when the plywood flooring is removed
  - Scrape any peeling/bubbling/sagging paint on plaster wall

### **301A Closet**

This is a game storage closet with no apparent damage to the cardboard boxes (water staining) located on the floor. No moisture was detected in the closet, therefore there are no recommendations for restoration/remediation

### **301B Closet**

Closet was locked at the time of the inspection, but based on the inspection of the other closets on the floor there should be no damage and no recommendations for restoration/remediation

### **301C Closet**

Janitor closet with no apparent damage. No moisture was detected in the closet, therefore there are no recommendations for restoration/remediation

### **301D Closet**

This is a miscellaneous storage closet with no apparent damage to the cardboard boxes (water staining) or plastic tubs located on the floor. No moisture was detected in the closet, therefore there are no recommendations for restoration/remediation

### **303 Classroom**

No apparent, obvious, water damage identified. North windows show, what appears to be, preexisting damage above the windows with water staining on ledge and separation at window trim and at top of windows (this area is higher than the level where the sprinkler line broke and water should not have affected anything higher than the sprinkler line in the common area). There is a threshold at the entry to all of the classrooms that appears to be higher than the floor level on the common area. Depending on the amount of water that was in the common area, and the levelness of the building, the water would have had to rise above the elevated threshold to enter the classrooms on the third floor. In this instance, there was varnish peeling in several areas of the wood floor and it appeared that there was cupping/crowning on approximately 30-40% of the wood flooring however there was no moisture found in the wood flooring and it is unknown what the condition of the wood floor was prior to the water damage on September 29, 2020. Access holes had been cut in walls (2) to determine the amount of damage behind the sheetrock walls and (1) hole cut in the plaster ceiling, between (2) decorative insulated ceiling panels. No mold was observed in the openings of the wall cavities, but there was visible growth on the wood beam in the ceiling, between the third and fourth floors. Because the damage in the ceiling is higher than the water line where the sprinkler broke in the common area ceiling, I do not believe that this damage, in the ceiling, was caused from this water occurrence and appears that it was preexisting from some other source that be derived from the fourth floor. There was no visible water damage, and no moisture found, within the restroom inside of the classroom.

- **Recommendations**

- Remove wood flooring, vapor barrier and wood slat sub-floor to be able to access the floor joists (ceiling joists of second floor with visible growth)



### **303A Closet**

This is a storage closet for the 303 classroom. There were no signs of water damage to the VCT flooring or any of the contents located within the room. No moisture was found in the walls or on the flooring. Ceiling tiles had been moved for the previous inspection, but no damage from above.

### **303B Electrical Closet**

This is an electrical closet with plywood over sheetrock on the wall and VCT flooring. There were no signs of water damage in this room and no moisture was detected on the walls or the flooring.

### **302 Resource Room**

This room has 18"x18" glue down carpet squares on top of plywood sub-flooring. Moisture was found in the plywood sub-floor (30-40% moisture content) under the carpet squares. There was no moisture detected, and no signs of water damage, on the sheetrock walls within the room. An access hole had been cut in the sheetrock wall and no mold growth was discovered. The north window showed, what appears to be, preexisting damage above and on the side of the window with water staining on ledge and separation at window trim and at top of windows (this area is higher than the level where the sprinkler line broke and water should not have affected anything higher than the sprinkler line in the common area).

- **Recommendations**

- Remove glue down carpet squares
- Due to the amount of time that has passed, it is recommended that the plywood flooring be removed. This will also allow access to the joists and beams, below the flooring, to be properly cleaned/treated for and mold contamination that may be present when the plywood flooring is removed

### **302A IT**

This room has sheetrock walls and VCT flooring. There were no signs of water intrusion in this room and no moisture was detected in the walls or the flooring. There is water/rust staining on the wall and VCT flooring directly below a wall mounted cooling unit, with rust staining, for the equipment. It appears that the unit has leaked in the past and caused the rust staining on the wall and flooring.

### **307 Classroom**

This classroom shows little sign of water damage, but moisture was found in approximately 60-70% of the wood flooring (21-65% moisture content). Access holes had been previously cut in the sheetrock walls (2) and plaster ceiling (1) to inspect for damages. No moisture was found in the sheetrock walls or ceiling. There was no visible water damage, and no moisture found, within the restroom inside of the classroom.

- **Recommendations**

- Remove wood flooring, vapor barrier and wood slat sub-floor to be able to access the floor joists (ceiling joists of second floor with visible growth)

### **307A Closet**

This is a storage closet for the 307 classroom. There were no signs of water damage to the VCT flooring or any of the contents located within the room. No moisture was found in the walls or on the flooring. Ceiling tiles had been moved for the previous inspection, but no damage from above.

### **306 Classroom**

This classroom shows little sign of water damage, but moisture was found in approximately 60-70% of the wood flooring (22-99% moisture content). Access holes had been previously cut in the sheetrock walls (1) and plaster ceiling (1) to inspect for damages. No moisture was found in the sheetrock walls or ceiling. Per the SaLUT report, there is mold growth on the ceiling beams and joist, to the fourth floor, but the damage, outside of the restroom, is above the water line from where the sprinkler head broke in the common area. After further investigation of the bathroom in Room 305, it appeared that there was an ongoing leak from a plumbing leak (more information on the leak located in the section for Room 305). There was no visible water damage, and no moisture found, within the restroom inside of the classroom.

- **Recommendations**

- Remove wood flooring, vapor barrier and wood slat sub-floor to be able to access the floor joists (ceiling joists of second floor with visible growth)

### **306 A**

This is a storage closet for the 306 classroom. There were no signs of water damage to the VCT flooring or any of the contents located within the room. No moisture was found in the walls or on the flooring. Ceiling tiles had been moved for the previous inspection, but no damage from above.

### **305 Phys Ed**

This classroom showed little to no signs of water damage, however upon further investigation there was moisture found in approximately 50% of the plywood flooring (25-45% moisture content) under the rubber floor matting. Damage was from the door to the classroom and moved south approximately halfway across the room. Ceiling tiles had been moved to inspect above the ceiling grid and no damage was visible. The bathroom, per the SaLUT report, recommended removal of the damaged sheetrock, above the ceiling grid. After further inspection, it was determined that there was an ongoing leak from a plumbing pipe in the ceiling. This was brought to the attention of Jane Waters, who immediately contacted a plumber to investigate the leak. After the plumber's investigation, it was determined that there was an ongoing leak from a plumbing pipe. It is my opinion, because the damage in Room 306, 305, and 304, all along the south wall and higher than the line where the water sprinkler broke in the common area, all of the damage along the south wall appears to be preexisting. After speaking with Jane Waters, regarding the leak that was found, she too agreed that these areas appeared to be preexisting and not part of the water loss from September 29, 2020.

- **Recommendations**

- Remove rubber flooring to expose plywood sub-flooring
- Due to the amount of time that has passed, it is recommended that the plywood flooring be removed. This will also allow access to the joists and beams, below the flooring, to be properly cleaned/treated for and mold contamination that may be present when the plywood flooring is removed

### **305 A Closet**

This is a storage closet for the 305 classroom. There were no signs of water damage to the flooring or any of the contents located within the room. No moisture was found in the walls or on the flooring.

### **305 B Closet**

This is a storage closet for the 305 classroom. There were no signs of water damage to the flooring or any of the contents located within the room. No moisture was found in the walls or on the flooring.

### **304 Classroom**

This classroom shows little sign of water damage, and moisture was found in the wood flooring. There are signs that water was on the wood flooring, even though there was no moisture found in the flooring. Access holes had been previously cut in the sheetrock walls (2) and plaster ceiling (1) to inspect for damages. No moisture was found in the sheetrock walls or ceiling. There was no visible water damage, and no moisture found, within the restroom inside of the classroom.

- **Recommendations**

- Remove wood flooring, vapor barrier and wood slat sub-floor to be able to access the floor joists (ceiling joists of second floor with visible growth)

### **East Stairwell**

All walls and ceiling in the stairwell are plaster & lathe with no moisture found at the time of the inspection. The landing, outside of the double doors to the common area, have a rubber covering over plywood. After inspecting the rubber flooring, and the plywood below, moisture content (50-70%) was identified in the plywood. The lower landing, next to the exterior wall, are steel plates with no appearance of water damage.

- **Recommendations**

- Remove rubber flooring to expose plywood sub-flooring
- Due to the amount of time that has passed, it is recommended that the plywood flooring be removed. This will also allow access to the joists and beams, below the flooring, to be properly cleaned/treated for and mold contamination that may be present when the plywood flooring is removed

### **West Stairwell**

All walls and ceiling in the stairwell are plaster & lathe with no moisture found at the time of the inspection. The landing, outside of the double doors to the common

area, have a rubber covering over plywood. After inspecting the rubber flooring, and the plywood below, moisture content (50-70%) was identified in the plywood. The lower landing, next to the exterior wall, are steel plates with no appearance of water damage.

- **Recommendations**

- Remove rubber flooring to expose plywood sub-flooring
- Due to the amount of time that has passed, it is recommended that the plywood flooring be removed. This will also allow access to the joists and beams, below the flooring, to be properly cleaned/treated for and mold contamination that may be present when the plywood flooring is removed

## **Second Floor**

### **Common Area**

There is temporary 2"x4" wood frame bracing that has been installed at the plaster & lathe ceiling for security and to prevent the ceiling from possibly falling. There are decorative furred out sheetrock areas that contain electrical, data cables and an air purifying unit. All of the wall are plaster and lathe and show signs of water damage on the walls by way of paint bubbling/sagging on the walls. The flooring is tile and does not appear to have been affected by the water damage. There are holes in the plaster ceiling that show peeling paint on the surfaces above the plaster ceiling and visible growth on the blue paint above the ceiling at (1) opening. There is a possibility, based on the Silman report, that there may need to additional bracing, or replacement, of the plaster & lathe ceiling due to undersized hangers utilized to hang the ceiling. Meridian Consultants are not building engineers and this area will have to be further investigated during the restoration/remediation.

- **Recommendations**

- Remove the horizontal sheetrock on furred out areas where there has been obvious water damage (rust marks, staining, etc.) to ensure that there is no AMG (Assumed Mold Growth) on the backside of the unfinished sheetrock bottom and sides
- Scrape any peeling/bubbling/sagging paint on plaster wall

### **201A Closet**

This appears to be an art storage closet with no apparent damage to the cardboard boxes (water staining) located on the floor. No moisture was detected in the closet, therefore there are no recommendations for restoration/remediation.

### **201B Closet**

This appears to be a miscellaneous storage closet with no apparent damage to the cardboard boxes (water staining) located on the floor. No moisture was detected in the closet, therefore there are no recommendations for restoration/remediation.

### **201C Closet**

This appears to be a miscellaneous storage closet with no apparent damage to the cardboard boxes (water staining) located on the floor. No moisture was detected in the closet, therefore there are no recommendations for restoration/remediation.

### **201D Closet**

This appears to be a miscellaneous storage closet with no apparent damage to the cardboard boxes (water staining) located on the floor. No moisture was detected in the closet, therefore there are no recommendations for restoration/remediation.

### **204 Classroom**

This classroom shows little sign of water damage, and no moisture was found in the wood flooring. There are signs that water was on the wood flooring, even though there was no moisture found in the flooring. Access holes had been previously cut in the sheetrock walls (2) and plaster ceiling (1) to inspect for damages. No moisture was found in the sheetrock walls or ceiling. There was no visible water damage, and no moisture found, within the restroom inside of the classroom

### **203 Classroom**

This classroom shows heavy signs of water damage on the plaster ceiling and heavy damage to the wood flooring. A few of the decorative insulated panels and lights had fallen from the water intrusion from overhead. Built-in cabinet, along west wall, shows heavy signs of water damage to the sides from wicking and the formica is separating from the countertop (next to sink). Water staining was observed on top of the formica countertops, on top of the built-in cabinets, along the east wall. No moisture was found in the sheetrock walls or plaster ceiling. Moisture was found in the wood flooring (17-50% moisture content) in approximately 80% of the floor. Access holes had been previously cut in the sheetrock walls (2) and plaster ceiling (1) to inspect for damages. Based on the SaLUT report, they recommend cutting access holes in the ceiling to treat the mold affected wood joists and beams. Meridian Consultants is of the opinion that it will be more cost effective to remove the flooring in the classroom above (303) to address the damaged ceiling joists and beams due to the fact of all of the items attached to the ceilings (decorative insulated panels, air purifier, electrical, data cables, etc.). No moisture was found in the sheetrock walls or ceiling. The contents within the room (chairs, cabinets, area rugs, etc.) have sustained heavy damage and should be further assessed for repair or replacement. There was no visible water damage, and no moisture found, within the restroom inside of the classroom.

- **Recommendations**

- Remove wood flooring, vapor barrier and wood slat sub-floor to be able to access the floor joists (ceiling joists of second floor with visible growth)
- Scrape any loose, peeling paint from the plaster ceiling

### **203A Closet**

This is a storage closet for the 203 classroom. There were no signs of water damage to the VCT flooring but there was visible water staining to (1) cardboard box on the floor located within the room. No moisture was found in the walls or on the flooring. Ceiling tiles had been moved for the previous inspection, but no damage from above was apparent.



### **203B Electrical Closet**

This is an electrical closet with plywood over sheetrock on the wall and VCT flooring. There were no signs of water damage in this room and no moisture was detected on the walls or the flooring.

### **202 Social Worker**

This office and contents show heavy signs of water intrusion from overhead. There are 18"x18" carpet squares placed on top of plywood. Water staining was identified at the lower corner of the window. (1) access hole was cut in the west wall (insulated) for inspection of the wall cavity. Most all of the ceiling tiles had either fallen from the water overhead or were removed as there were no tiles on the floor. Visible mold growth was identified above the ceiling grid, on the sheetrock walls and plaster ceiling, as well as behind the cove base that I removed to check for moisture. Visible mold growth was also discovered on the underside of the 18"x18" carpet squares and on the plywood flooring. Moisture content, 51-56%, was identified in the plywood flooring below the carpet squares. Rust staining was identified on the steel door frame to the room. Contents in the office have sustained heavy water damage, upholstered furniture showing signs of mold growth, and should be further assessed for repair or replacement.

- **Recommendations**

- Because there was mold growth identified on the lower section of the sheetrock walls, and above the ceiling grid, we recommend removal of the grid to access the sheetrock above and the removal of all the sheetrock walls in the office
- Scrape the paint from the plaster ceiling to address the visible mold growth
- Remove glue down carpet squares
- Due to the amount of time that has passed, it is recommended that the plywood flooring be removed. This will also allow access to the joists and beams, below the flooring, to be properly cleaned/treated for and mold contamination that may be present when the plywood flooring is removed

### **202B Health Suite**

This office, hallway and contents show heavy signs of water intrusion from overhead. There is a rubber flooring mat over plywood where moisture was discovered (21-32% moisture content in the plywood) in the hallway and in the office along the north wall. (1) access hole was cut in the west wall, in the hallway, for inspection of the wall cavity. Most all of the ceiling tiles had either fallen from the water overhead or were removed as there were no tiles on the floor. Visible mold growth was identified above the ceiling grid, on the sheetrock walls and plaster ceiling, as well as behind the cove base that I removed to check for moisture. Rust staining was identified on the steel door frame to the room. Upper and lower, particle board cabinets, show swelling at the base and top of the cabinets from the moisture intrusion. There appeared to be water damage, from overhead, in the restroom located in the office area. Visible water staining was identified on the ceiling tiles that remained in place. Contents placed in the bathroom showed a

debris line, for water, on the bases and legs of the furniture. Contents in the office have sustained heavy water damage, upholstered furniture showing signs of mold growth, and should be further assessed for repair or replacement.

- **Recommendations**

- Because there was mold growth identified on the lower section of the sheetrock walls, and above the ceiling grid, we recommend removal of the grid to access the sheetrock above and the removal of all the sheetrock walls in the office
- Scrape the paint from the plaster ceiling to address the visible mold growth in hallway, office, and restroom
- Remove rubber flooring to access the plywood underneath
- Due to the amount of time that has passed, it is recommended that the plywood flooring be removed. This will also allow access to the joists and beams, below the flooring, to be properly cleaned/treated for and mold contamination that may be present when the plywood flooring is removed
- Remove damaged ceiling tile in the restroom and inspect for additional mold growth on the exposed sheetrock above the grid line and remove if observed

## **207 Classroom**

This classroom shows heavy signs of water damage on the plaster ceiling, peeling paint and separating in several areas, and heavy damage to the wood flooring. Most all of the decorative insulated panels and several light fixtures had fallen from the water intrusion from overhead. No moisture was found in the sheetrock walls or plaster ceiling. Moisture was found in the wood flooring (21-78% moisture content) in approximately 85-90% of the floor. Visible mold growth was found on the sheetrock wall near the northeast window of the room. Most all of the built-in cabinets, approximately 95%, show heavy signs of water damage at the toe kicks at the bottom of the cabinets along the north & west wall. Access holes had been previously cut in the sheetrock walls (2) and plaster ceiling (1) to inspect for damages. Based on the SaLUT report, they recommend cutting access holes in the ceiling to treat the mold affected wood joists and beams. Meridian Consultants is of the opinion that it will be more cost effective to remove the flooring in the classroom above (307) to address the damaged ceiling joists and beams due to the fact of all of the items attached to the ceilings (decorative insulated panels, air purifier, electrical, data cables, etc.). No moisture was found in the sheetrock walls or ceiling. The contents within the room (chairs, cabinets, area rugs, etc.) have sustained heavy damage and should be further assessed for repair or replacement. There was no visible water damage, and no moisture found, within the restroom inside of the classroom.

- **Recommendations**

- Remove wood flooring, vapor barrier and wood slat sub-floor to be able to access the floor joists (ceiling joists of second floor with visible growth)
- Scrape any loose, peeling paint from the plaster ceiling
- Removed sheetrock with visible mold growth near the northeast window

- Remove the built-in cabinets, north & west walls, and inspect the sheetrock behind for water damage and remove as necessary (if no damage to the cabinets, other than the toe kicks, it is possible that the cabinets could be reused after cleaning for the rebuild)

### **207A Closet**

This is a storage closet for the 207 classroom. There were no signs of water damage to the VCT flooring and no apparent damage to the contents or cardboard boxes that were placed on the floor. No moisture was found in the walls or on the flooring. A ceiling tile had been moved for the previous inspection, but no damage from above was apparent.

### **206 Classroom**

This classroom shows heavy signs of water damage on the plaster ceiling, peeling paint and separating in several areas, and heavy damage to the wood flooring. Most all of the decorative insulated panels and several light fixtures had fallen from the water intrusion from overhead. No moisture was found in the sheetrock walls or plaster ceiling. Moisture was found in the wood flooring (24-33% moisture content) in approximately 80-90% of the floor. The built-in cabinet, along the south wall, shows heavy signs of water damage at the toe kicks at the bottom of the cabinet. Access holes had been previously cut in the sheetrock walls (2) and plaster ceiling (1) to inspect for damages. Based on the SaLUT report, they recommend cutting access holes in the ceiling to treat the mold affected wood joists and beams. Meridian Consultants is of the opinion that it will be more cost effective to remove the flooring in the classroom above (306) to address the damaged ceiling joists and beams due to the fact of all of the items attached to the ceilings (decorative insulated panels, air purifier, electrical, data cables, etc.). No moisture was found in the sheetrock walls or ceiling. The contents within the room (chairs, cabinets, area rugs, etc.) have sustained heavy damage and should be further assessed for repair or replacement. There was no visible water damage, and no moisture found, within the restroom inside of the classroom.

#### **• Recommendations**

- Remove wood flooring, vapor barrier and wood slat sub-floor to be able to access the floor joists (ceiling joists of second floor with visible growth)
- Scrape any loose, peeling paint from the plaster ceiling
- Remove the built-in cabinets, along south wall, and inspect the sheetrock behind for water damage and remove as necessary (if no damage to the cabinets, other than the toe kicks, it is possible that the cabinets could be reused after cleaning for the rebuild)

### **206A Closet**

This is a storage closet for the 206 classroom. There were no signs of water damage to the VCT flooring and no apparent damage to the contents, or built-in cabinets, that were placed on the floor. No moisture was found in the walls or on the flooring. Most all of the ceiling tiles were not in the ceiling and had either fallen from the overhead water damage or been removed, but there were no remnants of ceiling tiles on the floor.



## **205 Staff Lounge**

This room and contents, in approximately 60-70%, show heavy signs of water intrusion from overhead. No moisture was found in the sheetrock walls. There is a multi-colored rubber flooring mat over plywood where no moisture was discovered in the room, however, there appears to have been a large amount of water on the flooring and the Principals office below sustained a large amount of water from overhead. (1) access hole was cut in the west wall for inspection of the wall cavity. Most of the ceiling tiles, in approximately 50% of the room, had either fallen from the water overhead or were removed as there were no tiles on the floor. Visible mold growth was identified behind the cove base that I removed, near the entry door to the common area, to check for moisture. Several of the contents in the room have sustained heavy water damage, upholstered furniture showing signs of mold growth, and should be further assessed for repair or replacement. There was no visible water damage, and no moisture found, within the restroom inside of the room.

- **Recommendations**

- Because there was mold growth identified behind the cove base, along the north wall, of the sheetrock walls we recommend removal of the of the sheetrock 4' up from the floor
- Remove rubber flooring to access the plywood underneath
- Due to the amount of time that has passed, it is recommended that the plywood flooring be removed. This will also allow access to the joists and beams, below the flooring, to be properly cleaned/treated for and mold contamination that may be present when the plywood flooring is removed

## **East Stairwell**

All walls and ceiling in the stairwell are plaster & lathe with no moisture found at the time of the inspection. The landing, outside of the double doors to the common area, have a rubber covering over plywood. After inspecting the rubber flooring, and the plywood below, moisture content (up to 99%) was identified in the plywood. The lower landing, next to the exterior wall, are steel plates with no appearance of water damage. Peeling and separating plaster was observed on the ceiling above the landing. There was visible water damage to the east wall, at the lower landing near the window, that appears to have run down the wall from the third floor.

- **Recommendations**

- Remove rubber flooring to expose plywood sub-flooring
- Due to the amount of time that has passed, it is recommended that the plywood flooring be removed. This will also allow access to the joists and beams, below the flooring, to be properly cleaned/treated for and mold contamination that may be present when the plywood flooring is removed
- Scrape any peeling/bubbling paint or plaster from the ceiling or walls that was observed

## **West Stairwell**

All walls and ceiling in the stairwell are plaster & lathe with no moisture found at the time of the inspection. The landing, outside of the double doors to the common area, have a rubber covering over plywood. After inspecting the rubber flooring, and the plywood below, moisture content (up to 99%) was identified in the plywood. The lower landing, next to the exterior wall, are steel plates with no appearance of water damage. Peeling and separating plaster was observed on the ceiling above the landing. There was visible water damage to the east wall, at the lower landing near the window, that appears to have run down the wall from the third floor.

- **Recommendations**

- Remove rubber flooring to expose plywood sub-flooring
- Due to the amount of time that has passed, it is recommended that the plywood flooring be removed. This will also allow access to the joists and beams, below the flooring, to be properly cleaned/treated for and mold contamination that may be present when the plywood flooring is removed
- Scrape any peeling/bubbling paint or plaster from the ceiling or walls that was observed

## **First Floor**

### **Common Area**

There is temporary 2"x4" wood frame bracing that has been installed at the plaster & lathe ceiling for security and to prevent the ceiling from possibly falling. There are decorative furred out sheetrock areas that contain electrical, data cables and an air purifying unit. All of the wall are plaster and lathe and show signs of water damage on the walls by way of water lines running down from the top of the wall/paint bubbling/sagging on the walls. The ceramic flooring is tile and does not appear to have been affected by the water damage. There are holes in the plaster ceiling that show peeling paint on the surfaces above the plaster ceiling and visible growth on the blue paint above the ceiling at (1) opening. There is a possibility, based on the Silman report, that there may need to additional bracing, or replacement, of the plaster & lathe ceiling due to undersized hangers utilized to hang the ceiling. Meridian Consultants are not building engineers and this area will have to be further investigated during the restoration/remediation.

- **Recommendations**

- Remove the horizontal sheetrock on furred out areas where there has been obvious water damage (rust marks, staining, etc.) to ensure that there is no AMG (Assumed Mold Growth) on the backside of the unfinished sheetrock bottom and sides
- Scrape any peeling/bubbling/sagging paint on plaster wall

### **North Entrance**

Water staining was identified on the furred-out sheetrock on the ceiling. Bubbled/peeling paint was identified on the plaster wall and ceiling. Although there

was no evidence of water on the sculptured carpet, after checking the plywood below, moisture was discovered in the plywood (51-52% moisture content).

- **Recommendations**

- Remove the horizontal sheetrock on furred out areas where there has been obvious water damage (rust marks, staining, etc.) to ensure that there is no AMG (Assumed Mold Growth) on the backside of the unfinished sheetrock bottom and sides
- Scrape any peeling/bubbling/sagging paint on plaster wall
- Remove sculptured carpet and inspect back side for damage. This is a special-order carpet and should try to be saved if possible, for reuse
- Due to the amount of time that has passed, it is recommended that the plywood flooring be removed. This will also allow access to the joists and beams, below the flooring, to be properly cleaned/treated for and mold contamination that may be present when the plywood flooring is removed

### **104 Classroom**

This classroom shows little to no sign of water damage, and no moisture was found in the wood flooring. (2) access holes were cut in the sheetrock walls and (1) access hole cut into the plaster ceiling to inspect for damages. No damage was found inside any of the access holes that were cut. There was no damage found to the contents within the room. There was no visible water damage, and no moisture found, within the restroom inside of the classroom.

### **101A Closet**

This is a storage closet with no apparent damage to the cardboard boxes (water staining) located on the floor. No moisture was detected in the closet, therefore there are no recommendations for restoration/remediation.

### **101B Closet**

This appears to be a game closet with no apparent damage to the plastic bags, or other contents, located on the floor. No moisture was detected in the closet, therefore there are no recommendations for restoration/remediation.

### **101C Closet**

This appears to be an office supply storage closet with no apparent damage to the cardboard boxes (water staining) located on the floor. No moisture was detected in the closet, therefore there are no recommendations for restoration/remediation.

### **101D Closet**

This appears to be a miscellaneous storage closet with no apparent damage to the plastic totes located on the floor. No moisture was detected in the closet, therefore there are no recommendations for restoration/remediation.

### **103 Classroom**

This classroom shows heavy signs of water damage on the plaster ceiling, peeling paint and separating in several areas, and heavy damage to the wood flooring. A few

of the decorative insulated panels and several light fixtures had fallen from the water intrusion from overhead. No moisture was found in the sheetrock walls or plaster ceiling. Moisture was found in the wood flooring (25-45% moisture content) in approximately 60-70% of the floor. Visible water damage was identified on the south wall, near the entry door, through splitting and cracking at the top of the baseboard. Access holes had been previously cut in the sheetrock walls (3) and plaster ceiling (1) to inspect for damages. Based on the SaLUT report, they recommend cutting access holes in the ceiling to treat the mold affected wood joists and beams. Meridian Consultants is of the opinion that it will be more cost effective to remove the flooring in the classroom above (203) to address the damaged ceiling joists and beams due to the fact of all of the items attached to the ceilings (decorative insulated panels, air purifier, electrical, data cables, etc.). No moisture was found in the sheetrock walls or ceiling. The contents within the room (chairs, cabinets, area rugs, etc.) have sustained heavy damage and should be further assessed for repair or replacement. There was no visible water damage, and no moisture found, within the restroom inside of the classroom.

- **Recommendations**

- Remove wood flooring, vapor barrier and wood slat sub-floor to be able to access the floor joists (ceiling joists of second floor with visible growth)
- Scrape any loose, peeling paint from the plaster ceiling
- Remove baseboard on south wall, next to entry door, and inspect sheetrock. If further damage is discovered, recommend removal at height of 2' up from the floor

### **103A Closet**

This is a storage closet for the 103 classroom. There were no signs of water damage to the VCT flooring or cabinet bases. No moisture was found in the walls or on the flooring. Ceiling tiles had been moved for the previous inspection, but no damage from above was apparent. (1) access hole was cut in the west wall for inspection with no apparent damage.

### **103B Electrical Closet**

This room was locked at the time of the inspection, but based on the same room above, 203B, this is an electrical closet with plywood over sheetrock on the wall and VCT flooring. Because there was no damage to the room above, there is no reason to believe that there is damage in this room. Once restoration/remediation begins, this room can be unlocked and any damage/non-damage can be verified and addressed if needed.

### **107 Classroom**

This classroom shows heavy signs of water damage on the plaster ceiling, peeling paint and separating in several areas, and heavy damage to the wood flooring. Most all of the decorative insulated panels and several light fixtures had fallen from the water intrusion from overhead. No moisture was found in the sheetrock walls or plaster ceiling. Moisture was found in the wood flooring (24-52% moisture content) in approximately 80-90% of the floor. The built-in cabinet, along the west wall, shows heavy signs of water damage at the toe kicks at the bottom of the cabinet.

Access holes had been previously cut in the sheetrock walls (2) and plaster ceiling (1) to inspect for damages. The northeast window shows signs of water damage at the top and the side and is the same on the adjacent window on the north wall. Based on the SaLUT report, they recommend cutting access holes in the ceiling to treat the mold affected wood joists and beams. Meridian Consultants is of the opinion that it will be more cost effective to remove the flooring in the classroom above (207) to address the damaged ceiling joists and beams due to the fact of all of the items attached to the ceilings (decorative insulated panels, air purifier, electrical, data cables, etc.). No moisture was found in the sheetrock walls or ceiling. The contents within the room (chairs, cabinets, area rugs, etc.) have sustained heavy damage and should be further assessed for repair or replacement. There was no visible water damage, and no moisture found, within the restroom inside of the classroom.

- **Recommendations**

- Remove wood flooring, vapor barrier and wood slat sub-floor to be able to access the floor joists (ceiling joists of second floor with visible growth)
- Scrape any loose, peeling paint from the plaster ceiling
- Remove the built-in cabinets, along west wall, and inspect the sheetrock behind for water damage and remove as necessary (if no damage to the cabinets, other than the toe kicks, it is possible that the cabinets could be reused after cleaning for the rebuild)
- Remove window trim on northeast and north window, that show water damage to trim, and inspect sheetrock behind and remove if additional damage is discovered

### **107A Closet**

This is a storage closet for the 107 classroom. There were no signs of water damage to the VCT flooring and no apparent damage to the contents or cardboard boxes that were placed on the floor. No moisture was found in the walls or on the flooring. Ceiling tiles were missing in approximately 50% of the room, but no apparent damage above the grid was identified.

### **106 Classroom**

This classroom shows heavy signs of water damage on the plaster ceiling, peeling paint and separating in several areas, and heavy damage to the wood flooring. Most all of the decorative insulated panels and several light fixtures had fallen from the water intrusion from overhead. No moisture was found in the sheetrock walls or plaster ceiling. Moisture was found in the wood flooring (26-56% moisture content) in approximately 75-80% of the floor. The built-in cabinet, along the south and east walls, shows heavy signs of water damage at the toe kicks at the bottom of the cabinet. Water staining was found on the top of the formica countertop at the middle window on the east wall, but no moisture found at time of inspection. Access holes had been previously cut in the sheetrock walls (2) and plaster ceiling (1) to inspect for damages. The northeast window shows signs of water damage at the top and the side and is the same on the adjacent window on the north wall. Based on the SaLUT report, they recommend cutting access holes in the ceiling to treat the mold affected wood joists and beams. Meridian Consultants is of the opinion that it



will be more cost effective to remove the flooring in the classroom above (106) to address the damaged ceiling joists and beams due to the fact of all of the items attached to the ceilings (decorative insulated panels, air purifier, electrical, data cables, etc.). No moisture was found in the sheetrock walls or ceiling. The contents within the room (chairs, cabinets, area rugs, etc.) have sustained heavy damage and should be further assessed for repair or replacement. There was no visible water damage, and no moisture found, within the restroom inside of the classroom.

- **Recommendations**

- Remove wood flooring, vapor barrier and wood slat sub-floor to be able to access the floor joists (ceiling joists of second floor with visible growth)
- Scrape any loose, peeling paint from the plaster ceiling
- Remove the built-in cabinets, along west wall, and inspect the sheetrock behind for water damage and remove as necessary (if no damage to the cabinets, other than the toe kicks, it is possible that the cabinets could be reused after cleaning for the rebuild)

### **106A Closet**

This is a storage closet for the 106 classroom. There were no signs of water damage to the VCT flooring and no apparent damage to the contents, or built-in cabinets, that were placed on the floor. No moisture was found in the walls or on the flooring. Most all of the ceiling tiles were not in the ceiling and had either fallen from the overhead water damage or been removed, but there were no remnants of ceiling tiles on the floor and there are approximately (2) stained ceiling tiles to be removed.

### **105 Admin**

This is the administration area in front of the Principals office. No moisture was found in the walls or on the flooring. It appears that several ceiling tiles had been moved for the previous inspection, but no damage from above was apparent.

### **Principal's Restroom**

This room has ceramic tile approximately 6' up from the floor. There were no signs of water intrusion on the ceiling tiles or flooring. No moisture was found in the walls.

### **105B Principal's Office**

This room and contents, in approximately 60-70%, show heavy signs of water intrusion from overhead. No moisture was found in the sheetrock walls. No visible staining or mold growth was identified above the ceiling grid. There are 18"x18" carpet squares placed on top of plywood and a moisture content of 43% was found in the plywood below. After (1) carpet square was pulled back, between the desk and credenza, and visible mold growth was discovered on the back of the carpet square and on the plywood. (2) access holes were cut in the walls for inspection of the wall cavity. Most of the ceiling tiles had either fallen from the water overhead or were removed as there were no tiles on the floor. Several of the contents in the

room have sustained heavy water damage, upholstered furniture showing signs of mold growth, and should be further assessed for repair or replacement. There was no visible water damage, and no moisture found, within the restroom inside of the room.

- **Recommendations**

- Remove glue down carpet squares
- Due to the amount of time that has passed, it is recommended that the plywood flooring be removed. This will also allow access to the joists and beams, below the flooring, to be properly cleaned/treated for and mold contamination that may be present when the plywood flooring is removed
- Remove inaccessible cove base, behind credenza and other large furniture in room, and inspect sheetrock behind cove base. If additional damage is discovered, the sheetrock should be removed at a height of 2' in the area where the additional damage is discovered

### **105C Closet**

This is a storage closet with no apparent damage to the paper products (water staining) located on the floor. No moisture was detected in the closet, therefore there are no recommendations for restoration/remediation.

### **East Stairwell**

All walls and ceiling in the stairwell are plaster & lathe with no moisture found at the time of the inspection. The landing, outside of the double doors to the common area, have a rubber covering over plywood. After inspecting the rubber flooring, and the plywood below, moisture content (up to 99%) was identified in the plywood. Water damaged paint, on the plaster ceiling, was identified above the double doors to the common area. There is cooling unit mounted on the west wall that appears to have leaked and shows water staining on the wall below. The lower landing, next to the exterior wall, is concrete with no appearance of water damage. Peeling and separating plaster was observed on the ceiling above the landing.

- **Recommendations**

- Remove rubber flooring to expose plywood sub-flooring
- Due to the amount of time that has passed, it is recommended that the plywood flooring be removed. This will also allow access to the joists and beams, below the flooring, to be properly cleaned/treated for and mold contamination that may be present when the plywood flooring is removed
- Scrape any peeling/bubbling paint or plaster from the ceiling or walls that was observed

### **West Stairwell**

All walls and ceiling in the stairwell are plaster & lathe with no moisture found at the time of the inspection. The landing, outside of the double doors to the common area, have a rubber covering over plywood. After inspecting the rubber flooring, and the plywood below, moisture content (up to 99%) was identified in the plywood. After removing the cove base, on both sides of the double door, moisture (56-84%) and visible growth was observed on the sheetrock near the floor. The

lower landing, next to the exterior wall, is concrete and has peeling and flaking paint near the exterior door. It is unknown if this damage was preexisting or caused from the water damage.

- **Recommendations**

- Remove rubber flooring to expose plywood sub-flooring
- Due to the amount of time that has passed, it is recommended that the plywood flooring be removed. This will also allow access to the joists and beams, below the flooring, to be properly cleaned/treated for and mold contamination that may be present when the plywood flooring is removed
- Scrape any peeling/bubbling paint or plaster from the ceiling or walls that was observed
- Remove sheetrock, on both side of the double doors, at a minimum height of 2' up from the floor. If any additional damage is discovered, beyond the 2' cut, additional sheetrock should be removed in increments of 2'

## **Basement**

### **East Stair Lobby**

There is evidence of water damage to the plaster walls (bubbling/peeling paint) and to the furred-out sheetrock on the ceiling that is covering the HVAC ductwork, data cables and electrical wiring. No moisture was detected in the sheetrock, as there were access holes cut in the sheetrock. Upon further inspection, inside the furred-out sheetrock, there was visible mold growth on the unfinished side of the sheetrock. The floor is a painted concrete that shows no signs of water damage.

- **Recommendations**

- Remove the horizontal sheetrock on furred out areas where there has been obvious water damage (rust marks, staining, etc.) to ensure that there is no AMG (Assumed Mold Growth) on the backside of the unfinished sheetrock bottom and sides
- Scrape any peeling/bubbling/sagging paint on plaster wall

### **004 Storage and Receiving**

The floors in this area, and the closets within, are all painted concrete that show no signs of water damage to the paint and the flooring can be cleaned. The walls are all sheetrock, double layered, and an access hole had been cut for inspection on the east wall of the hallway to the storage room. No moisture was found in the walls or ceilings in this area. In the open area of the storage, there was no visible damage to the contents within this area and no moisture found on the exterior, plaster, walls.

### **004F IT/AV**

No visible water damage was identified and no moisture was found in the sheetrock walls or ceiling. No apparent damage to any of the contents within the room.



#### **004C Storage**

No visible water damage was identified and no moisture was found on the brick walls or sheetrock ceiling. No apparent damage to any of the contents within the room.

#### **004B Closet**

No visible water damage was identified and no moisture was found on the brick walls or sheetrock ceiling. No apparent damage to any of the contents within the room.

#### **004E Elevator Room**

No visible water damage was identified and no moisture was found in the sheetrock walls or ceiling. No apparent damage to any of the contents within the room.

#### **004D Storage**

No visible water damage was identified and no moisture was found on the brick walls or sheetrock ceiling. No apparent damage to any of the contents within the room.

#### **004B Closet**

No visible water damage was identified and no moisture was found on the brick walls or sheetrock ceiling. No apparent damage to any of the contents within the room.

#### **003A Hall**

An inspection of the floor indicates that there was water that entered this room by the silt that had gathered near the door jamb. Minor moisture was found, after removing the cove base near the door to the hall, on the sheetrock walls as well as visible mold growth behind the cove base that was removed. The flooring is a heavy-duty rubber product that is glued to the floor and there appeared to be no damage to the flooring.

- **Recommendations**

- Remove the sheetrock in this hallway at a height of 2' up from the floor. If any additional damage is discovered, beyond the 2' cut, additional sheetrock should be removed in increments of 2'

#### **003B Storage and Sprinkler**

The walls in these rooms are a combination of brick and sheetrock and the ceilings are sheetrock. No moisture was detected in the sheetrock walls or ceilings. The flooring is painted and there appears to be no damage to the paint on the floors. There was no apparent damage to any of the contents located within these rooms

#### **003 Kitchen**

This was an active kitchen and has all of the facets of a kitchen (industrial shelving, stainless steel tables, stainless steel refrigerators and freezers, etc.). The sheetrock ceiling showed heavy staining and damage throughout, even though there was no moisture found in the ceiling. The walls are sheetrock with a ceramic tile base (6")

and shows signs of water damage along the north and west walls where there is visible paint bubbling and sagging near the ceiling. Several access holes were made in the walls (insulated) and ceiling (double layered 5/8" sheetrock) for the initial inspection. Many of the fluorescent light fixtures show past water damage to the lenses and should be inspected by a licensed electrician for any internal damage.

- **Recommendations**

- Because the ceiling is double layered 5/8" sheetrock, there is no way to guarantee that the inside sheetrock is dry and it is the most apt to contain mold growth on the inside of the ceiling cavity, and between the 1<sup>st</sup> & 2<sup>nd</sup> layers without being identified. Remove entire sheetrock ceiling to verify that floor joists and beams are clean and free from mold contamination
- Remove sheetrock walls, 4' down from the ceiling, where the paint is bubbling/sagging to ensure that there is no mold on the backside of the sheetrock
- Remove damaged fluorescent light lenses

### **001 Multi-Purpose Room**

This room is in the middle of the building and there appears to have been no damage to the room, including the contents within the room. The walls and ceiling are bricked and the ceiling is arched. The flooring is concrete with a multi-colored rubber flooring and there appears to be no damage to the rubber flooring. No apparent damage to this room, therefore there are no recommendations for removal of structural items. There is (1) rug that is rolled up in the room that appears to have visible mold growth on the backing of the rug and should be inventoried and disposed of with the other waste from the basement.

### **002 Servery**

This room is located directly under the common area of the 1<sup>st</sup> floor. The walls are a combination of brick and sheetrock and the ceiling is constructed with sheetrock. The flooring is a combination of ceramic tile (90%) and painted concrete (10%) with no apparent damage to either floor. There is visible water damage to the sheetrock ceiling by way of flaking/peeling paint. There appears to be a busted light cover that was dislodged during the event and is broken and lying on the floor. An access hole was cut in the sheetrock ceiling to inspect the area above the ceiling. Because there was heavy water damage to the ceiling, there is a good possibility that there is mold growth on the unfinished side of the sheetrock and should be addressed as this is the area where the children are served food.

- **Recommendations**

- Remove entire sheetrock ceiling to verify that floor joists and beams are clean and free from mold contamination and to ensure that there is no growth on the unfinished side of the sheetrock

### **003 Utility (Switch Gear)**

The utility room has brick walls, plaster ceiling and a painted concrete floor. There is no apparent water damage to the ceiling, walls, or floor in this room. There was evidence of wet contents (cardboard boxes with building materials) on the bottom boxes. The switch gear room consists of brick walls, plaster ceiling and painted

concrete floor. Plywood has been installed on the brick walls and several items are attached to the plywood (electrical breaker boxes, fire alarm equipment, electrical meter, etc.). There is also plywood attached to the brick wall behind the (3) switch gear cabinets. All of the plywood is unfinished and has visible surface growth throughout. Because the cost to remove the switch gear cabinets, and other fixtures from the plywood, we would recommend cleaning and sealing the plywood in place. Moisture content of the plywood ranged from 19-24% and the relative humidity was at 65.3%, well above the normal 50% recommended inside buildings. At the time of the inspection, I recommended that the school install a dehumidifier in the switch gear room to lower the relative humidity and also assist in drying out the wet plywood.

- **Recommendations**

- Clean, treat and seal, with an anti-microbial encapsulant, the exposed plywood on the walls while leaving the attached equipment in place

### **010 Cafeteria**

This room has a combination of sheetrock (exterior) and brick (interior) walls. The flooring is concrete with a multi-colored rubber flooring. The ceiling has been removed so it is unknown what material was in this area, but it is assumed that it was sheetrock. (2) access holes, (1) on the west wall and (1) on the north wall, exposing insulation on the exterior walls. I removed the cove base on the south, east and north sheetrock walls and discovered visible mold growth on the sheetrock behind the cove base. Moisture readings were taken on the sheetrock, behind the cove base, and the moisture content of the sheetrock ranged from 56%-82%. There was visible mold growth on the wood beams, joists, and sub-flooring on the ceiling, between the cafeteria and room 107. Various contents (folding tables, student, and teacher contents) were placed on tables and being stored until a determination is made on what to do with the contents.

- **Recommendations**

- Remove all sheetrock on south, east and north walls, floor to ceiling, and the insulation between the sheetrock and exterior wall
- Clean and sanitize the wood beams and joists in the ceiling and seal with an anti-microbial encapsulant

### **010D Office**

This room appears to be being used as additional storage for kitchen items. The walls and ceiling are sheetrock and appear to have no damage to either. There was no moisture found in the walls or ceiling. No work to be performed in this room.

### **010B Storage**

This room appears to be being used as miscellaneous storage. The ceiling is sheetrock and appear to have no damage, no moisture was detected in the ceiling. The walls are brick with a painted finish. The contents stored in the room showed no signs of damage (cardboard boxes on floor with no water staining). No work to be performed in this room.

### **005 Boiler Room**

This room is constructed with brick walls, plaster ceiling and concrete flooring. It is below the basement level and has drains in the floor for any water to be caught. It houses the HVAC unit and main HVAC trunk lines for the building. All of the ducts appear to be metal ducts with exterior wrapped insulation. There was no moisture detected in any of the associated exterior insulation. There was evidence of water on a couple of cardboard boxes in a small offset room, but no other damaged contents were identified. No work to be performed in this room.

### **007C Closet**

This closet has plaster walls and ceilings and no moisture was detected in the walls or ceiling. The contents in the closet appear to be for the custodial staff and showed no signs of water damage. No work to be performed in this room.

### **West Stair Lobby**

There is evidence of water damage to the plaster walls (bubbling/peeling paint) and to the furred-out sheetrock on the ceiling that is covering the HVAC ductwork, data cables and electrical wiring. No moisture was detected in the sheetrock, as there were access holes cut in the sheetrock. Upon further inspection, inside the furred-out sheetrock, there was visible mold growth on the unfinished side of the sheetrock. The floor is a painted concrete that shows no signs of water damage.

- **Recommendations**

- Remove the horizontal sheetrock on furred out areas where there has been obvious water damage (rust marks, staining, etc.) to ensure that there is no AMG (Assumed Mold Growth) on the backside of the unfinished sheetrock bottom and sides
- Scrape any peeling/bubbling/sagging paint on plaster wall

### **006 Hall**

This hall leads to the Girls & Boys Restrooms, the Staff Restroom, and the Custodial Office. The walls consist of brick and sheetrock walls and the ceiling is sheetrock. No moisture was detected in the ceiling, but there was moisture found in the sheetrock walls, above the vinyl cove base, with the moisture content ranging from 43-83% moisture content. There were visible water stains on the concrete floor. There were no contents stored in this hallway.

- **Recommendations**

- Remove the sheetrock in this hallway at a height if 2' up from the floor. If any additional damage is discovered, beyond the 2' cut, additional sheetrock should be removed in increments of 2'

### **006C Closet**

This room appears to be being used as miscellaneous storage. The ceiling is plaster, with no apparent damage. The walls are an unfinished brick. The contents stored in the room showed no signs of damage (cardboard boxes on floor with no water staining). No work to be performed in this room.

### **006B Closet**

This room was locked at the time of the inspection but can be inspected for damage while the restoration/remediation is in progress and a decision can be made if any work is necessary in this room.

### **Girls Restroom**

This restroom received heavy water damage throughout. There was heavy mold growth on the ceiling, double layered 5/8" sheetrock, and starting to grow on the walls above the ceramic tile walls due to the lack of light and air movement in the restroom. Heavy water staining was identified on the ceramic tile flooring as well. Access holes had been cut in the ceiling for the initial inspection by SaLUT. There was also heavy damage to the fluorescent lights and should be inspected by a licensed electrician. No moisture was detected in the sheetrock ceiling or in the sheetrock walls. As for the ceramic tile on sheetrock walls, the moisture level was checked for a baseline at the top of the ceramic tile and was determined to be approximately 12-13%. The same readings were taken at the bottom of the ceramic tile wall, next to the floor, and a moisture content of 99% was found, up to 2' from the floor, in approximately 80-90% of the walls in the restroom.

- **Recommendations**

- Removed porcelain fixtures (sinks and commodes) and save for rebuild
- Remove metal restroom stalls and stage for rebuild
- Remove all of the sheetrock ceiling, 2 layers, to expose the cavity behind
- Remove all ceramic tile walls and sheetrock behind tile and inspect the back side of the sheetrock for damage to the Boys Restroom on the adjacent wall

### **007A Closet**

This room was locked at the time of the inspection but can be inspected for damage while the restoration/remediation is in progress and a decision can be made if any work is necessary in this room.

### **Boys Restroom**

This restroom received heavy water damage throughout. There was heavy mold growth on the ceiling, double layered 5/8" sheetrock, and starting to grow on the walls above the ceramic tile walls. There is more light in the Boys Restroom so the amount of growth throughout is slightly less than in the Girls Restroom. Heavy water staining was identified on the ceramic tile flooring as well. Access holes had been cut in the ceiling for the initial inspection by SaLUT. There was also heavy damage to the fluorescent lights and should be inspected by a licensed electrician. No moisture was detected in the sheetrock ceiling or in the sheetrock walls. As for the ceramic tile on sheetrock walls, the moisture level was checked for a baseline at the top of the ceramic tile and was determined to be approximately 12-13%. The same readings were taken at the bottom of the ceramic tile wall, next to the floor, and a moisture content of 99% was found, up to 2' from the floor, in approximately 80-90% of the walls in the restroom.



- **Recommendations**

- Removed porcelain fixtures (sinks and commodes) and save for rebuild
- Remove metal restroom stalls and stage for rebuild
- Remove all of the sheetrock ceiling, 2 layers, to expose the cavity behind
- Remove all ceramic tile walls and sheetrock behind tile and inspect the adjacent walls to the Staff Restroom

### **Staff Restroom**

This restroom has the same ceramic walls, approximately 6' up from the floor, and sheetrock ceiling. No visible water staining, or damage, was identified on the ceiling or the sheetrock walls above the ceramic tile. No work is recommended in this room until the adjacent wall in the Boys Restroom has been opened and inspected.

### **009 Custodial Office**

This is the office for the custodial manager. The walls and ceiling are sheetrock, with double layered 5/8" sheetrock on the ceiling. Access holes were cut in the ceiling and walls for an inspection by SaLUT. Visible staining and mold growth were identified on the ceiling in the main office. Visible mold growth was found on the sheetrock wall, near the closet, at the bottom above the vinyl cove base. Moisture was found in the sheetrock, above the cove base near the closet, and was an elevated reading of 38%. The flooring is VCT tile and it appears that an old piece of carpet had been placed on the floor for soundproofing. Contents in the office have sustained heavy water damage, upholstered furniture showing signs of mold growth, and should be further assessed for repair or replacement.

- **Recommendations**

- Removed blue carpet from room and dispose
- Remove all of the sheetrock ceiling, 2 layers, to expose the cavity behind
- Remove all sheetrock walls, including the closet, at a height of 4' up from the floor to inspect the adjacent walls in the Staff Bathroom for moisture that may have been trapped in between the walls

### **Additional Recommendations:**

- Based on the information provided in this report, and that this will be a functioning school for small children, Meridian Consultants recommends that a third-party environmental company be retained to provide a written protocol for the approved restoration company to follow. The environmental company will also
- As most of the areas recommended for restoration/remediation in this report have visible mold growth, it is also recommended that the use of HEPA vacuums and wet wiping, by using an EPA registered anti-microbial solution, of all the structural components within all areas where demolition of structural items will be removed
- The use of negative air machines, with HEPA filtration filters, should be used to create negative pressure in the areas recommended for restoration/remediation

- The use of proper PPE, Personal Protection Equipment, is recommended for workers performing restoration/remediation activities within the areas recommended for demolition

**Atmospheric Conditions:**

- Temperature and humidity reading, within most of the building, were within the acceptable range of 60-76 degrees and below 65% relative humidity (readings listed below)

**Third Floor: Monday (12-28-20) – readings taken from 12:15 pm to 12:35 pm**

| <i>Reading in building</i> | <i>Temperature</i> | <i>Relative humidity</i> |
|----------------------------|--------------------|--------------------------|
| Common area                | 69.2 degrees       | 33.4%                    |
| Room 303                   | 68.6 degrees       | 35.7%                    |
| Room 302                   | 67.9 degrees       | 35.6%                    |
| Room 307                   | 68.2 degrees       | 33.9%                    |
| Room 306                   | 68.4 degrees       | 33.4%                    |
| Room 305                   | 67.8 degrees       | 33.6%                    |
| Room 305 (restroom)        | 67.3 degrees       | 38.4%                    |
| Room 304                   | 70.2 degrees       | 32.1%                    |
| Outside                    | 47.6 degrees       | 23.2%                    |

**Second Floor: Monday (12-28-20) – readings taken from 3:55 pm to 4:15 pm**

| <i>Reading in building</i> | <i>Temperature</i> | <i>Relative humidity</i> |
|----------------------------|--------------------|--------------------------|
| Common area                | 75.8 degrees       | 36.4%                    |
| Room 204                   | 75.2 degrees       | 33.5%                    |
| Room 202                   | 74.7 degrees       | 38.5%                    |
| Room 202B                  | 73.4 degrees       | 38.2%                    |
| Room 207                   | 75.6 degrees       | 36.2%                    |
| Room 206                   | 80.6 degrees       | 31.3%                    |
| Room 205                   | 77.2 degrees       | 34.6%                    |
| Room 203                   | 74.7 degrees       | 36.5%                    |
| Outside                    | 52.4 degrees       | 31.6%                    |

**First Floor: Tuesday (12-29-20) – readings taken from 11:40 am to 12:05 pm**

| <i>Reading in building</i> | <i>Temperature</i> | <i>Relative humidity</i> |
|----------------------------|--------------------|--------------------------|
| Common area                | 73.8 degrees       | 28.5%                    |
| Room 104                   | 71.2 degrees       | 29.8%                    |
| Room 103                   | 72.4 degrees       | 30.3%                    |
| Room 107                   | 74.4 degrees       | 26.2%                    |
| Room 106                   | 74.6 degrees       | 29.7%                    |
| Room 105                   | 68.9 degrees       | 33.7%                    |
| Room 105B                  | 69.9 degrees       | 31.6%                    |
| Outside                    | 44.7 degrees       | 26.7%                    |

**Basement: Tuesday (12-29-20) - readings taken from 3:20 pm to 3:35 pm**

| <b><i>Reading in building</i></b> | <b><i>Temperature</i></b> | <b><i>Relative humidity</i></b> |
|-----------------------------------|---------------------------|---------------------------------|
| East Lobby                        | 64.1 degrees              | 36.1%                           |
| Kitchen                           | 63.8 degrees              | 35.5%                           |
| Utility/Switch Gear Room          | 61.5 degrees              | 65.3%                           |
| Cafeteria                         | 60.7 degrees              | 40.4%                           |
| West Lobby                        | 59.5 degrees              | 42.1%                           |
| Girls Restroom                    | 60.4 degrees              | 39.3%                           |
| Custodial Office                  | 57.8 degrees              | 39.1%                           |

Meridian Consulting hereby certifies that the expressed opinions, conclusions, and recommendations have been formulated within a reasonable degree of professional certainty. They are based upon all the information known by Meridian at the time this report was issued, as well as knowledge, skill, experience, training, and/or education.

If there are any question, or if any further information is required, please contact me at 1-817-366-6197 or I can be reached by electronic mail at [bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)

Best Regards,

*Bob Martin*

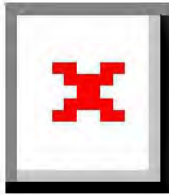
Bob Martin  
Meridian Restoration Consultant



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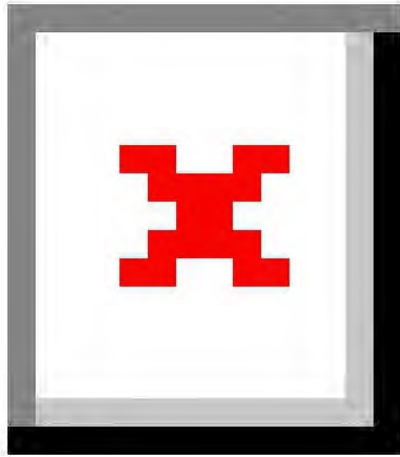
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Tuesday, January 5, 2021

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**One Last Election Day: Georgia Deciding Control of US Senate**

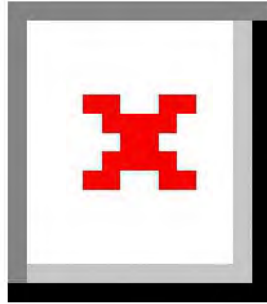


Georgia voters will decide the balance of power in Congress Tuesday in a pair of high-stakes Senate runoff elections that will help determine President-elect Joe Biden's ability to enact his governing agenda.

Incumbent Republican Sens. David Perdue and Kelly Loeffler will face Democrats Jon Ossoff and Raphael Warnock, respectively.

Though Republicans are unified against Biden's plans for health care, environmental protection and civil rights, some fear outgoing President Donald Trump's brazen attempts to undermine the integrity of the nation's voting systems may discourage the GOP's base and inspire them to sit this highly-watched contest out.

As of 12:40 p.m. Tuesday, a Georgia election official said turnout appears light statewide as voters decide runoff elections for both of the state's U.S. Senate seats.



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The outcome Tuesday will determine whether Democrats or Republicans control the Senate.

More than 3 million voters cast ballots before Election Day. That's more than 60% of the nearly 5 million who voted in November's presidential election.

Robust early voting helped President-elect Joe Biden win Georgia in November and is expected to benefit the Democratic Senate candidates as well. President Donald Trump held a rally in deeply conservative northern Georgia on Monday in hopes of driving large numbers of GOP voters to the polls Tuesday.

### **Perdue vs. Ossoff Seen As 'Toss-up'**

In November, Perdue tallied 49.7% of the vote compared to Ossoff's 47.9%. Because neither candidate reached the 50% minimum threshold required by Georgia state law to win the election, a runoff was declared.



Prior to his 2014 election to represent Georgia in the Senate, Perdue served as CEO of Reebok and Dollar General. Endorsed by President Donald Trump, Perdue's messaging on the campaign trail stressed the importance of denying a path for Democrats' "radical, socialist agenda" to prevail in the Senate.

"Ossoff, who has been plotting a career in politics since he was in grade school, speaks often about honesty, transparency, and putting people before politics," Perdue wrote in an Op-Ed published by Fox News, "but he's failed to live up to his own rhetoric."

Perdue continued, "As Georgia's families and small businesses were being ravaged this year by COVID-19's devastating economic impacts, Ossoff mocked critical relief programs like the Paycheck Protection Program that saved more than 1.5 million of [sic] jobs at over 174,000 Georgia businesses."

Perdue served on the following Senate committees during the 116th Congressional Session: the Committee on Banking, Housing, and Urban Affairs, the Committee on Armed Services, the Committee on Budget, and the Committee on Agriculture, Nutrition and Forestry.

As a member of the 116th Congress, Perdue voted in favor a bill that would have prohibited doctors from performing an abortion after 20 weeks of pregnancy, a bill that renewed provisions of the Foreign Intelligence Surveillance Act, and a novel coronavirus relief bill that provided federal aid for coronavirus economic impacts.

Perdue voted against a joint resolution that prohibited United States military actions against Iranian targets without congressional approval, a joint resolution that would have terminated the national emergency declaration by Trump related to the U.S.-Mexico border, and a funding bill that sought to avoid a government shutdown that also reauthorized the PATRIOT Act.

In contrast, Ossoff's high-profile endorsements have come from former President Barack Obama, President-elect Joe Biden and Sen. Bernie Sanders, I-Vt. Ossoff is currently the CEO of Insight TWI, an investigative media production company.

On the campaign trail, Ossoff voiced support for adding a public option to health care exchanges, raising the minimum wage to \$15 an hour, and overturning the Citizens United ruling by the U.S. Supreme Court.

When Perdue declined to participate in a televised debate on Dec. 6, Ossoff

capitalized on the opportunity to portray the decision as arrogant.

“It’s a strange situation to be asking a question of a sitting United States senator who is not here to debate as he asks for the votes of the people to be reelected,” Ossoff said, alone on the debate stage.

Ossoff continued, “It shows an astonishing arrogance and sense of entitlement for Georgia’s senior U.S. senator to believe he shouldn’t have to debate at a moment like this in our history. Your senator is refusing to answer questions and debate his opponent because he believes he shouldn’t have to. He believes this Senate seat belongs to him. This Senate seat belongs to the people.”

The Cook Political Report rated the Perdue/Ossoff race a “toss-up,” and polling data from SurveyUSA was inconclusive as Ossoff’s slight lead fell within the pollster’s margin of error.

### **Loeffler and Warnock Battle for Relinquished Seat**

Of the 20 candidates in November’s general election for Loeffler’s Senate seat, she received just 26% of the vote to Warnock’s 33%.

Loeffler was appointed to the seat by Georgia Gov. Brian Kemp following the resignation of Republican Sen. Johnny Isakson due to health concerns. The election between Loeffler and Warnock will determine who will serve the remainder of the term won by Isakson in 2016, set to expire in 2023.

Loeffler is co-owner of the WNBA’s Atlanta Dream and she previously served as CEO of Bakkt, a subsidiary of commodity and financial service provider Intercontinental Exchange. She has been endorsed by both Trump and Kemp ahead of the special runoff election.

Similar to that of Perdue, Loeffler’s campaign described Warnock’s political philosophy as “radical” and promoting a “socialist agenda.”

“The Democrats would usher in socialism,” Loeffler said to a group of supporters in Augusta, Ga. “And we know that because Chuck Schumer told us, now we take Georgia, then we change America. But what does that mean? That means changing America into a government-centered society.”

Loeffler added, “We helped bring \$47 billion of relief to Georgia. David Perdue and I



just voted to pass an additional \$900 billion to make sure we're addressing those needs. Whether it's the vaccine delivery, funding for small businesses, unemployment top-ups, eviction moratoriums. Helping our families and our small businesses get through this, we need to keep our focus on that."

Loeffler has adamantly maintained throughout her campaign that she opposes any proposed income tax increases. However, Loeffler said she supports adopting federal education standards and requiring businesses to provide paid medical leave during public health crises.

As a senator, Loeffler voted alongside of Perdue in favor of an abortion regulation bill, the renewal of FISA authorization, and a bill that mandated federal aid for COVID-19 pandemic economic impacts. Loeffler likewise voted against the same joint resolution that prohibited military action against Iran without congressional approval.

Loeffler, like Perdue, also voted to acquit Trump from abuse of office and contempt of congress when the matter was brought before the Senate last year.

Warnock is a senior pastor of Ebenezer Baptist Church and he previously chaired the New Georgia Project, a voter registration group founded by former state Rep. Stacey Abrams, from 2017 to 2020.

In stark comparison to his opponent, Warnock supports maintaining the Affordable Care Act, the federal regulation of greenhouse gas emissions, and imposing income tax increases for wealthy taxpayers.

Warnock has said he supports revoking "tax breaks" for companies outsourcing jobs outside of the state, removing "burdensome" regulations on small businesses and dismantling pay gaps between male and female Georgians.

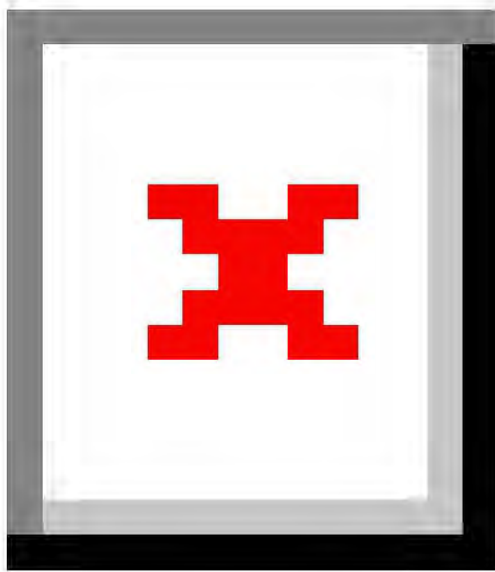
"Protecting and expanding Georgia's farm economy is important to me," Warnock tweeted on Oct. 5. "As Senator, I will fight trade policies that harm Georgia farmers and expand our access to markets for Georgia grown products."

Like Ossoff, Warnock voiced his support for raising the federal minimum wage to \$15 an hour. Warnock was also endorsed by Obama, Biden and Sanders as well as Vice President-elect Kamala Harris.

As with the Perdue/Ossoff race, The Cook Political Report rated Loeffler and

Warnock's race as a toss-up. Warnock maintains a lead over Loeffler in pre-runoff election polls by a margin of 52% to 45%, according to SurveyUSA.

Voting locations in Georgia opened Tuesday at 7 a.m. local time and will begin to close at 7 p.m.



## POTUS WATCH

*TWN will be tracking the president's whereabouts and daily happenings in this section. Tune in daily to read where he is and what he's up to.*

President Trump is expected to work from early in the morning until late in the evening at the White House. The President signed the following four bills into law:

- H.R. 4356, the “Protecting Families of Fallen Servicemembers Act,” which expands Servicemembers Civil Relief Act protections to certain individuals for termination of contracts for telephone, multichannel video programming, or internet access service, and for other purposes;
- H.R. 6192, the “1921 Silver Dollar Coin Anniversary Act,” which requires the Department of the Treasury to mint and issue coins in honor of the 100th anniversary of the completion of coinage of the Morgan dollar and the 100th anniversary of the commencement of coinage of the Peace dollar;
- H.R. 6435, the “Combating Pandemic Scams Act of 2020,” which requires the Federal Trade Commission to develop and disseminate information to the public regarding scams related to the COVID-19 pandemic; and
- H.R. 8354, the “Servicemembers and Veterans Initiative Act of 2020,” which establishes the Servicemembers and Veterans Initiative within the Civil Rights Division of the Justice Department.

Trump also released the “National Maritime Cybersecurity Plan,” which sets forth how the United States government will defend the American economy through enhanced cybersecurity coordination, policies and practices, aimed at mitigating risks to the maritime sub-sector, promoting prosperity through information and intelligence sharing, and preserving and increasing the nation’s cyber workforce.

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**Sent:** Tue, 5 Jan 2021 18:36:49 +0000  
**To:** Arnic, Jennifer (EOM); Clark, Peter (EOM); Dowe, Morgan (EOM); Gatton, Roger (EOM); Healy, Patrick (EOM); Mandel, Angela (EOM); Moon, Beth (EOM); Ross, Jed (ORM); Waters, Jane (EOM); Yeung, Sam (ORM)  
**Subject:** FW: 1.5.21 AM Clips  
**Attachments:** 1.5.21 AM Clips.docx, Situational-Update-Presentation-1-04-21.pdf

Of particular interest:

**[Vaccine reporting delays cited in D.C. region amid sluggish start to distribution](#)**

**January 4, 2021**

**The Washington Post // Gregory S. Schneider, Michael Brice-Saddler and Erin Cox**

Mayor Muriel E. Bowser (D) said the city hopes to open its vaccination scheduling portal next week to residents at least 65 years old. The city is also aiming to make the vaccine available to specific categories of essential workers — including public safety and grocery store employees, as well as workers in PreK-12 educational and child-care settings — the week of Jan. 25.

**[DC Seniors, Teachers, Essential Workers to Get COVID-19 Vaccine Access in January](#)**

**January 4, 2021**

**NBC 4 // Andrea Swalec and Anisa Holmes**

D.C. residents age 65 and older, teachers and several categories of essential workers will be able to make appointments this month to receive a COVID-19 vaccine, officials say. D.C. Mayor Muriel Bowser announced target dates on Monday for the next vaccination signups, which all will be scheduled using the District health department website [vaccinate.dc.gov](http://vaccinate.dc.gov).

**Robert Preston**

*Public Information Officer*

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**To:** Yun, Ramona (EOM) <ramona.yun1@dc.gov>  
**Subject:** 1.5.21 AM Clips

## **MMB**

### *COVID-19*

#### **[Vaccine reporting delays cited in D.C. region amid sluggish start to distribution](#)**

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### *Public Safety*

#### **[Mayor and Black Lives Matter Ask Public to Avoid Trump Supporters](#)**

**January 4, 2021**

**Washington City Paper // Amanda Michelle Gomez**

Supporters of outgoing President Donald Trump will descend on the District yet again this week. Both Mayor Muriel Bowser and Black Lives Matter DC are asking residents to avoid their rallies and actions scheduled for Wednesday, when Congress is expected to declare President-elect Joe Biden the winner of the 2020 presidential election.

#### **[D.C. mayor calls on National Guard as pro-Trump protests set for capital](#)**

**January 5, 2021**



**NBC News // Phil Helsel**

The National Guard has been mobilized for Washington, D.C., ahead of pro-Trump demonstrations planned this week as Congress convenes to certify the election results. The Guard will be used to help control crowds and manage traffic, the police chief said. Mayor Muriel Bowser requested the Guard be activated and urged residents and others to stay safe and be cautious.

**[Proud Boys leader arrested for allegedly burning Black Lives Matter banner at DC church](#)**

**January 5, 2021**

**CNN // Christina Carrega, Evan Perez and Paul LeBlanc**

Washington Mayor Muriel Bowser released a statement at the time calling for unity. "This weekend, we saw forces of hate seeking to use destruction and intimidation to tear us apart. We will not let that happen, and continue to stand together strong and United to Love," Bowser said.

**[Proud Boys Leader Enrique Tarrío Arrested For Allegedly Burning Church's Black Lives Matter Flag](#)**

**January 4, 2021**

**Forbes // Rachel Sandler**

Tarrío and the Proud Boys are gearing up for a #StopTheSteal protest in Washington D.C. Wednesday to support President Donald Trump's desperate and futile effort to overturn the election results. The group has been linked to violence against protesters in the past, and D.C. Mayor Muriel Bowser is putting the city on high alert by calling in the National Guard for the demonstration.

**[DC Businesses Board Up in Preparation for Wednesday's Protests](#)**

**January 5, 2021**

**NBC 4 // Shomari Stone**

Monday night D.C. police already blocked people from driving down H Street near Black Lives Matter Plaza. Mayor Muriel Bowser isn't ruling out implementing a curfew.

**[Pentagon approves DC mayor's request to deploy National Guard for upcoming demonstrations](#)**

**January 4, 2021**

**CNN // Alex Marquardt, Barbara Starr, Alison Main and Devan Cole**

Mayor Muriel Bowser made the request Thursday in a letter addressed to Maj. Gen. William J. Walker, the commanding general of the DC National Guard, in which she referenced protests in the city in November and December that "resulted in a large influx of participants, violence and criminal activity."

**[D.C. Police Arrest Leader Of The Proud Boys Ahead Of Far-Right Protests](#)**

**January 4, 2021**

**NPR // Elena Moore**

In a statement Sunday, Mayor Muriel Bowser advised D.C. residents to avoid areas near downtown and issued a reminder that firearms are illegal while in National Park Service areas, including the National Mall and Freedom Plaza, two areas protesters are expected to gather.

**[D.C. Church Sues Proud Boys For Tearing Up Black Lives Matter Sign](#)**

**January 4, 2021**

**Forbes // Joe Walsh**

Several groups are planning large-scale demonstrations in Washington on Wednesday to protest Congress' certification of the Electoral College results and back up Trump's false voter fraud allegations. Some members of the Proud Boys say they plan on attending this week's demonstrations, and officials like D.C. Mayor Muriel Bowser are worried about the potential for violent confrontations during and after the event.

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**MMB**

*COVID-19*

**Vaccine reporting delays cited in D.C. region amid sluggish start to distribution**

**January 4, 2021**

**The Washington Post // Gregory S. Schneider, Michael Brice-Saddler and Erin Cox**

Coronavirus vaccinations are off to a sluggish start across the greater Washington region, with only a fraction of allotted doses being administered in the past three weeks.

Delays in reporting might make the problem look worse than it is, officials said.

In Maryland, less than one-quarter of the state's initial batch of 273,875 vaccines has been used, according to state data released Monday. In Virginia, only one-fifth of the state's allotment of 451,075 doses, or 89,326 vaccinations, had been administered, according to state figures.

In the District, that number stands at about 17,000 of 40,075 delivered doses. But city officials said only 58 percent of health-care providers are fully reporting their vaccine administrations to the city's immunization information system. Totals won't be accurate until providers learn how to use the system correctly and consistently, D.C. officials said.

Virginia health officials also say hitches with the state's new immunization reporting database are making the reported numbers lag actual vaccinations. And in Maryland, the sluggish rollout can partly be attributed to slow reporting from hospitals and pharmacies, such as Walgreens and CVS, charged with inoculating residents of long-term-care facilities.

Maryland officials said they belatedly learned one hospital had not logged more than 2,000 vaccinations, while federal guidelines allow pharmacies to wait as long as 72 hours before reporting inoculations.

The reporting issues are compounding what has proved to be a complicated process of delivering the highly anticipated vaccinations.

"This is the most extensive public vaccination campaign in modern history, and every state in the country is working through similar logistical challenges," Alena Yarmosky, a spokeswoman for Virginia Gov. Ralph Northam (D), said via email. "Our main hiccups right now are around data reporting."

Yarmosky said the state expects "a significant increase in administered doses over the next week," adding that Northam will highlight additional steps at a Wednesday news conference.

Steve Arner, an executive with Carilion Clinic in Roanoke and board chairman of the Virginia Hospital and Healthcare Association, said providers and the state are working together to improve the reporting process.



“We expect that more vaccine doses have been administered than are currently reflected” in the state’s numbers, he said in a statement.

Michael Ricci, a spokesman for Maryland Gov. Larry Hogan (R), echoed similar sentiments on Twitter: “Yes, it’s a bit of a slow takeoff, as we anticipated it would be. We expect the ramp up to continue this week, especially from our hospitals and local health departments.”

Front-line medical workers, paramedics and nursing home residents and employees are included in the first-wave inoculations. Ricci said Maryland will offer more details Tuesday on when high-risk and older residents outside nursing homes would be eligible for vaccinations. Hogan has scheduled a 5 p.m. news conference.

The Maryland Democratic Party called on Hogan to expedite vaccinations, with party chair Yvette Lewis saying in a statement that “there is no excuse” for the slow rollout.

Maryland’s Washington suburbs have vaccinated a smaller percentage of their population than elsewhere in the state. The capital region, defined by the state as Montgomery, Prince George’s, Charles and Frederick counties, has vaccinated 0.58 percent of residents, about half the state average of 1.09 percent.

In contrast, the Baltimore metropolitan area and the Eastern Shore have vaccinated 1.28 percent and 1.5 percent, respectively.

Meanwhile, Maryland’s coronavirus test positivity rate has risen two percentage points in the past two weeks, to 9.47 on Monday. Hogan on Monday said the spike prompted him to open a special enrollment period that allows the uninsured to sign up for Medicaid or subsidized private policies sold on the Maryland Health Exchange through mid-March.

Overall, the greater Washington region reported 6,394 new coronavirus infections Monday. That included 140 new cases and three deaths in the District; 2,483 cases and 33 deaths in Maryland; and 3,771 cases and eight deaths in Virginia.

The rolling seven-day average of new infections in the region hit 7,363 on Monday, setting a record, while the average number of daily deaths attributed to the virus stood at 84 — one short of the high mark of 85 last recorded Saturday.

D.C. officials on Monday announced target dates to begin vaccinating residents outside of the first priority group.

Mayor Muriel E. Bowser (D) said the city hopes to open its vaccination scheduling portal next week to residents at least 65 years old. The city is also aiming to make the vaccine available to specific categories of essential workers — including public safety and grocery store employees, as well as workers in PreK-12 educational and child-care settings — the week of Jan. 25.



Bowser said the portal might open to residents with chronic medical conditions and other non-front-line essential workers in the first week of February.

“Remember, these are target dates,” Bowser said. “We would be prepared to turn them on sooner or later depending on what D.C. Health needs to get done.”

The city published an initial set of coronavirus vaccine metrics Monday detailing how many doses have been delivered to D.C. health-care providers and how many workers have received the vaccine.

The data shows 3,656 eligible workers have made appointments to receive the vaccine out of 10,182 available slots. D.C. Health Director LaQuandra Nesbitt said it’s too early to conclude that people are hesitant to take the vaccine and said the city must do more to tell eligible recipients they can apply online to be vaccinated.

Nesbitt added that health-care providers were instructed to use any vaccines at their disposal before they expire, even if the recipients are not in the first priority group. Because the two approved coronavirus vaccines require cold storage, they have to be used within a certain period of time or they go to waste, she said.

“Any person who is available to be vaccinated should be vaccinated,” she said. “Our goal is to have minimal wastage of vaccine, and if there are people who are available at the end of the day to be vaccinated, then you should vaccinate them.”

The prospect of valuable doses going to waste has haunted providers around the region. A pharmacist at the Giant Foods store in Northeast Washington was anxious that several doses of the vaccine were about to go to waste, so she began scrambling to find people to give them to.

David MacMillan, a law school student, was shopping at the store with a friend when the pharmacist flagged the two down, according to MacMillan’s TikTok video.

Some first responders had missed their appointments and their doses otherwise would have been thrown away.

MacMillan and his friend agreed to get vaccinated. “Talk about a great way to start 2021!!!” MacMillan wrote in the video.

The pharmacist who administered the doses to MacMillan and his friend was following guidance from the D.C. Department of Health, said Felis Andrade, a spokesman for Giant Foods. “The Moderna vaccine is valuable and lifesaving, and we are happy to have not wasted it and given this couple each a dose,” Andrade wrote in a statement.

In Virginia, state health officials announced that Anthony S. Fauci, director of the National Institute of Allergy and Infectious Diseases, will join Northam and other leaders for an online event Jan. 8.

It's part of a series of weekly sessions called "Facts & Faith Fridays," created by the director of the Massey Cancer Center at Virginia Commonwealth University and aimed at African American clergy "to address the disparate impact the pandemic has had on the Black community," according to a news release from the Virginia Department of Health.

**DC Seniors, Teachers, Essential Workers to Get COVID-19 Vaccine Access in January**  
**January 4, 2021**

**NBC 4 // Andrea Swalec and Anisa Holmes**

D.C. residents age 65 and older, teachers and several categories of essential workers will be able to make appointments this month to receive a COVID-19 vaccine, officials say.

D.C. Mayor Muriel Bowser announced target dates on Monday for the next vaccination signups, which all will be scheduled using the District health department website [vaccinate.dc.gov](https://vaccinate.dc.gov).

Starting the week of Jan. 11, residents age 65 and older can schedule to receive a vaccine.

Starting the week of Jan. 25, signups can be made by “specific categories of essential workers, including public safety workers, grocery store workers, workers in preK-12 educational settings and child care settings.”

Starting the week of Feb. 1, residents with chronic medical conditions and other essential workers can make appointments.

The mayor flagged that the dates are approximate and indicate when someone can use the portal to sign up to get the vaccine, not when they actually will receive it. Also, she asked residents to only use the scheduling system when they’re eligible to do so.

“If people rush to use this portal who are not health care workers, it will create a difficult time for our health care workers, who are our Phase 1A population, from being able to use the system as it is designed,” she said.

D.C. is currently in Phase 1A of vaccinations, with shots available for health care workers in settings including hospitals, long-term care facilities and pharmacies. Phase 1B is next.

D.C. has received more than 40,000 doses of the vaccine. Just under 17,000 have been administered. About 14,000 appointments to receive the vaccine are available; only about 36% of these have been scheduled.

Some health care workers may not be aware that they can receive the vaccine, Health Director Dr. LaQuandra Nesbitt said Monday. The department will contact all health care workers, she said.

**Mayor and Black Lives Matter Ask Public to Avoid Trump Supporters**

**January 4, 2021**

**Washington City Paper // Amanda Michelle Gomez**

Supporters of outgoing President Donald Trump will descend on the District yet again this week. Both Mayor Muriel Bowser and Black Lives Matter DC are asking residents to avoid their rallies and actions scheduled for Wednesday, when Congress is expected to declare President-elect Joe Biden the winner of the 2020 presidential election.

The last time Trump supporters gathered downtown demonstrations devolved into chaos and violence. Four people were stabbed amid confrontations between Trump supporters and counterprotesters. Members affiliated with the hate group the Proud Boys stole a Black Lives Matter banner from the Black historic church Asbury United Methodist Church just to burn it. The Metropolitan Police Department has been investigating that incident, along with destruction of property at three other churches, as possible hate crimes.

At a press conference Monday, MPD Chief Robert Contee said that investigation is ongoing. The Downtown Cluster of Congregations, which represents historic Black churches in downtown D.C., tells NBC4 that Asbury United Methodist Church is asking MPD for special detail this week.

In a statement issued Sunday, Bowser assured the public that she is activating the District's emergency operations center beginning Monday so local and federal law enforcement agencies can coordinate their response to this week's demonstrations. "I am asking Washingtonians and those who live in the region to stay out of the downtown area on Tuesday and Wednesday and not to engage with demonstrators who come to our city seeking confrontation, and we will do what we must to ensure all who attend remain peaceful," she says. While Bowser is not enforcing this, she is banning some street parking downtown Tuesday through Thursday as is customary during demonstrations like these. Bowser is also calling on the National Guard to help local police manage demonstrations.

The local activist group ShutDownDC was quick to remind the mayor that people work downtown. "What's your plan to keep them safe? Cuz 'don't go downtown' ain't cutting it," the group tweeted to their 13.1K followers.

Black Lives Matter DC also asked residents to avoid the far-right rallies if they can. "We encourage Black and brown people to stay away from known areas where white extremists and militant gangs will gather on January 6th and, instead, use your voices and your power as constituents and consumers to demand that the mayor, city council, police and businesses stand up against white supremacy," says organizer Marybeth Onyeukwu in a statement. Specifically, Black Lives Matter DC is demanding that officials enforce mask and social distancing guidelines, and protect sacred Black spaces like churches and Black Lives Matter Plaza. The group is also telling businesses to refuse services to any white supremacists and hate groups.



Both Hotel Harrington and Harry's Bar are temporarily closing for parts of this week due to safety concerns. Far-right activists have been known to gather at these spots. Not everyone who works at Harrington is pleased with the new reputation. "It's sad that they feel so comfortable here because obviously nobody who works here supports this stuff," says one employee.

Extremism experts believe the District is becoming the battleground for violent demonstrations. "They feel Trump won the election and that the country is being stolen from them, so this is their last chance to save America," Heidi Beirich, co-founder of the Global Project Against Hate and Extremism, tells the Post. "They're a lot angrier now, and that worries me. It worries me that now they're deciding if they're going to bring guns to the street fight." FYI: Openly carrying firearms is illegal in D.C., as is carrying a weapon with an out-of-state concealed-carry permit.

## D.C. mayor calls on National Guard as pro-Trump protests set for capital

January 5, 2021

NBC News // Phil Helsel

The National Guard has been mobilized for Washington, D.C., ahead of pro-Trump demonstrations planned this week as Congress convenes to certify the election results.

The Guard will be used to help control crowds and manage traffic, the police chief said. Mayor Muriel Bowser requested the Guard be activated and urged residents and others to stay safe and be cautious.

"We're asking D.C. residents and people who live in the region to avoid confrontations with anybody who's looking for a fight," Bowser said. "And the best way to do that is to avoid the area."

Congress is scheduled to meet Wednesday to formally count the Electoral College votes. President Donald Trump lost the election but has baselessly alleged fraud. On Tuesday, Georgia will hold runoff elections that will determine which party controls the Senate.

Organizers plan to rally Tuesday evening at Freedom Plaza and all day Wednesday on the Ellipse, including a 1 p.m. Wednesday march to the Capitol, The Associated Press reported.

Trump has encouraged the rally, and on Sunday tweeted "I will be there. Historic day!" while retweeting a message about Wednesday's planned event.

More than 300 District of Columbia National Guard personnel will support the city government Tuesday and Wednesday, providing crowd control at Metro stations and helping with street closures, the guard said in a statement.

Maj. Gen. William J. Walker, Commanding General of the D.C. National Guard, said they would be in a support role.

Acting Metropolitan Police Department Chief Robert Contee warned demonstrators and anyone else that guns are not permitted.

"We have received some information that there are individuals intent on bringing firearms into our city, and that just will not be tolerated," Contee said.

Image: Washington Protests Preparations

Buildings are boarded up near Freedom Plaza in downtown Washington, on Jan. 4, 2021. Susan Walsh / AP

In December, several people were stabbed during clashes around a pro-Trump rally.

A leader of the Proud Boys, Enrique Tarrío, was arrested Monday after entering Washington after being accused of burning a Black Lives Matter sign that had been torn from down at a

historic Black church during that Dec. 12 rally. He also allegedly had two high-capacity magazines, police said.



**Proud Boys leader arrested for allegedly burning Black Lives Matter banner at DC church**  
**January 5, 2021**

**CNN // Christina Carrega, Evan Perez and Paul LeBlanc**

The leader of the Proud Boys, Henry "Enrique" Tarrío, was arrested Monday in Washington, DC, for allegedly burning a Black Lives Matter banner taken from a Black church last month during protests in the city after a "Stop the Steal" rally.

A law enforcement official told CNN that the DC Metropolitan Police Department charged Tarrío, of Miami, with destruction of property related to a banner that was burned on December 12 outside a church in northwest DC.

DC Metropolitan Police Department Public Information Officer Sean Hickman separately told CNN that Tarrío was charged with being in possession of firearm magazines.

"He was charged with Destruction of Property related to an offense that occurred on Saturday, December 12, 2020 in the 900 block of 11th Street, Northwest," Hickman said. "At the time of his arrest, he was found to be in possession of two high capacity firearm magazines. He was additionally charged with Possession of High Capacity Feeding Device."

Tarrío did not return CNN's calls or texts Monday. He took responsibility for the act last month, writing in a post on the social media website Parler that "against the wishes of my attorney I am here today to admit that I am the person responsible for the burning of this sign." In the same post, Tarrío also dared the police to arrest him, writing: "Come get me if you feel like what I did was wrong. We'll let the public decide."

Tarrío also took responsibility during a "WarBoys" podcast interview last month, praising himself as "the person that went ahead and put the lighter to it and engulfed it in flames." "And I'm damn proud I did," he said.

CNN also attempted to reach Tarrío for comment in December after the incident.

The sign burning came during a protest in Washington that saw at least four people stabbed and at least 33 arrested. Large groups of protesters and counterprotesters had gathered earlier in the day outside the Supreme Court building and at Freedom Plaza to protest the presidential election results.

Videos circulating on social media showed scuffles and small fights had broken out sporadically, but the large gatherings were mostly peaceful.

Washington Mayor Muriel Bowser released a statement at the time calling for unity.

"This weekend, we saw forces of hate seeking to use destruction and intimidation to tear us apart. We will not let that happen, and continue to stand together strong and United to Love," Bowser said.

A far-right collective, members of the Proud Boys have been seen -- many dressed in black and yellow polo shirts -- at multiple 2020 Trump campaign rallies.

Founded in 2016, the group lists among its central tenets a belief in "closed borders" and the aim of "reinstating a spirit of Western chauvinism." In online statements, Proud Boys have claimed they have used violence only in self-defense. But members are often seen carrying firearms and bats and donning protective gear, and some have been convicted of crimes against anti-fascist protesters. The group's ideology has been labeled "misogynistic, Islamophobic, transphobic, and anti-immigration" by the Anti-Defamation League.

## [Proud Boys Leader Enrique Tarrío Arrested For Allegedly Burning Church's Black Lives Matter Flag](#)

**January 4, 2021**

**Forbes // Rachel Sandler**

Enrique Tarrío, the leader of the far-right Proud Boys, was arrested in Washington, D.C. Monday on charges of destruction of property and illegally possessing high capacity magazines, as the city remains on edge with pro-Trump protests planned this week to dispute the 2020 presidential election results.

### KEY FACTS

The destruction of property charges stem from an incident where Tarrío allegedly burned a Black Lives Matter banner belonging to the historically Black Asbury United Methodist Church during a pro-Trump protest last month.

Tarrío's arrest comes just hours after another church, Metropolitan AME, filed a lawsuit against him, alleging he jumped over the church's fence, tore down a six-foot-long plastic Black Lives Matter sign and ripped it up on the sidewalk during the same protest.

D.C. police department spokesman Sean Hickman said at the time of his arrest Tarrío was found to be in possession of two firearm magazines that can hold more than 10 rounds of ammunition—which D.C. has banned—and additionally charged with Possession of High Capacity Feeding Device.

Tarrío has admitted to burning the banner, and previously said in an interview with the Washington Post—which was done against the advice of his lawyer—that he would plead guilty, pay the church the cost of the banner and surrender to authorities if criminal charges were filed against him.

### KEY BACKGROUND

Tarrío and the Proud Boys are gearing up for a #StopTheSteal protest in Washington D.C. Wednesday to support President Donald Trump's desperate and futile effort to overturn the election results. The group has been linked to violence against protesters in the past, and D.C. Mayor Muriel Bowser is putting the city on high alert by calling in the National Guard for the demonstration.

### SURPRISING FACT

Tarrío appears to have been arrested during a call with USA Today reporter Will Carless. "I was just interviewing Proud Boys chairman Enrique Tarrío by phone. While we were on the call, sirens started blaring in the background. He told his driver to pull over. Said 'They're for me,' then 'Here's something to write about.'" Carless tweeted.



## DC Businesses Board Up in Preparation for Wednesday's Protests

January 5, 2021

NBC 4 // Shomari Stone

Some D.C. business owners are concerned about Wednesday's protests, so they've boarded up to prevent potential damage. But to some, the financial damage is already too much to bear.

"It is not a very good feeling, completely, as a small business," Manish Kansal, one business owner, said.

Kansal manages Barmy Wines & Liquors, one of the many businesses surrounded in plywood downtown.

"Being hoarded up, we feel there is a loss of business for sure because people who walk around think the business is closed," he said.

He's locked in a whirlwind of concern with bottled up frustration, as he thinks about what will happen when Trump supporters and counterprotesters meet on Jan. 6.

"To hear other news of protests is somewhat upsetting," he said.

D.C. police expect an even larger crowd than the past two pro-Trump events late last year. Take a drive around downtown, and you'll see plywood on glass doors and windows.

Monday night D.C. police already blocked people from driving down H Street near Black Lives Matter Plaza. Mayor Muriel Bowser isn't ruling out implementing a curfew.

As Congress prepares to certify the presidential election results, D.C. police are preparing for large-scale protests. News4's Mark Segraves reports on the National Guard once again on the streets of D.C.

"To avoid the downtown area and especially avoid people who are coming here to look for confrontations," Bowser said.

The D.C. National Guard will assist the Metropolitan Police Department with crowd management and traffic control.

"We just hope that it goes peacefully, people have already suffered a lot, including us," Kansal said.

## [Pentagon approves DC mayor's request to deploy National Guard for upcoming demonstrations](#)

January 4, 2021

CNN // Alex Marquardt, Barbara Starr, Alison Main and Devan Cole

Acting Defense Secretary Christopher Miller on Monday approved a request from the mayor of Washington to deploy DC National Guard forces to the city to support local authorities during pro-Trump demonstrations scheduled in the city this week, a defense official told CNN.

Mayor Muriel Bowser made the request Thursday in a letter addressed to Maj. Gen. William J. Walker, the commanding general of the DC National Guard, in which she referenced protests in the city in November and December that "resulted in a large influx of participants, violence and criminal activity."

"No DCNG personnel shall be armed during this mission, and at no time, will DCNG personnel or assets be engaged in domestic surveillance, searches, or seizures of US persons," Bowser, a Democrat, wrote in the letter.

DC Police Chief Robert Contee told reporters on Monday that the National Guard will assist with "crowd management" and traffic control, freeing the city's police officers to focus on potential acts of violence and other security issues.

This week's planned protests will occur as two significant political events take place: Tuesday's US Senate runoff elections in Georgia, which will determine the balance of power in the chamber, and Wednesday's congressional meeting to certify President-elect Joe Biden's victory over President Donald Trump.

Speaking during a news conference on Monday, Bowser asked protesters to refrain from violence, regardless of their political views, and again urged residents to avoid the downtown area this week, as well as "people who are coming here to look for confrontations." The mayor also said that a potential curfew for the city was not off the table, saying it will be "a tool that we will evaluate during the week."

DC's attorney general, Karl Racine said, in a statement Monday that while DC respects freedom of speech and the right to protest, "the Constitution does not grant the right to commit violence or vandalize property, and there is certainly no right to engage in acts of hate."

Racine added, "While we respect their right to protest, we will not tolerate criminal behavior -- and we should deny them the opportunity to cause chaos."

Bowser's office told CNN that the plan includes the activation of 340 guardsmen, while the total deployment at any given time will be 114. The defense official said the personnel will be deployed to a few dozen points on the streets, accompanied by a DC police officer at each one. Guardsmen will also be deployed to Metro subway stations in the city alongside local officers. Their focus will primarily be on the Metro and traffic, a spokesperson for Bowser said.

A chemical-biological response team will be on standby if needed, the defense official said, which is a standard practice for any large event. Finally, some guardsmen will be activated but on standby should civilian law enforcement be pulled away to respond to a situation.

At this point, guardsmen will not be conducting direct law enforcement missions, the official said.

The request from Bowser is notable given the city's recent history with unruly protests and law enforcement. Last summer, amid unrest sparked by the death of George Floyd, the Pentagon moved about 1,600 active-duty troops to the Washington area after Democratic governors in Virginia, New York, Pennsylvania and Delaware turned down requests from then-Defense Secretary Mark Esper to offer National Guard troops to help with security in Washington.

Bowser said at the time that her office did not request any assistance from other states.

Demonstrations in Washington late last year saw a number of skirmishes between anti-Trump protesters and supporters of the President, with at least 20 people arrested during a demonstration in mid-November in which two officers with the DC Metropolitan Police were injured.

During a pro-Trump rally in December, Black Lives Matter signs at two historic Black churches in DC were torn down and set on fire. Contee said on Monday that local police will be "increasing our visibility" around churches in the area this week.

The police chief also said he is not sure whether Trump will be in the streets with protesters this week. On Sunday, the President shared a message on Twitter about a demonstration planned for Wednesday outside the White House, saying, "I will be there."



## D.C. Police Arrest Leader Of The Proud Boys Ahead Of Far-Right Protests

January 4, 2021

NPR // Elena Moore

The head of a far-right extremist group, the Proud Boys, was arrested in Washington, D.C., Monday evening less than a day before thousands of pro-Trump and far-right demonstrators are expected in the city.

Enrique Tarrío, 36, was taken into police custody and charged with destruction of property, according to a statement from the Metropolitan Police Department.

The charge is related to his actions during last month's pro-Trump demonstration in D.C. that turned violent. Tarrío admitted to removing and burning a Black Lives Matter banner from a historically Black church, an action the Proud Boys are now being sued over.

According to the police statement, Tarrío is additionally being charged with possession of a high capacity feeding device. Officers found two high capacity firearm magazines with him upon arrest.

The FBI says the Proud Boys have "ties to white nationalism" and the organization has previously been associated with acts of violence.

Three conservative groups have officially submitted permit applications to the National Park Service for events on Tuesday and Wednesday, as reported by USA Today. Women for America First and the Eighty Percent Coalition requested permits for thousands of people each. A third event run by the organization The Silent Majority filed a permit for several hundred attendees.

The protests are timed to come as the newly sworn-in 117th Congress officially counts the Electoral College ballots on Wednesday, marking the last step in the election before President-elect Biden is sworn in on Jan. 20.

President Trump is supporting the protests and vows to attend.

Meanwhile, city leaders are preparing for possible violence, especially as reports show members of the Proud Boys are planning to attend the march dressed incognito.

In the lead-up to the demonstrations, unnamed individuals have also posted information online advising people how to secretly bring guns to the protests, according to The Washington Post.

In a statement Sunday, Mayor Muriel Bowser advised D.C. residents to avoid areas near downtown and issued a reminder that firearms are illegal while in National Park Service areas, including the National Mall and Freedom Plaza, two areas protesters are expected to gather.

Open possession of a firearm is also illegal throughout the city.



Bowser has also requested assistance from the National Guard for both Tuesday and Wednesday. According to the mayor's office, there will be around 114 members available "at any given time" and 340 available in total.

Bowser submitted the request to the commanding general of the D.C. National Guard, William Walker, on New Year's Eve, according to a copy of the letter provided to NPR by the mayor's office. The Guard members will be unarmed and responsible for duties such as traffic control, in order to free up police.

Many streets in downtown D.C. will also be closed off starting Tuesday.

National figures have also expressed concern about the upcoming demonstrations.

Former Defense Secretary William Cohen told NPR's Morning Edition on Monday he thinks the events will present "a real challenge to maintain order and stability."

Cohen, who served in the Clinton administration, joined the other nine living former defense secretaries in an opinion piece that ran in The Washington Post Sunday condemning Trump's attempts to subvert the election, and reaffirming that the military plays no role in political disputes. Cohen is concerned civil disruption could be used as a pretext to deploy military forces in the streets.

"There are things taking place which pose, I think, a threat to our domestic tranquility and security, and that is the president encouraging some of the more right-wing extremists to march on Washington and to protest," Cohen said. "And the indication is he's urging them to - it's going to be wild."

In a statement Monday evening, Washington, D.C., Attorney General Karl Racine condemned groups that plan to incite violence at the protests, referring to them as entities that "promote hate on a racial and religious basis." He did not specifically name any groups.

"While we respect their right to protest, we will not tolerate criminal behavior—and we should deny them the opportunity to cause chaos," he said.

Racine also echoed Bowser's request for residents to stay away from the area.

"Hate has no home in the District," he added, "Let's keep the peace, rather than provide this band of agitators any more attention than their divisive and hateful demonstrations will otherwise receive."

## [D.C. Church Sues Proud Boys For Tearing Up Black Lives Matter Sign](#)

January 4, 2021

Forbes // Joe Walsh

The far-right group Proud Boys faced a reckoning Monday over their alleged destruction of Black Lives Matter signs during a protest in Washington, D.C. last month, as a historic Black church in Washington filed a lawsuit against the group and the Proud Boys' leader was arrested by D.C. police, just days before another planned protest in the nation's capital this week.

### KEY FACTS

The Metropolitan African Methodist Episcopal Church, a 148-year-old church located blocks from the White House, is suing Proud Boys International and the group's leader, Enrique Tarrio, for conspiracy, trespassing and destruction of property.

The lawsuit alleges Proud Boys members jumped over Metropolitan AME's fence, tore down a six-foot-long plastic Black Lives Matter sign and ripped it up on the sidewalk, part of a wider pattern of destruction following a tense Dec. 12 protest over President Trump's election loss.

Several videos of the incident on Twitter show people who appear to be wearing Proud Boys insignias ripping up a Black Lives Matter sign outside the church while chanting.

On Monday, D.C. police arrested Tarrio for burning a Black Lives Matter sign that belonged to Asbury United Methodist Church — another historical Black church in D.C. — on the same night as the Metropolitan AME incident, charging him with destruction of property and illegal possession of high capacity magazines.

Tarrio has publicly admitted to burning Asbury's Black Lives Matter sign.

Proud Boys International could not be reached for comment.

### SURPRISING FACT

Tarrio told the Washington Post last month he was willing to plead guilty to destruction of property for burning Asbury United Methodist Church's sign. It's unclear whether he was also present at Metropolitan AME on the same night or if he plans on taking responsibility for the destruction of that church's sign.

### CRUCIAL QUOTE

“Black churches and other religious institutions have a long and ugly history of being targeted by white supremacists in racist and violent attacks meant to intimidate and create fear,” Kristen Clarke from the Lawyers' Committee for Civil Rights Under Law, one of the groups representing the Metropolitan AME church in court, wrote in a statement on Monday. “Our lawsuit aims to hold those who engage in such action accountable.”

### TANGENT

Several groups are planning large-scale demonstrations in Washington on Wednesday to protest Congress' certification of the Electoral College results and back up Trump's false voter fraud

allegations. Some members of the Proud Boys say they plan on attending this week's demonstrations, and officials like D.C. Mayor Muriel Bowser are worried about the potential for violent confrontations during and after the event.

#### KEY BACKGROUND

The Proud Boys were founded four years ago by former Vice magazine co-founder Gavin McInnes, who later distanced himself from the group. The all-male organization casts itself as a fraternal society for "Western chauvinists," and the Southern Poverty Law Center reports many of its members have prolifically spread white nationalist and misogynistic ideas, a charge the group denies. Members of the group are known for clashing with left-leaning activists at protests and occasionally entering into violent brawls, including during last month's D.C. protests. Many Proud Boys are vehement Trump supporters, and Trump declined to condemn the group's conduct during a debate against President-elect Joe Biden in September, a choice some members interpreted as an endorsement of the group.



# CORONAVIRUS

(COVID-19)

## Situational Update

Monday, January 4, 2021

[CORONAVIRUS.DC.GOV](https://coronavirus.dc.gov)



**DC HEALTH**  
GOVERNMENT OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
**DC MURIEL BOWSER, MAYOR**

H A P P Y

*new year*  
— 2021 —



# WHERE WE ARE TODAY

|                               |   |   |  |   |
|-------------------------------|---|---|--|---|
| Level of Community Spread     | Daily case rate   | Rate of transmission  | Test positivity rate   | New cases from quarantined contacts   |
|                               | <b>31.77</b><br>(Jan 2)<br><small>7-day avg per 100,000 pop.</small>          | <b>0.89</b><br>(Dec 23)<br><small>Effective reproduction number (R(T))</small>    | <b>6.5%</b><br>(Dec 31)<br><small>Percent positive from RT-PCR tests</small> | <b>10.2%</b><br>(Dec 31)<br><small>7-day average</small>  |
| Health System Capacity        | Percent hospital utilization  | Percent COVID-19 patients   | Mean test turnaround time  | Diagnostic tests conducted  |
|                               | <b>77.4%</b><br>(Jan 2)<br><small>of available beds without surge</small>     | <b>12.1%</b><br>(Jan 2)<br><small>of daily hospital census, 7-day average</small> | <b>2.3</b><br>(Jan 2)<br><small>[days] 7-day average</small>                 | <b>6,376</b><br>(Dec 31)<br><small>7-day avg per million pop.</small>   |
| Public Health System Capacity | Positive cases with contact attempt   | Close contacts with contact attempt   |  |   |
|                               | <b>99.4%</b><br>(Jan 1)<br><small>7-day avg attempt within 1 day</small>      | <b>96.6%</b><br>(Dec 31)<br><small>7-day avg attempt within 2 days</small>        |  |   |
| Community Engagement          | Positive cases interviewed  | Positive cases who provide close contacts   | Mean number close contacts provided  | Exposure Notification Opt-in  |
|                               | <b>76.6%</b><br>(Dec 31)<br><small>7-day avg. completed within 3 days</small> | <b>43.6%</b><br>(Dec 31)<br><small>7-day avg.</small>                             | <b>1.1</b><br>(Dec 31)<br><small>7-day avg. mean per positive case</small>   | <b>531,616</b><br>(Dec 30)<br><small>cumulative # of smart phones opted-in to official exposure notification system</small> |



# VACCINE DISTRIBUTION

4



# 16,989\* PEOPLE

have received the COVID-19 vaccine in DC.

Total doses already delivered: **40,075**

Additional doses becoming available this week: **4,200**

This week, the first group of vaccinated workers will receive their second doses.

*\*58% of providers fully reporting*

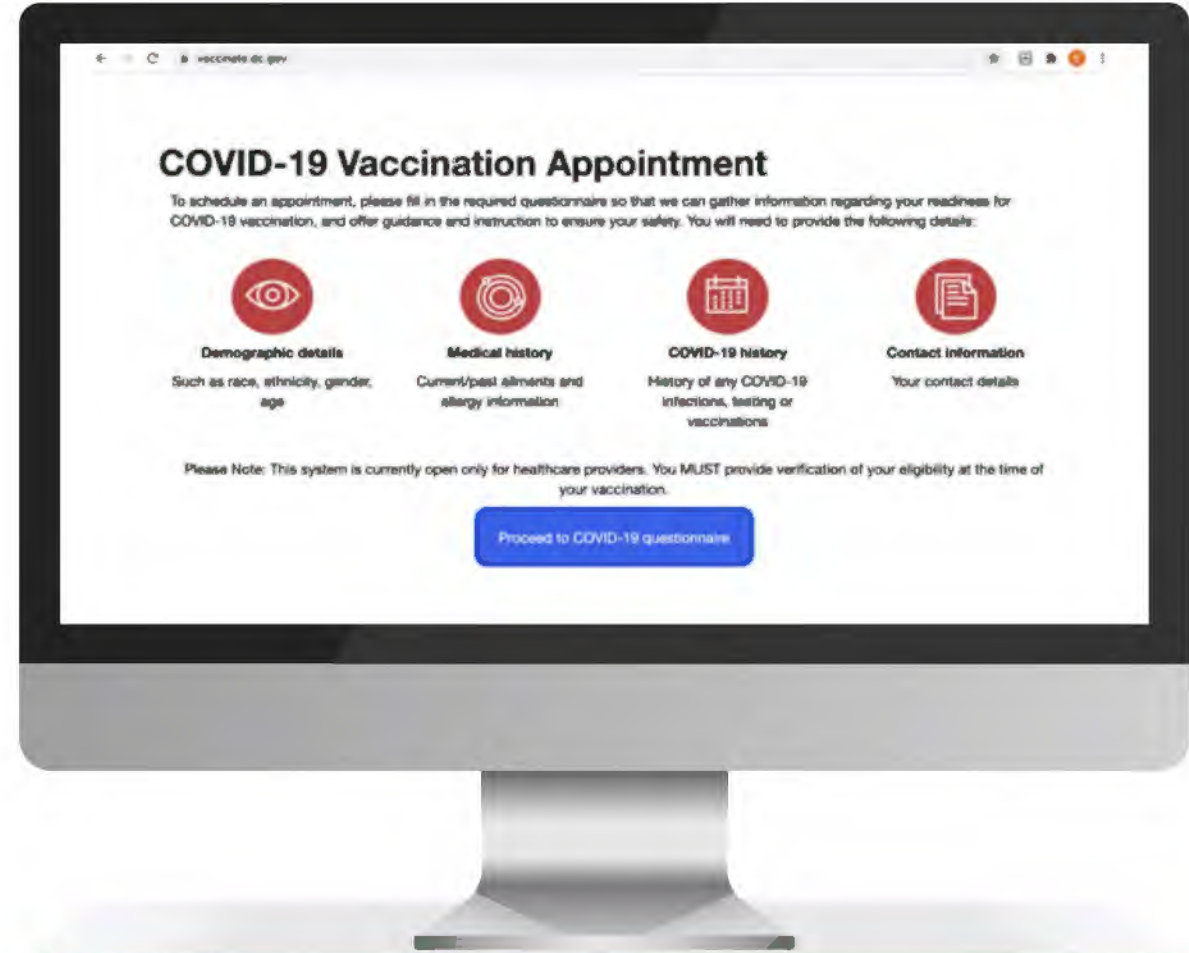


DC Health launched **vaccinate.dc.gov** to make it easier for individuals who work in health care settings to get vaccinated.

Last week, **3,656 appointments for vaccinations were scheduled** through the portal.

Last week, **64% of the appointments were still available.**

Individuals who work in health care settings in DC should make an appointment at:  
**vaccinate.dc.gov**





## Who should use [vaccinate.dc.gov](https://vaccinate.dc.gov) right now?

Those who are part of the Phase 1a population group - workers in health care settings who are directly or indirectly exposed to infectious materials and unable to telework, including:

- Workforce in acute care hospitals, specialty care hospitals, long-term care facilities, intermediate care facilities, emergency medical services, frontline public health settings, home health aides, outpatient settings, dental settings, and pharmacy settings



Right now, this portal should only be used by workers in the Phase 1a population group. In the coming weeks, the portal will be updated to accommodate additional populations.

## Target dates for vaccinations:

### **Week of January 11:**

DC residents who are 65 years old and older

### **Week of January 25:**

Specific categories of essential workers, including public safety workers, grocery store workers, workers in PreK-12 educational settings and childcare settings

### **Week of February 1:**

DC residents with chronic medical conditions and other essential workers



While there are two approved vaccines in use in the United States, Washingtonians are encouraged to **take the first vaccine** that becomes available to you.

The effectiveness and side effects of the Pfizer and Moderna vaccines are similar. A key difference is when you receive the second dose.

**Pfizer:** three weeks (21 days) after the first dose

**Moderna:** one month (28 days) after the second dose



The vaccine will save lives and help us end the pandemic.

## But remember:

- It takes time for your body to build protection. Even after your second dose, it will take a week or two for the vaccine to become effective.
- As we go through the phases of vaccination, those who have already been vaccinated should continue to wear masks, social distance, and practice good hygiene.

# PUBLIC SAFETY UPDATES

[CORONAVIRUS.DC.GOV](https://coronavirus.dc.gov)



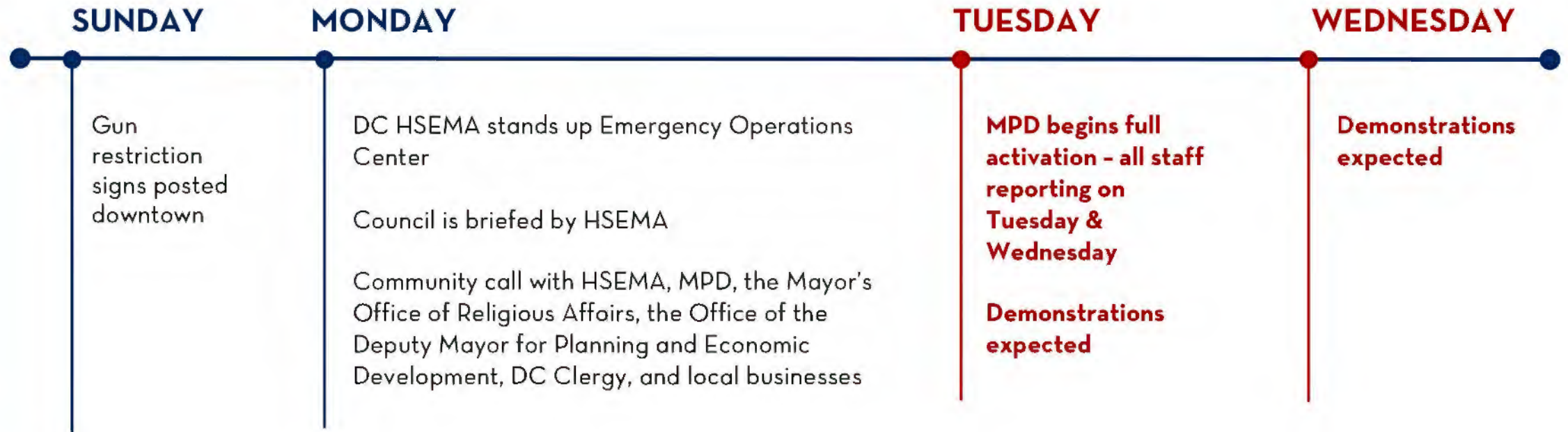
**DC HEALTH**  
Department of the District of Columbia

U.S. GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
**MURIEL BOWSER, MAYOR**



Washingtonians are urged  
**not to travel downtown** on January 5  
and 6 and to avoid interacting with  
people who are looking for confrontation.







Members of the public and anyone attending the events are reminded that District law prohibits anyone from carrying a firearm within 1,000 feet of any First Amendment activity.

Under federal law, it is illegal to possess firearms on the U.S. Capitol grounds and on National Park Service areas such as Freedom Plaza, the Ellipse, and the National Mall.

Members of the public are reminded that the District of Columbia does not have reciprocity with other states' concealed pistol licenses; unless a person has been issued a concealed pistol license by the District of Columbia, they cannot conceal carry a firearm in the city.

**It is illegal to open carry firearms in the District.**





## First Amendment Activity - Emergency No Parking Restrictions

Tuesday, January 5, 2021 at 12:01 a.m.  
through  
Wednesday, January 6, 2021 at 11:59 p.m.



## First Amendment Activity - Restricted Vehicular Traffic

Tuesday, January 5, 2021 at 12:01 a.m.  
through  
Wednesday, January 6, 2021 at 11:59 p.m.





Register for important alerts  
from the District by signing up for  
**AlertDC** at **alertdc.dc.gov**



On January 6, the will of the American people  
will be respected by Congress, and

**Joe Biden and Kamala Harris will be  
our next President and Vice  
President on January 20.**





**From:** Patterson, Kathy (ODCA)  
**Sent:** Tue, 5 Jan 2021 17:46:48 +0000  
**To:** Ross, Jed (ORM)  
**Subject:** Draft op-ed  
**Attachments:** S&J op ed.docx

2-534(e)

Kathy

**Kathleen Patterson | D.C. Auditor**

*she/her/hers*

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Website: [dcauditor.org](http://dcauditor.org)

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**From:** George Johnson, Deborah (EOM)  
**Sent:** Tue, 5 Jan 2021 17:46:25 +0000  
**To:** George Johnson, Deborah (EOM)  
**Cc:** George Johnson, Deborah (EOM)  
**Bcc:** Abbasi, Ayesha (EOM);Ahn, Sandy (DCHBX);Akins, Lamont (EOM);Alexander, Marceline (FEMS);Aljoburi, Adam (DYRS);Appiah, Lindsey (DYRS);Bajaj, Sarah (EOM);Barahona, Claudia (DGS);Barrera, Christian (DACL);Beaton, Andrew (FEMS);Bell, Melanie (DHCF);Blissett, Kai (DHCF);Bocock, Monique (DCRA);Bramble, Jocelyn (DISB);Breems, Joseph (EOM);Wood, Brian (EOM);Brown, Brianna (DGS);Brown, Monica J. (DHS);Byrd, Melisa (DHCF);Case-Herron, Sarah (DOES);Caspari, Amy (DPR);Castor, Jennifer (EOM);Cevasco, Jenna (DHS);Chandler, Kenneth W. (MPD);Charlap, Emily (OAG);Hines, Charon (DCPS);Cheek, John (DCHR);Chen, Yi-Ru (DCHBX);Leak, Chikarlo (OCME);Cohn, Joel (OTA);Collins, Thedford (DISB);Coombs, John (FEMS);Jefferson, Courtney (EOM);Crockett, Davida (DBH);Curtis, Debra (DCHBX);Roy, D'Annette (OCTFME);Davis, Christine (DPW);Delgado, Leticia (DGS);Dickerson, Patrice (DOH);Dubin, Glenn (DDOT);Duthely, Erika (EOM);Emerine, Dan (DDOT);Evans, Kenneth (DHCF);Mohamed, Fatima (OHR);Fields, Beverly (OCME);Freedman, Danielle (EOM);Gan, Katie (EOM);Garcia, Michelle (EOM);Gil, Helder (EOM);Gilchrist, Kristina (DPR);Giles, Ariel (DSLBD);Stewart-Ponder, Gitana (DOC);Glasser, David (DMV);Gold, Judi (EOM);Grey, Nicola N. (CFSA);Hadjiloucas, Aphrodite (DCHR);Hammond, Guy (DCHR);Handerhan, Larry J. (DHS);Hapeman, Nancy (OCP);Hayes, Dionne (OUC);Hofsommer, Molly (DOEE);Holt, Kasmin (DGS);Holzgrafe, Matthew (DCPS);Hum, Bryan (EOM);Hunt, Jessica L. (EOM);Husband, Phillip (DOH);Isiaq, Bidemi (DHCF);Jenkins, Martha (ABRA);Jones, Phyllis (DBH);Joseph, Rachel M. (CFSA);Matthews, Joya (EOM);Hudson, Julia (EOM);Karnofsky, Alan (DOES);Keerikatte, Nishant (EOM);Kelsey, Robert (DOEE);Kempf, Purvee (DCHBX);Liebowitz, Kenneth (EOM);Rainge, Kennisha (EOM);Khaing, Hnin (OHR);King, Garret (DACL);Kofman, Mila (DCHBX);Koslosky, Ryan (OCP);Kreiswirth, Barry (EOM);Liggins, William (EOM);Loy, Sarina (EOM);Marshall, Karim (EOM);Mauro, Amy (FEMS);Maye, Carissa (DGS);McDowney, Carole (EOM);McFarland, John T. (DCRA);McPhail-McKinley, Yolanda (CFSA);Meah, Tai (DHS);Melder, Jay (EOM);Miller, Bridget T. (DPR);Montoya, Gerald (EOM);Moon, Deborah (DHCF);Morgan, Sharona (EOM);Morgan-Johnson, Sheila (DCRB);Munir, Khalil (CJCC);Newkirk, Wendy (PSC);Peckumn, Nicole (HSEMA);Norris, Alicia (DGS);Oates, Tiffany (DOES);O'Meara, Kelly (MPD);Pagani, Ruth (OCTO);Pelletiere, Danilo (DHCD);Pendarvis, Zondie (DCHR);Pimentel, Juan (DPW);Putzer, Emily (DOH);Randall, April (ABRA);Rangappa, Anu (EOM);Reid, Victor (EOM);Rhones, Aaron (DDOT);Rich, Edward (DOH);Rivera, Gianelle (EOM);Rogers, Jonathan D. (DDOT);Dampier, Ronnie (EOM);Rosenberg, Michele R. (CFSA);Ross, Ronald (EOM);Satterlee, Erika (EOM);Scalf, Matthew (DGS);Scott, Deborah (FEMS);Scott, Marc (OCP);Scruggs, Janie L. (OUC);Seaton, Elizabeth (DDS);Smalls, Taura (DHCD);Smith, Ahnna (EOM);Smith, Rayna (EOM);Stanback, Trey (DYRS);Stephens, Lauren (DDOT);Stevens, Anthony V. (EOM);Talamante, Tomás (EOM);Tammara, Nagesh (OSSE);Thomas, Zoe (DCHR);Thompson, Arlethia (EOM);Tolliver, Denise (DOC);Tooley, Justin (OSSE);Ufomata, Omonigho (DOH);Villarreal, Sandra (EOM);Washington, Christian (DISB);Watson, Kelly (EOM);White, Giavanna (EOM);Williamson, Melanie (DHCF);Witten, Melvin (CAH);Wong, Jacob (EOM);Young, Shana (OSSE);Yuckenberg, Jason (EOM);Zimmerman, Justin (DCHR);Adams, Eugene (EOM);Gerst, Andrew (DPW);anthony.crispino3 (HSEMA);Atchison, Myisha (EOM);Babers, Lucinda (EOM);Brown, Dorothy (EOM);Burnett, Alana (EOM);Carney, Sharon (EOM);Gurkin, Danielle (DCRA);Ellis, Maia (EOM);EmailArchive, DMPED (DMPED);Feldman, Sophie (EOM);Lee, Garrett (EOM);Holmes, Karima (OUC);Hubbard, Drew E. (DHCD);Iverson, Dena (DDOT);Kuhl, Jonathan (DCRA);O'Dell, Mia (EOM);Moskowitz, Benjamin (EOM);Natale, Vanessa (EOM);Rentz, Nicole (DOEE);Nielsen, Marc (DCRA);Noteware, Rachel (EOM);Dorsey, Bobby (DSLBD);Moreno, Rosa (EOM);Suggs-Evans, Rosemary (EOM);Quinney, Sam (EOM);Seshasai, Karuna (EOM);Valentine, Todd (DOES);Whitman, Amelia (DHCF);Williams, Malik (EOM);Rangappa, Anu (EOM);EOM - Cabinet Members (EOM);EOMBudget

**Subject:** Result of the January 5, 2021 Legislative Meeting  
**Attachments:** Legislative Summary 1-5-21.pdf

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



## ***CONSENT AGENDA***

### ***READING AND VOTE ON CONGRESSIONAL REVIEW EMERGENCY***

Unemployment Benefits Extension Congressional Review Emergency Declaration  
Resolution and Act of 2021

***PASSED***

Protecting Businesses and Workers from COVID-19 Congressional Review Emergency  
Declaration Resolution and Act of 2021

***PASSED***

Government Grant Transparency Congressional Review Emergency Declaration  
Resolution and Act of 2021

***PASSED***

RPP Voluntary Exclusion Congressional Review Emergency Declaration Resolution and  
Act of 2021

***PASSED***

Student Activity Fund Theatrical and Music Performance Expenditures Congressional  
Review Emergency Declaration Resolution and Act of 2021

***PASSED***

Fairness in Renting Congressional Review Emergency Declaration Resolution and Act of  
2021

***PASSED***

***FINAL READING AND FINAL VOTE ON TEMPORARY  
LEGISLATION***

UDC PR Harris Exclusive Use Repeal Temporary Amendment Act of 2021  
(Bill 23-1020)

***PASSED***

Coronavirus Public Health Extension Temporary Amendment Act of 2021  
(Bill 23-1027)

***PASSED***

***NON-CONSENT AGENDA***

***READING AND VOTE ON EMERGENCY LEGISLATION***

Non-Public Student Educational Continuity Emergency Declaration Resolution and Act  
of 20201

***PASSED/Temporary***

Department of Health Care Finance Alliance Reform and Budget Transparency  
Emergency Resolution and Act of 2021

***PASSED***

***NEXT LEGISLATIVE MEETING: February 2, 2021 at 12:00 p.m.***



**From:** The Presidential Transition  
**Sent:** Tue, 5 Jan 2021 12:04:30 -0500  
**To:** Jed Ross  
**Subject:** Getting through covid, supporting small biz, shaping a strategic plan

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

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## The Presidential Transition

Tuesday, January 5, 2021

### [Texas' Move to Control Coal Ash Pollution Could Shield Industry from Tougher Rules Under Biden-led EPA](#) // Erin Douglas

Texas is close to finalizing a years-long effort to wrangle control of coal ash pollution from the EPA, a move that could, for a time, keep coal companies insulated from tougher rules expected from the next administration.

### [For Pentagon, Biden Picks Two Obama-era Policy Veterans to Help Austin](#) // Patrick Tucker and Marcus Weisgerber

After passing on Flournoy, Biden taps Kathleen Hicks and Colin Kahl to be Austin's deputy defense secretary and undersecretary for policy.

#### Sponsored by AWS

##### [Modernizing engagement for the 2020 United States Census with cloud](#)

For the first time, US households were able to respond to the 2020 Census Survey online. Join this AWS re:Invent session on January 12 to learn how the Census Bureau stood up modern, real-time, mission-critical survey response applications in a secure and FedRAMP-compliant cloud environment.

[Add to calendar](#)

### [Biden Administration Likely To Increase Contracting Opportunities for Small and Minority-Owned Businesses](#) // Courtney Bubl 

The campaign outlined a \$400 billion plan "to support small businesses and tackle inequities in the federal contracting system."

### [GovExec Daily: Feds' Anti-Gag Rights During the Transition](#) // Adam Butler and

Ross Gianfortune

Government Accountability Project's Irvin McCullough and Aman Panjwani join the podcast to discuss whistleblower rights at the end of the Trump administration.

### [The Federal CX Moves that Mattered in 2020](#)// Frank Konkel

Experts expect momentum in improving service delivery and customer experience to continue under the coming Biden administration.

### [Heading Into 2021, State and Local Budget Gloom Lingers](#)// Bill Lucia

Revenues are better than initially expected in some states. But they're still down in many places as the cost of the pandemic response adds up.

### [Researchers Examining Covid Vaccine Barriers, Skepticism in Five Communities](#)

// Andrea Noble

Johns Hopkins Center for Health is overseeing the project, which researchers hope can help state and local governments address challenges in distributing the coronavirus vaccine to the general public.

### [America Needs a Strategic Plan](#) // Andrew Kleine

A divided, directionless nation yearns for its next moonshot.

### [Biden Is on Track to Have a Record Number of Women in His Cabinet](#)// Barbara Rodriguez

Joe Biden has committed to having the most diverse Cabinet in history. It's likely future presidents will be expected to match or increase representation.

### [Heading Off the Next Pandemic](#)// Jim Robbins

Multitudes of unknown viruses, some possibly highly pathogenic, dwell in wildlife around the world.

### [The World That COVID Made: What Should American Foreign Policy Do?](#)// William Inboden

The pandemic reminds us that "American leadership" is not a trite euphemism. It is arguably the single most important factor in whether the arc of history bends toward something better or something worse.

### [Transition Roundup: National Guard Prepares for Inauguration; Biden to Halt or Delay 'Midnight' Regulations](#) // Courtney Bublé

Here's today's list of news updates and stories you may have missed.

### [6 Lessons From 2020 Federal Leaders Should Apply in the Months to](#)

## [Come!](#)

As the embers of the dumpster fire that was 2020 burn away, important lessons provide light for the way forward in 2021.

**Sponsored by AWS**

### [Modernizing engagement for the 2020 United States Census with cloud](#)

For the first time, US households were able to respond to the 2020 Census Survey online. Join this AWS re:Invent session on January 12 to learn how the Census Bureau stood up modern, real-time, mission-critical survey response applications in a secure and FedRAMP-compliant cloud environment.

[Add to calendar](#)

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Thank you for reading *The Presidential Transition*.

**Government Executive Media Group, 600 New Hampshire Avenue NW, Washington, DC 20037**



**From:** Alisha Powell Gillis  
**Sent:** Tue, 5 Jan 2021 12:00:26 -0500  
**To:** Jed Ross  
**Subject:** Learn how state & local governments are delivering services digitally!

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

Hello Jed,

We're excited to announce that *Route Fifty's* [DigiGov](#) webcast is available for on demand viewing. I moderated the discussion and encourage you to [tune in!](#)

As many Americans are spending more time at home, **state and local governments must deliver essential, critical services digitally**. Of particular, pressing interest? **Unemployment benefits and services**. Hundreds of thousands still remain jobless, prompting high levels of traffic to government unemployment portals daily. But it's not just unemployment services that governments must tackle digitally: telemedicine, essential meetings, permits, retirement, taxes, disability—the list continues.

[Tune in](#) to hear from the following leaders who are on the **frontlines of digital transformation and citizen experience**.

- Katrina Flory, Deputy **State Chief Information Officer, State of Ohio**
- Nicholas Susi, **Deputy Chief Information Officer, Projects and Performance, City of Philadelphia**
- Rob Forbes, **Senior Solutions Architect, Okta**

The agenda and more information can be found [here](#).

**[Watch this unique digital event now!](#)**

Sincerely,  
Alisha Powell Gillis  
Senior Editor  
*Route Fifty*

Have a question? Contact Kayla at [kmcloud@govexec.com](mailto:kmcloud@govexec.com)


Government Executive Media Group  
600 New Hampshire Ave NW, Suite 510, Washington DC 20037

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**From:** OCP PASS ADMIN  
**Sent:** Tue, 5 Jan 2021 12:00:19 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

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
 **CW3609** - **FY15-DOH HIV AIDS AND TB Control Human Car Agreement**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents is in anticipation

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW3770** - **AIS Implementation - DFS - FY15 - It Group**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4135** - **Verizon Telecommunication Services**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4395** - **Oracle SOA Licenses**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4428** - **Pre & Post Transitional Care Homes (PTCH) - Sasha Bruce Youthwork**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.


[Click here to view the project](#)

 **CW4550** - **Alger Park Stream Restoration Project**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4213 - FY16\_OSSE\_ODM-ELA-MATH-ALT-MSAA-OPERATIONAL\_(MEASURED\_PROGRESS)**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4188 - NFPA Class 4 Fireboat**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4326 - FY17\_GD0\_Data\_SEDS Management and Maintenance**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4558 - CW37399 Environmental Services (Option Year 1)**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4472 - Pre & Post Transitional Care Homes (PTCH) - Associates for Renewal in Education**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4369 - Springhouse Run Stream Restoration & Stormwater Management Retrofit Project**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4688 - Third Party BLS Medical Transport Services**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856 - FY17-OCTO-cGOV360 Maintenance and Support**  
0



**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4870** - **NFF; OCTO Temporary Personnel**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4651** - **DHS - Temp Services - AVID Systems**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4644** - **Enrollment Audit**  
0


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4661** - **Dell VDI (DESKTOP VIRTUALIZATION)**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4716** - **FY16-DOH Youth Social Marketing-Public Education and Communication**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4656** - **DHS - Temporary Services**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4767** - **FY17\_OSSE\_DAR\_Science Test Administration**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Telecommunications Services Wireless Digital & Data Services, Associated**  
**8** **Services**  
**Equipment**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4588** - **FY16-Power Equipment (DCPS)**  
**4**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4687** - **FY16-17 DOH HCA with Lab Corp for HAHSTA Laboratory Services**  
**3**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4915** - **FY17-OCTO-BOX LICENSES AND SUPPORT**  
**4**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4837** - **FY17\_GDO\_Data Analysts**  
**0**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4918** - **Cisco Equipment**  
**8**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Cisco Switches and Wireless Access Points**  
**3**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4634** - **Temp Services - OCTO - NFF**




8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4806** - OSSE-DOT\_FY17\_Emergency\_Attendants for Vehicles BATTLE  
1

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5239** - SECURITY SERVICES FOR DCPS  
3


**The following** Approval for Insurance Documents

**task is overdue :**

**Task description :** Approval for Insurance Documents Required and is attached in the document section.

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW5742** - ELC Web-Based Licensure Application  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5710** - MMIS IV&V  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)











**From:** Stewart, Shaneah (EOM)  
**Sent:** Tue, 5 Jan 2021 14:52:56 +0000  
**To:** Ross, Jed (ORM)  
**Cc:** Yeung, Sam (ORM)  
**Subject:** FY21 & FY22 Reductions Round 2 (Deadline)  
**Attachments:** FW: Further program reductions.eml

Good morning,

Friendly reminder the FY21 & FY22 Reductions Round 2 deadline to ACA is 1/11 and OBPM's deadline is 1/15.

Thanks,  
Neah

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Breems, Joseph (EOM)  
**Sent:** Tue, 29 Dec 2020 17:10:58 +0000  
**To:** Anderson, Keith (DGS);Parker, Lindsey (OCTO);McCollough, Mathew (EOM);Ross, Jed (ORM);Maxwell, Lindsey (EOM);Gibson, Ventris (DCHR);Schutter, George (OCP)  
**Cc:** Melder, Jay (EOM);Feldman, Sophie (EOM);Swintz, Monica (EOM);Coleman, Marcus (EOM);Fuller, Yohance (DGS);Dee, Michelle (DGS);Faruk, Tehsin (OCTO);Harrison, Carol (OCTO);Mitchell, Christina (EOM);Yeung, Sam (ORM);Samba, Mamadou (EOM);Lozada, Andrea (EOM);Cholewa, Agnes (DCHR);Cook, Nicole (DCHR);Scott, Marc (OCP);Hapeman, Nancy (OCP)  
**Subject:** FW: Further program reductions  
**Attachments:** Form 1C - FY21 FY 22 Reductions - Round 2.xlsx  
**Importance:** High

IS Directors,

2-534(e)

Joey

---

Deputy Mayors,

2-534(e)

2-534(e)

Thank you in advance for your work on these efforts.

Jenny

Jenny Reed, Director  
Office of Budget and Performance Management  
202-257-3068 (cell) 202-478-9206 (desk)



<http://mayor.dc.gov/>

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**From:** Stewart, Shaneah (EOM)  
**Sent:** Tue, 5 Jan 2021 14:36:03 +0000  
**To:** Ross, Jed (ORM)  
**Cc:** Yeung, Sam (ORM);Healy, Patrick (EOM)  
**Subject:** FW: Webex meeting changed: CMT Call January 5th-6th Demonstrations  
**Attachments:** Jan 6 Demonstrations\_CMT Call Notes\_4Jan2021.pdf

FYI

**From:** Osborn, Clint (HSEMA) <clint.osborn@dc.gov>  
**Sent:** Monday, January 4, 2021 8:43 PM  
**To:** DC HSEMA [2-534\(a\)\(10\)](#) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal; /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington; /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone; Legacy\_Forwarding: Mourtos, Aiyana (DCPS) <aiyana.mourtos@dc.gov>; Anderson, Arrelle (OUC) <Arrelle.Anderson@dc.gov>; Anderson, Keith (DGS) <Keith.Anderson@dc.gov>; Ashley, Patrick (DOH) <Patrick.Ashley@dc.gov>; Babers, Lucinda (EOM) <Lucinda.Babers@dc.gov>; Baker, Craig (FEMS) <craig.baker@dc.gov>; Bazron, Barbara (DBH) <Barbara.Bazron@dc.gov>; Benab, Jasmin (EOM) <Jasmin.Benab@dc.gov>; Bowden, Tomeika (DCPCSB); Bowen, Whitney (HSEMA) <whitney.bowen@dc.gov>; Breems, Joseph (EOM) <Joseph.Breems@dc.gov>; Brown, Justin (DHS) <justin.brown@dc.gov>; Brumley, Gretchen (OSSE) <gretchen.brumley@dc.gov>; Carroll, Jeffery W. (MPD) <Jeffery.Carroll@dc.gov>; Carter, Michael (DPW) <Michael.Carter@dc.gov>; Chapple, Nicole (DOES) <nicole.chapple@dc.gov>; Chrappah, Ernest (DCRA) <Ernest.Chrappah@dc.gov>; Christian, Julia (DOEE) <julia.christian@dc.gov>; COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil) <jonathan.s.ebbert.mil@mail.mil>; Contee, Robert (MPD) <Robert.Contee@dc.gov>; Crawford, Elijah (HSEMA) <elijah.crawford@dc.gov>; Crispino, Anthony (DPW) <Anthony.Crispino@dc.gov>; David Gadis <david.gadis@dcwater.com>; David, Gregory (HSEMA) <gregory.david@dc.gov>; Dedner, Olivia (EOM) <olivia.dedner@dc.gov>; Deichmeister, Jayne (DOEE) <jayne.deichmeister@dc.gov>; Deputy Mayor Wayne Turnage <DeputyMayor.WayneTurnage@dc.gov>; Dey, Soumya (DDOT) <soumya.dey@dc.gov>; Diaz, Francisco (OCME) <francisco.diaz@dc.gov>; Donaldson, Polly (DHCD) <polly.donaldson@dc.gov>; Donnelly, John (FEMS) <john.donnelly@dc.gov>; Dusti Lowndes <dusti.lowndes@dcwater.com>; Emminizer, Samantha (EOM) <samantha.emminizer@dc.gov>; EOC Manager (HSEMA) [2-534\(a\)\(10\)](#); Falcicchio, John (EOM) <john.falcicchio@dc.gov>; Ferebee, Lewis <lewis.ferebee@k12.dc.gov>; Foster, LaToya (EOM) <latoya.foster@dc.gov>; Fuller, Yohance (DGS) <yohance.fuller@dc.gov>; HGebreyes <hgebreye@dchousing.org>; Geldart, Chris (DPW) <Chris.Geldart@dc.gov>; Gonzalez, Donny (DGS) <donny.gonzalez@dc.gov>; Goodall, Lee (DDOT) <Lee.Goodall@dc.gov>; Goodhue, Shannon (DBH) <Shannon.Goodhue@dc.gov>; Handerhan, Larry J. (DHS) <larry.handerhan@dc.gov>; Harvin, Donell (HSEMA) <Donell.Harvin@dc.gov>; Hawkins, Derron (FEMS) <derron.hawkins@dc.gov>; Healy, Patrick (EOM) <Patrick.Healy3@dc.gov>; Gil, Helder (EOM) <helder.gil@dc.gov>; Hochberg, Adriana (DOEE) <Adriana.Hochberg@dc.gov>; Hunter, Delano (DPR) <Delano.Hunter@dc.gov>; Irving, Julia (EOM) <Julia.Irving@dc.gov>; Jackson, Alfa (EOM) <Alfa.Jackson@dc.gov>; james\_murphy@nps.gov; Jones, Phyllis (DBH) <Phyllis.Jones@dc.gov>; Holmes, Karima (OUC) <karima.holmes@dc.gov>; Kavaleri, Teddy (OUC) <Teddy.Kavaleri@dc.gov>; Kershbaum,

Sharon (DHS) <Sharon.Kershbaum@dc.gov>; Donahue, Kevin (EOM) <kevin.donahue@dc.gov>; Kihn, Paul (EOM) <Paul.Kihn@dc.gov>; Kwan-hui, Shirley (DCRA) <Shirley.Kwan-hui@dc.gov>; Nesbitt, LaQuandra S. (DOH) <laquandra.nesbitt@dc.gov>; Zeilinger, Laura (DHS) <laura.zeilinger@dc.gov>; Lawson, Julie (EOM) <Julie.Lawson@dc.gov>; Lott, Everett (DDOT) <Everett.Lott@dc.gov>; Manassa, Marvin (OCP) <Marvin.Manassa@dc.gov>; Marootian, Jeffrey M. (DDOT) <jeff.marootian@dc.gov>; Mauro, Amy (FEMS) <Amy.Mauro@dc.gov>; McClure, Helen (EOM) <Helen.McClure@dc.gov>; Melder, Jay (EOM) <jay.melder@dc.gov>; Rupert, Michael (EOM) <michael.rupert@dc.gov>; Mims, Keisha (EOM) <keisha.mims@dc.gov>; Mitchell, Roger (OCME) <roger.mitchell@dc.gov>; Murphy, Christina (EOM) <christina.murphy@dc.gov>; Neider, Thomas (DDOT) <Thomas.Neider@dc.gov>; NWS General Alerts Box <nws-sterling-wxsupport@noaa.com>; NWS Sterling 24/7 Desk <lw-sterling@noaa.gov>; Parker, Lindsey (OCTO) <lindsey.parker@dc.gov>; Peckumn, Nicole (HSEMA) <nicole.peckumn@dc.gov>; PlanSec, EOC (HSEMA) [2-534\(a\)\(10\)](#) Randy Estes <randy.a.estes.mil@mail.mil>; Barnes, Regina L. (DDOT) <regina.barnes@dc.gov>; Rivera, Guillermo (MPD) <guillermo.rivera@dc.gov>; Rodriguez, Chris (HSEMA) <chris.rodriguez@dc.gov>; Ross, Ely (DPR) <Ely.Ross@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>; Rourke, Denton <droure@wmata.com>; Rucker, Clarissa (DCHR) <clarissa.rucker@dc.gov>; Ruesch, Emily (HSEMA) <emily.ruesch@dc.gov>; Sandra Hawthorn <sandra.hawthorn@opm.gov> <sandra.hawthorn@opm.gov>; Scales, Ayris (EOM) <Ayris.Scales@dc.gov>; Schutter, George (OCP) <george.schutter@dc.gov>; Shreve, Johanna (OTA) <Johanna.Shreve@dc.gov>; Slade, Keith (DCRA) <keith.slade@dc.gov>; Smith, Ahnna (EOM) <ahnna.smith@dc.gov>; Smith, Jenifer (DFS) <jenifer.smith@dc.gov>; Speranza, Carrie (HSEMA) <carrie.speranza@dc.gov>; Spriggs, Timothy (DPW) <Timothy.Spriggs@dc.gov>; Strong, Christopher (NWS) <christopher.strong@noaa.gov>; Stutz, Ben (EOM) <ben.stutz@dc.gov>; Swintz, Monica (EOM) <monica.swintz@dc.gov>; Talamante, Tomás (EOM) <Tomas.Talamante@dc.gov>; Tyrone Garrett <Tgarrett@dchousing.org>; Gibson, Ventris (DCHR) <ventris.gibson@dc.gov>; Walker, William <william.j.walker5.mil@mail.mil>; Wassmer, Victoria (EOM) <Victoria.Wassmer@dc.gov>; Wayne Bridgeforth <wayne\_bridgeforth@nps.gov>; Ways, Howard (DDOT) <Howard.Ways@dc.gov>; Wells, Tommy (DOEE) <tommy.wells@dc.gov>; Young, Shana (OSSE) <shana.young@dc.gov>; Bush, Kevin (EOM) <z-kevin.bush@dc.gov>; Gill, Adriane (HSEMA) <adriane.gill@dc.gov>; Goldsmith, Frederick W. (HSEMA) <frederick.goldsmith@dc.gov>; Harley, Stephanie (HSEMA) <stephanie.harley@dc.gov>; Harris, Robert S. (HSEMA) <Robert.Harris3@dc.gov>; Lucas, Donte (HSEMA) <donte.lucas@dc.gov>; Mein, John (EOM) <John.Mein@dc.gov>; Mena, Rebekah (HSEMA) <rebekah.mena@dc.gov>; NCR Watch Desk <nrcr3.hsema@dc.gov>; Scott, Renaud (HSEMA) <renaud.scott@dc.gov>; Shackelford, Jerica (HSEMA) <jerica.shackelford@dc.gov>; Sneed, Robert (HSEMA) <robert.sneed@dc.gov>; Tepper, Alexandria (HSEMA) <Alexandria.Tepper@dc.gov>; White, Christopher (HSEMA) <Christopher.White2@dc.gov>; HSEMA Operations (HSEMA) <EMADC.ECC@dc.gov>

**Subject:** RE: Webex meeting changed: CMT Call January 5th-6th Demonstrations

Good evening all,

Attached are the meeting notes from the Consequence Management Team (CMT) meeting at 5:00PM.

Regards,

Clint





**Clint Osborn**  
**CHIEF OF OPERATIONS**

Operations Division  
DC Homeland Security and Emergency Management Agency  
2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Primary: 202-417-1478  
Alternate: 202-577-9414  
[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)  
[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

**From:** DC HSEMA <[hsema.webex4@dc.gov](mailto:hsema.webex4@dc.gov)>

**Sent:** Sunday, January 3, 2021 3:54 PM

**To:** DC HSEMA; /o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;

/o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;

/o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;

Legacy\_Forwarding: Mourtos, Aiyana (DCPS); Anderson, Arrelle (OUC); Anderson, Keith (DGS); Ashley,

Patrick (DOH); Babers, Lucinda (EOM); Baker, Craig (FEMS); Bazron, Barbara (DBH); Benab, Jasmin

(EOM); Bowden, Tomeika (DCPCSB); Bowen, Whitney (HSEMA); Breems, Joseph (EOM); Brown, Justin

(DHS); Brumley, Gretchen (OSSE); Carroll, Jeffery W. (MPD); Carter, Michael (DPW); Chapple, Nicole

(DOES); Chrappah, Ernest (DCRA); Christian, Julia (DOEE); COL Jonathan Ebbert - DCNG

([jonathan.s.ebbert.mil@mail.mil](mailto:jonathan.s.ebbert.mil@mail.mil)); Contee, Robert (MPD); Crawford, Elijah (HSEMA); Crispino, Anthony

(DPW); David Gadis; David, Gregory (HSEMA); Dedner, Olivia (EOM); Deichmeister, Jayne (DOEE);

Deputy Mayor Wayne Turnage; Dey, Soumya (DDOT); Diaz, Francisco (OCME); Donaldson, Polly (DHCD);

Donnelly, John (FEMS); Dusti Lowndes; Emminizer, Samantha (EOM); EOC Manager (HSEMA); Falcicchio,

John (EOM); Ferebee, Lewis; Foster, LaToya (EOM); Fuller, Yohance (DGS); HGebreyes; Geldart, Chris

(DPW); Gonzalez, Donny (DGS); Goodall, Lee (DDOT); Goodhue, Shannon (DBH); Handerhan, Larry J.

(DHS); Harvin, Donell (HSEMA); Hawkins, Derron (FEMS); Healy, Patrick (EOM); Gil, Helder (EOM);

Hochberg, Adriana (DOEE); Hunter, Delano (DPR); Irving, Julia (EOM); Jackson, Alfa (EOM);

[james\\_murphy@nps.gov](mailto:james_murphy@nps.gov); Jones, Phyllis (DBH); Holmes, Karima (OUC); Kavalari, Teddy (OUC);

Kershbaum, Sharon (DHS); Donahue, Kevin (EOM); Kihn, Paul (EOM); Kwan-hui, Shirley (DCRA); Nesbitt,

LaQuandra S. (DOH); Zeilinger, Laura (DHS); Lawson, Julie (EOM); Lott, Everett (DDOT); Manassa, Marvin

(OCP); Marootian, Jeffrey M. (DDOT); Mauro, Amy (FEMS); McClure, Helen (EOM); Melder, Jay (EOM);

Rupert, Michael (EOM); Mims, Keisha (EOM); Mitchell, Roger (OCME); Murphy, Christina (EOM); Neider,

Thomas (DDOT); NWS General Alerts Box; NWS Sterling 24/7 Desk; Osborn, Clint (HSEMA); Parker,

Lindsey (OCTO); Peckumn, Nicole (HSEMA); PlanSec, EOC (HSEMA); Randy Estes; Barnes, Regina L.

(DDOT); Rivera, Guillermo (MPD); Rodriguez, Chris (HSEMA); Ross, Ely (DPR); Ross, Jed (ORM); Rourke,

Denton; Rucker, Clarissa (DCHR); Ruesch, Emily (HSEMA); Sandra Hawthorn

([sandra.hawthorn@opm.gov](mailto:sandra.hawthorn@opm.gov)); Scales, Ayris (EOM); Schutter, George (OCP); Shreve, Johanna (OTA);

Slade, Keith (DCRA); Smith, Ahnna (EOM); Smith, Jenifer (DFS); Speranza, Carrie (HSEMA); Spriggs,



Timothy (DPW); Strong, Christopher (NWS); Stutz, Ben (EOM); Swintz, Monica (EOM); Talamante, Tomás (EOM); Tyrone Garrett; Gibson, Ventris (DCHR); Walker, William; Wassmer, Victoria (EOM); Wayne Bridgeforth; Ways, Howard (DDOT); Wells, Tommy (DOEE); Young, Shana (OSSE); Bush, Kevin (EOM); Gill, Adriane (HSEMA); Goldsmith, Frederick W. (HSEMA); Harley, Stephanie (HSEMA); Harris, Robert S. (HSEMA); Lucas, Donte (HSEMA); Mein, John (EOM); Mena, Rebekah (HSEMA); NCR Watch Desk; Scott, Renaud (HSEMA); Shackelford, Jerica (HSEMA); Sneed , Robert (HSEMA); Tepper, Alexandria (HSEMA); White, Christopher (HSEMA); HSEMA Operations (HSEMA)

**Subject:** Webex meeting changed: CMT Call January 5th-6th Demonstrations

**When:** Monday, January 4, 2021 5:00 PM-6:00 PM America/New\_York.

**Where:** <https://dcnet.webex.com/dcnet/j.php?MTID=m90fc31b12bd235ae0048778ebf85c0c8>

## **DC HSEMA changed the Webex meeting information.**

When it's time, join the Webex meeting here.

Monday, January 4, 2021

5:00 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

[Join meeting](#)

2-534(a)(10)

2-534(a)(10)

2-534(a)(10)

Need help? Go to <https://help.webex.com>

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).





**From:** Evans, Valerie (EOM)  
**Sent:** Tue, 5 Jan 2021 14:14:54 +0000  
**To:** mbodmer@primacentral.org  
**Cc:** Ross, Jed (ORM)  
**Subject:** FW: It's time to renew your PRIMA Membership!

Good morning Mr. Bodmer:

In response to your email below, I would like to request a paper invoice. I do not have access to Mr. Ross's portal to pay by credit card. Please send by email for faster response.

Thanks so much.

---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Sent:** Monday, January 4, 2021 6:06 AM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** It's time to renew your PRIMA Membership!

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).



**Membership Expires: 3/31/2021**  
**Member ID: 11101816**  
**Membership Type: Government Member**  
**Membership Amount: \$ 385.00**

Hi Jed Ross,

**HAPPY NEW YEAR!** It's time to renew your PRIMA organization membership! You are listed as the point of contact for your organization (**DC Gov't- Risk Management**), so log in today and renew your organization's membership.

If you would prefer a paper invoice, please reply to this email.

If you would like to pay over the phone, please contact me at the number at (703) 253-1266.



If you have already renewed your PRIMA organization membership, please disregard this email.

**Thank you for your continuing support!**

**Not sure how to renew your PRIMA organization membership online?**

**Instructions are listed below:**

1. Click the "[Login](#)" tab at the top of the page.
2. Select the "**If you do not have an account, click here**" option.
3. **Follow prompts** to complete both individual and/or primary contact information and your organization's information.
4. When finished, click on "**Join/Renew**" located at the top of the page and begin your online transaction to join.

*For organizational membership*, please be sure to select the name of the organization from the drop-down menu and "Shop For" the organization.

Each organization membership includes FIVE additional roster member at no EXTRA COST to YOU or the organization. Email me and I will forward you the PRIMA roster form.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**

700 South Washington Street

Suite 218

Alexandria, VA 22314-4291

Main: (703) 528-7701

Direct: (703) 253-1266

Fax: (703) 739-0200

[primacentral.org](http://primacentral.org)



For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**From:** Evans, Valerie (EOM)  
**Sent:** Tue, 5 Jan 2021 14:14:54 +0000  
**To:** mbodmer@primacentral.org  
**Cc:** Ross, Jed (ORM)  
**Subject:** FW: It's time to renew your PRIMA Membership!

Good morning Mr. Bodmer:

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Thanks so much.

---

**From:** Melvin Bodmer Jr <[mbodmer@primacentral.org](mailto:mbodmer@primacentral.org)>  
**Sent:** Monday, January 4, 2021 6:06 AM  
**To:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** It's time to renew your PRIMA Membership!

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).



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**Membership Amount: \$ 385.00**

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2. Select the "**If you do not have an account, click here**" option.
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4. When finished, click on "**Join/Renew**" located at the top of the page and begin your online transaction to join.

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**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**

700 South Washington Street

Suite 218

Alexandria, VA 22314-4291

Main: (703) 528-7701

Direct: (703) 253-1266

Fax: (703) 739-0200

[primacentral.org](http://primacentral.org)



For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Federal News Network  
**Sent:** Tue, 5 Jan 2021 08:47:10 -0500  
**To:** jed.ross2@dc.gov  
**Subject:** Federal News Network Wants Your Opinion!

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As a Federal News Network listener, you're probably aware that we've been working hard for the past several years to stay ahead of rapid changes in the radio and technology landscape.

We're writing now to ask for your opinion. Our goal is to continue to provide great content the way that you want it on the platforms you use most often, especially during the pandemic, so we're inviting you to share your opinions about technology in our annual survey.

You are among a select group of listeners invited to participate and tell us how you use the radio, along with social media, smartphones, tablets, streaming and the web to stay connected to entertainment, news, and updates from Federal News Network and other sources. Whether you use all these things or not, we really need your opinion.

Your responses will be kept completely confidential, and we will never share your personal information with anyone. We'll only use the information you provide to enhance our service.

I do have to let you know that this survey may take you as long as 15-20 minutes to complete, but you can stop, save your work, and resume at any time. Because of the many changes in technology, it covers a lot of ground. We hope you have the time to help us out and let us know your opinions.

When you're ready to take the survey, just click the [2-5](#) below to participate. We hope you'll find it to be an interesting way to reflect on your own changing habits as a Federal News Network fan and radio listener.

[Take Survey](#)

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**From:** Risk Channel  
**Sent:** Tue, 5 Jan 2021 13:03:27 +0000  
**To:** jed.ross@dc.gov  
**Subject:** Risk Channel - Treasury to examine money-laundering risks from China

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to phishing@dc.gov for additional analysis by OCTO Security Operations Center (SOC).

Risk Channel



To sign up to Risk Channel for free [click here](#).

**Tuesday, 5th January 2021**

## **THE HOT STORY**

### **Treasury to examine money-laundering risks from China**

The U.S. Treasury is expected to conduct a report on money-laundering risks from multiple sources in China following the approval last week of the annual defense policy legislation. The provision in the National Defense Authorization Act asks the Treasury secretary to examine China's illicit finance risks, using information largely obtained from trade-based money-laundering analyses undertaken by the U.S. Comptroller General. Janet Yellen, who was nominated by President-elect Joe Biden to become Treasury secretary, could be given responsibility for the study. Ms. Yellen must be confirmed by the Senate.

[Wall Street Journal](#)

## **CYBERSECURITY**

### **Ericsson boss is worried about Huawei ban**

Ericsson CEO Börje Ekholm says he is worried about Chinese reprisals after Huawei was banned from participating in the rollout of 5G networks in Sweden. The Swedish Post and Telecom Authority (PTS) cited security concerns as it excluded Huawei and



fellow Chinese company **ZTE** from its 5G frequency auction in late October. "I hope there will be no impact," Börje Ekholm told daily *Dagens Nyheter*. "China accounts for eight per cent of our revenue. For us it has been a strategically important issue to be present in China." Mr Ekholm described the Swedish regulator's decision as "a complication" for Ericsson, but stressed that he still wanted the company to remain Swedish. "Our soul is in Sweden, it's Ericsson's base. But if Sweden doesn't support free trade it is a complication for us," he said, while observing that "we make 99 per cent of our turnover outside Sweden."

[The Local \(Sweden\)](#)

## WORKFORCE

### Google employees form a workers' union

More than 200 workers at Google parent company **Alphabet** have taken steps to form a labor union. They said the union will give employees greater power to voice concerns about discriminatory work practices at the company and how it handles issues including online hate speech. "This union builds upon years of courageous organizing by Google workers," Nicki Anselmo, program manager, said in the announcement. "Our new union provides a sustainable structure to ensure that our shared values as Alphabet employees are respected." The group was organized by software engineers but is open to all ranks at the company's U.S. and Canadian workforce, including temporary workers and contractors. It is affiliated with the Communication Workers of America but is not seeking formal recognition from the federal government, limiting its bargaining power. Google said it would "continue engaging directly with all our employees." Kara Silverstein, director of people operations, said in a statement: "We've always worked hard to create a supportive and rewarding workplace for our workforce . . . Of course our employees have protected labor rights that we support. But as we've always done, we'll continue engaging directly with all our employees."

[Washington Post](#) [New York Times](#) [BBC News](#) [TechCrunch](#)

### Cramped conditions leave kitchen staff vulnerable

The *Wall Street Journal* examines the difficulty restaurants are having making kitchens safe for staff to work in despite efforts to minimize contact. Cooks and food-preparation workers are among the majority of the U.S. workforce who can't do their jobs remotely and official data show restaurants and bars accounted for one-tenth of 47,357 coronavirus-related workplace complaints this year. "It only takes one person in that environment to be shedding the virus, and everyone is at a risk," observes Davidson Hamer, a professor at the Boston University School of Public Health and School of Medicine.

[Wall Street Journal](#)

## OPERATIONAL



## Billions of share trading shifts from U.K. to E.U.

Almost €6bn (\$7.4bn) of E.U. share dealing shifted away from London to facilities in European capitals on the first day of post-Brexit trading yesterday. Data from Refinitiv show trading in equities such as Spain's **Santander** and Germany's **Deutsche Bank** - listed in the bloc - moved to European marketplaces and stock exchanges including Paris and Frankfurt. The volume made up a sixth of all business on exchanges in Europe.

Alasdair Haynes, chief executive of Aquis Exchange, said: "It's been an extraordinary day. Shifting liquidity is one of the hardest things to do. It's not 'Big Bang' - it's 'Bang and It's Gone'. The City has lost its European share business."

[Financial Times](#) [The Daily Telegraph](#)

## Slack outage disrupts remote working

Workplace messaging service **Slack** said its platform was hit by an outage yesterday that disrupted remote work for its users as people returned from the holidays. The company was able to restore access for most affected users by midafternoon ET with limited performance issues. The *Wall Street Journal* notes that temporary interruptions for popular online services are relatively common, but their effects are being felt more as many employees turn to cloud services and other connected platforms to help them work remotely amid the pandemic.

[Wall Street Journal](#) [Forbes](#) [Reuters](#)

## STRATEGY

### Amazon and partners end health care venture

A joint health care venture between Amazon, Berkshire Hathaway and JPMorgan Chase is to shut down at the end of February, three years after the companies came together to reduce escalating health care costs. Haven, as the not-for-profit venture was titled, was meant to address high costs in the world's most expensive health care system and to initially focus on "transparent" health care for the U.S. employees of the three companies. The three companies will continue to work together on health care "informally", a Haven spokesperson said. Even as Haven sought to improve health care offerings for the three companies, Amazon teams worked separately to expand the company's programs for its workers, launching a virtual primary care clinic for employees in Seattle which is now available for all Amazon employees who use company coverage in Washington state, including warehouse workers.

[Wall Street Journal](#) [Financial Times](#) [Bloomberg](#) [Reuters](#)

### Natixis sells H2O stake to reduce risk

**Natixis** has agreed to sell its majority stake in **H2O** to the latter's management, as the French investment bank severs ties with its riskiest products.

[Financial Times](#)

## CLIMATE

### **Insurers to price climate change risk in Australia's tropical north**

Climate change risks are to be priced by insurers for customers in Australia's tropical north, with some companies warning that premiums could be adjusted for the rising risk of cyclones in northeastern New South Wales and southern Queensland. The comments are among hundreds of submissions to a landmark inquiry into insurance in northern Australia released last week by the Australian Competition and Consumer Commission. The probe, which has been underway since mid-2017, has been looking at measures to help restore the dysfunctional insurance market and protect homeowners and businesses against losses from cyclones and floods.

[\*The Australian\*](#)

## REGULATION

### **Chinese regulator's draft decision on foreign insurers issued**

China's insurance regulator has issued a draft document titled "Decision on Amending Regulations on the Administration of Foreign-funded Insurance Companies in the People's Republic of China (Draft for Solicitation of Comments)," in a bid to clarify access standards for foreign insurance group firms and overseas financial institutions. The move forms part of a drive to promote a higher level of opening-up while continuing to reinforce risk management and control, the regulator stated.

[\*Asia Insurance Review\*](#)

## LEGAL

### **Legal expert challenges 'groundless' federal case against Walmart**

Michael I. Krauss, a professor emeritus at George Mason's Scalia Law School, lambasts the U.S. Justice Department for alleging that **Walmart** isn't rigorous enough in checking facially valid opioid prescriptions written by DEA-authorized physicians. The Department last week announced a "groundless" civil suit against Walmart, he writes, claiming that the chain's 5,000-plus pharmacies fueled the opioid crisis by unlawfully filling prescription. If this is a problem, Krauss suggests, let the DEA propose regulations requiring pharmacies to conduct increased diligence before filling any opioid prescription. "These rules would require pharmacies to violate state law, and if adopted they would be enforceable under the Supremacy Clause. Until this happens, it's a travesty to blame Walmart for complying with state law," he argues.

[\*Wall Street Journal\*](#)



## OTHER

### **Silent rebellion against Chinese work ethic**

Young employees in China are rebelling against the dominant work ethic by being lazy, delivering average-quality work, refusing overtime, and hiding in workplace toilets, reports Alice Yan for the South China Morning Post. Young workers say the behavior is a silent rebellion against a culture where there is little reward for working overtime, and is also an indication of disappointment with salary. "Touching fish" is the name given to the philosophy embraced by China's Generation Z workers of being lazy at work. The term is borrowed from a Chinese proverb that says "muddy waters make it easy to catch fish," meaning that one should take advantage of a crisis for personal gain.

[\*South China Morning Post\*](#)

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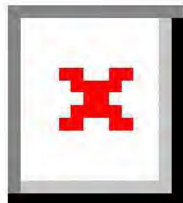
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January 05, 2021

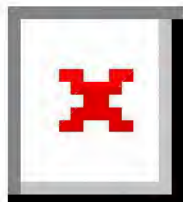
## MANAGEMENT



### Disclaimers, material weaknesses no longer weighing down HUD's financial management

Irv Dennis, HUD's chief financial officer, said his office raised employee morale, converted manual processes to digital ones and received its first clean audit in eight years.

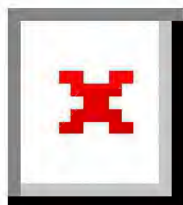
## FEDERAL REPORT



### 2020 hindsight invaluable: Especially in 2020!

Despite the fact that 2020 was an exceptional, dangerous, horrible year in so many ways, lots of us learned to cope. Some to thrive.

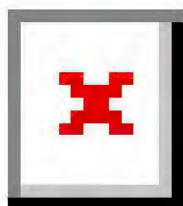
## COMMENTARY



### “I do solemnly swear” - The oath of office and what it means

Federal employees, Representatives, Senators, judges, political appointees, and the President and Vice President of the United States take an oath of office. So what does taking an oath mean? Why even do it?

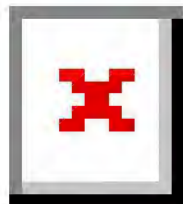
## INSIGHT BY NEC CORPORATION



### Ask the CIO: Transportation Security Administration

Learn how TSA is working with the mission areas to make sure the agency's technology infrastructure can handle new and emerging capabilities like touchless document readers and edge computing capabilities in this free webinar.

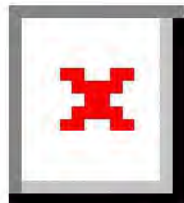
## Advertisement



### Federal Leadership Development Programs

Management Concepts built leadership programs specifically for federal leaders at all levels with courses mapping to OPM ECQ Guidelines. Learn more.

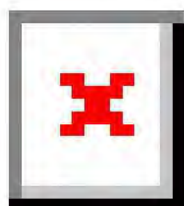
## CYBERSECURITY



## After SolarWinds breach, where do we go from here?

The federal government has a big data loss problem and a reputational black eye from the recently-discovered Russian cybersecurity attack successes.

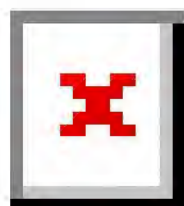
### WORKFORCE



## What 2020 meant for federal law enforcement

2020 was an eventful year for those in federal law enforcement. Yet many might understandably feel a little less than appreciated.

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## Expert Edition: Future Proofing IT and the Workforce

In this Expert Edition: Future Proofing IT and the Workforce, you'll be a part of the conversation about what the future of the workforce looks like.

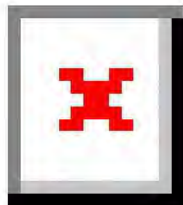




## TSP yo-yo's back down from November bump

In a decidedly 2020 fashion, Thrift Savings Plan returns dropped in December as sharp as they jumped a month earlier.

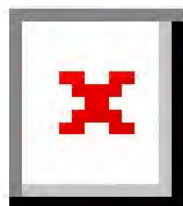
### INSIGHT BY KPMG



## ODNI shows how to modernize, protect the supply chain

The old adage “trust but verify” is taking on new meaning with the ever-increasing focus on supply chain risk management.

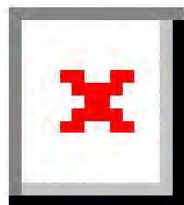
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## Executive Briefing Series: Mitigating Cyber Risk

In this exclusive executive briefing, the following experts provide insight into how agencies are approaching cybersecurity in the new climate.

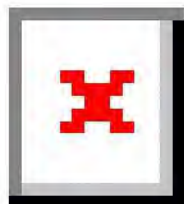
### TOM TEMIN COMMENTARY



## Will 2021 be the year of government customer experience?

With working capital funds, maybe agencies can finally close the service gap with industry.

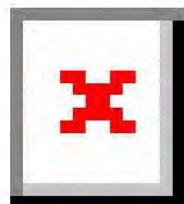
### FED PHOTO OF THE DAY



## Ohio National Guard forward observer is ARCENT NCO of Year


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Tuesday, January 5, 2021



### TOP NEWS

#### **Brookfield Asset Management Offers \$5.9B For Property Unit**

Brookfield Asset Management said Monday it is looking to buy all the units of Brookfield Property Partners it doesn't already own for \$5.9 billion, in a bid to create more flexibility in its portfolio.

[Read full article »](#)

#### **Kirkland-Guided Paycor Nabs \$270M In Fresh Investments**

Private equity-backed Paycor, guided by Kirkland & Ellis LLP, said Monday that an investor consortium will inject \$270 million into the payroll software company to help fuel growth.

[Read full article »](#)

#### **SVB Buys Boston Private In \$900M Deal Led By S&C, Wachtell**

SVB Financial Group, guided by Sullivan & Cromwell, has agreed to absorb Wachtell Lipton-advised Boston Private Bank & Trust Co. for roughly \$900 million, the companies said Monday, in a deal that stands to create a single entity with assets under management of more than \$17 billion.



### COMPANIES

Alaska  
Communications  
Systems Group, Inc.  
Altman Weil Inc.  
American Bar  
Association  
American Securities  
LLC



[Read full article »](#)

### **Investor Seeks Records In \$1.37B Takeover Of Building Co.**

A pension fund demanded records detailing the \$1.37 billion private equity takeover of building materials company Foundation Building Materials, telling the Delaware Chancery Court that it wants to determine whether the deal was fairly valued.

[Read full article »](#)

## **ENFORCEMENT**

### **SEC Sues Another EquiAlt 'Broker' In \$170M Ponzi Case**

The U.S. Securities and Exchange Commission has filed suit against another man accused of luring investors into the alleged \$170 million Ponzi scheme surrounding the Tampa real estate firm EquiAlt LLC.

[3 documents attached](#) | [Read full article »](#)

### **LPL Settles FINRA Records, Fingerprint Claims For \$6.5M**

Broker-dealer LPL Financial has reached a settlement with the Financial Industry Regulatory Authority that will require the financial advising company to pay \$6.5 million to end claims it didn't keep records and failed to fingerprint more than 7,000 people.

[Order attached](#) | [Read full article »](#)

## **LITIGATION**

### **Deutsche Bank Unit Fined \$2.5M Over Record-Keeping Issues**

Deutsche Bank Securities Inc. has agreed to pay the Financial Industry Regulatory Authority a \$2.5 million fine tied to findings that the brokerage improperly maintained electronic records for nearly two decades in a way that made them "susceptible to alteration."

[Order attached](#) | [Read full article »](#)

### **B. Braun Medical Ex-Workers Fight To Save 401(k) Fee Dispute**

Four former B. Braun Medical Inc. employees urged a Pennsylvania federal judge to preserve their challenge to the company 401(k) plan's fees, arguing Monday that a recent ruling undermines the medical device manufacturer's bid to toss their proposed ERISA class action.

[Notice attached](#) | [Read full article »](#)

## **DEALS**

### **MoFo, Sidley Guide ATN's \$332M Alaska Communications Deal**

Alaska Communications Systems Group Inc. said Monday that ATN International and Freedom 3 Capital plan to buy out the telecom in a \$332

American Tire Distributors  
Analogic Corp.  
Apax Partners  
Apple Inc.  
Aramark Corp.  
B. Braun Melsungen AG  
BNP Paribas SA  
Bechtel Corp.  
BioTelemetry Inc.  
Boston Private Bank & Trust Co.  
Boston Private Financial Holdings, Inc.  
Brookfield Asset Management Inc.  
Brookfield Property Partners LP  
CBS Corp.  
ClearBridge Investments LLC  
Cleveland-Cliffs Inc.  
Community Health Systems Inc.  
Cornerstone OnDemand Inc.  
Credit Suisse Group AG  
Dana-Farber Cancer Institute Inc.  
Deutsche Bank AG  
Discovery Inc.  
El Paso Corporation  
Equifax Inc.  
Ethereum GmbH  
Fifth Third Bancorp  
Financial Industry Regulatory Authority Inc.  
Fordham University  
Foundation Building Materials Inc.  
Fox Corp.  
Franklin Resources Inc.



million cash deal shepherded by Morrison & Foerster LLP and Sidley Austin LLP.

[Read full article »](#)

### **Jones Day, DLA Piper Lead Bally's \$120M Pa. Casino Project**

Casino chain Bally's said Monday it has partnered with a private equity investor to shell out roughly \$120 million to open a new gambling venue in Pennsylvania, with guidance from Jones Day and DLA Piper.

[Read full article »](#)

### **Sylebra Capital To Invest \$200M In Aeva Car Sensor Tie-Up**

Investment group Sylebra Capital will contribute \$200 million as part of a more than \$2 billion tie-up between blank-check company InterPrivate Acquisition and autonomous car sensor maker Aeva, according to a statement Monday.

[Read full article »](#)

### **Real Estate Rumors: One Water Marine, Office Properties, IMC**

One Water Marine Holdings has reportedly dropped \$30.4 million on a Florida marine center, Office Properties Income Trust is said to have paid \$35.1 million for a South Carolina development site and IMC Equities has reportedly picked up more than 200 residential units in Florida for \$37.56 million.

[Read full article »](#)

## **EXPERT ANALYSIS**

### **Blockchain Holds Potential For Commercial Real Estate**

Blockchain-based tokenization of commercial real estate has the capacity to bring about a paradigm shift in how real estate finance is conducted, as lower intermediary costs and minimum investment requirements unlock trillions of dollars in illiquid global real estate assets, says Josh Morton at Pillsbury.

[Read full article »](#)

### **Prep For Increased Pay Equity Enforcement In Gov't Contracts**

Federal contractors can prepare for an uptick in Office of Federal Contract Compliance Programs compensation enforcement under President-elect Joe Biden by conducting regular pay equity audits that identify and resolve gender- and race-based compensation disparities, says Jack Blum at Polsinelli.

[Read full article »](#)

### **How Relationship Partners Can Draft Winning RFP Responses**

With law firms likely to see longtime clients roll out requests for proposal amid cost-cutting strategies this year, relationship partners can ensure

Georgetown University  
Gilat Satellite Networks Ltd.

Grosvenor Capital Management LP

Halliburton Co.

Home Box Office Inc.

Investment Company Institute

JPMorgan Chase & Co.

Kindred Healthcare LLC

Kronos Inc.

LPL Financial Holdings Inc.

Lincoln Harris LLC

Lone Star Funds

Major League Baseball Inc.

Mattel Inc.

Morgan Stanley

NASDAQ Inc.

National Republican Congressional Committee

National Rifle

Association of America

Neuberger Berman

New York State Bar Association

Nintendo Co. Ltd.

North Carolina Bar Association

Oracle Corp.

PepsiCo Inc.

Polymath Inc.

Porsche

Potbelly Corp.

Qatar Investment Authority

Regent University

Relativity Media LLC

Remitly Inc.

SVB Financial Group

Saba Software, Inc.



they don't lose their clients by taking five critical actions during the response process, says Matthew Prinn at RFP Advisory.

[Read full article »](#)

## LEGAL INDUSTRY

### The Pandemic Effect

#### One Year Into The Pandemic, What Have Law Firm Leaders Learned?

We asked eight law firm leaders about the lessons they've drawn from the pandemic and how they plan to apply them going forward. Watch the leaders' responses on video in this interactive story.

[Read full article »](#)

#### Foley & Lardner Faces Ire Over Partner's Role On Trump Call

Foley & Lardner LLP has been bombarded with angry tweets and phone calls since reporting revealed Sunday that partner Clea Mitchell was on a phone call in which President Donald Trump asked Georgia's secretary of state to "find" 11,780 votes in favor of his reelection.

[Read full article »](#)

#### Fed. Circ. Scraps Nintendo IP Hearing After Atty Gets Virus

The Federal Circuit has canceled upcoming oral arguments in a technology company's appeal seeking to restore a \$10.1 million patent infringement verdict against Nintendo, after the appellant's lead counsel tested positive for COVID-19 and asked to reschedule the hearing.

[Read full article »](#)

#### Trump Pushes 1st Circ. Nominee But Drops Bipartisan Picks

President Donald Trump has renominated a slew of previous picks as Congress began a new session, keeping alive nominations for the First Circuit and several trial courts and agencies but snubbing three long-waiting candidates for district courts in blue states including California.

[Read full article »](#)

#### Dinsmore Enters 2021 With Expansion Into Indiana

Dinsmore & Shohl LLP ushered in the new year by expanding its presence into Indiana, merging with the firm Wooden McLaughlin LLP in a move that increases its attorney headcount by more than 7%, Dinsmore announced Monday.

[Read full article »](#)

#### Milberg Merges With 3 Personal Injury Firms

Prominent class action law firm Milberg has merged with three other shops focused on personal injury cases to form Milberg Coleman Bryson Phillips Grossman PLLC, the firm announced Monday.

SeaWorld  
Entertainment Inc.  
Sony Pictures  
Entertainment Inc.  
T. Rowe Price Group  
Inc.  
TMX Group Ltd.  
The Fresh Market Inc.  
The Jackson  
Laboratory  
The Kroger Co.  
Tractor Supply Co.  
Tropicana Evansville  
Turner Broadcasting  
System Inc.  
Twentieth Century Fox  
Film Corp.  
Twitter Inc.  
Unilife Corporation  
Union Pacific Corp.  
W.W. Grainger Inc.  
Warren Resources, Inc.  
Washington Post Co.  
Wellington  
Management Co. LLP  
Wells Fargo & Co.  
Wendy's Company  
Wyndham Destinations  
Inc.  
Yahoo! Inc.  
ZF Friedrichshafen AG  
iHeartMedia Inc.

### LAW FIRMS

Alston & Bird  
Arnold & Porter  
Austin LLP  
Baker Botts  
Ballard Spahr  
Capozzi Adler  
Cooley LLP  
Covington & Burling  
DLA Piper  
Davidson Berquist  
Davis Polk



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### **Lowey Dannenberg's Top Leader Resigns**

The president and CEO of Lowey Dannenberg PC has resigned from her position after practicing at the securities and antitrust boutique firm for nearly 13 years, the New York-based firm announced Monday.

[Read full article »](#)

### **Halliburton Names New Chief Legal Officer**

Halliburton Co. announced Monday that it has transitioned its general counsel Van Beckwith as the company's new chief legal officer.

[Read full article »](#)

### **Former NC Supreme Court Chief Justice Joins McGuireWoods**

Cheri Beasley, the first Black woman to serve as chief justice of the Supreme Court of North Carolina and who recently lost her reelection bid, has joined McGuireWoods LLP as a partner and member of the firm's appellate team in Raleigh.

[Read full article »](#)

### **US Atty In Georgia Resigns Citing 'Unforeseen Circumstances'**

Trump-appointed U.S. Attorney for the Northern District of Georgia Byung Jin "BJay" Pak, who previously worked at Ballard Spahr LLP and Alston & Bird LLP, resigned Monday, citing "unforeseen circumstances," according to Talking Points Memo.

[Read full article »](#)

### **US Atty In Los Angeles To Step Down This Week**

U.S. Attorney Nicola T. Hanna said Monday that he will leave his "unbelievably fulfilling" post as chief federal prosecutor in Los Angeles at the end of the week after serving in the role for three years.

[Read full article »](#)

### **NY Elderly Judges In Limbo After Trial Court Win**

Dozens of New York state judges aged over 70 were stuck in limbo Monday, after a trial court's order saying they had been wrongfully forced to retire was stayed last week pending an appeal, people familiar with the matter said.

[Read full article »](#)

### **Ex-Defender Can't Tie Discrimination Claim To 5th Amendment**

A former assistant federal public defender may not tie discrimination allegations based on sex under a federal civil rights law to a violation of the U.S. Constitution's equal protection clause, a federal judge has held in a case against the federal judiciary.

[Read full article »](#)

Debevoise & Plimpton  
Dinsmore & Shohl  
Duane Morris LLP  
Faegre Drinker  
Foley & Lardner  
Fox Rothschild  
Gibson Dunn  
Goodwin Procter  
Goulston & Storrs  
Greenberg Traurig  
Greg Coleman Law  
Groom Law Group  
Holland & Knight  
Jones Day  
Kessler Topaz  
Kirkland & Ellis  
Labaton Sucharow  
Latham & Watkins  
Lowey Dannenberg  
McGuireWoods  
Milberg Phillips  
Morgan Lewis  
Morrison & Foerster  
Morrison Cohen  
Munck Wilson  
Munger Tolles  
O'Melveny & Myers  
Pillsbury Winthrop  
Polsinelli PC  
Prickett Jones  
Riley Safer  
Robbins Geller  
Ropes & Gray  
Sanders Aronova  
Sanford Heisler  
Sidley Austin  
Skadden Arps  
Smith Gambrell  
Stoel Rives  
Sullivan & Cromwell  
Sullivan & Worcester  
Tannenbaum Helpern

## The Top In-House Hires Of December

Legal department hires during the last month of 2020 included high-profile appointments at iHeartMedia, Mattel and Potbelly. Here, Law360 looks at some of the top in-house announcements from the end of a year largely influenced by the COVID-19 pandemic.

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### JOBS

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**Top ranked RE firm seeks up and coming RE Capital Mkts/RE Finance partner**

Schoen Legal Search  
New York, New York

**Corporate partner for NY office of well-known NY/NJ mid-sized firm**

Schoen Legal Search  
New York City, New York

**experienced fund formation attorney needed by Southern funds practice 5+yrs**

Schoen Legal Search  
Charlotte, North Carolina

**israel Dept of AMLAW 200 NY branch office seeks mid-level corp fin/securities assoc**

Schoen Legal Search  
NYC, New York

**Affordable Housing Partner wanted by Top ranked RE firm NYC office**

Schoen Legal Search  
New York, New York

**BD associate needed by Southern funds practice 4+yrs**

Schoen Legal Search  
Charlotte, North Carolina

**Corporate partner for NY office of well-known NY/NJ mid-sized firm**

Schoen Legal Search  
New York City, New York

Wachtell Lipton  
Whitfield Bryson  
Wooden McLaughlin

### GOVERNMENT AGENCIES

Commodity Futures  
Trading Commission

Delaware Court of  
Chancery

Executive Office of the  
President

Federal  
Communications  
Commission

Federal Reserve  
System

Financial Crimes  
Enforcement Network

Georgia General  
Assembly

Georgia Supreme  
Court

Internal Revenue  
Service

Judicial Conference of  
the United States

New York State Unified  
Court System

Office of Federal  
Contract Compliance  
Programs

Office of the  
Comptroller of the  
Currency

Office of the U.S. Trade  
Representative

Small Business  
Administration

U.S. Attorney's Office  
for the Western District  
of North Carolina

U.S. Court of Appeals  
for the Federal Circuit

U.S. Department of  
Homeland Security

U.S. Department of  
Justice

U.S. Department of the  
Treasury  
U.S. District Court for  
the District of Columbia  
U.S. District Court for  
the Eastern District of  
Pennsylvania  
U.S. District Court for  
the Middle District of  
Florida  
U.S. House Committee  
on Energy and  
Commerce  
U.S. House of  
Representatives  
U.S. Securities and  
Exchange Commission  
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**From:** Transportation Law360  
**Sent:** Tue, 5 Jan 2021 08:50:13 +0000  
**To:** jed.ross2@dc.gov  
**Subject:** EPA Finalizes Aircraft GHG Emissions Standards

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Tuesday, January 5, 2021



## TOP NEWS

### EPA Finalizes Aircraft GHG Emissions Standards

The U.S. Environmental Protection Agency has finalized the nation's first-ever greenhouse gas emissions standards for aircraft, bringing U.S. regulations in line with rules set by a United Nations aviation regulatory body.

[Read full article »](#)

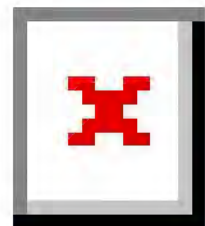
### Uber's Unclear Terms Send Blind Rider's Case Back To Court

Massachusetts' top court on Monday ruled that Uber Technologies Inc. did not make its terms of service clear enough to steer riders into arbitration, throwing out an arbitration award in favor of the company in a suit brought by a blind customer who was allegedly refused a ride.

[Opinion attached | Read full article »](#)

### American Axle Pleads With Justices For Eligibility Clarity

American Axle has asked the U.S. Supreme Court to review a bitterly divided Federal Circuit decision invalidating its car driveshaft patent for claiming only a natural law, saying "the entire patent system is desperate" for more clarity from the justices on patent eligibility.



## COMPANIES

[ANSYS, Inc.](#)  
[Altman Weil Inc.](#)  
[American Airlines Group Inc.](#)  
[American Axle & Manufacturing Holdings Inc.](#)  
[American Bar](#)

[Petition attached](#) | [Read full article](#) »

### **Nissan Exec Freed From Investors' Pay Scandal Suit**

A Tennessee federal judge dismissed one Nissan executive from a putative securities fraud class action, but kept others who have been trying to get out of a suit that seeks to hold the automaker and its fugitive ex-chairman liable for investors' alleged losses.

[Opinion attached](#) | [Read full article](#) »

### **Enterprise Can't Shake WARN Act Liability Over Virus Layoffs**

A Florida federal judge has cleared a WARN Act case over Enterprise's coronavirus layoffs to move ahead, finding Monday that the federal statute's carveouts for employers facing extreme, unexpected situations don't completely neutralize protections for workers laid off during the pandemic.

[Order attached](#) | [Read full article](#) »

## **AVIATION**

### **US Ups Tariffs Against EU In Aircraft Subsidies Fight**

The Trump administration has expanded retaliatory tariffs against European imports in what it called a "mirror" to the European Commission's "unfair" levies over U.S. aircraft subsidies.

[Notice attached](#) | [Read full article](#) »

### **American Airlines Unit Hit With Biometric Privacy Lawsuit**

American Airlines subsidiary Envoy Air is facing claims in Illinois state court that it violated its employees' privacy rights when it required them to scan their handprints to clock in and out of work without first obtaining written permission.

[Complaint attached](#) | [Read full article](#) »

### **Etihad Airways Accused Of Unlawfully Favoring UAE Nationals**

The United Arab Emirates' national airline is facing a federal discrimination suit by an American senior operations manager who claims the airline has an unlawful policy of favoring UAE nationals over non-Emiratis in its employment decisions and that it retaliated when she raised concerns.

[Complaint attached](#) | [Read full article](#) »

## **AUTOMOTIVE**

### **Worker Says UAW Can't Dodge Claim It Didn't Represent Him**

A former General Motors worker urged a Michigan federal judge Monday not to let a United Auto Workers local escape his lawsuit alleging it did not

Association  
American Federation of Labor & Congress of Industrial Organizations  
American Tire Distributors  
Analogic Corp.  
Apple Inc.  
Aramark Corp.  
Bechtel Corp.  
BioTelemetry Inc.  
CBS Corp.  
Center for Biological Diversity  
Chevron Corp.  
Cleveland-Cliffs Inc.  
Communications Workers of America  
Community Health Systems Inc.  
Credit Suisse Group AG  
Dana-Farber Cancer Institute Inc.  
Discovery Inc.  
El Paso Corporation  
Enterprise Holdings Inc.  
Equifax Inc.  
Etihad Airways PJSC  
Exxon Mobil Corp.  
Fifth Third Bancorp  
Fordham University  
Fox Corp.  
Georgetown University  
Gilat Satellite Networks Ltd.  
Halliburton Co.  
Home Box Office Inc.  
Japan Exchange Group Inc.  
Kindred Healthcare LLC  
Major League Baseball Inc.



help him contest his firing following a workplace injury, insisting he followed all union procedures he could before suing.

[Response attached](#) | [Read full article](#) »

### **Pa. Judge Won't Enforce Pirated Software License Agreements**

An electric car company's acceptance of the software licensing agreement on allegedly pirated programs does not create an enforceable contract, as there was no actual agreement or consideration between the parties, a Pittsburgh federal judge ruled Monday.

[Opinion attached](#) | [Read full article](#) »

### **Sylebra Capital To Invest \$200M In Aeva Car Sensor Tie-Up**

Investment group Sylebra Capital will contribute \$200 million as part of a more than \$2 billion tie-up between blank-check company InterPrivate Acquisition and autonomous car sensor maker Aeva, according to a statement Monday.

[Read full article](#) »

## **MARITIME**

### **Cruise Line Faces Fresh Sanctions Bid Over Assault Evidence**

A former Royal Caribbean Cruise passenger has filed a second sanctions bid against the company in her suit over an alleged assault by a fellow passenger, telling a Florida federal judge the cruise line lost or destroyed body camera evidence from the incident.

[Motion attached](#) | [Read full article](#) »

### **Boston Duck Tour Employees Cry Foul Over OT Pay**

The company that runs Boston's iconic "duck boats" was hit with a proposed class action lawsuit Monday claiming that drivers and tour operators routinely worked more than 40 hours per week but were denied overtime.

[Complaint attached](#) | [Read full article](#) »

## **ENERGY**

### **Energy Giants Want High Court View On More Climate Rulings**

Dozens of energy giants have petitioned the U.S. Supreme Court to review First Circuit and Ninth Circuit decisions that allowed climate change suits to play out in state court, just weeks before the justices are set to hear oral arguments in a related case from the Fourth Circuit.

[2 documents attached](#) | [Read full article](#) »

## **EXPERT ANALYSIS**

Mattel Inc.  
Morgan Stanley  
National Republican Congressional Committee  
National Rifle Association of America  
New York State Bar Association  
Nintendo Co. Ltd.  
Nissan Motor Co. Ltd.  
North Carolina Bar Association  
Oracle Corp.  
PepsiCo Inc.  
Porsche  
Potbelly Corp.  
Regent University  
Relativity Media LLC  
Remitly Inc.  
Royal Caribbean Cruises Ltd.  
Royal Dutch Shell PLC  
SeaWorld Entertainment Inc.  
Sony Pictures Entertainment Inc.  
Suncor Energy Inc.  
The Boeing Co.  
The Fresh Market Inc.  
The Jackson Laboratory  
The Kroger Co.  
Tractor Supply Co.  
Turner Broadcasting System Inc.  
Twentieth Century Fox Film Corp.  
Twitter Inc.  
Uber Technologies Inc.  
Unilife Corporation  
Union Pacific Corp.  
United Auto Workers  
W.W. Grainger Inc.  
Warren Resources, Inc.



## Prep For Increased Pay Equity Enforcement In Gov't Contracts

Federal contractors can prepare for an uptick in Office of Federal Contract Compliance Programs compensation enforcement under President-elect Joe Biden by conducting regular pay equity audits that identify and resolve gender- and race-based compensation disparities, says Jack Blum at Polsinelli.

[Read full article »](#)

## How Relationship Partners Can Draft Winning RFP Responses

With law firms likely to see longtime clients roll out requests for proposal amid cost-cutting strategies this year, relationship partners can ensure they don't lose their clients by taking five critical actions during the response process, says Matthew Prinn at RFP Advisory.

[Read full article »](#)

## LEGAL INDUSTRY

### The Pandemic Effect

## One Year Into The Pandemic, What Have Law Firm Leaders Learned?

We asked eight law firm leaders about the lessons they've drawn from the pandemic and how they plan to apply them going forward. Watch the leaders' responses on video in this interactive story.

[Read full article »](#)

## Foley & Lardner Faces Ire Over Partner's Role On Trump Call

Foley & Lardner LLP has been bombarded with angry tweets and phone calls since reporting revealed Sunday that partner Cleta Mitchell was on a phone call in which President Donald Trump asked Georgia's secretary of state to "find" 11,780 votes in favor of his reelection.

[Read full article »](#)

## Fed. Circ. Scraps Nintendo IP Hearing After Atty Gets Virus

The Federal Circuit has canceled upcoming oral arguments in a technology company's appeal seeking to restore a \$10.1 million patent infringement verdict against Nintendo, after the appellant's lead counsel tested positive for COVID-19 and asked to reschedule the hearing.

[Read full article »](#)

## Trump Pushes 1st Circ. Nominee But Drops Bipartisan Picks

President Donald Trump has renominated a slew of previous picks as Congress began a new session, keeping alive nominations for the First Circuit and several trial courts and agencies but snubbing three long-awaited candidates for district courts in blue states including California.

Washington Post Co.  
Wellington  
Management Co. LLP  
Wells Fargo & Co.  
Wendy's Company  
Wyndham Destinations  
Inc.  
Yahoo! Inc.  
Yamaha Motor Co.  
ZF Friedrichshafen AG  
iHeartMedia Inc.

### LAW FIRMS

Alston & Bird  
Arnold & Porter  
Aronfeld Trial Lawyers  
Baker Botts  
Ballard Spahr  
Bass Berry  
Caffarelli & Associates  
Cooley LLP  
Covington & Burling  
DLA Piper  
Davidson Berquist  
Davis Polk  
Debevoise & Plimpton  
Dinsmore & Shohl  
Duane Morris LLP  
Faegre Drinker  
Foley & Lardner  
Fried Frank  
Gibson Dunn  
Goodwin Procter  
Goulston & Storrs  
Greenberg Traurig  
Greg Coleman Law  
Holland & Knight  
Honigman LLP  
Horr Novak  
Jomarron Lopez  
Jones Day  
Kirkland & Ellis  
Labaton Sucharow



[Read full article »](#)

### **Dinsmore Enters 2021 With Expansion Into Indiana**

Dinsmore & Shohl LLP ushered in the new year by expanding its presence into Indiana, merging with the firm Wooden McLaughlin LLP in a move that increases its attorney headcount by more than 7%, Dinsmore announced Monday.

[Read full article »](#)

### **Milberg Merges With 3 Personal Injury Firms**

Prominent class action law firm Milberg has merged with three other shops focused on personal injury cases to form Milberg Coleman Bryson Phillips Grossman PLLC, the firm announced Monday.

[Read full article »](#)

### **Lowey Dannenberg's Top Leader Resigns**

The president and CEO of Lowey Dannenberg PC has resigned from her position after practicing at the securities and antitrust boutique firm for nearly 13 years, the New York-based firm announced Monday.

[Read full article »](#)

### **Halliburton Names New Chief Legal Officer**

Halliburton Co. announced Monday that it has transitioned its general counsel Van Beckwith as the company's new chief legal officer.

[Read full article »](#)

### **Former NC Supreme Court Chief Justice Joins McGuireWoods**

Cheri Beasley, the first Black woman to serve as chief justice of the Supreme Court of North Carolina and who recently lost her reelection bid, has joined McGuireWoods LLP as a partner and member of the firm's appellate team in Raleigh.

[Read full article »](#)

### **US Atty In Georgia Resigns Citing 'Unforeseen Circumstances'**

Trump-appointed U.S. Attorney for the Northern District of Georgia Byung Jin "BJay" Pak, who previously worked at Ballard Spahr LLP and Alston & Bird LLP, resigned Monday, citing "unforeseen circumstances," according to Talking Points Memo.

[Read full article »](#)

### **US Atty In Los Angeles To Step Down This Week**

U.S. Attorney Nicola T. Hanna said Monday that he will leave his "unbelievably fulfilling" post as chief federal prosecutor in Los Angeles at the end of the week after serving in the role for three years.

[Read full article »](#)

### **NY Elderly Judges In Limbo After Trial Court Win**

[Latham & Watkins](#)

[Littler Mendelson](#)

[Lowey Dannenberg](#)

[Maduff & Maduff](#)

[McGuireWoods](#)

[McInnes & McLane](#)

[McKnight Canzano](#)

[Milberg Phillips](#)

[Morgan Lewis](#)

[Morrison Cohen](#)

[Munck Wilson](#)

[Munger Tolles](#)

[O'Melveny & Myers](#)

[Paul Weiss](#)

[Polsinelli PC](#)

[Rhode Law Firm](#)

[Riley Safer](#)

[Riley Warnock](#)

[Robbins Geller](#)

[Ropes & Gray](#)

[Sanders Aronova](#)

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[Tannenbaum Helpert](#)

[VanOverbeke Michaud](#)

[Wenzel Fenton](#)

[Whitfield Bryson](#)

[Wooden McLaughlin](#)

### **GOVERNMENT AGENCIES**

[Chicago Department of Aviation](#)

[European Commission](#)

[Executive Office of the President](#)

[Federal Communications Commission](#)

Dozens of New York state judges aged over 70 were stuck in limbo Monday, after a trial court's order saying they had been wrongfully forced to retire was stayed last week pending an appeal, people familiar with the matter said.

[Read full article »](#)

### **Ex-Defender Can't Tie Discrimination Claim To 5th Amendment**

A former assistant federal public defender may not tie discrimination allegations based on sex under a federal civil rights law to a violation of the U.S. Constitution's equal protection clause, a federal judge has held in a case against the federal judiciary.

[Read full article »](#)

### **The Top In-House Hires Of December**

Legal department hires during the last month of 2020 included high-profile appointments at iHeartMedia, Mattel and Potbelly. Here, Law360 looks at some of the top in-house announcements from the end of a year largely influenced by the COVID-19 pandemic.

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[Office of the U.S. Trade Representative](#)

[Small Business Administration](#)

[U.S. Attorney's Office for the Western District of North Carolina](#)

[U.S. Court of Appeals for the Federal Circuit](#)

[U.S. Department of Homeland Security](#)

[U.S. Department of Justice](#)

[U.S. Department of Labor](#)

[U.S. District Court for the District of Columbia](#)

[U.S. District Court for the District of Massachusetts](#)

[U.S. District Court for the Middle District of Florida](#)

[U.S. District Court for the Middle District of Tennessee](#)

[U.S. District Court for the Northern District of Illinois](#)

[U.S. District Court for the Southern District of Florida](#)

U.S. District Court for  
the Western District of  
Michigan

U.S. District Court for  
the Western District of  
Pennsylvania

U.S. Environmental  
Protection Agency

U.S. Securities and  
Exchange Commission

U.S. Senate

U.S. Supreme Court

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**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue


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 **CW3609** - **FY15-DOH HIV AIDS AND TB Control Human Car Agreement**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents is in anticipation


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 **CW3770** - **AIS Implementation - DFS - FY15 - It Group**  
8

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**Task description :** Approval for Insurance Documents


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 **CW4135** - **Verizon Telecommunication Services**  
2

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**Task description :** Approval for Insurance Documents


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 **CW4395** - **Oracle SOA Licenses**  
5

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**Task description :** Approval for Insurance Documents


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 **CW4428** - **Pre & Post Transitional Care Homes (PTCH) - Sasha Bruce Youthwork**  
4

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**Task description :** Approval for Insurance Documents


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 **CW4550** - **Alger Park Stream Restoration Project**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

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 **CW4213 - FY16\_OSSE\_ODM-ELA-MATH-ALT-MSAA-OPERATIONAL\_(MEASURED\_PROGRESS)**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4188 - NFPA Class 4 Fireboat**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4326 - FY17\_GD0\_Data\_SEDS Management and Maintenance**  
8


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**Task description :** Approval for Insurance Documents

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 **CW4558 - CW37399 Environmental Services (Option Year 1)**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4472 - Pre & Post Transitional Care Homes (PTCH) - Associates for Renewal in Education**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4369 - Springhouse Run Stream Restoration & Stormwater Management Retrofit Project**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4688 - Third Party BLS Medical Transport Services**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


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 **CW4856 - FY17-OCTO-cGOV360 Maintenance and Support**  
0




**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4870** - **NFF; OCTO Temporary Personnel**  
5

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**Task description :** Approval for Insurance Documents

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 **CW4651** - **DHS - Temp Services - AVID Systems**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4644** - **Enrollment Audit**  
0


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4661** - **Dell VDI (DESKTOP VIRTUALIZATION)**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4716** - **FY16-DOH Youth Social Marketing-Public Education and Communication**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4656** - **DHS - Temporary Services**  
8


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**Task description :** Approval for Insurance Documents

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 **CW4767** - **FY17\_OSSE\_DAR\_Science Test Administration**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4919** - **Telecommunications Services Wireless Digital & Data Services, Associated**  
**8** - **Services Equipment**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4588** - **FY16-Power Equipment (DCPS)**  
**4**


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**Task description :** Approval for Insurance Documents

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 **CW4687** - **FY16-17 DOH HCA with Lab Corp for HAHSTA Laboratory Services**  
**3**


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**Task description :** Approval for Insurance Documents

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 **CW4915** - **FY17-OCTO-BOX LICENSES AND SUPPORT**  
**4**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4837** - **FY17\_GDO\_Data Analysts**  
**0**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4918** - **Cisco Equipment**  
**8**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Cisco Switches and Wireless Access Points**  
**3**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4634** - **Temp Services - OCTO - NFF**




8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4806** - OSSE-DOT\_FY17\_Emergency\_Attendants for Vehicles BATTLE

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5239** - SECURITY SERVICES FOR DCPS


**The following** Approval for Insurance Documents

**task is overdue :**

**Task description :** Approval for Insurance Documents Required and is attached in the document section.

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW5742** - ELC Web-Based Licensure Application

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5710** - MMIS IV&V

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

**From:** Carlos, Melbert (EOM)  
**Sent:** Tue, 5 Jan 2021 02:52:33 +0000  
**To:** Arnic, Jennifer (EOM); Gaither-Morgan, Merle (EOM)  
**Cc:** Ross, Jed (ORM); Yeung, Sam (ORM)  
**Subject:** DRAFT: DHS Detail Memorialization/Script

Jen and Merle,

Good evening.

2-534(e)

2-534(e)

Thank you,  
Melbert

---

*Thank you,  
Melbert Carlos  
Program Manager  
District of Columbia Office of Risk Management  
441 4th Street, N.W., Suite 800S  
Washington, D.C. 20001  
Main: [\(202\) 727-8600](tel:(202)727-8600)  
Direct: [\(202\) 727-7723](tel:(202)727-7723)*



For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Osborn, Clint (HSEMA)  
**Sent:** Tue, 5 Jan 2021 01:43:10 +0000  
**To:** DC HSEMA;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Ashley, Patrick (DOH);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brown, Justin (DHS);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Carter, Michael (DPW);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Contee, Robert (MPD);Crawford, Elijah (HSEMA);Crispino, Anthony (DPW);David Gadis;David, Gregory (HSEMA);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Diaz, Francisco (OCME);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Handerhan, Larry J. (DHS);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Holmes, Karima (OUC);Kavalari, Teddy (OUC);Kershbaum, Sharon (DHS);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);PlanSec, EOC (HSEMA);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Rodriguez, Chris (HSEMA);Ross, Ely (DPR);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Ruesch, Emily (HSEMA);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Swintz, Monica (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventris (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);Young, Shana (OSSE);Bush, Kevin (EOM);Gill, Adriane (HSEMA);Goldsmith, Frederick W. (HSEMA);Harley, Stephanie (HSEMA);Harris, Robert S. (HSEMA);Lucas, Donte (HSEMA);Mein, John (EOM);Mena, Rebekah (HSEMA);NCR Watch Desk;Scott, Renaud (HSEMA);Shackelford, Jerica (HSEMA);Sneed, Robert (HSEMA);Tepper, Alexandria (HSEMA);White, Christopher (HSEMA);HSEMA Operations (HSEMA)  
**Subject:** RE: Webex meeting changed: CMT Call January 5th-6th Demonstrations  
**Attachments:** Jan 6 Demonstrations\_CMT Call Notes\_4Jan2021.pdf

Good evening all,

Attached are the meeting notes from the Consequence Management Team (CMT) meeting at 5:00PM.

Regards,

Clint



**Clint Osborn**

**CHIEF OF OPERATIONS**

Operations Division

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Primary: 202-417-1478

Alternate: 202-577-9414

[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)

[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

**From:** DC HSEMA [2-534\(a\)\(10\)](#)

**Sent:** Sunday, January 3, 2021 3:54 PM

**To:** DC HSEMA; /o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;

/o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;

/o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;

Legacy\_Forwarding: Mourtos, Aiyana (DCPS); Anderson, Arrelle (OUC); Anderson, Keith (DGS); Ashley,

Patrick (DOH); Babers, Lucinda (EOM); Baker, Craig (FEMS); Bazron, Barbara (DBH); Benab, Jasmin

(EOM); Bowden, Tomeika (DCPCSB); Bowen, Whitney (HSEMA); Breems, Joseph (EOM); Brown, Justin

(DHS); Brumley, Gretchen (OSSE); Carroll, Jeffery W. (MPD); Carter, Michael (DPW); Chapple, Nicole

(DOES); Chrappah, Ernest (DCRA); Christian, Julia (DOEE); COL Jonathan Ebbert - DCNG

(jonathan.s.ebbert.mil@mail.mil); Contee, Robert (MPD); Crawford, Elijah (HSEMA); Crispino, Anthony

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Deputy Mayor Wayne Turnage; Dey, Soumya (DDOT); Diaz, Francisco (OCME); Donaldson, Polly (DHCD);

Donnelly, John (FEMS); Dusti Lowndes; Emminizer, Samantha (EOM); EOC Manager (HSEMA); Falcicchio,

John (EOM); Ferebee, Lewis; Foster, LaToya (EOM); Fuller, Yohance (DGS); HGebreyes; Geldart, Chris

(DPW); Gonzalez, Donny (DGS); Goodall, Lee (DDOT); Goodhue, Shannon (DBH); Handerhan, Larry J.

(DHS); Harvin, Donell (HSEMA); Hawkins, Derron (FEMS); Healy, Patrick (EOM); Gil, Helder (EOM);

Hochberg, Adriana (DOEE); Hunter, Delano (DPR); Irving, Julia (EOM); Jackson, Alfa (EOM);

james\_murphy@nps.gov; Jones, Phyllis (DBH); Holmes, Karima (OUC); Kavalieri, Teddy (OUC);

Kershbaum, Sharon (DHS); Donahue, Kevin (EOM); Kihn, Paul (EOM); Kwan-hui, Shirley (DCRA); Nesbitt,

LaQuandra S. (DOH); Zeilinger, Laura (DHS); Lawson, Julie (EOM); Lott, Everett (DDOT); Manassa, Marvin

(OCP); Marootian, Jeffrey M. (DDOT); Mauro, Amy (FEMS); McClure, Helen (EOM); Melder, Jay (EOM);

Rupert, Michael (EOM); Mims, Keisha (EOM); Mitchell, Roger (OCME); Murphy, Christina (EOM); Neider,

Thomas (DDOT); NWS General Alerts Box; NWS Sterling 24/7 Desk; Osborn, Clint (HSEMA); Parker,

Lindsey (OCTO); Peckumn, Nicole (HSEMA); PlanSec, EOC (HSEMA); Randy Estes; Barnes, Regina L.



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**Subject:** Webex meeting changed: CMT Call January 5th-6th Demonstrations

**When:** Monday, January 4, 2021 5:00 PM-6:00 PM America/New\_York.

**Where:** <https://dcnet.webex.com/dcnet/j.php?MTID=m90fc31b12bd235ae0048778ebf85c0c8>

## DC HSEMA changed the Webex meeting information.

When it's time, join the Webex meeting here.

Monday, January 4, 2021

5:00 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

[Join meeting](#)

2-534(a)(10)

2-534(a)(10)

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**Sent:** Tue, 5 Jan 2021 01:43:10 +0000  
**To:** DC HSEMA;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Ashley, Patrick (DOH);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brown, Justin (DHS);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Carter, Michael (DPW);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Contee, Robert (MPD);Crawford, Elijah (HSEMA);Crispino, Anthony (DPW);David Gadis;David, Gregory (HSEMA);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Diaz, Francisco (OCME);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Handerhan, Larry J. (DHS);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Kershbaum, Sharon (DHS);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);PlanSec, EOC (HSEMA);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Rodriguez, Chris (HSEMA);Ross, Ely (DPR);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Ruesch, Emily (HSEMA);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahna (EOM);Smith, Jenifer (DFS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Swintz, Monica (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventris (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);Young, Shana (OSSE);Bush, Kevin (EOM);Gill, Adriane (HSEMA);Goldsmith, Frederick W. (HSEMA);Harley, Stephanie (HSEMA);Harris, Robert S. (HSEMA);Lucas, Donte (HSEMA);Mein, John (EOM);Mena, Rebekah (HSEMA);NCR Watch Desk;Scott, Renaud (HSEMA);Shackelford, Jerica (HSEMA);Sneed, Robert (HSEMA);Tepper, Alexandria (HSEMA);White, Christopher (HSEMA);HSEMA Operations (HSEMA)  
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Operations Division

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**When:** Monday, January 4, 2021 5:00 PM-6:00 PM America/New\_York.

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Monday, January 4, 2021

5:00 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

[Join meeting](#)

2-534(a)(10)

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**Sent:** Tue, 5 Jan 2021 01:43:10 +0000  
**To:** DC HSEMA;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Ashley, Patrick (DOH);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brown, Justin (DHS);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Carter, Michael (DPW);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Contee, Robert (MPD);Crawford, Elijah (HSEMA);Crispino, Anthony (DPW);David Gadis;David, Gregory (HSEMA);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Diaz, Francisco (OCME);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Handerhan, Larry J. (DHS);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Kershbaum, Sharon (DHS);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);PlanSec, EOC (HSEMA);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Rodriguez, Chris (HSEMA);Ross, Ely (DPR);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Ruesch, Emily (HSEMA);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Swintz, Monica (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventris (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);Young, Shana (OSSE);Bush, Kevin (EOM);Gill, Adriane (HSEMA);Goldsmith, Frederick W. (HSEMA);Harley, Stephanie (HSEMA);Harris, Robert S. (HSEMA);Lucas, Donte (HSEMA);Mein, John (EOM);Mena, Rebekah (HSEMA);NCR Watch Desk;Scott, Renaud (HSEMA);Shackelford, Jerica (HSEMA);Sneed, Robert (HSEMA);Tepper, Alexandria (HSEMA);White, Christopher (HSEMA);HSEMA Operations (HSEMA)  
**Subject:** RE: Webex meeting changed: CMT Call January 5th-6th Demonstrations  
**Attachments:** Jan 6 Demonstrations\_CMT Call Notes\_4Jan2021.pdf

Good evening all,

Attached are the meeting notes from the Consequence Management Team (CMT) meeting at 5:00PM.

Regards,

Clint



**Clint Osborn**

**CHIEF OF OPERATIONS**

Operations Division

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Primary: 202-417-1478

Alternate: 202-577-9414

[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)

[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

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**Sent:** Sunday, January 3, 2021 3:54 PM

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**When:** Monday, January 4, 2021 5:00 PM-6:00 PM America/New\_York.

**Where:** <https://dcnet.webex.com/dcnet/j.php?MTID=m90fc31b12bd235ae0048778ebf85c0c8>

## DC HSEMA changed the Webex meeting information.

When it's time, join the Webex meeting here.

Monday, January 4, 2021

5:00 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

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2-534(a)(10)

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**Sent:** Mon, 4 Jan 2021 23:50:13 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither@morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** donna.price@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** WORKCUFF, WILLIAM (0468-WC-02-0500076)  
**Attachments:** William Workcuff - OAH - Notice of Deposition .pdf

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## NOTICE OF DEPOSITION

PLEASE TAKE NOTICE that pursuant to OAH Public Sector Workers' Compensation Rule 2954.7 and applicable Superior Court Rules of Civil Procedure, **the District of Columbia Office of Risk Management ("Respondent"), by and through the Office of the Attorney General for the District of Columbia, will take the oral deposition of William A. Workcuff ("Petitioner"), commencing on January 8, 2021 at 11:00 a.m., and continuing thereafter until completed.**

Due to Petitioner's technology limitations, the deposition will take place telephonically, for the purpose of discovery, or use at hearing, or both. Such examination shall be under oath, administered and appearing telephonically before a certified reporter duly licensed and authorized by law to administer oaths, who shall then take and record the deposition. Notice is hereby given that the deponent will be questioned concerning the factual basis of the allegations contained in his Application for Formal Hearing and correspondence sent to Respondent which gave rise to the instant litigation. Accordingly, Petitioner should produce at this deposition any and all articles, videos and/or documents, in his possession that support his claims.

Thank you,  
Susana

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**DISTRICT OF COLUMBIA  
OFFICE OF ADMINISTRATIVE HEARINGS**

One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714  
TEL: (202) 442-9094  
FAX: (202) 442-4789

In the Matter of:

**WILLIAM WORKCUFF**  
Petitioner

v.

**DISTRICT OF COLUMBIA  
HOUSING AUTHORITY**

and

**DISTRICT OF COLUMBIA  
OFFICE OF RISK MANAGEMENT**  
Respondents

Case No.: 2019-PSWC-00101

Hon. Robert Hildum  
Administrative Law Judge

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Respectfully submitted,

KARL A. RACINE  
Attorney General for the District of Columbia

NADINE C. WILBURN  
Chief Counsel and Senior Advisor  
Personnel, Labor and Employment Division

/s/ Andrea Comentale  
ANDREA G. COMENTALE, #405073  
Chief, Personnel and Labor Relations

/s/ Rahsaan Dickerson  
RAHSAAN DICKERSON, #993416  
Assistant Attorney General  
400 6th Street, NW  
Suite 9100  
Washington, DC 20001  
(202) 727-4777 (Voice)  
(202) 741-8712 (Facsimile)

**CERTIFICATE OF SERVICE**

I hereby certify that on this 29<sup>th</sup> day of December 2020, a copy of the foregoing Respondent D.C. Office of Risk Management's Notice of Deposition was delivered via electronic mail to:

Harold Levi, Esq.  
14009 Breeze Hill Lane  
Silver Spring, MD 20906  
*Counsel for Petitioner*

/s/ Rahsaan Dickerson  
Rahsaan Dickerson  
Assistant Attorney General

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Thank you,  
Susana

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**DISTRICT OF COLUMBIA  
OFFICE OF ADMINISTRATIVE HEARINGS**

One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714  
TEL: (202) 442-9094  
FAX: (202) 442-4789

In the Matter of:

**WILLIAM WORKCUFF**  
Petitioner

v.

**DISTRICT OF COLUMBIA  
HOUSING AUTHORITY**

and

**DISTRICT OF COLUMBIA  
OFFICE OF RISK MANAGEMENT**  
Respondents

Case No.: 2019-PSWC-00101

Hon. Robert Hildum  
Administrative Law Judge

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Attorney General for the District of Columbia

NADINE C. WILBURN  
Chief Counsel and Senior Advisor  
Personnel, Labor and Employment Division

/s/ Andrea Comentale  
ANDREA G. COMENTALE, #405073  
Chief, Personnel and Labor Relations

/s/ Rahsaan Dickerson  
RAHSAAN DICKERSON, #993416  
Assistant Attorney General  
400 6th Street, NW  
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(202) 741-8712 (Facsimile)

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14009 Breeze Hill Lane  
Silver Spring, MD 20906  
*Counsel for Petitioner*

/s/ Rahsaan Dickerson  
Rahsaan Dickerson  
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Susana

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**DISTRICT OF COLUMBIA  
OFFICE OF ADMINISTRATIVE HEARINGS**

One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714  
TEL: (202) 442-9094  
FAX: (202) 442-4789

In the Matter of:

**WILLIAM WORKCUFF**  
Petitioner

v.

**DISTRICT OF COLUMBIA  
HOUSING AUTHORITY**

and

**DISTRICT OF COLUMBIA  
OFFICE OF RISK MANAGEMENT**  
Respondents

Case No.: 2019-PSWC-00101

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Administrative Law Judge

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Attorney General for the District of Columbia

NADINE C. WILBURN  
Chief Counsel and Senior Advisor  
Personnel, Labor and Employment Division

/s/ Andrea Comentale  
ANDREA G. COMENTALE, #405073  
Chief, Personnel and Labor Relations

/s/ Rahsaan Dickerson  
RAHSAAN DICKERSON, #993416  
Assistant Attorney General  
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14009 Breeze Hill Lane  
Silver Spring, MD 20906  
*Counsel for Petitioner*

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Rahsaan Dickerson  
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## NOTICE OF DEPOSITION

PLEASE TAKE NOTICE that pursuant to OAH Public Sector Workers' Compensation Rule 2954.7 and applicable Superior Court Rules of Civil Procedure, **the District of Columbia Office of Risk Management ("Respondent"), by and through the Office of the Attorney General for the District of Columbia, will take the oral deposition of William A. Workcuff ("Petitioner"), commencing on January 8, 2021 at 11:00 a.m., and continuing thereafter until completed.**

Due to Petitioner's technology limitations, the deposition will take place telephonically, for the purpose of discovery, or use at hearing, or both. Such examination shall be under oath, administered and appearing telephonically before a certified reporter duly licensed and authorized by law to administer oaths, who shall then take and record the deposition. Notice is hereby given that the deponent will be questioned concerning the factual basis of the allegations contained in his Application for Formal Hearing and correspondence sent to Respondent which gave rise to the instant litigation. Accordingly, Petitioner should produce at this deposition any and all articles, videos and/or documents, in his possession that support his claims.

Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA  
OFFICE OF ADMINISTRATIVE HEARINGS**

One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714  
TEL: (202) 442-9094  
FAX: (202) 442-4789

In the Matter of:

**WILLIAM WORKCUFF**  
Petitioner

v.

**DISTRICT OF COLUMBIA  
HOUSING AUTHORITY**

and

**DISTRICT OF COLUMBIA  
OFFICE OF RISK MANAGEMENT**  
Respondents

Case No.: 2019-PSWC-00101

Hon. Robert Hildum  
Administrative Law Judge

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Respectfully submitted,

KARL A. RACINE  
Attorney General for the District of Columbia

NADINE C. WILBURN  
Chief Counsel and Senior Advisor  
Personnel, Labor and Employment Division

/s/ Andrea Comentale  
ANDREA G. COMENTALE, #405073  
Chief, Personnel and Labor Relations

/s/ Rahsaan Dickerson  
RAHSAAN DICKERSON, #993416  
Assistant Attorney General  
400 6th Street, NW  
Suite 9100  
Washington, DC 20001  
(202) 727-4777 (Voice)  
(202) 741-8712 (Facsimile)

**CERTIFICATE OF SERVICE**

I hereby certify that on this 29<sup>th</sup> day of December 2020, a copy of the foregoing Respondent D.C. Office of Risk Management's Notice of Deposition was delivered via electronic mail to:

Harold Levi, Esq.  
14009 Breeze Hill Lane  
Silver Spring, MD 20906  
*Counsel for Petitioner*

/s/ Rahsaan Dickerson  
Rahsaan Dickerson  
Assistant Attorney General

**From:** Susana Suarez  
**Sent:** Mon, 4 Jan 2021 23:50:13 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither@morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** donna.price@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** WORKCUFF, WILLIAM (0468-WC-02-0500076)  
**Attachments:** William Workcuff - OAH - Notice of Deposition .pdf

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Attorney General for the District of Columbia

NADINE C. WILBURN  
Chief Counsel and Senior Advisor  
Personnel, Labor and Employment Division

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ANDREA G. COMENTALE, #405073  
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/s/ Rahsaan Dickerson  
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Silver Spring, MD 20906  
*Counsel for Petitioner*

/s/ Rahsaan Dickerson  
Rahsaan Dickerson  
Assistant Attorney General

**From:** Preston, Robert (EOM)  
**Sent:** Mon, 4 Jan 2021 22:50:13 +0000  
**To:** Arnic, Jennifer (EOM); Clark, Peter (EOM); Dowe, Morgan (EOM); Gatton, Roger (EOM); Healy, Patrick (EOM); Mandel, Angela (EOM); Moon, Beth (EOM); Ross, Jed (ORM); Waters, Jane (EOM); Yeung, Sam (ORM)  
**Subject:** FW: 1.4.21 AM Clips  
**Attachments:** 1.4.21 AM Clips.docx, MPD Traffic Advisory: First Amendment Activity.eml

Of particular interest:

**[Bowser warns D.C. residents to stay away when Trump supporters amass downtown Wednesday](#)**

**January 3, 2021**

**The Washington Post // Julie Zauzmer**

D.C. Mayor Muriel E. Bowser (D) said Sunday that she is making plans to protect public safety when President Trump's supporters descend on the District on Wednesday to protest the result of the presidential election — including asking city residents not to come downtown on Tuesday or Wednesday to avoid confrontation with the demonstrators.

**[DC statehood boasts record support in new Congress](#)**

**January 3, 2021**

**WTOP // Thomas Robertson**

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**[How D.C. and its teachers, with shifting plans and demands, failed to reopen schools](#)**

**January 2, 2021**

**The Washington Post // Perry Stein & Lauren Meckler**

Online classes in the District of Columbia in spring had been a disaster. Thousands of students didn't have computers or reliable WiFi. Many were falling behind. So as spring gave way to summer, Mayor Muriel E. Bowser (D) was determined to open schools again.

**Robert Preston**

*Public Information Officer*

Office of Risk Management (ORM)

Government of the District of Columbia

441 4<sup>th</sup> Street NW, 800S

Washington DC 20001

Office: (202) 727-4215

Cell: (202) 716-5042  
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**From:** Yun, Ramona (EOM) <[ramona.yun1@dc.gov](mailto:ramona.yun1@dc.gov)>  
**Sent:** Monday, January 4, 2021 7:15 AM  
**To:** Yun, Ramona (EOM) <[ramona.yun1@dc.gov](mailto:ramona.yun1@dc.gov)>  
**Subject:** 1.4.21 AM Clips

**MMB**

*First Amendment Demonstrations*

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**January 4, 2021**

**FOX 5 // Evan Lambert**

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**[DC prepares for Pro-Trump rallies, MPD places new signs reminding people no guns allowed at protests](#)**

**January 4, 2021**

**WUSA 9 // Kolbie Satterfield**



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### *COVID-19*

#### **'Women leadership is strong leadership': DC Council swearing in ceremony makes history**

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**WJLA 7 // Sam Ford**

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**December 31, 2020**

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D.C. Mayor Muriel Bowser authorized the Dream Grants program to disburse over \$200,000 in grants to 21 small and local businesses in fiscal year 2021.

#### **Biden's Inaugural Activities Will Feature A Memorial To COVID-19 Victims**

**December 31, 2020**

**WAMU/DCist // Nathan Diller**

Mayor Muriel Bowser said during an appearance on The Politics Hour this month that she didn't know exactly what activities are in store for the inauguration, but voiced doubt that circumstances regarding the ongoing health crisis would be different by that time.

#### **How D.C. and its teachers, with shifting plans and demands, failed to reopen schools**

**January 2, 2021**

**The Washington Post // Perry Stein & Lauren Meckler**

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### *Public Safety*

### **[New DC Police Chief Goes From Crime Scene to Swearing-In Ceremony](#)**

**January 3, 2021**

**NBC 4 // Derrick Ward**

D.C. Mayor Muriel Bowser swore in Robert J. Contee III as the new police chief of the Metropolitan Police Department on Saturday.

### **[District's new fire chief aims to stay the course, but confronts challenges with pandemic, budget](#)**

**January 1, 2021**

**The Washington Post // Peter Hermann**

In September, Mayor Muriel E. Bowser (D) announced that the 54-year-old Donnelly was her choice to be the District's new chief of the Fire and Emergency Medical Services Department. Donnelly did not predict drastic change, saying at a news conference: "Our path forward is the path we have been on."

### **[In Year Already Heavy With Death, Homicides In D.C. Hit 15-Year High](#)**

**December 31, 2020**

**WAMU/DCist // Martin Austermuhle, Jenny Gathright & Elliot C. Williams**

After the August shooting that killed Brown, Mayor Muriel Bowser said at a press conference that communities across D.C. are "fed up with senseless violence and desperate for solutions." But disagreement remains over what those solutions are, though, especially in a year when issues of police violence and racial justice came to the forefront in D.C. and across the nation.

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**MMB**

*First Amendment Demonstrations*

**Bowser warns D.C. residents to stay away when Trump supporters amass downtown**

**Wednesday**

**January 3, 2021**

**The Washington Post // Julie Zauzmer**

D.C. Mayor Muriel E. Bowser (D) said Sunday that she is making plans to protect public safety when President Trump's supporters descend on the District on Wednesday to protest the result of the presidential election — including asking city residents not to come downtown on Tuesday or Wednesday to avoid confrontation with the demonstrators.

Bowser also asked people not to counterprotest to minimize potential conflict with the groups on the right. She urged residents “not to engage with demonstrators who come to our city seeking confrontation, and we will do what we must to ensure all who attend remain peaceful,” she said in a statement.

To that end, Bowser said she would set up an emergency operations center, beginning Monday, for federal and local law enforcement to coordinate their response to the demonstrations.

Trump has urged his supporters to come to the nation's capital on the day that Congress is scheduled to vote to certify the results of the election, which he still falsely maintains that he won.

In November and December, pro-Trump protesters — including far-right groups the Proud Boys, Oath Keepers and others — amassed in the District to protest the election results on two other occasions. Both days ended in violence, including stabbings and the burning of Black Lives Matter banners at several African American churches downtown.

Some experts who monitor far-right groups have warned that Wednesday's event could be more dangerous, as groups have discussed ways to sneak guns into the District.

Bowser's statement included a reminder that openly carrying firearms is illegal in the District, and a concealed-carry permit from another state does not permit the holder to carry a weapon in the District. Moreover, federal law bans guns on many of the sites where the protesters plan to gather Wednesday, including Freedom Plaza and the Mall, and D.C. law bans guns within 1,000 feet of a protest.

While Bowser's suggestion that residents stay away from downtown will not be enforced by law enforcement, the city will ban street parking Tuesday through Thursday on some downtown streets, and it will close many streets to cars entirely on Tuesday and Wednesday. The street closures, which allow marchers to demonstrate in the road, are common practice in the District for large demonstrations.

## [Here is how DC is planning to manage pro-Trump protests this week](#)

January 4, 2021

FOX 5 // Evan Lambert

Protests by pro-Trump groups, including the Proud Boys, are scheduled for the Nation's Capital this week, prompting an all-hands-on-deck response from the District government.

Here is how DC is planning to manage pro-Trump protests this week

Protests by pro-Trump groups, including the Proud Boys, are scheduled for the Nation's Capital this week, prompting an all-hands-on-deck response from the District government.

In a statement Sunday, Mayor Muriel Bowser said all Metropolitan Police Department officers would be required to work on Tuesday and Wednesday.

President Donald J. Trump boards Marine One on the South Lawn of the White House Wednesday, Dec. 23, 2020, en route to Joint Base Andrews, Md. to begin his trip Palm Beach, Fla. (Official White House Photo by Tia Dufour)

Monday will mark the opening of the emergency operations center, which will allow DC to coordinate its response to the protests with federal law enforcement.

After anonymous posters in online chats strategized about how to sneak guns into the city, police posted signs warning that firearms are prohibited at protests. Open carry is also banned in DC.

"Don't bring weapons into our city. They are banned here in the District of Columbia and you should not expect that anyone will bring weapons here because if they do and if anyone comes here to cause violence they will be arrested," said Christopher Rodriguez, director of DC's Homeland Security and Emergency Management Agency.

The Washington Post reports four protests are permitted for Wednesday, the day when Congress will certify the votes of the Electoral College for President-elect Joe Biden. The protests are planned in Freedom Plaza, near the Capitol and the Washington Monument and participants have repeatedly falsely claimed that there was widespread election fraud.

On conservative social media website Parler the leader of the far-right Proud Boys said his group would be represented Wednesday in record numbers and would be attending "incognito" and not in their typical black and yellow uniforms.

Black Lives Matter DC has told people not to counter protest.

Mayor Bowser sent a similar message urging DC residents and people from across the area to stay home and especially avoid downtown DC where protest activity is taking place.

"I am asking Washingtonians and those who live in the region to stay out of the downtown area on Tuesday and Wednesday and not to engage with demonstrators who come to our city seeking confrontation, and we will do what we must to ensure all who attend remain peaceful," Bowser said in a statement released Sunday.

Violent fights, vandalism of Black churches and a stabbing broke out at pro-Trump election results protests in DC in November and December.

Numerous road closures will be in place during the planned protests.



**DC prepares for Pro-Trump rallies, MPD places new signs reminding people no guns allowed at protests**

**January 4, 2021**

**WUSA 9 // Kolbie Satterfield**

This week thousands of President Donald Trump supporters are planning to flock to D.C. to challenge the election results.

Trump supporters are planning to rally the same day Congress is set to certify the election, according to a flyer on the Trump March website.

The organization's website said they plan to "demand transparency and protect the election integrity" after President Trump warned via Twitter that there would be a "very big" and "wild" protest on Jan. 6 after he refuses to concede due to unfounded allegations of election fraud.

In preparation for MAGA supporters to make their way to D.C. new signs have been posted along central rally locations that outline no guns are allowed.

WUSA9 found several posts on the website TheDonaldWin encouraging supporters to "bring guns."

"Members of the public and anyone attending the events are reminded that District law prohibits anyone from carrying a firearm within 1,000 feet of any First Amendment activity," a statement from D.C. Mayor Muriel Bowser said. "Under federal law, it is illegal to possess firearms on the U.S. Capitol grounds and on National Park Service areas, such as Freedom Plaza, the Ellipse, and the National Mall."

"It's a very scary time. It's a very scary time both for the immediate safety of people on the streets of D.C., as well as even more so for the future," Sunsara Taylor, a spokesperson for refusefascism.org said.

In a statement released by D.C. Mayor Bowser's office on Sunday, the mayor said the Metropolitan Police Department will be fully activated and she's instructed District agencies to create a public safety response.

"We're very concerned with the violent MAGA protesters who are coming into town," Taylor said. "Last time they were in town they assaulted innocent bystanders, they desecrated their Black Lives Matter signs setting them on fire. This is targeted terror, it's white supremacist terror and knowing this, Donald Trump has repeatedly cheered for and rallied and called on people to flood the streets."

The Chairman of the ProudBoys, an all-male, far-right organization the Southern Poverty Law Center designated as a hate group, said on the social media app Parler the group would be planning to come to D.C. incognito this week.

As for organized rallies that are planned, a spokesperson for the group Eighty Percent Coalition, which has a rally planned this week, said 1 million people are expected in D.C. on Jan. 6. The spokesperson also said President Trump would be speaking at one of the week's planned events.

In a statement from MPD it said it is the department's duty to protect the well-being of all residents, visitors, and demonstrators who come to exercise their First Amendment rights. The statement said in part, "While MPD does not discuss operational tactics, as with any known, large demonstration, we will continue to monitor and assess each activity, and plan accordingly with our local and federal law enforcement partners," a statement said.

Mayor Bowser said in a statement Sunday MPD and the Homeland Security and Emergency Management Agency are coordinating with District and federal authorities to keep residents and businesses safe. The mayor also called on people to avoid the downtown area during the rallies.

"I am asking Washingtonians and those who live in the region to stay out of the downtown area on Tuesday and Wednesday and not to engage with demonstrators who come to our city seeking confrontation, and we will do what we must to ensure all who attend remain peaceful," Bowser said.

The United States Capitol Police also provided WUSA9 with a statement that reads, "While we do not discuss the means, methods, or specific resources used to carry out our protective responsibilities, the United States Capitol Police has comprehensive security plans in place and we continuously monitor and assess new and emerging threats, with the overall goal of keeping those within the Capitol Complex safe and secure."

## *COVID-19*

### **'Women leadership is strong leadership': DC Council swearing in ceremony makes history**

**January 2, 2021**

**WJLA 7 // Sam Ford**

COVID-19 brought back a long-abandoned DC government tradition: outdoor swearing in ceremonies.

Six DC Councilmembers were sworn-in for new four year terms. The three men were all re-elected. The three women were all newly elected, replacing men who held the post previously. And their arrival means the DC Council now has a majority of women.

"I think it says a lot about the residents of the District being so forward looking and knowing that women leadership is strong leadership," said Councilmember Brooke Pinto (D) Ward 2. She replaced long-time Councilmember Jack Evans who left office in scandal.

The legislative isn't the only branch where women hold a majority of seats in office in DC. The judicial branch is headed by women at both the trial and appellate levels. In fact, the Chief Judge Anita Josey-Herring of DC Superior Court swore in half of today's Councilmembers.

And the executive? Across the street at a socially acceptable distance, DC Mayor Muriel Bowser watched and listened to today's ceremony, frequently with her toddler Miranda in her arms.

In their speeches, the six members emphasized a variety of concerns.

Janeese Lewis George of Ward 4 said she was concerned about people of color, particularly Black people, being displaced in the city both as residents and businesses.

Vincent Gray of Ward 7, seemed happiest talking about President Trump, defeated in November, leaving the neighborhood of the Wilson Building, adding an old Nixon era phrase, "we will soon declare the end of or long national nightmare."

Christina Henderson, newly elected at-large member,

Concerned the lack of about opportunities said, "Your zip code should not determine your opportunity for success."

Councilmember Trayon White, re-elected, focused on growing violence in DC where homicides in 2020 almost reached 200. There were 198.

"We had 920 people shot in DC last year," said White "so we got to put more resources, time and energy to making sure we can say all lives matter. Black lives matter in dc."

Other DC elected officials, "shadow" members of Congress and neighborhood ANCs were sworn in virtually.



## [DC statehood boasts record support in new Congress](#)

January 3, 2021

WTOP // Thomas Robertson

The push for D.C. statehood has more support in Congress than ever before.

Rep. Eleanor Holmes Norton introduced her D.C. statehood bill, H.R. 51, to the 117th Congress with a record-high 202 original co-sponsors, Norton said Sunday.

“We are grateful to Congresswoman Norton for her steadfast leadership in continuing to grow support for H.R. 51 and ensuring statehood remains a top priority for the Congress,” D.C. Mayor Muriel Bowser said in a statement Sunday.

Norton gathered her previous record of 155 original co-sponsors for the bill in the 116th Congress, and in June, D.C. statehood passed in the House with a 232-180 vote. It was the first time either chamber of Congress passed the bill.

At the time, all but one House Democrat backed the initiative, and no Republicans voted in favor of the bill. H.R. 51 then moved to the Republican-controlled Senate, where Majority Leader Mitch McConnell never took up the measure.

The future of the bill in this legislative session could depend on upcoming runoffs in Georgia, which will decide the majority in the Senate.

“We do not yet know what the final makeup of Congress will be. But no matter the circumstances, we will continue to make our case to the nation that statehood is the only way for our 706,000 taxpaying residents to gain full and equal citizenship,” Bowser said in her statement.

“We look forward to fighting alongside Congresswoman Norton, our allies in Congress, and our local statehood partners to right this historic injustice.”

Even if a Democratically-controlled Senate were to approve the D.C. statehood bill, it would likely still face significant legal challenges.

The 23rd Amendment would need to be repealed, and congressional Republicans have indicated they would challenge the legislation on legal grounds, which could end up before the Supreme Court. That could mean years of legal struggles, through Norton and supporters of the legislation believe it is on firm legal ground.



## [DC program grants over \\$200,000 in pandemic relief to microbusinesses](#)

**December 31, 2020**

**FOXBusiness // Peter Aitken**

A Washington, D.C. program will distribute hundreds of thousands of dollars in support of small and local businesses that have struggled during the coronavirus pandemic.

D.C. Mayor Muriel Bowser authorized the Dream Grants program to disburse over \$200,000 in grants to 21 small and local businesses in fiscal year 2021.

The grants will aim to help provide growth and sustainability to struggling businesses.

Washington, D.C. Mayor Muriel Bowser speaks at a joint news conference in advance of Friday's historic House vote on District of Columbia statehood bill on Capitol Hill, on June 25, 2020. (Reuters)

"The pandemic has hit small businesses hard, and going into the New Year we will continue using every tool in our toolbox to support our collective comeback," Bowser said in a statement. "Through the Dream Grants, we support the local businesses that support and invest in our communities and in our residents."

The program will provide \$10,000 grants to businesses throughout Ward 7 and 8 that employ fewer than five full-time employees, according to The DC Line.

"In these uncertain times, the Dream Grants are another reminder of the Mayor's commitment to reach across the river and into all 8 wards," Department of Small and Local Business Development Director Kristi Whitfield said. "We are happy to support the development and sustainability of small businesses East of the River."

"Through this grant, these small businesses are not only able to survive, but contribute to the community and help build the local economy," she added.

The money will go to businesses across various industries, including barbershops, health care, restaurants and arts and crafts.

Dream Grants has provided over \$700,000 in grants to small and microbusinesses since the program's establishment in 2019, WTOP news reported.

The new grants follow an already massive push by the local D.C. government to support struggling businesses.

The Bridge Fund follows different criteria, requiring businesses to demonstrate a 25% decrease in revenue due to the pandemic.

## **Biden's Inaugural Activities Will Feature A Memorial To COVID-19 Victims**

**December 31, 2020**

**WAMU/DCist // Nathan Diller**

As part of pared-down inaugural activities, President-elect Joe Biden's inaugural committee announced Thursday that it will host a lighting ceremony next month to honor lives lost to COVID-19.

The memorial will take place on January 19, the day before the inauguration, at 5:30 p.m. at the Lincoln Memorial Reflecting Pool. The Presidential Inaugural Committee is also inviting towns and cities nationwide to illuminate buildings and ring church bells at the same time in a "national moment of unity and remembrance."

"The inauguration of President-elect Joe Biden and Vice President-elect Kamala Harris represents the beginning of a new national journey," PIC communications director Pili Tobar said in a press release. "However, in the midst of a pandemic — when so many Americans are grieving the loss of family, friends, and neighbors — it is important that we honor those who have died, reflect on what has been one of the more challenging periods in the nation's history, and renew our commitment to coming together to end the pandemic and rebuild our nation."

A spokesperson for the PIC declined to share more specifics with DCist/WAMU, including whether any D.C. institutions would be participating in the bell-ringing.

The announcement comes after the inaugural committee urged Americans earlier this month not to travel to D.C. for the ceremony, and participate from home instead.

"Our goal is to create an inauguration that keeps people safe, honors the grand traditions of the Presidency, and showcases the Biden-Harris Administration's renewed American vision for an inclusive, equitable, and unified citizenry," the PIC's CEO, Tony Allen, said in a press release at the time.

Biden and Vice President-elect Kamala Harris will take their oaths of office at the U.S. Capitol in a ceremony that will feature rigorous health and safety protocols, per the PIC, and an "extremely limited" footprint. The parade after the ceremony will also be "reimagined."

The committee said earlier this month that it has hired a team of production experts to craft a "new and innovative" program with ways for people to safely participate, as well as staff dedicated to health and safety measures.

Typically, the city would be preparing for an event that can bring as many as two million people to D.C., but since the election Biden's team has been signaling that his inauguration would be smaller.

Mayor Muriel Bowser said during an appearance on The Politics Hour this month that she didn't know exactly what activities are in store for the inauguration, but voiced doubt that circumstances regarding the ongoing health crisis would be different by that time.

D.C. Council Chairman Phil Mendelson also said during a recent council breakfast that he shared his opposition with Bowser's office to having the traditional viewing stand in front of the Wilson Building in January

“In this year of social distancing, and with the pandemic numbers looking worse, do we really want a confined space in front of the Wilson Building — where, if I remember correctly, no members showed up last time?” the chairman said, according to The Washington Post. In 2016, just three members of the council attended President Trump's inauguration.

The Walter E. Washington Convention Center is also currently serving as an emergency COVID-19 field hospital, and will not be hosting any inaugural balls. More details about the memorial and other inaugural activities will be announced in “the coming days,” the PIC said Thursday.



## [How D.C. and its teachers, with shifting plans and demands, failed to reopen schools](#)

January 2, 2021

The Washington Post // Perry Stein & Lauren Meckler

Online classes in the District of Columbia in spring had been a disaster. Thousands of students didn't have computers or reliable WiFi. Many were falling behind. So as spring gave way to summer, Mayor Muriel E. Bowser (D) was determined to open schools again.

By mid-July, she had a plan. But it depended on cooperation of the teachers, and their union responded with protests.

Hours before the mayor was to make an announcement, she said she needed more time.

The city spent the next five months trying to bring students and teachers back to classrooms. A combination of mismanagement by the mayor and her aides and intransigence from the District's teachers union combined to thwart every move, according to interviews with city officials, union leaders, educators and activists. The city kept changing its plan, and the union kept changing its demands. A lack of trust on both sides fueled failure at every turn.

As urban school districts across the country struggled with classroom reopening plans, a close look at the District's experience shows how hard it has been to develop workable strategies — and how much power teachers wield, particularly when they have a strong union behind them.

The District's impasse meant it squandered the chance to give its most vulnerable children classroom time while infection rates were low. Now the earliest any students will have face-to-face instruction will be February.

While teachers worked to persuade parents that reopening was dangerous and the District's plan inadequate, the city did little to sell either the urgency of going back or the details of its plan to the general public.

The school system had proof that children were falling behind because of remote learning but sowed doubt in the findings by presenting inaccurate data. Principals had no input in shaping the reopening plan and were left in the dark about its details. Advocates for homeless children — the students city officials argued most urgently needed to be in school — never heard from administrators. Groups that worked with students with disabilities said they couldn't get their questions answered, so these families were reluctant to go back.

Paul Kihn, deputy mayor for education, said the city surveyed families in the summer and knew about half were ready to return to school buildings. But city officials made a major miscalculation. They assumed they would be able to strike a deal with the union and enough teachers would be willing to come back to classrooms.

That never happened.

At least twice, the Washington Teachers' Union reached tentative agreements with the city to reopen, only to back out a few days later. The union staked out demands that went far beyond what was in place elsewhere and beyond guidelines set by its national union.

The result: Teachers were applying maximum pressure to stay closed, but there was virtually no public pressure to reopen.

"The plans we made assumed we would be able to have our teachers in our buildings," Kihn said.

Even as restaurants and salons opened to customers, as private and charter schools began in-person classes and available data show scant virus infection in the nation's open schools, the traditional public school system has remained entirely virtual, with a few hundred elementary school students participating in virtual learning from classrooms under the supervision of nonteaching staff.

City officials maintain they have done everything possible to reopen safely and effectively.

"Our plans are being made on the best available science," D.C. Public Schools Chancellor Lewis D. Ferebee said in July before previewing one of the city's reopening plans. "There is no substitute for in-person instruction."

The teachers union says it agrees, in theory, but has opposed every plan to open classrooms.

"It's almost like they are building the plane while flying," Elizabeth Davis, the union's president, said. "That is not okay with us."

Now city leaders are trying again. If health metrics allow for it — a major question given the surging caseloads — they plan to reopen all school buildings with teachers in February. This time around, according to city officials, principals, staff and parents are having more of a say in their schools' reopening plans.

School is out

School had been virtual all spring and summer, and with the new academic year looming, Bowser planned to bring students back to schools. Schools would use a hybrid model, an idea employed across the country where students would be in class part of the week and home the rest. Teachers would return unless they qualified for an exemption.

It rested on a survey of teachers to determine who could come back, but the teachers union said its contract required terms to be negotiated and told its members not to respond. Bad blood between the city and teachers was already thick, with a toxic history of mistrust.

Teachers began venting on a private union Facebook page. They tagged one another, and the group grew fast from about 250 to some 1,000 members.

“I’ve tried to tell [school leaders] that this is not just a few rabble-rousers anymore,” said the union’s secretary, Laura Fuchs, a high school history teacher and a leader of the union’s far-left contingent.

Union participation swelled, prompting the union to upgrade its Zoom subscription. Even then, a July meeting hit the 1,000-person limit, and the union had to switch to another platform to accommodate everyone.

Fuchs’s growing faction inside the union embraced aggressive tactics. Teachers staged protests in front of the mayor’s and chancellor’s colonial homes in Northwest Washington. On July 28, a group of teachers dropped mock body bags in front of the district’s headquarters to warn of the deaths that they believed would result from reopening schools.

The union’s initial demands included hazard pay for going back and a suspension of teacher evaluations and standardized testing. These went well beyond guidelines adopted by the American Federation of Teachers, their national union.

In mid-July, Bowser had punted a decision on reopening until the end of July. When that deadline arrived, she canceled it altogether. All students would begin online in September.

Try and try again

By early September, school leaders had data showing how far students had fallen behind in the spring and during summer school. Some of the city’s charter schools began to bring small groups of students back to buildings.

“I think DCPS can do it, and I think DCPS should do it,” Bowser said.

She put together what turned out to be a tiny plan with limited programs and virtually no teachers at just 13 schools.

Union negotiations continued with the parties convening for virtual sessions — Ferebee sometimes logging on from an empty classroom between meetings; Davis at home, digitally surrounded by at least a half-dozen union representatives.

The mayor and chancellor did little to win support from the broader community.

A city committee had been formed in May to look at school reopenings, but the mayor did not seek its input or try to recruit its members as advocates for her plans, said Cathy Reilly, a longtime education activist who served on that panel. Kihn, who chaired the committee, responded that it disbanded as planned in the summer after it presented broad guidelines on how schools should reopen.

“They consulted with us after they had decided on it,” Reilly said. Yet she said she “absolutely” heard from Davis and other teachers about their concerns.

The chancellor held a few public forums and said teachers helped shape the plans during hundreds of hours of union negotiations. But the virtual town halls frustrated many attendees, as participants were forced to ask questions through a chat window, providing no opportunity for follow-up questions or pushback.

On Oct. 5, Bowser went to an elementary school to announce a new reopening plan. She appeared to have made no effort to recruit allies for it ahead of time.

School leaders and the head of the Council of School Officers, a union representing principals, said they were left to tune in to her news conference to find out what was going on, because there was no direct communication. These same people were tasked with answering parent questions, with scant information to share.

“I am learning the information in real time with you, so I am working to obtain more details for all of us,” said a note to parents from an elementary school principal.

Davis, too, said the mayor didn’t give her a heads-up that the plan was coming. The city again was surveying teachers to figure out who could return to classrooms. Again, the union told members not to participate.

Kihn said city officials knew they wouldn’t be able to get enough teachers for a systemwide hybrid model, so they settled on something smaller.

The plan they picked was complicated and appeared to please just about nobody. Eleven students per grade in each elementary school, chosen by lottery, could come back for in-person classes, with priority given to homeless, English-language learners and special education students. That would accommodate about 7,000 of the district’s 52,000 students. A second piece of the plan would let another 14,000 students could come back to buildings to do remote school from inside classrooms, supervised by nonteachers, including some administrative staff pulled from other schools.

Some students would have the chance for a more normal school day, but because classes were so small, the online classes for everyone else would grow larger. Some students would have to change teachers in the middle of the semester, frustrating parents who were already struggling to make remote school work.

Parents who wanted their children to return to classrooms were confused about what the in-person program would look like. Would they have the same teacher? Would they receive specialized services such as speech or occupational therapy?

“The lack of concrete and specific information absolutely made families lose confidence,” said Judith Sandalow, executive director of Children’s Law Center, an organization that represents D.C. children from low-income households. “They didn’t have thoughtful answers to really legitimate questions that parents were asking.”



Confused parents bombarded principals with questions. Confused principals turned to Richard Jackson, the head of the Council of School Officers, who didn't know any more.

"It has made the principals' lives kind of miserable," Jackson said.

The plan also required the city to divert administrative staff from middle and high schools to elementary schools to supervise the CARE classrooms, angering a whole new set of parents and administrators.

Then, two days after the plan was announced, Ferebee unexpectedly fired a veteran principal who had been openly critical of the city's plans for building safety.

Ferebee said he was fired for unrelated reasons — he was accused of not following enrollment rules last academic year, a lightning rod issue in the District — but the dismissal fueled fears that the city was glossing over safety concerns.

The principals union, normally a quiet group loath to complain publicly about anything, released a scathing letter deriding just about every aspect of the reopening plan.

The plan was aimed at high-needs students, but many of these families turned down slots offered by the school system.

"They didn't understand it. They didn't trust that their kids would be safe. And they already found alternatives," said Ryane Nickens, who operates a learning hub out of the Langston Lanes subsidized apartment complex in Southeast Washington for children impacted by gun violence.

Nickens said the city failed to make the case to these parents, and she wished there had been meetings in school parking lots or courtyards of public housing complexes to answer questions. "They didn't go directly to the people impacted," she said.

Eighty percent of the school system's 52,000 students are Black or Hispanic, and 47 percent are considered "at risk," which puts them in the high-needs category.

Kihn said he thought the city did what it needed to do. Schools reached out to families personally to offer them slots. The District had expensive safeguards in place in classrooms to mitigate the spread of the virus. And they had people who wanted to go back, with demand about what the city had expected based on a summer family survey.

Before the city canceled the reopening plans, it offered about 5,500 students seats for in-person learning, and 2,200 accepted slots. The city was awaiting a response from 1,100 families and then planned to call more people to offer them slots.

A 'final' deal unravels

By mid-October, the city and the union both signaled they had finally reached a deal. A five-page agreement marked "FINAL" was circulated Oct. 14.

The chancellor committed to more measures than he had before, including a safety checklist for each school. Schools would require masks and social distancing. A health professional would be on every campus, taking temperatures and monitoring isolation rooms set aside for people showing symptoms. The city promised to update its air filtration systems with a \$24 million plan to buy top-of-the-line air filters and portable air filtration systems for each classroom.

In an email, a labor lawyer for the city referred to the documents as “the final agreed upon version,” and the union shared them with reporters.

Overnight, the deal fell apart. The next morning, Davis insisted a union representative be empowered to verify that buildings were compliant with the agreed-upon checklist. It is unclear whether this had been her understanding all along or whether she added this demand after circulating the proposal with her members. It was not spelled out in the documents.

For their part, the mayor’s advisers said they were angry Davis continued to share tentative agreements with the media. They suspected she was trying to test reactions among teachers and the public before signing.

A week later, the Public Employee Relations Board delivered the city a debilitating blow. The union had filed a formal complaint over the teacher surveys, and the board concluded the city could not use the results. The board said the city was obligated to work through the union, not communicate with teachers on its own. Without the survey, the chancellor had no way of assigning teachers and staff.

An agreement with the union was not strictly required for schools to open. But school leaders feared they would not have enough teachers show up without a deal. Nonetheless, two days later, Ferebee told the D.C. Council that he would go through with a reopening plan even without an agreement with the union.

But now something else was holding up an agreement. The union said teaching had to be optional for all teachers, even those who are young and healthy, or nobody would go back.

Meanwhile, teachers had been lobbying parents to oppose the reopening, and the city had barely even tried to sell it to the general public. Not a single member of the city council spoke up in favor of the reopening plan.

Over Halloween weekend, the union and the city continued talks, and on the evening of Nov. 1, Bowser and Davis spoke by phone, Davis and aides to the mayor said. Bowser said the deal they reached had to stick for the entire school year. She didn’t want more uncertainty. But Davis wasn’t willing to commit to anything beyond the next quarter, saying circumstances could change.

Bowser also wanted to use the survey results to assign teachers. Davis objected to that, too.

During that phone call, Davis never mentioned what the union had planned for the following morning. That Monday, in the early hours, thousands of parents received emails from their

children's teachers telling them that they were taking a "mental health day" and would not be teaching that day.

In the end, 39 percent of all city teachers called in sick. An hour after the school day began, Ferebee emailed the community saying the District was abandoning its reopening plan.

"We apologize for any inconvenience this update may cause," he wrote.

The city was left with a tiny plan: 450 or so students returned to 24 campuses in November for online school from inside supervised classrooms. By mid-December, around 900 elementary students accepted slots at nearly 70 campuses, with attendance hovering around 50 percent each day. These CARE classrooms were envisioned as serving 14,000 students, but the plan had to reduce the number, partly because schools were only able to use nonteaching personnel assigned to their schools for supervision.

This was cold comfort to Nery Pena, who had accepted an in-person slot for her second-grade daughter at Garrison Elementary in Northwest Washington. She was also hoping for a spot for her younger daughter, who has developmental delays and is struggling with distance learning.

The family lives in transitional housing, which means her daughters meet the federal definition of homeless and were given priority in the lottery for seats. When Pena told her daughters they might be returning to school, her youngest was particularly excited.

"If the plan was not definite, they should have kept it to themselves and not informed parents because parents are obviously going to inform their children," Pena said. "I was counting on it. I was getting ready."

In the aftermath, Bowser and Ferebee explicitly blamed the union for the failure to reopen schools.

"The primary barrier now for in-person learning is having the supply of teachers to teach in those classrooms," Ferebee told families at a town hall meeting.

Again in November, the union signaled a deal had been reached for teachers to return to classrooms on a purely voluntary basis, at least at first. But looking like Lucy, who repeatedly pulled the football away from Charlie Brown at the last moment, the union changed its mind a few days later and another agreement unraveled.

Infection rates were surging throughout the region. The effort to give some students classroom instruction in the first semester had failed.

Focused now on February, the third quarter of the academic year, Ferebee and Davis signed an agreement last month that is intended to reassure teachers. They will not get a carte blanche to refuse to teach in-person but will be required to return if not enough teachers volunteer. It also outlines safety protocols and protective items that will be in each school building. The city recently started testing asymptomatic students and staff, which teachers had wanted.

Ferebee says he is “optimistic” schools will reopen with teachers in February. Some teachers have already volunteered to return, though Ferebee said it is fewer than he expected.

As the pandemic rages on, school leaders are visiting school buildings, touting their safety features and hoping they can someday say their plans were successful.

“We will be able to say this is a success,” Kihn said, “when the students that really need to be in school buildings with teachers are back in school buildings with teachers.”

## *Public Safety*

### **New DC Police Chief Goes From Crime Scene to Swearing-In Ceremony**

**January 3, 2021**

**NBC 4 // Derrick Ward**

D.C. Mayor Muriel Bowser swore in Robert J. Contee III as the new police chief of the Metropolitan Police Department on Saturday.

Contee is a District native and a 31-year veteran of the MPD.

Contee left a crime scene on Saturday morning in Northwest D.C. before heading to the swearing-in ceremony.

Police said a man was taken to a hospital with non-life threatening injuries after an officer shot him. Early in the investigation, it was unclear whether the man fired a weapon. A semi-automatic handgun with an extended clip was found at the scene, police said.

The incident highlighted one of the goals and challenges Contee faces as he leads the 4,400 member force — the number of illegal guns on streets.

"This is almost eight o'clock in the morning, we have an individual, armed individual, on Georgia Avenue out here with a firearm. I mean, that's just totally unacceptable," Contee said.

Before becoming chief, Contee was assistant chief of the Investigative Services Bureau, a position to which he was appointed in 2018 by former chief Peter Newsham.

Contee has spent his career with MPD and has risen through the ranks. His past roles include patrol officer, lieutenant and commander for the First, Second and Sixth Districts.

As assistant chief of MPD's Professional Development Bureau, he oversaw the Disciplinary Review Division, police academy and recruitment division.

In December, Contee introduced himself as a "native son" of D.C. who wants to set a standard of excellence for policing in the 21st century, focusing on reducing violent crime and getting repeat offenders off streets.

Contee said he participated in former Mayor Marion Barry's summer job and youth leadership programs, which helped lead him to opportunities as a D.C. police cadet at 17 years old.

"I have not forgotten where I come from," Contee said in December. "These life experiences will help me to lead and guide the men and women of the Metropolitan Police Department."



**District's new fire chief aims to stay the course, but confronts challenges with pandemic, budget**

**January 1, 2021**

**The Washington Post // Peter Hermann**

On his first day on the job as a firefighter in Southeast Washington, John A. Donnelly Sr. responded to calls for a baby being born, a shooting, a fire and a person suffering a heart attack.

It was October 1992, and he was on Truck 16 in Garfield Heights.

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"I knew then that this was where I wanted to work," Donnelly said of the District.

He moved up through the ranks — assigned to an elite rescue truck, then promoted to battalion chief, and on up to the executive office. He earned the department's highest honor for rescuing an unconscious man trapped in a burning house.

In September, Mayor Muriel E. Bowser (D) announced that the 54-year-old Donnelly was her choice to be the District's new chief of the Fire and Emergency Medical Services Department. Donnelly did not predict drastic change, saying at a news conference: "Our path forward is the path we have been on."

The District's new fire chief is signaling a continuation of policies and plans put in place by his predecessor, Gregory M. Dean, whom the mayor lured out of retirement from Seattle in 2015 to turn around what was then a troubled agency marred by high-profile failures. Donnelly was one of the insiders Dean turned to for help.

But Donnelly — who started fighting fires for a volunteer company in Prince George's County when he was 16, and later battled forest and brush fires in remote areas of the West Coast — faces some daunting challenges.

He assumes the role in the midst of a global pandemic that has sickened more than 285 D.C. firefighters, including himself, and sidelined many more in quarantine. D.C. leaders warn that his department will not be immune to budget cuts forced by a fall in revenue and expenditures because of covid-19.

"There is a crisis in front of us," D.C. Council member Charles Allen (D-Ward 6) told Donnelly at his brief confirmation hearing in December, which drew just two other lawmakers and the supportive president of the firefighter's union.

"You're under incredible stress every day, and throw on top of it the pandemic," said Allen, who chairs the Committee on the Judiciary and Public Safety.

"The last nine months have been really hard," Donnelly answered, noting that one of his most important jobs is ensuring that first responders have enough masks and other protective equipment.

Emergency calls during the coronavirus pandemic have decreased, he said, corresponding to a decline in the numbers of workers and tourists who can more than double the District's population on a typical workday. But he said first responders falling ill or being forced into quarantine means their colleagues are working harder to fill vacant shifts.

He said paramedics are finding more people dying at home — in many cases not of covid-19. It is a phenomenon seen across the country, partly attributed to people's being afraid to seek treatment at hospitals during the pandemic.

Donnelly lives in Manor Park in Northwest Washington with his wife, a city schoolteacher. They have a son who is a U.S. Army captain serving in Kuwait, a daughter studying to be an emergency medical technician in New York City and another son in high school. In his spare time, Donnelly volunteers with the Boy Scouts in the Brookland neighborhood of Northeast Washington.

Not only was Donnelly among the first of the District's firefighters to contract covid-19, he donated his blood plasma in the search for treatments, and he later was among the first to be vaccinated against the novel coronavirus.

For him, the tumult brought on by the virus has an upside. "Relationships built under stress," he said, "are the ones that last."

Donnelly started his firefighting career while still in high school, at the Allentown Road Volunteer Fire Company in Fort Washington, in Prince George's County.

Still in his teens, he was struck by encountering people of different backgrounds, assembled in one place with a common goal of "helping the community."

Two years later, he traveled to the West Coast, arriving in Cedarville, Calif., near the border with Nevada and Oregon — "an hour and a half from a traffic light" — with fire boots made for service in a city. He had to switch to gear more suitable for hiking as he set off to confront his first forest fire, which was ripping through 30,000 acres outside Reno, Nev.

He did not perform well.

Donnelly said he was acting like a whiny teenager, and the fire commander threatened to send him home.

He turned himself around.

"Boy, did he help me grow up," the chief said. "It was a lesson, and I was not going to be a failure."

Donnelly returned home a short time later, taking firefighting jobs in Prince George's County and later at Reagan National Airport, before coming to the District in 1992. He helped during the



Sept. 11, 2001, attacks, commanded the EMS response to the mass shooting at the Navy Yard and at the four-alarm fire that burned the landmark Frager's Hardware on Capitol Hill in 2013.

While working for the fire chief who preceded Dean, Donnelly was called on to help straighten up a department experiencing failures that led to delays in getting help to people in emergencies.

They included firefighters ignoring a man dying of a heart attack across the street from their station, an ambulance assigned to a presidential motorcade running out of gas on the White House grounds and a police officer lying injured on the street while waiting too long for help.

Donnelly took on the unglamorous job of managing a fleet, then in disarray, with nearly half the department's firetrucks, engines and ambulances in disrepair or running without safety certificates. Firefighters were climbing ladders that had not been inspected, and help was not reaching people fast enough.

Donnelly continued helping to improve the department when Bowser became mayor and hired Dean as chief. The two worked to restore credibility, and at his December confirmation hearing, Donnelly told lawmakers that for the first time in five years, "every one of our apparatus that are in service are certified."

That means, Donnelly said, the vehicles "stay in your community so they can help you when you need it."

Donnelly carefully answered questions from council member Brooke Pinto (D-Ward 2) about lingering problems with dispatchers at the Office of Unified Communications, a separate D.C. agency also known as the 911 center. Firefighters have struggled recently with being sent to wrong addresses, which slows their response to critical emergency calls.

Donnelly did not assess blame, and in a later interview, he said there are "challenges we both face to get the system working to get the best outcome for all patients." In late December, the mayor's office announced that the director of the 911 center, Karima Holmes, was leaving for another job, and a national search for her replacement is underway.

The new chief said he plans to build on programs put in place under Dean, including "hands-on" CPR training given to tens of thousands of D.C. residents and workers. The technique is popular because it eliminates mouth-to-mouth resuscitation and emphasizes chest compressions to quickly pump blood to an oxygen-deprived brain. He said the cardiac arrest survival rate has doubled since 2014.

Dean and Donnelly developed a program in which nurses at the 911 center talk to patients calling in for help, diverting some away from hospitals and cutting back on unnecessary responses by EMT teams. Next year, Donnelly said, he wants to improve treatment for stroke patients and track their progress to determine whether paramedics can adjust their care to improve outcomes.

Donnelly has been busy instilling core values that include first-responders thinking on their own.

“Instead of having a rule for everything,” he said in an interview, “let’s have a framework for making decisions. That’s when we’re at our best, when people have the flexibility to do what’s right.”

## [In Year Already Heavy With Death, Homicides In D.C. Hit 15-Year High](#)

December 31, 2020

WAMU/DCist // **Martin Austermuhle, Jenny Gathright & Elliot C. Williams**

Larry Calhoun distinctly remembers August 9. What should otherwise have been just another weekend night was interrupted by word of a mass shooting at a block party in Southeast D.C.

“Man, once I started hearing the massive radio traffic with EMS and Fire, I said, ‘This is something really serious,’” says Calhoun, 37, a retail manager who moonlights as an independent crime reporter, listening to police and fire department scanners and tweeting out breaking news from @RealTimeNews10. While he has been following homicides throughout the year, “that was a really unbelievable scene.”

The shooting left 20 people wounded — including an off-duty D.C. police officer — and one dead, 17-year-old Christopher “Poppy” Brown. It was the city’s worst mass shooting in recent history, an ignominious event in a difficult year that has seen 198 homicides, a 19% increase over 2019 — and the highest body count in D.C. in 15 years.

The pain of that milestone is only compounded by the reality that 2020 was a year already heavy with death; more than 780 D.C. residents died from the COVID-19 pandemic. And much like those, the victims of D.C.’s homicides were overwhelmingly Black men. A majority of the homicides occurred east of the Anacostia River. More than half of the victims were in their 20s and 30s. In more than 80% of cases, they were shot.

And while they amounted to a minority of cases, children were also victims: 15-month-old Carmelo Duncan, shot while in a car with his father; Davon McNeal, 11, gunned down in front of his aunt’s house after a summer cookout; Malachi Lukes, 13, killed as he walked to play basketball in March; Jaime Zelaya, 16, and Wilfredo Torres, 17, murdered in a double shooting in an apartment.

The victims left behind devastated families and friends searching for answers. In Brown’s case, it wasn’t only his mother and siblings, but also a one-year-old son — and another child that wasn’t yet born.

“It’s very difficult. I’m trying to hold my mind together,” says Artecka Brown, Christopher’s mother. “My 10-year-old Robert Brown... he took it so hard. And to see my son fall almost to the ground at the funeral and, you know, just thinking about him, [it] kind of ripped me.”

‘Crisis on top of a crisis’

Homicides had been on a relatively steady 25-year-decline until 2015, when a spike ushered in a new era of see-sawing — though slowly increasing — body counts on D.C. streets.

Residents, activists, lawmakers, and police have all laid out their own theories as to why killings are going up: an easy availability of guns, longstanding neighborhood beefs that boil over, a lack of opportunity and growing displacement as D.C. has gotten wealthier, and police pulling back because of protests and politicians.

Many of those same conditions existed throughout 2020, but were also severely exacerbated by the coronavirus pandemic that swept across the country and disproportionately impacted Black and brown communities, both through infections and deaths as well as lost jobs and worsening economic insecurity.

“The concentrated poverty is more prominent now than ever before,” says Lashonia Thompson-El, who co-leads the Cure the Streets violence interruption program in D.C. “People are literally hungry. People are challenged with mental health issues because everybody’s stuck in the house. We’ve already had mental health issues and complex trauma for decades in these communities, and now it’s just been made worse by COVID. We’ve been hit with a crisis on top of a crisis.”

And the crisis isn’t only in D.C.: according to a late-November report by the Council on Criminal Justice, homicides, aggravated assaults, and gun assaults in 28 U.S. cities jumped 42% during the summer and 34% in the fall compared to the same periods the year before. (The increases have been seen in Democratic and Republican cities alike.) Last week, data compiled by the FBI showed a 37% jump in murders nationwide. At the same time, overall crime is down in many cities, including in D.C., where all types of crime declined 18% from 2019. (The decrease is more pronounced in property crimes.)

“There’s no doubt that COVID has contributed to it,” says D.C. Attorney General Karl Racine of the spike in homicides. “Tensions are flaring, frankly.”

On top of those flaring tensions, some community leaders say their usual means to defuse conflict and address despair have been hampered by the pandemic. When combined with the availability of guns, it has resulted in disagreements quickly turning into homicides.

“You’re unable to be out in the streets effectively to work with people and get in front of the curve. We have been significantly reduced,” says Tyrone Parker, founder of the Alliance of Concerned Men, a group founded in 1991 to prevent violence through outreach programs. “We’re fighting with our hands tied. It’s difficult to be able to retain peace or get them to see another perspective at a social distance.”

Thompson-El adds that her team of violence interrupters have also been hit by the pandemic. She says several staff members have lost family members to COVID-19, particularly grandmothers. Many are dealing with the challenges of helping their children navigate remote learning. Others are dealing with the burden of supporting family members through the economic crisis. And to them, the violence is personal. Thompson-El says Duncan’s killing of hit Cure the Streets staff particularly hard.

“A lot of them have toddlers...and they live in these communities,” Thompson-El says. “And so they’ve been deeply touched by these things.”

In October, the killings hit particularly close to home: 21-year-old Lorraine Marie Thomas, who had worked with the Alliance of Concerned Men and Cure the Streets to negotiate a successful ceasefire in Washington Highlands, was found shot in a car. In December, the script flipped:



Cotey Wynn, a longtime violence interrupter in Trinidad, was arrested and charged with a 2017 murder.

#### A debate over solutions

After the August shooting that killed Brown, Mayor Muriel Bowser said at a press conference that communities across D.C. are “fed up with senseless violence and desperate for solutions.” But disagreement remains over what those solutions are, though, especially in a year when issues of police violence and racial justice came to the forefront in D.C. and across the nation.

Earlier in the summer, activists called on money to be redirected away from the Metropolitan Police Department to other services they said could address root causes of violence. (“We keep us safe” was a slogan adopted by some groups.) Bowser and outgoing Police Chief Peter Newsham fought the push to defund the department; the council ultimately made a small cut to MPD’s budget. It also restored some funding for violence interruption efforts taking place in various neighborhoods.

One of those efforts, Cure the Streets, is run out of Racine’s office, and he says that more funding should be directed towards intervening in conflicts before they become violent. Gun violence, he adds, should be treated as a public health crisis.

“We’re not going to arrest our way out of this. We have to have strong policing, there’s no doubt about that. But we’ve got to really have really good, precise government and government partnerships with not-for-profit organizations that hit all of those variables: education, health, economic opportunity, housing, poverty, and trauma,” he says.

Jawanna Hardy, the co-founder of Guns Down Friday, says D.C. needs to do a better job of not just providing resources for programs and services, but making them flexible so activists and organizations can respond quickly when problems emerge on the street.

“The city needs a creative way to provide resources because the resources are there,” she says. “Sometimes the issue is getting to the resource, you know, getting to therapy. Sometimes a challenge for people is getting up out [of] bed. So, you know, if we can bring those resources to the community on a consistent basis, I feel like it would be a big change.”

Speaking in mid-December about the spike in violence and how best to approach it, Robert Contee, Bowser’s pick to replace Newsham, said he was open to traditional policing as well as a public health approach to fighting crime.

“I do not believe it’s an either-or concept. You have to have both. There are some people that are violent in our communities and need to go to jail, period. I also think there are some people in our communities, like my father, who are sick and have issues that are not violent in nature and need treatment to resolve those issues, not incarceration,” he said. “This is a big city that’s resource-rich and I think there’s enough space to accomplish both of those things.”

The D.C. Police Union, though, has actively fought police-reform measures in the council and attempts to shift funding away from the department. In recent weeks, it has placed the blame for

the high homicide tally on a police-reform package the council passed in June, even though homicides were already outpacing the 2019 rate before the measure was passed. The union did not respond to a request for comment.

Bowser and Newsham long placed emphasis on taking guns off of the streets, and Brown agrees that's a critical element to ensuring that fewer people die when conflicts emerge in D.C. neighborhoods. But she says it's as much on local families and communities to drive home the point that guns are unacceptable as it is the police department's job to aggressively search them out.

"Our neighbors, our community, they need to start to say, 'Hey, this is not right. It's not in my household, you know?'" she says. "And to me, that's where I see that there could be a big help if our community will come together more on the guns that [are] inside the home."

'It will take time'

On top of the many challenges that already exist in addressing violence and preventing homicides, activists say that time can often work against them: community-based tools like violence interruption often take longer than many residents and lawmakers may have patience for, especially when killings spike.

But Thompson-El says they work — and are worth waiting for. "I know that people are not very patient with gun violence, because this is horrible and the impact is so devastating. But... it will take time," she says.

And she says that while the work community groups are doing might not be immediately reflected in the number of homicides that are taking place, they can have long-lasting impacts that might take longer to notice.

"Are we changing community norms? Do we have people coming out and publicly saying that we denounce gun violence, that gun violence is not normal in communities, in neighborhoods where it has always been normal to be violent, in households where it's always been normal to be violent? We're trying to change those norms. And for me, that's a part of the success as well: seeing people who were once a part of the problem stand up and say, 'Listen, I transformed my life and I know that it's not worth it to harm people,' " she says.

Tyrone Parker, the co-founder of the Alliance of Concerned Men, says he knows that 2020 has been a particularly difficult year. But he's been through more deadly years in his decades of doing outreach in D.C. neighborhoods, and knows that hope remains.

"We can turn this around. I have seen this turned around before. Same house, different rules," he says. "Compassion, concern, and giving people hope is a universal language."

**From:** AlertDC  
**Sent:** Mon, 4 Jan 2021 12:00:51 +0000  
**To:** Preston, Robert (EOM)  
**Subject:** MPD Traffic Advisory: First Amendment Activity  
**Importance:** High

This is an important message from the District of Columbia AlertDC system.

The Metropolitan Police Department (MPD) reports beginning on Tuesday, January 5, 2021 through Thursday, January 7, 2021, multiple First Amendment demonstrations are expected to occur in the District of Columbia. In conjunction with these demonstrations, there will be parking restriction and potential street closures that motorists should take into consideration:

The following streets will be posted as **Emergency No Parking** on **Tuesday, January 5, 2021 at 6:00 a.m. to Thursday, January 7, 2021 11:59 p.m.**

H Street from 15<sup>th</sup> Street, NW to 17<sup>th</sup> Street, NW

I Street from 15<sup>th</sup> Street, NW to 17<sup>th</sup> Street, NW

Connecticut Avenue from H Street, NW to L Street, NW

Vermont Avenue from H Street, NW to L Street, NW

15<sup>th</sup> Street from I Street to K Street, NW (west side of McPherson Square)

17<sup>th</sup> Street from I Street to K Street, NW (east side of Farragut Square)

The following streets will be posted as **Emergency No Parking** for **Tuesday, January 5, 2021 and Wednesday, January 6, 2021 at 12:01 a.m. to 11:59 p.m.**

Constitution Avenue from Pennsylvania Avenue, NW to 18<sup>th</sup> Street, NW

Pennsylvania Avenue from 3<sup>rd</sup> Street, NW to 18<sup>th</sup> Street, NW

E Street from 9<sup>th</sup> Street, NW to 15<sup>th</sup> Street, NW

F Street from 12<sup>th</sup> Street, NW to 15<sup>th</sup> Street, NW

G Street from 12<sup>th</sup> Street, NW to 15<sup>th</sup> Street, NW



I Street from 9<sup>th</sup> Street, NW to 15<sup>th</sup> Street, NW

I Street from 17<sup>th</sup> Street, NW to 18<sup>th</sup> Street, NW

H Street from 9<sup>th</sup> Street, NW to 15<sup>th</sup> Street, NW

H Street from 17<sup>th</sup> Street, NW to 18<sup>th</sup> Street, NW

K Street from 9<sup>th</sup> Street, NW to 18<sup>th</sup> Street, NW

New York Avenue from 9<sup>th</sup> Street, NW to 15<sup>th</sup> Street, NW

17<sup>th</sup> Street from Constitution Avenue, NW to L Street, NW

(west side of Farragut Square)

15<sup>th</sup> Street from Constitution Avenue, NW to L Street, NW

(east side of McPherson Square)

16<sup>th</sup> Street from K Street, NW to O Street, NW

14<sup>th</sup> Street from Independence Avenue, SW to L Street, NW

13<sup>th</sup> Street from Pennsylvania Avenue, NW to L Street, NW

12<sup>th</sup> Street from Constitution Avenue, NW to E Street, NW

11<sup>th</sup> Street from Pennsylvania Avenue, NW to E Street, NW

10<sup>th</sup> Street from Constitution Avenue, NW to E Street, NW

9<sup>th</sup> Street from Constitution Avenue, NW to Pennsylvania Avenue, NW

7<sup>th</sup> Street from Independence Avenue, SW to F Street, NW

6<sup>th</sup> Street from Constitution Avenue, NW to E Street, NW

4<sup>th</sup> Street from Independence Avenue, SW to Pennsylvania Avenue, NW

3<sup>rd</sup> Street from Independence Avenue, SW to Pennsylvania Avenue, NW

New York Avenue from 18<sup>th</sup> Street, NW to 17<sup>th</sup> Street, NW

C Street from 18<sup>th</sup> Street, NW to 17<sup>th</sup> Street, NW

D Street from 18<sup>th</sup> Street, NW to 17<sup>th</sup> Street, NW

Madison Drive from 3<sup>rd</sup> Street, NW to 15<sup>th</sup> Street, NW

Jefferson Drive from 3<sup>rd</sup> Street, SW to 15<sup>th</sup> Street, SW

### **Street Closures**

**On Tuesday, January 5, 2021 and Wednesday, January 6, 2021, the following streets will be restricted to vehicular traffic from approximately 6:00 a.m. to 11:59 p.m.** The decision to restrict vehicles will be based upon public safety and if safe to do so, vehicles will be allowed to enter the restricted area if they are on essential business or traveling to-and-from their residence.

Constitution Avenue from Pennsylvania Avenue to 18<sup>th</sup> Street, NW

K Street from 9<sup>th</sup> Street, NW to 18<sup>th</sup> Street, NW

I Street from 9<sup>th</sup> Street, NW to 18<sup>th</sup> Street, NW

H Street from 9<sup>th</sup> Street, NW to 18<sup>th</sup> Street, NW

New York Avenue from 9<sup>th</sup> Street, NW to 15<sup>th</sup> Street, NW

New York Avenue from 17<sup>th</sup> Street, NW to 18<sup>th</sup> Street, NW

G Street from 9<sup>th</sup> Street, NW to 15<sup>th</sup> Street, NW

G Street from 12<sup>th</sup> Street, NW to 15<sup>th</sup> Street, NW

G Street from 17<sup>th</sup> Street, NW to 18<sup>th</sup> Street, NW

F Street from 9<sup>th</sup> Street, NW to 15<sup>th</sup> Street, NW

F Street from 12<sup>th</sup> Street, NW to 15<sup>th</sup> Street, NW

F Street from 17<sup>th</sup> Street, NW to 18<sup>th</sup> Street, NW

E Street from 9<sup>th</sup> Street, NW to 15<sup>th</sup> Street, NW

E Street from 17<sup>th</sup> Street, NW to 18<sup>th</sup> Street, NW

D Street from 5<sup>th</sup> Street, NW to 9<sup>th</sup> Street, NW

D Street from 17<sup>th</sup> Street, NW to 18<sup>th</sup> Street, NW

C Street from 3<sup>rd</sup> Street, NW to 6<sup>th</sup> Street, NW

C Street from 17<sup>th</sup> Street, NW to 18<sup>th</sup> Street, NW

Pennsylvania Avenue, NW from 3<sup>rd</sup> Street, NW to 15<sup>th</sup> Street, NW

Pennsylvania Avenue, NW from 17<sup>th</sup> Street, NW to 18<sup>th</sup> Street, NW

Indiana Avenue from 3<sup>rd</sup> Street to 5<sup>th</sup> Street, NW

3<sup>rd</sup> Street from Independence Avenue, SW to D Street, NW

4<sup>th</sup> Street from Independence Avenue, SW to Pennsylvania Avenue, NW

4<sup>th</sup> Street from Indiana Avenue, NW to E Street, NW

5<sup>th</sup> Street from Indiana Avenue, NW to E Street, NW

6<sup>th</sup> Street from Constitution Avenue, NW to F Street, NW

7<sup>th</sup> Street from Independence Avenue, SW to F Street, NW

9<sup>th</sup> Street from Constitution Avenue, NW to F Street, NW

10<sup>th</sup> Street from Constitution Avenue, NW to L Street, NW

11<sup>th</sup> Street from Pennsylvania Avenue, NW to L Street, NW

12<sup>th</sup> Street from Constitution Avenue, NW to L Street, NW

13<sup>th</sup> Street from Pennsylvania Avenue, NW to L Street, NW

14<sup>th</sup> Street from Independence Avenue, SW to L Street, NW

15<sup>th</sup> Street from Independence Avenue, SW to L Street, NW

16<sup>th</sup> Street from H Street, NW to L Street, NW

Vermont Avenue from H Street, NW to L Street, NW

Connecticut Avenue from H Street, NW to L Street, NW

17<sup>th</sup> Street from Independence Avenue, SW to L Street, NW

Madison Drive from 3<sup>rd</sup> Street, NW to 15<sup>th</sup> Street, NW

Jefferson Drive from 3<sup>rd</sup> Street, SW to 15<sup>th</sup> Street, SW

12<sup>th</sup> Street Tunnel

9<sup>th</sup> Street Tunnel

While the Metropolitan Police Department does not anticipate additional street closures on Wednesday, January 6, 2021, there is the potential for **intermittent closures** in the downtown area. Additionally, while the Metropolitan Police Department does not anticipate street closures on Tuesday, January 5, 2021 or Thursday, January 7, 2021, there is the potential for **intermittent closures** in the downtown area. Any decision to close a street will be based upon public safety. For timely traffic information, please visit: [twitter.com/DCPoliceTraffic](https://twitter.com/DCPoliceTraffic),

**The public should expect parking restrictions along the street and should be guided by the posted emergency no parking signage. All vehicles that are parked in violation of the emergency no parking signs will be ticketed and towed.**

*Motorists could encounter possible delays if operating in the vicinity of downtown area and may wish to consider alternative routes. The Metropolitan Police Department and the D.C. Department of Transportation also wishes to remind motorists in the vicinity of this event to proceed with caution as increased pedestrian traffic can be anticipated.*

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**From:** Krainak, Michael (EOM)  
**Sent:** Mon, 4 Jan 2021 22:39:32 +0000  
**To:** Ross, Jed (ORM);Yeung, Sam (ORM)  
**Subject:** Fwd: Bennet Settlement Request  
**Attachments:** image003.png, ATT00001.htm, Vemulapalli Deposition.pdf, ATT00002.htm, Bennett Deposition.pdf, ATT00003.htm, Draft Sharma Affidavit.docx, ATT00004.htm

2-534(e)

Sent from my iPhone

Begin forwarded message:

**From:** "Liebowitz, Kenneth (EOM)" <kenneth.liebowitz@dc.gov>  
**Date:** January 4, 2021 at 3:34:26 PM EST  
**To:** "Krainak, Michael (EOM)" <Michael.Krainak@dc.gov>, "Natale, Vanessa (EOM)" <vanessa.natale@dc.gov>  
**Cc:** "Adams, Eugene (EOM)" <eugene.adams@dc.gov>  
**Subject: RE: Bennet Settlement Request**

2-534(e)

**Kenneth Liebowitz, Esq.**  
Attorney Advisor  
Office of the General Counsel  
Office of the City Administrator  
(202) 716-3185

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).







---

**From:** Krainak, Michael (EOM) <Michael.Krainak@dc.gov>  
**Sent:** Thursday, December 31, 2020 12:46 AM  
**To:** Liebowitz, Kenneth (EOM) <kenneth.liebowitz@dc.gov>  
**Cc:** Natale, Vanessa (EOM) <vanessa.natale@dc.gov>; Adams, Eugene (EOM) <eugene.adams@dc.gov>  
**Subject:** Re: Bennet Settlement Request

2-534(e)

MK

2-534(e)

Sent from my iPhone

On Dec 29, 2020, at 5:07 PM, Liebowitz, Kenneth (EOM) <[kenneth.liebowitz@dc.gov](mailto:kenneth.liebowitz@dc.gov)> wrote:

2-534(e)







2-534(e)

**Kenneth Liebowitz, Esq.**  
Attorney Advisor

Office of the General Counsel  
Office of the City Administrator  
(202) 716-3185

<image001.png>

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Good morning Ken.

2-534(e)



Patricia A. Oxendine

Chief, Civil Litigation Division, Section I

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

































































































































































































































































































































































































































































































































































































































































































































































































**From:** Preston, Robert (EOM)  
**Sent:** Mon, 4 Jan 2021 22:34:47 +0000  
**To:** Arnic, Jennifer (EOM); Clark, Peter (EOM); Dowe, Morgan (EOM); Gatton, Roger (EOM); Healy, Patrick (EOM); Mandel, Angela (EOM); Moon, Beth (EOM); Ross, Jed (ORM); Waters, Jane (EOM); Yeung, Sam (ORM)  
**Subject:** FW: Mayor Bowser Continues Preparation for Upcoming First Amendment Demonstrations

**Robert Preston**

Public Information Officer  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 727-4215  
Cell: (202) 716-5042  
E-mail: [robert.preston@dc.gov](mailto:robert.preston@dc.gov)



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**From:** AlertDC <noreply@everbridge.net>  
**Sent:** Monday, January 4, 2021 1:04 PM  
**To:** Preston, Robert (EOM) <robert.preston@dc.gov>  
**Subject:** Mayor Bowser Continues Preparation for Upcoming First Amendment Demonstrations

This is an important message from the District of Columbia AlertDC system.

Mayor Bowser is continuing preparations for this week's First Amendment activities. She had previously directed the DC Homeland Security and Emergency Management Agency (HSEMA) to stand up the District's Emergency Operations Center (EOC) beginning Monday, January 4, to coordinate the response for the upcoming First Amendment demonstrations, permitted by the National Park Service, scheduled for January 5 and January 6. The EOC serves as the coordination hub between District agencies and regional and federal partners. On Tuesday, the Metropolitan Police Department (MPD) begins its full activation with all staff reporting for



response on Tuesday and Wednesday.

Mayor Bowser instructed District agencies to create a comprehensive public safety response to ensure residents' safety. Additionally, HSEMA and MPD are conducting event overviews for the Council of the District of Columbia, faith leaders, and the downtown business community. Residents are encouraged to report suspicious activity by making a report through [iwatchdc.org](http://iwatchdc.org) or by calling 911 for immediate threats or emergencies.

***“MPD and HSEMA are coordinating among District agencies and with federal authorities to ensure our residents and businesses remain safe,”*** said Mayor Muriel Bowser. ***“I am asking Washingtonians and those who live in the region to stay out of the downtown area on Tuesday and Wednesday and not to engage with demonstrators who come to our city seeking confrontation, and we will do what we must to ensure all who attend remain peaceful.”***

Members of the public and anyone attending the events are reminded that District law prohibits anyone from carrying a firearm within 1,000 feet of any First Amendment activity. Under federal law, it is illegal to possess firearms on the U.S. Capitol grounds and on National Park Service areas, such as Freedom Plaza, the Ellipse, and the National Mall. Additionally, members of the public are reminded that the District of Columbia does not have reciprocity with other states' concealed pistol licenses; unless a person has been issued a concealed pistol license by the District of Columbia, they cannot conceal carry a firearm in the city. Finally, it is illegal to open carry firearms in the District.

Residents and commuters are encouraged to register for important alerts from the District by signing up for AlertDC at [alertdc.dc.gov](http://alertdc.dc.gov).

A comprehensive list of traffic adjustments and street closures in effect Tuesday, January 5, and Wednesday, January 6 can be found at <https://mpdc.dc.gov/release/traffic-advisory-first-amendment-activity-Jan5>.

While the Metropolitan Police Department does not anticipate additional street closures on Tuesday, January 5, 2021 and Wednesday, January 6, 2021, there is the potential for intermittent closures in the downtown area. Additionally, while the Metropolitan Police Department does not anticipate street closures on Thursday, January 7, 2021, there is the potential for intermittent closures in the downtown area. Any decision to close a street will be based upon public safety. For timely traffic information, visit: [twitter.com/DCPoliceTraffic](https://twitter.com/DCPoliceTraffic)

The public should expect parking restrictions along the street and should be guided by the posted emergency no parking signage. All vehicles that are parked in violation of the emergency no parking signs will be ticketed and towed.

*Motorists could encounter possible delays if operating in the vicinity of downtown area and may wish to consider alternative routes. The Metropolitan Police Department and the District Department of Transportation also wishes to remind motorists in the vicinity of this event to proceed with caution as increased pedestrian traffic can be anticipated.*

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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** PlanSec, EOC (HSEMA)  
**Sent:** Mon, 4 Jan 2021 20:42:57 +0000  
**To:** DC HSEMA;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Ashley, Patrick (DOH);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brown, Justin (DHS);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Carter, Michael (DPW);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Contee, Robert (MPD);Crawford, Elijah (HSEMA);Crispino, Anthony (DPW);David Gadis;David, Gregory (HSEMA);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Diaz, Francisco (OCME);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Handerhan, Larry J. (DHS);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Kershbaum, Sharon (DHS);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Osborn, Clint (HSEMA);Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Rodriguez, Chris (HSEMA);Ross, Ely (DPR);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Ruesch, Emily (HSEMA);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Swintz, Monica (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventris (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);Young, Shana (OSSE);Bush, Kevin (EOM);Gill, Adriane (HSEMA);Goldsmith, Frederick W. (HSEMA);Harley, Stephanie (HSEMA);Harris, Robert S. (HSEMA);Lucas, Donte (HSEMA);Mein, John (EOM);Mena, Rebekah (HSEMA);NCR Watch Desk;Scott, Renaud (HSEMA);Shackelford, Jerica (HSEMA);Sneed, Robert (HSEMA);Tepper, Alexandria (HSEMA);White, Christopher (HSEMA);HSEMA Operations (HSEMA)  
**Subject:** RE: Webex meeting changed: CMT Call January 5th-6th Demonstrations  
**Attachments:** First Amendment Events 2021-1-6 Event Overview.pdf

Good afternoon,

Please see the attached Event Overview for this week's demonstrations.

Thank you,

Emily



**EMILY RUESCH**

**PLANNING SECTION CHIEF**

DISTRICT EMERGENCY OPERATIONS CENTER

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Mobile: 202-302-0082

[2-534\(a\)\(10\)](mailto:2-534(a)(10)@hsema.dc.gov)

[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

**From:** DC HSEMA [2-534\(a\)\(10\)](mailto:2-534(a)(10)@hsema.dc.gov)

**Sent:** Sunday, January 3, 2021 3:54 PM

**To:** DC HSEMA; /o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;

/o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;

/o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;

Legacy\_Forwarding: Mourtos, Aiyana (DCPS); Anderson, Arrelle (OUC); Anderson, Keith (DGS); Ashley,

Patrick (DOH); Babers, Lucinda (EOM); Baker, Craig (FEMS); Bazron, Barbara (DBH); Benab, Jasmin

(EOM); Bowden, Tomeika (DCPCSB); Bowen, Whitney (HSEMA); Breems, Joseph (EOM); Brown, Justin

(DHS); Brumley, Gretchen (OSSE); Carroll, Jeffery W. (MPD); Carter, Michael (DPW); Chapple, Nicole

(DOES); Chrappah, Ernest (DCRA); Christian, Julia (DOEE); COL Jonathan Ebbert - DCNG

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james\_murphy@nps.gov; Jones, Phyllis (DBH); Holmes, Karima (OUC); Kavalari, Teddy (OUC);

Kershbaum, Sharon (DHS); Donahue, Kevin (EOM); Kihn, Paul (EOM); Kwan-hui, Shirley (DCRA); Nesbitt,

LaQuandra S. (DOH); Zeilinger, Laura (DHS); Lawson, Julie (EOM); Lott, Everett (DDOT); Manassa, Marvin

(OCP); Marootian, Jeffrey M. (DDOT); Mauro, Amy (FEMS); McClure, Helen (EOM); Melder, Jay (EOM);

Rupert, Michael (EOM); Mims, Keisha (EOM); Mitchell, Roger (OCME); Murphy, Christina (EOM); Neider,

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**Subject:** Webex meeting changed: CMT Call January 5th-6th Demonstrations

**When:** Monday, January 4, 2021 5:00 PM-6:00 PM America/New\_York.

**Where:** <https://dcnet.webex.com/dcnet/j.php?MTID=m90fc31b12bd235ae0048778ebf85c0c8>

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**From:** PlanSec, EOC (HSEMA)  
**Sent:** Mon, 4 Jan 2021 20:42:57 +0000  
**To:** DC HSEMA;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Ashley, Patrick (DOH);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brown, Justin (DHS);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Carter, Michael (DPW);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Contee, Robert (MPD);Crawford, Elijah (HSEMA);Crispino, Anthony (DPW);David Gadis;David, Gregory (HSEMA);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Diaz, Francisco (OCME);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Handerhan, Larry J. (DHS);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Holmes, Karima (OUC);Kavalieri, Teddy (OUC);Kershbaum, Sharon (DHS);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Osborn, Clint (HSEMA);Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Rodriguez, Chris (HSEMA);Ross, Ely (DPR);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Ruesch, Emily (HSEMA);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Swintz, Monica (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventris (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);Young, Shana (OSSE);Bush, Kevin (EOM);Gill, Adriane (HSEMA);Goldsmith, Frederick W. (HSEMA);Harley, Stephanie (HSEMA);Harris, Robert S. (HSEMA);Lucas, Donte (HSEMA);Mein, John (EOM);Mena, Rebekah (HSEMA);NCR Watch Desk;Scott, Renaud (HSEMA);Shackelford, Jerica (HSEMA);Sneed, Robert (HSEMA);Tepper, Alexandria (HSEMA);White, Christopher (HSEMA);HSEMA Operations (HSEMA);Mourtos, Aiyana (DCPS)  
**Subject:** RE: Webex meeting changed: CMT Call January 5th-6th Demonstrations  
**Attachments:** First Amendment Events 2021-1-6 Event Overview.pdf

Good afternoon,

Please see the attached Event Overview for this week's demonstrations.

Thank you,



Emily



**EMILY RUESCH**

**PLANNING SECTION CHIEF**

DISTRICT EMERGENCY OPERATIONS CENTER

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Mobile: 202-302-0082

[2-534\(a\)\(10\)](mailto:2-534(a)(10)@hsema.dc.gov)

[hsema.dc.gov](http://hsema.dc.gov)

-----Original Appointment-----

**From:** DC HSEMA [2-534\(a\)\(10\)](mailto:2-534(a)(10)@hsema.dc.gov)

**Sent:** Sunday, January 3, 2021 3:54 PM

**To:** DC HSEMA; /o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;

/o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;

/o=ExchangeLabs/ou=Exchange Administrative Group

(FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;

Legacy\_Forwarding: Mourtos, Aiyana (DCPS); Anderson, Arrelle (OUC); Anderson, Keith (DGS); Ashley,

Patrick (DOH); Babers, Lucinda (EOM); Baker, Craig (FEMS); Bazron, Barbara (DBH); Benab, Jasmin

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**Where:** <https://dcnet.webex.com/dcnet/j.php?MTID=m90fc31b12bd235ae0048778ebf85c0c8>

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**From:** The Well News  
**Sent:** Mon, 4 Jan 2021 15:05:44 -0500  
**To:** jed.ross@dc.gov  
**Subject:** SAVED BY THE WELL | Senators Collins and Hassan Protect Funding for Nearly 200 Rural, Low-Income School Districts

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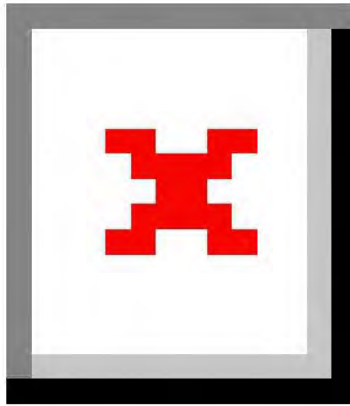


## Saved by The Well

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Monday, January 4, 2021

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**Senators Collins and Hassan Protect Funding for Nearly 200 Rural,  
Low Income School Districts**



Last week, U.S. Sens. Susan Collins, R-Maine, and Maggie Hassan, D-N.H., announced they successfully reversed a Department of Education decision that jeopardized funding for nearly 200 rural, low-income school districts.

A provision they negotiated was included in the year-end government funding bill and signed into law. The provision prevents a funding cliff for the Rural Education Achievement Program, the only dedicated federal funding stream to support rural schools.

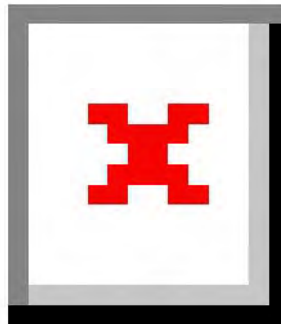
“The Department of Education’s abrupt change in eligibility for REAP funding would have forced many rural schools in Maine and throughout the country to forgo essential activities and services,” said Collins. “REAP helps deliver an equitable and enriching education to thousands of students living in rural America. This bipartisan provision I pushed for will ensure that students in rural communities continue to have access to these critical programs.”

REAP was created in 2002 by Sen. Collins and former Sen. Kent Conrad to help rural schools overcome the increased expenses caused by geographic isolation. It



consists of two programs – the Rural and Low-Income School program and the Small, Rural School Achievement program.

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Many states have qualified for RLIS because the Department of Education has allowed school districts to measure poverty by the percentage of students receiving free lunch.

Earlier this year, however, the Department abruptly announced that it would no longer accept the poverty measurements it had received from participating states in years past, threatening the eligibility and funding for schools without any notification to Congress.

This change would have excluded nearly 200 school districts from the RLIS program, creating a funding cliff for rural schools already balancing tight budgets.

In Maine alone, more than 100 of the 149 schools were eligible for RLIS program funding last year. Without this provision, they could have lost a total of \$1.2 million in RLIS funding due to the Department of Education's decision.

In New Hampshire, 43 school districts received funding this year. Without this provision, more than 30 districts would have lost funding – a nearly \$600,000 funding loss statewide.

“Rural schools in New Hampshire rely on this critical funding coming every year so that they can serve their students, and the bipartisan provision that Sen. Collins and I worked on will help ensure that these resources aren't pulled out from under them,” said Hassan. “This funding is particularly important now amid the COVID-19 pandemic that has presented unprecedented challenges to remote and in-person learning.”

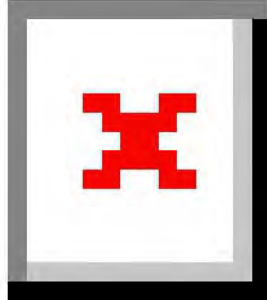
Collins [first raised this problem](#) with Education Secretary DeVos in February. Additionally, Collins and members of the Maine Delegation [sent a follow-up letter](#) to DeVos urging her to restore this vital funding.

In March, Collins and Hassan [led a letter](#) to DeVos that was signed by 19 of their colleagues, expressing their strong opposition to this abrupt decision. Following that effort, the Department announced it would delay the change and prevent these cuts from taking effect this year.

Earlier this month, Collins and Hassan [led a bipartisan letter](#) urging the Appropriations Committee to support their request to protect state and school district participation in REAP in the government funding bill.

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- [Congress Opens New Session as Virus, Biden's Win Dominate](#)  
By Lisa Mascaro
- [Pelosi Narrowly Reelected Speaker, Faces Difficult Two Years](#)  
By Alan Fram

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[2-534\(a\)\(10\)](#)

**Sent:** Mon, 4 Jan 2021 19:58:50 +0000

**To:** /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Ashley, Patrick (DOH);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brown, Justin (DHS);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Carter, Michael (DPW);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Contee, Robert (MPD);Crawford, Elijah (HSEMA);Crispino, Anthony (DPW);David Gadis;David, Gregory (HSEMA);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Diaz, Francisco (OCME);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Handerhan, Larry J. (DHS);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Holmes, Karima (OUC);Kavalari, Teddy (OUC);Kershbaum, Sharon (DHS);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Osborn, Clint (HSEMA);Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);PlanSec, EOC (HSEMA);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Rodriguez, Chris (HSEMA);Ross, Ely (DPR);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Ruesch, Emily (HSEMA);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Swintz, Monica (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventris (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);Young, Shana (OSSE);Bush, Kevin (EOM);Gill, Adriane (HSEMA);Goldsmith, Frederick W. (HSEMA);Harley, Stephanie (HSEMA);Harris, Robert S. (HSEMA);Lucas, Donte (HSEMA);Mein, John (EOM);Mena, Rebekah (HSEMA);NCR Watch Desk;Scott, Renaud (HSEMA);Shackelford, Jerica (HSEMA);Sneed, Robert (HSEMA);Tepper, Alexandria (HSEMA);White, Christopher (HSEMA)

**Subject:** Webex meeting changed: CMT Call January 5th-6th Demonstrations

**Attachments:** Webex\_Meeting.ics

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**From:** HSEMA Operations (HSEMA) on behalf of "DC HSEMA"  
[2-534\(a\)\(10\)](#)

**Sent:** Mon, 4 Jan 2021 19:58:50 +0000

**To:** /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Ashley, Patrick (DOH);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brown, Justin (DHS);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Carter, Michael (DPW);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Contee, Robert (MPD);Crawford, Elijah (HSEMA);Crispino, Anthony (DPW);David Gadis;David, Gregory (HSEMA);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Diaz, Francisco (OCME);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Handerhan, Larry J. (DHS);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Kershbaum, Sharon (DHS);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Osborn, Clint (HSEMA);Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);PlanSec, EOC (HSEMA);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Rodriguez, Chris (HSEMA);Ross, Ely (DPR);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Ruesch, Emily (HSEMA);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Swintz, Monica (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventris (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);Young, Shana (OSSE);Bush, Kevin (EOM);Gill, Adriane (HSEMA);Goldsmith, Frederick W. (HSEMA);Harley, Stephanie (HSEMA);Harris, Robert S. (HSEMA);Lucas, Donte (HSEMA);Mein, John (EOM);Mena, Rebekah (HSEMA);NCR Watch Desk;Scott, Renaud (HSEMA);Shackelford, Jerica (HSEMA);Sneed, Robert (HSEMA);Tepper, Alexandria (HSEMA);White, Christopher (HSEMA)

**Subject:** Webex meeting changed: CMT Call January 5th-6th Demonstrations

**Attachments:** Webex\_Meeting.ics

**DC HSEMA changed the Webex meeting information.**

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Monday, January 4, 2021

5:00 pm | (UTC-05:00) Eastern Time (US & Canada) | 1 hr

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**Attachments:** Webex\_Meeting.ics

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Monday, January 4, 2021

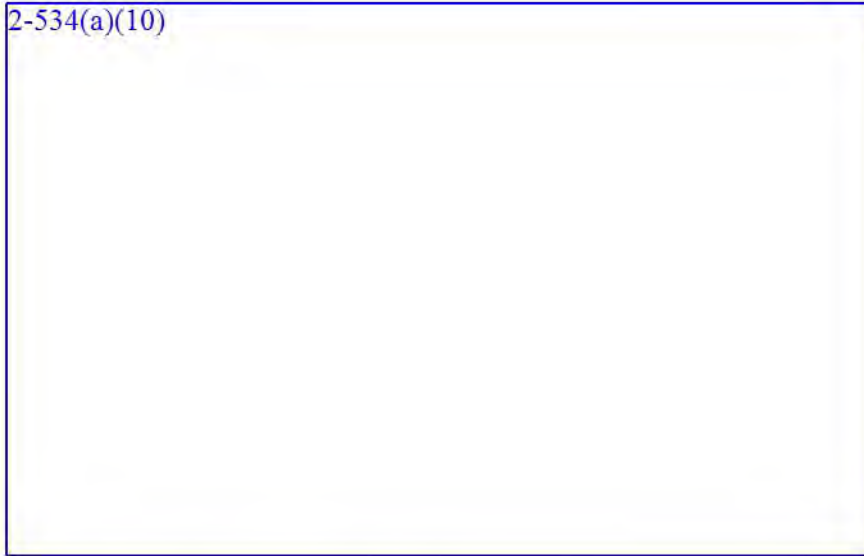
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**From:** Waters, Jane (EOM)  
**Sent:** Mon, 4 Jan 2021 19:56:21 +0000  
**To:** Ross, Jed (ORM); Mitchell, Tanya (HSEMA)  
**Cc:** Preston, Robert (EOM); Gatton, Roger (EOM); Moon, Beth (EOM); Healy, Patrick (EOM)  
**Subject:** FW: Security Notification - Protests in the US  
**Attachments:** SN\_Washington DC\_Protests\_010421.pdf  
**Importance:** High

All – FYI,

Regards,

Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** William Kable <wkable@rcmd.com>  
**Sent:** Monday, January 04, 2021 2:07 PM  
**To:** Waters, Jane (EOM) <jane.waters@dc.gov>  
**Cc:** Matt Kahn <mkahn@rcmd.com>  
**Subject:** Security Notification - Protests in the US  
**Importance:** High

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I get these from AIG – typically they involve International geographies but thought you'd have interest on this ..

William H. Kable, Jr.

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**From:** aigtsoc <[aigtsoc@aig.com](mailto:aigtsoc@aig.com)>  
**Sent:** Monday, January 4, 2021 1:39 PM  
**To:** aigtsoc <[aigtsoc@aig.com](mailto:aigtsoc@aig.com)>  
**Subject:** Security Notification - Protests in the US

Good day,

Attached please find a Security Notification regarding protests planned in the capital Washington, DC, on 6 January. If you have any questions or concerns, please do not hesitate to contact us at [aigtsoc@aig.com](mailto:aigtsoc@aig.com).

Kindest regards,

**Christina Green**  
Intelligence Editor  
AIG Travel | General Insurance  
American International Group, Inc. (AIG)

America Tower, 2929 Allen Parkway, 14<sup>th</sup> floor, Houston, Texas 77019  
US Toll Free (+1) 888 826 8949 | International Collect (+1) 817 826 7132  
[aigtsoc@aig.com](mailto:aigtsoc@aig.com) | [www.aig.com/travel](http://www.aig.com/travel) | [www.travelguard.com](http://www.travelguard.com)

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# Security Notification

## PROTESTS IN WASHINGTON, DC

- On 6 January 2021 various demonstrations related to the November 2020 presidential election will occur in downtown Washington, DC.
- Due to heightened political tensions, clashes are an increased risk between rival protest groups and with police.
- Extensive road closures and heightened security measures will be implemented downtown from 5-6 January and will likely prompt widespread travel and business disruptions.



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## Analysis

On 6 January 2021 multiple large demonstrations will occur in the capital Washington, DC, to coincide with Congress' certification of the November 2020 presidential election results. The largest protests will occur in Freedom Plaza and at the National Mall – although numerous smaller, informal demonstrations by right-wing and left-wing groups are likely at major landmarks across central Washington, DC. Recent demonstrations in the city related to the presidential election have escalated into clashes between rival protest groups and with police. During demonstrations in early December 2020 multiple people were stabbed and several buildings vandalized during clashes between rival protesters. Local authorities have announced heightened security measures throughout the city, and an elevated presence of police is likely throughout the area in the near term. Although recent clashes have primarily occurred between rival groups, some demonstrators may engage in clashes with local law enforcement. Police may disperse unauthorized crowds with tear gas, rubber bullets or stun grenades, posing a risk of collateral harm to bystanders.



The Metropolitan Police Department will implement extensive road closures downtown beginning on 5 January. Widespread disruptions are expected to vehicle and pedestrian traffic as well as public transportation services. Most major and secondary roadways in the vicinity of the White House, National Mall, US Capitol building and the US Supreme Court will be closed to all traffic from 06:00 – 23:59 local time (11:00 – 04:59 GMT) on 5 and 6 January. In addition, many downtown businesses may close for the duration of the protests due to heightened security measures and the potential for clashes and violent unrest.

## Recommendations

- For operational support, including secure transportation, meet-and-greet services and close protection, please contact AIG Travel at [aigtsoc@aig.com](mailto:aigtsoc@aig.com).
- Individuals should avoid all demonstrations and large gatherings in Washington, DC, due to the risk of clashes between rival protest groups and police.
- Travelers should comply with all directives from police and local authorities.
- Individuals should anticipate widespread travel disruptions and allow extra time to complete their journey.
- Individuals should closely monitor local media reports for updates.

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2929 Allen Parkway, Floor 14, Houston, TX 77019, US

**From:** AlertDC  
**Sent:** Mon, 4 Jan 2021 18:04:41 +0000  
**To:** jed.ross@dc.gov  
**Subject:** Mayor Bowser Continues Preparation for Upcoming First Amendment Demonstrations

This is an important message from the District of Columbia AlertDC system.

Mayor Bowser is continuing preparations for this week's First Amendment activities. She had previously directed the DC Homeland Security and Emergency Management Agency (HSEMA) to stand up the District's Emergency Operations Center (EOC) beginning Monday, January 4, to coordinate the response for the upcoming First Amendment demonstrations, permitted by the National Park Service, scheduled for January 5 and January 6. The EOC serves as the coordination hub between District agencies and regional and federal partners. On Tuesday, the Metropolitan Police Department (MPD) begins its full activation with all staff reporting for response on Tuesday and Wednesday.

Mayor Bowser instructed District agencies to create a comprehensive public safety response to ensure residents' safety. Additionally, HSEMA and MPD are conducting event overviews for the Council of the District of Columbia, faith leaders, and the downtown business community. Residents are encouraged to report suspicious activity by making a report through [iwatchdc.org](http://iwatchdc.org) or by calling 911 for immediate threats or emergencies.

***“MPD and HSEMA are coordinating among District agencies and with federal authorities to ensure our residents and businesses remain safe,”*** said Mayor Muriel Bowser. ***“I am asking Washingtonians and those who live in the region to stay out of the downtown area on Tuesday and Wednesday and not to engage with demonstrators who come to our city seeking confrontation, and we will do what we must to ensure all who attend remain peaceful.”***

Members of the public and anyone attending the events are reminded that District law prohibits anyone from carrying a firearm within 1,000 feet of any First Amendment activity. Under federal law, it is illegal to possess firearms on the U.S. Capitol grounds and on National Park Service areas, such as Freedom Plaza, the Ellipse, and the National Mall. Additionally, members of the public are reminded that the District of Columbia does not have reciprocity with other states'

concealed pistol licenses; unless a person has been issued a concealed pistol license by the District of Columbia, they cannot conceal carry a firearm in the city. Finally, it is illegal to open carry firearms in the District.

Residents and commuters are encouraged to register for important alerts from the District by signing up for AlertDC at [alertdc.dc.gov](http://alertdc.dc.gov).

A comprehensive list of traffic adjustments and street closures in effect Tuesday, January 5, and Wednesday, January 6 can be found at <https://mpdc.dc.gov/release/traffic-advisory-first-amendment-activity-Jan5>.

While the Metropolitan Police Department does not anticipate additional street closures on Tuesday, January 5, 2021 and Wednesday, January 6, 2021, there is the potential for intermittent closures in the downtown area. Additionally, while the Metropolitan Police Department does not anticipate street closures on Thursday, January 7, 2021, there is the potential for intermittent closures in the downtown area. Any decision to close a street will be based upon public safety. For timely traffic information, visit: [twitter.com/DCPoliceTraffic](https://twitter.com/DCPoliceTraffic)

The public should expect parking restrictions along the street and should be guided by the posted emergency no parking signage. All vehicles that are parked in violation of the emergency no parking signs will be ticketed and towed.

*Motorists could encounter possible delays if operating in the vicinity of downtown area and may wish to consider alternative routes. The Metropolitan Police Department and the District Department of Transportation also wishes to remind motorists in the vicinity of this event to proceed with caution as increased pedestrian traffic can be anticipated.*

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This is an important message from the District of Columbia AlertDC system.

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Residents and commuters are encouraged to register for important alerts from the District by signing up for AlertDC at [alertdc.dc.gov](http://alertdc.dc.gov) <<https://hsema.dc.gov/page/alertdc>> .

A comprehensive list of traffic adjustments and street closures in effect Tuesday, January 5, and Wednesday, January 6 can be found at <https://mpdc.dc.gov/release/traffic-advisory-first-amendment-activity-Jan5> <<https://mpdc.dc.gov/release/traffic-advisory-first-amendment-activity-Jan5>> .



While the Metropolitan Police Department does not anticipate additional street closures on Tuesday, January 5, 2021 and Wednesday, January 6, 2021, there is the potential for intermittent closures in the downtown area. Additionally, while the Metropolitan Police Department does not anticipate street closures on Thursday, January 7, 2021, there is the potential for intermittent closures in the downtown area. Any decision to close a street will be based upon public safety. For timely traffic information, visit: [twitter.com/DCPoliceTraffic](https://twitter.com/DCPoliceTraffic)  
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The public should expect parking restrictions along the street and should be guided by the posted emergency no parking signage. All vehicles that are parked in violation of the emergency no parking signs will be ticketed and towed.

Motorists could encounter possible delays if operating in the vicinity of downtown area and may wish to consider alternative routes. The Metropolitan Police Department and the District Department of Transportation also wishes to remind motorists in the vicinity of this event to proceed with caution as increased pedestrian traffic can be anticipated.

Click Here <<https://member.everbridge.net/index/1332612387832012#/login>> to update your profile.

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To stop receiving future email notifications from this organization unsubscribe here  
<[https://notifications.everbridge.net/unsubscription/email/0w7GGjxnZ3UU4-MLFxnu-p9fasug0Ckw-eYd-Pwws8KQXigSGIPVfvET5ukm6Z1JiDmK\\_7gCnYkTZltGn4VNp2s9klEZTeivGhh\\_LvONGckGidWdc9U3C043K0zQZWRPDoe0FbrQCKmTTdUEUYIFcAtSmXI9Q7ojUQV4HNOGip-pgrmjwfY4V9l4tj6P3umN\\_1z8B2RoiEgBEjtG0XMXkUoADOBuMjoQ36TiccEu\\_5azUfTxBVj68xxhUAR2XKK8A5q24\\_HxY4YO2rr5\\_YQcegfoBeqEJAnEd4ZeW2KtjpK7fQLkxm2HI\\_yaYeyVIR30E4MYmVI-2JX-fl-0ZZU1KGkQmqh1nHPi8NMJ\\_miYV\\_JnQoHxcThcMAAtSmXI9Q7o5Nx4Ma4BW3\\_K6wywewzRrFyBWWLMqyLsHy9QBq9xdsXc6fDXEoBpBNFnnYlbb0rczdls97hpWN1mWOoLvr21VA==?language=en-US](https://notifications.everbridge.net/unsubscription/email/0w7GGjxnZ3UU4-MLFxnu-p9fasug0Ckw-eYd-Pwws8KQXigSGIPVfvET5ukm6Z1JiDmK_7gCnYkTZltGn4VNp2s9klEZTeivGhh_LvONGckGidWdc9U3C043K0zQZWRPDoe0FbrQCKmTTdUEUYIFcAtSmXI9Q7ojUQV4HNOGip-pgrmjwfY4V9l4tj6P3umN_1z8B2RoiEgBEjtG0XMXkUoADOBuMjoQ36TiccEu_5azUfTxBVj68xxhUAR2XKK8A5q24_HxY4YO2rr5_YQcegfoBeqEJAnEd4ZeW2KtjpK7fQLkxm2HI_yaYeyVIR30E4MYmVI-2JX-fl-0ZZU1KGkQmqh1nHPi8NMJ_miYV_JnQoHxcThcMAAtSmXI9Q7o5Nx4Ma4BW3_K6wywewzRrFyBWWLMqyLsHy9QBq9xdsXc6fDXEoBpBNFnnYlbb0rczdls97hpWN1mWOoLvr21VA==?language=en-US)> .

---

**From:** AlertDC  
**Sent:** Mon, 4 Jan 2021 18:04:41 +0000  
**To:** [jed.ross@dc.gov](mailto:jed.ross@dc.gov)

**Subject:** Mayor Bowser Continues Preparation for Upcoming First Amendment Demonstrations

This is an important message from the District of Columbia AlertDC system.

Mayor Bowser is continuing preparations for this week's First Amendment activities. She had previously directed the DC Homeland Security and Emergency Management Agency (HSEMA) to stand up the District's Emergency Operations Center (EOC) beginning Monday, January 4, to coordinate the response for the upcoming First Amendment demonstrations, permitted by the National Park Service, scheduled for January 5 and January 6. The EOC serves as the coordination hub between District agencies and regional and federal partners. On Tuesday, the Metropolitan Police Department (MPD) begins its full activation with all staff reporting for response on Tuesday and Wednesday.

Mayor Bowser instructed District agencies to create a comprehensive public safety response to ensure residents' safety. Additionally, HSEMA and MPD are conducting event overviews for the Council of the District of Columbia, faith leaders, and the downtown business community. Residents are encouraged to report suspicious activity by making a report through [iwatchdc.org](http://iwatchdc.org) or by calling 911 for immediate threats or emergencies.

***“MPD and HSEMA are coordinating among District agencies and with federal authorities to ensure our residents and businesses remain safe,”*** said Mayor Muriel Bowser. ***“I am asking Washingtonians and those who live in the region to stay out of the downtown area on Tuesday and Wednesday and not to engage with demonstrators who come to our city seeking confrontation, and we will do what we must to ensure all who attend remain peaceful.”***

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[Click Here](#) to update your profile.

---

To stop receiving future email notifications from this organization [unsubscribe here](#).



**From:** Swintz, Monica (EOM)  
**Sent:** Mon, 4 Jan 2021 17:26:42 +0000  
**To:** Currie, M. Colleen (OAH);Anderson, Keith (DGS);Barfield, Sheila (OEA);Cholewa, Agnes (DCHR);Daniels, Brandon (DGS);Ford, Rochelle (BEGA);Fuller, Yohance (DGS);Gibson, Ventris (DCHR);Hapeman, Nancy (OCP);Harley, Angela (OAH);Harrison, Carol (OCTO);Holt, Kasmin (DGS);Jacobs, Angell (OCFO);Loud, Marc D. Sr (CAB);Lozada, Andrea (EOM);Martin, Clarene P. (PERB);Maxwell, Lindsey (EOM);McCollough, Mathew (EOM);Alice Miller;Mitchell, Christina (EOM);Morgan-Johnson, Sheila (DCRB);Parker, Lindsey (OCTO);Ross, Jed (ORM);Schutter, George (OCP);Alice Miller;Scott, Marc (OCP);Valentine, Vernon (DCRB);Yeung, Sam (ORM);sadams@dcboe.org;Fuller, Traci (OCFO);Elam, Gertie (PERB);Monica Evans;Samba, Mamadou (EOM)  
**Cc:** Coleman, Marcus (EOM)  
**Subject:** Gov Ops Survey Due by 4pm

Good Afternoon Leadership,

Two survey's this week, today and Wednesday. Please be sure to fill out.

<https://docs.google.com/forms/d/e/1FAIpQLSd8Qag1WZl5FgZQyVYJoPrLCgwinEVavKaQFuZCAIDfCI8AYw/viewform>

**\*REMINDER: It's really helpful for as many agencies as possible to fill out the survey because we are gathering numbers on employees who have tested positive, in quarantine, and have returned to work for all agencies. Even if the agency has no new substantive updates, they should still complete the survey.**

As always, if you need something or I can help in any way please feel free to reach out.

Sincerely,  
Monica

---

**Monica Swintz CPM**

Senior Operations Analyst

Internal Services Cluster

Direct: (202) 727-3380

Cell: (202)-459-8338

E-mail: [monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)



*The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retrensmission, dissemination or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and delete the material from any computer.*

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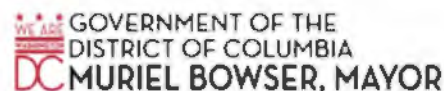
Senior Operations Analyst

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**From:** Osborn, Clint (HSEMA)  
**Sent:** Mon, 4 Jan 2021 17:14:56 +0000  
**To:** EOC Manager (HSEMA);PlanSec, EOC (HSEMA);LogSec, EOC (HSEMA);OpsSec, EOC (HSEMA);PIO, EOC (HSEMA)  
**Cc:** Newland, Laura (DACL);Goodhue, Shannon (DBH);Bazron, Barbara (DBH);Nesbitt, LaQuandra S. (DOH);Ashley, Patrick (DOH);Gibson, Ventris (DCHR);jonathan.s.ebbert.mil@mail.mil;David, Gregory (HSEMA);Ferebee, Lewis (DCPS);carlton.gerald;Chrappah, Ernest (DCRA);Slade, Keith (DCRA);Marootian, Jeffrey M. (DDOT);Neider, Thomas (DDOT);JonesBest, Natalie (DDOT);McCollough, Mathew (EOM);Smith, Jenifer (DFS);Williamson, Melanie (DHCF);Zeilinger, Laura (DHS);Kershbaum, Sharon (DHS);Handerhan, Larry J. (DHS);Brown, Justin (DHS);Kihn, Paul (EOM);Wells, Tommy (DOEE);Fisherow, Carlie (EOM);Turnage, Wayne (DHCF);Katz, Lia (EOM);Smith, Rayna (EOM);Smith, Jessica (EOM);Melder, Jay (EOM);Breems, Joseph (EOM);Babers, Lucinda (EOM);Dampier, Ronnie (EOM);Falcicchio, John (EOM);Carney, Sharon (EOM);Williams, Malik (EOM);Donahue, Kevin (EOM);Gil, Helder (EOM);Deichmeister, Jayne (DOEE);Morris-Hughes, Unique (DOES);Chapple, Nicole (DOES);Geldart, Chris (DPW);Spriggs, Timothy (DPW);Talamante, Tomás (EOM);Foster, LaToya (EOM);Peckumn, Nicole (HSEMA);Mena, Rebekah (HSEMA);Dean, Gregory (FEMS);Baker, Craig (FEMS);Sollers, John Jr. (FEMS);Donnelly, John (FEMS);Rodriguez, Chris (HSEMA);Speranza, Carrie (HSEMA);Newsham, Peter (MPD);Carroll, Jeffery W. (MPD);DeWitt, Jeffrey (OCFO);Mitchell, Roger (OCME);Diaz, Francisco (OCME);Parker, Lindsey (OCTO);z-Thiele, Christina (OCTO);Schutter, George (OCP);Manassa, Marvin (OCP);Ross, Jed (ORM);Anderson, Arrelle (OUC);Healy, Patrick (EOM);Holmes, Karima (OUC);Scales, Ayris (EOM);Stevens, Anthony V. (EOM);Reed, Jennifer (EOM);Anderson, Arrelle (OUC)  
**Subject:** COVID-19: Weekly Situation Report 4Jan2021  
**Attachments:** COVID-19 Situation Report\_010421.pdf

COVID-19 Directors,

Attached is the COVID-19 Situation Report for this week. We will produce and distribute the Situation Report each Monday, with adjustments to the frequency and content based upon operations.

As always, please reach out to [2-534\(a\)\(10\)](tel:2-534(a)(10)) if you have any questions.

Regards,

Clint



**Clint Osborn**

**CHIEF OF OPERATIONS**

Operations Division

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Primary: 202-417-1478

Alternate: 202-577-9414

[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)

[hsema.dc.gov](http://hsema.dc.gov)

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**From:** OCP PASS ADMIN  
**Sent:** Mon, 4 Jan 2021 12:00:28 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

 **CW4545** - **Risk Assessment and Impact Analysis**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4320** - **Drupal Platform Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4308** - **DCSS Application for Engineering and Logistics-NORTH ARROW INC.**  
5


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**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4223** - **CW35004- Midtown Personnel Inc. - Do not use Closed**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents No changes necessary. select button to clear.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4247** - **Quality Plan Administrators FY 16**  
6

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4311** - **Alabama Clinical Schools-Residential Treatment Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4556 - McAfee Professional Services (On-Site Support)**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4160 - DCSS - Furniture and Furniture Management Services - American Business Supplies, LLC**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4420 - FY16-T00-Splunk Dashboard**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4276 - Water Quality Monitoring at Two (2) District Engine Houses**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4426 - FY16\_GD0\_PostSec\_LiteracyPro**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** COI ATTACHED TO CW. THEY MEET ALL REQUIREMENTS OF THE CONTRACT.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4665 - District of Columbia Science Assessment Scoring**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4712 - DCPS DCSS CRS - Temp Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)




 CW4562 - DataMetrix RAC Contract Workspace (Procurement)  
7

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 CW4805 - NextGen Enterprise Archiving  
5

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**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)


 CW4721 - Network Access Control Implementation  
3

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**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 CW4856 - Internet Service Provider  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

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
 CW4919 - Redesign for Long-Term Care Administration  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

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 CW4774 - Life and Disability Insurance  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

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 CW4764 - FY17\_GD0\_ODR Impartial Hearing Officer\_Vaden  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

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
[Click here to view the project](#)

 CW4638 - OCTO Temporary Resources - ANC  
0

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents

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 **CW4859** - Provider Certification Review DDS DDA Liberty Healthcare  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4902** - DCAS Knowledge Transfer  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents  
7/1/16 - 7/1/17

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 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Blount  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Ruff  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4611** - DOT Trip Ticket Scanning Services  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents:  
Documents Systems Inc.

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 **CW4768** - FY17\_GD0\_ODR Impartial Hearing Officer\_Seat  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


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 **CW4928** - SecureAuth IdP Multifactor Authentication  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




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[Click here to view the project](#)

 **CW5006** - **OCTO Blue Coat- Internet Proxy and SSL inspection**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW5246** - **Additional Medicaid Data Warehouse Development**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4995** - **Monitoring Services - Outlying Hotels**  
9


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**Task description :** Approval for Insurance Documents

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 **CW5054** - **Enlightened- OCTO HBX Competitive for Temporary Pesonnel**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW5583** - **IBM Mainframe License and Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW5560** - **Home Care Chore Aides**  
1

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW5705** - **OSSE-Teaching & Learning-Restorative Practices**  
9

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**Task description :** Approval for Insurance Documents

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**From:** RIMS  
**Sent:** Mon, 4 Jan 2021 10:52:17 -0600  
**To:** jed.ross@dc.gov  
**Subject:** RIMS Riskwire: 2021: How to Foster Employee Well-Being in the New Year

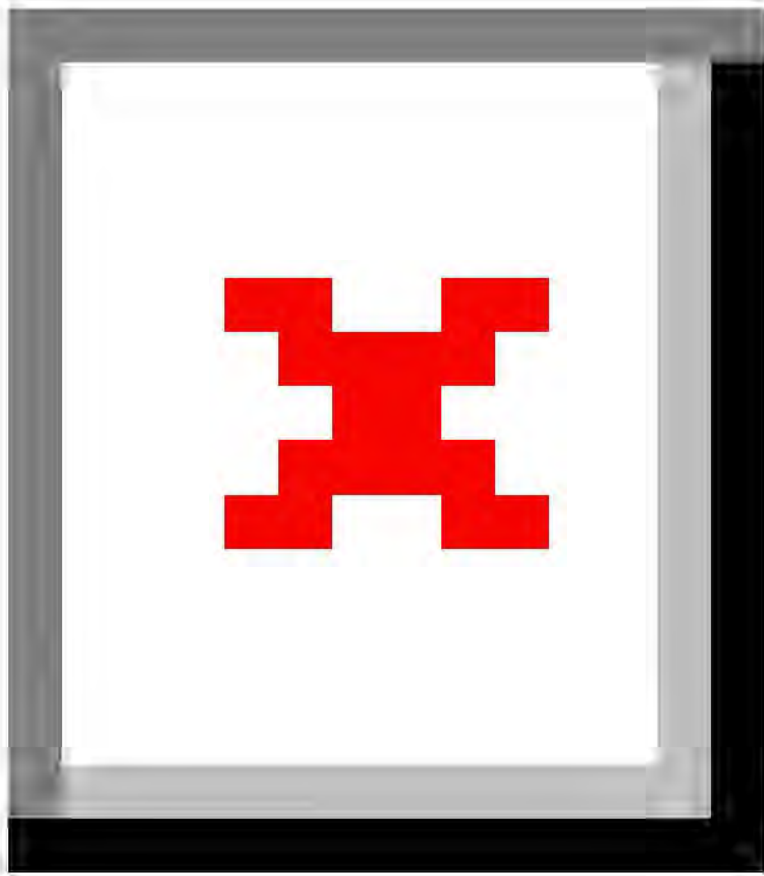
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2021: How to Foster Employee Well-Being in the New Year

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## TODAY'S FEATURE

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### **2021: How to Foster Employee Well-Being in the New Year**

*Property Casualty 360 (12/31/2020)*

Employers across industries now recognize the importance of offering financial wellness services to support their employees. They are beginning to understand why single-point solutions don't quite hit the mark and how a holistic financial wellness program can impact their employees' productivity in a big way.

[Learn More...](#)



## INDUSTRY NEWS

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### **Reducing the Risk of a Government Enforcement Action**

*Risk Management Magazine (12/10/2020)*

Whether under a Republican or Democratic administration, the Department of Justice (DOJ) will use the False Claims Act (FCA) and other civil, criminal and administrative weapons to fight corporate fraud. Over the last two decades, the vast majority of recoveries under the FCA have come from the coffers of drug and medical device manufacturers and healthcare providers.

[Learn More...](#)

### **What's Next for Ransomware in 2021?**

*Threat Post (12/31/2020)*

The number of ransomware attacks has jumped by 350 percent since 2018, the average ransom payment increased by more than 100 percent this year, downtime is up by 200 percent and the average cost per incident is on the rise, according to a recent report from PurpleSec.

[Learn More...](#)

### **How to Prevent the Security Risks of a Remote Workforce**

*IT Pro Portal (12/31/2020)*

The outbreak of COVID-19 has completely shifted how companies operate. Organizations have had to quickly adapt and implement new work-from-home policies to keep their employees safe and

productive. While remote working comes with flexibility and better work-life balance, it also poses several IT security challenges.

[Learn More...](#)

## **Why the D&O Market Will Probably Get Harder**

*Canadian Underwriter (12/15/2020)*

Data breaches and the impact of COVID-19 on a company's financial performance are among the "megatrends" affecting directors' and officers' liability claims, Allianz Global Corporate & Specialty warned in a report released Dec. 15.

[Learn More...](#)

▣



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## **Maintaining Workplace COVID-19 Precautions During Flu Season**

*Risk Management Magazine (12/15/2020)*

As businesses in various industries navigate a safe return to work for employees, a familiar occupational health hazard - flu season - may create new challenges for risk management teams in the coming months.

[Learn More...](#)

## **Are Insurers Playing On the Right Cyber Subrogation Field?**

*Property Casualty 360 (12/29/2020)*

With system attacks on the rise, so are the costs of dealing with these events. The expense of responding to cyber data and security incidents can be crippling to an organization.

[Learn More...](#)

## **Inbox Attacks: The Miserable Year (2020) That Was**

*Threat Post (1/1/2021)*

In 2020, our spam folders bulged with malware-laced emails, phishing lures linking to ransomware schemes, impersonation attacks, spoofed brand and fake domain missives, and dubious requests from legit-sounding companies. So, what defined 2020 in spam?

[Learn More...](#)

## **Five Supply-Chain Trends for 2021: How Professionals Should Prep Now**

*Supply Chain Brain (12/30/2020)*

Businesses have been working fast and furiously since March to pivot or transform their operations.

But whether that has meant struggling with supply-chain disruptions, work-from-home woes, cost containment or payment delays, their responses to date have likely been reactive in nature. With the coming of a new year, it's time for companies to put on their "proactive" hats, and plan for 2021.

[Learn More...](#)

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## RIMS RESOURCES

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### RIMS 2021 Awards Nominations Due January 7

*RIMS Awards*



RIMS will honor outstanding individuals and chapters for their achievements at the RIMS 2021 Annual Conference. RIMS award winners are seen as visionaries and leaders in risk management. Nominating a colleague shows you value their contributions to RIMS, their chapter and risk management. Nominations are due Thursday, January 7.

[Learn More...](#)

### Earn the RIMS-CRMP Certification

*RIMS-CRMP*



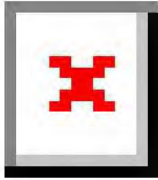
The RIMS-Certified Risk Management Professional (RIMS-CRMP) is a credential that demonstrates your achievement of risk management competencies, knowledge and commitment to quality. RIMS-CRMP holds official accreditation from the American National Standards Institute (ANSI) under ISO/IEC 17024:2012, which makes it the only risk management certification in the world to hold accredited status.

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**From:** Federal News Network  
**Sent:** Mon, 4 Jan 2021 11:30:17 -0500  
**To:** jed.ross2@dc.gov  
**Subject:** Combating cryptocurrency in the intelligence community

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## **Executive Briefing Series: Data Strategies in the Intelligence Community**

The reliance and value of using data and tools to track and stop bad actors using cryptocurrency is quickly becoming one of the best ways for law enforcement, intelligence and other authorities to successfully protect citizens and businesses.

**Read more here (copy and paste [2-5](#) in browser):**

**[federalnewsnetwork.com/cme-event/executive-briefing-series-data-strategies-in-the-intelligence-community/?utm\\_medium=email&utm\\_source=email1pt&utm\\_campaign=chainalysis&utm\\_content=email1](https://federalnewsnetwork.com/cme-event/executive-briefing-series-data-strategies-in-the-intelligence-community/?utm_medium=email&utm_source=email1pt&utm_campaign=chainalysis&utm_content=email1)**

**In this exclusive executive briefing**, the following law enforcement and national security officials tell a story as to why they need to have the tools and data to understand, stop and apprehend those using cryptocurrency to carry out illegal activities:

- **Jarod Koopman**, Director of Cyber Crime, Internal Revenue Service – Criminal Investigation
- **Mark Norberg**, Assistant to the Special Agent in Charge, Investigative Support Division, Cyber Fraud – Threat Intelligence Unit, U.S. Secret Service
- **Kenneth Schaffer**, National Program Manager, Illicit Finance and Proceeds of Crime Unit, Homeland Security Investigations, U.S. Immigration and Customs Enforcement
- **Don Spies**, Former Deputy Director, Cybersecurity and Critical Infrastructure Protection, Department of Treasury and Director, Market Development, Chainalysis
- **Jonathan Levin**, Co-Founder and Chief Strategy Officer, Chainalysis

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**From:** Preston, Robert (EOM)  
**Sent:** Mon, 4 Jan 2021 16:11:35 +0000  
**To:** Arnic, Jennifer (EOM); Clark, Peter (EOM); Dowe, Morgan (EOM); Gatton, Roger (EOM); Healy, Patrick (EOM); Mandel, Angela (EOM); Moon, Beth (EOM); Ross, Jed (ORM); Waters, Jane (EOM); Yeung, Sam (ORM)  
**Subject:** FW: 12.31.20 AM Clips  
**Attachments:** 12.31.20 AM Clips.docx

Of particular interest:

**[DC revenues could return to normal by 2022](#)**

**December 30, 2020**

**WTOP // Abigail Constantino**

Mayor Muriel Bowser said that it is hard to celebrate that the District's "fiscal loss is less bad than we had feared."

**[New year, new laws: January 2021 legislation goes into effect in DC, Maryland and Virginia](#)**

**December 30, 2020**

**WTOP // Will Vitka and Dan Friedell**

Estate tax increase: Mayor Muriel Bowser signed the Estate Tax Adjustment Amendment Act of 2020 in August. It lowers the exemption amount from roughly \$5.7 million to \$4 million. In other areas close to D.C., the first \$5 million is often exempt from taxes.

**[Deaths among D.C.'s homeless jumped this year, including 23 who died of the coronavirus](#)**

**December 30, 2020**

**The Washington Post // Justin Wm. Moyer**

Jesse Rabinowitz, a spokesman for Miriam's Kitchen, a D.C.-based nonprofit that serves the homeless, said the deaths underscore "the urgent need for Mayor [Muriel E.] Bowser and the D.C. Council to increase, not cut, funding for housing that saves lives and ends homelessness."

**[D.C. accepting proposals to redevelop historic building at 14th and U](#)**

**December 30, 2020**

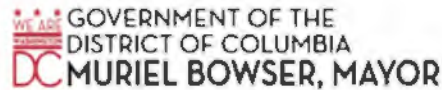
**The Washington Post // Emily Davies**

The District has begun accepting proposals to develop the Franklin D. Reeves Center at 14th and U streets, city leaders announced Wednesday, the next step in a years-long process to transform the facility at the heart of a historic and bustling D.C. corridor.

**Robert Preston**

Public Information Officer  
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Government of the District of Columbia  
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Washington DC 20001

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**From:** Yun, Ramona (EOM) <ramona.yun1@dc.gov>  
**Sent:** Thursday, December 31, 2020 7:00 AM  
**To:** Yun, Ramona (EOM) <ramona.yun1@dc.gov>  
**Subject:** 12.31.20 AM Clips

**MMB**

**[DC revenues could return to normal by 2022](#)**

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Mayor Muriel Bowser said that it is hard to celebrate that the District's "fiscal loss is less bad than we had feared."

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### **Top 10 local news stories of 2020**

**December 30, 2020**

**Washington Blade // Lou Chibbaro Jr.**

#4: D.C. Council passes, mayor signs two LGBTQ bills

The year 2020 saw the D.C. Council pass and Mayor Muriel Bowser sign two bills considered a top priority by LGBTQ activists.

### **Deaths among D.C.'s homeless jumped this year, including 23 who died of the coronavirus**

**December 30, 2020**

**The Washington Post // Justin Wm. Moyer**

Jesse Rabinowitz, a spokesman for Miriam's Kitchen, a D.C.-based nonprofit that serves the homeless, said the deaths underscore "the urgent need for Mayor [Muriel E.] Bowser and the D.C. Council to increase, not cut, funding for housing that saves lives and ends homelessness."

### **Trump Supporters Upset After Hotel Frequented By Proud Boys Closes For Inauguration**

**December 30, 2020**

**Black Enterprise // Derek Major**

D.C. Mayor Muriel Bowser urged the hotel to close during the protests in December. Additionally, D.C. residents in the city have been calling on the hotel to condemn the Proud Boys and its actions, but the hotel has resisted.

## **LOCAL**

### **D.C. accepting proposals to redevelop historic building at 14th and U**

**December 30, 2020**

**The Washington Post // Emily Davies**

The District has begun accepting proposals to develop the Franklin D. Reeves Center at 14th and U streets, city leaders announced Wednesday, the next step in a years-long process to transform the facility at the heart of a historic and bustling D.C. corridor.

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



## MMB

### DC revenues could return to normal by 2022

December 30, 2020

WTOP // Abigail Constantino

D.C. revenues could return to fiscal year 2019 levels by fiscal year 2022, as vaccines are deployed and the economy recovers.

That's according to updated revenue estimates released Wednesday by the District's Office of the Chief Financial Officer.

The new estimate is a revision to the September estimate for fiscal year 2021 to 2024. D.C.'s fiscal year begins in October and ends Sept. 30 the following year.

"Estimated revenue is \$461.8 million below budgeted revenue for the FY 2021 — FY 2024 financial plan period despite upward revisions of \$320.1 million when compared to the September 2020 estimate," a memo from D.C. Chief Financial Officer Jeffrey S. DeWitt said.

But before things return to normal, the economic outlook for this winter has worsened due to the resurgence of the virus and new restrictions implemented to control the spread.

"As a result, the economic recovery will be slower in the last quarter of calendar 2020 and the first quarter of calendar 2021 than forecasted in September.," the memo said.

The memo estimates Phase 2 restrictions to remain in place until the end of March; Phase 3 in spring and summer; and Phase 4 — when most restrictions are lifted — to start in fall 2021.

D.C. Council Chairman Phil Mendelson called the revised estimates a "relief."

"While we know that a great many of our businesses — small businesses, restaurants, hotels and sports venues — are struggling to keep alive, the city's economy is actually stronger than expected," Mendelson said in a statement.

Mayor Muriel Bowser said that it is hard to celebrate that the District's "fiscal loss is less bad than we had feared."

"We still have health care workers exhausted from the burdens of the pandemic; families and individuals struggling to make rent and mortgage payments as well as paying for basic necessities; and small businesses contemplating how they will weather the winter months," Bowser said in a statement. "However, this forecast shows that because of a strong fiscal foundation and steady stewardship throughout the response and recovery, we are resilient and we will get through this together to show that we are the District of Comebacks."

DC revenue and jobs

District revenue sources tied to in-person customers, commuters or occupied offices — such as sales, deed taxes, licenses and fines — declined more than 20% in 2020, and they are expected to fall more in 2021. They are not likely to fully recover before 2024.

Meanwhile, District revenue that relied online or remotely — such as income, gross receipts and property taxes — grew 4% in 2020.

D.C. expects residential property assessment growth to remain strong in 2021, but large office buildings are expected to decline due to reduced leases and high-vacancy rates.

“Overall, the assessed value for commercial real property is expected to decline in FY 2021 and not recover fully to the FY 2020 level until FY 2025,” the memo from the Office of the Chief Financial Officer said.

The net job loss in D.C. from February to November was 53,700 or 6.7%.

But higher-wage government and professional service sectors gained 5,400 jobs or 1.5%, and two-thirds of all losses were in the lower-wage-hospitality and business services.

Hospitality tax revenue — hotels and restaurants — declined 46% in FY 2020.

Mendelson said this sector tends to employ the lowest-wage workers, “people least able to weather a financial recession.”

However, an earlier recovery than estimated is expected in the hospitality industry due to the vaccine progress.

Revenue from sales tax declined by 23.5% in 2020, down \$30 million more than estimated in September. While retail spending, including online sales, grew only 2% in FY 2020 and was the only major sales tax category to grow.

What could happen after the pandemic

The Office of the Chief Financial Officer said that after the pandemic, workers could permanently decide to work from home, which means the need and demand for office space could decline.

When the public health emergency is lifted, there could be a surge in demand for entertainment, such as dining, performances and sports. However, there might be lingering discomfort about gathering together or less desire to travel for entertainment.

There is also concern that employers might decide to allow for greater remote working. While this might mean more people moving to the District, there is also the possibility of people moving out of D.C.

“If this becomes a reality, there is a risk to the outlook as population growth has been a major driver of District revenue growth over the last two decades,” the memo stated.

## [New year, new laws: January 2021 legislation goes into effect in DC, Maryland and Virginia](#)

**December 30, 2020**

**WTOP // Will Vitka and Dan Friedell**

With the new year just around the corner, some D.C.-area jurisdictions have new laws on the books. Here's a brief compilation of laws and regulations slated to go into effect on Jan. 1, 2021, or shortly thereafter.

### Virginia

**Holding a cellphone while driving:** It's illegal to hold a cellphone while driving in Virginia starting Jan. 1. The previous law only prohibited holding a phone while driving in a work zone and reading or typing an email or text while driving.

The first offense will get you a \$125 fine. Additional offenses will cost you \$250. You'll also pay the higher fine if you're caught breaking the law in a highway work zone.

One thing to note: If you use headphones to talk hands-free on your cellphone, Virginia law only allows drivers to have an earbud in one ear.

Exceptions to the new law include using your phone to report an emergency, and using your phone while legally parked or stopped. There are also exemptions for emergency crews who are on the job.

Similar bans are already in place in D.C. and Maryland.

**Marijuana scent stop and search:** Effective March 1, law enforcement will no longer be able to "search or seize any person, place, or thing solely on the basis of the odor of marijuana." Earlier in 2020, lawmakers decriminalized possession of up to one ounce of marijuana for personal use.

**Minimum wage increase:** The minimum wage increase to \$9.50 per hour will go into effect on May 1. The next bump, to \$11 per hour, comes Jan. 1, 2022. A year later, it will rise to \$12. Eventually, it will go to \$15 per hour by 2026 as long as the legislature approves it.

**Concealed carry permit adjustment:** Gun owners applying for a concealed carry permit can no longer take a firearms safety course online or by video. The applicant still has to complete a course conducted by a state-certified or National Rifle Association-certified instructor.

**Cap on insulin costs:** Health Insurance companies can't charge Virginians more than \$50 for a 30-day supply of insulin.

**Surprise out-of-network health care costs:** Starting Jan. 1, when someone needs emergency services, their insurance cannot be billed more than a "commercially reasonable amount" for a non-network provider. This prevents patients from having to deal with high out-of-network costs applied to a service provided within their insurance network.



**Skill game phaseout:** By July 1, games of skill, which have a different definition from games of chance such as slot machines, will no longer be exempt from Virginia's ban on gambling. A large percentage of the revenue gained from skill games, however, has been diverted to the state's COVID-19 relief fund.

## Maryland

**Minimum wage increase:** Minimum wage in Maryland is rising from \$11 an hour to \$11.70 an hour, effective Jan. 1, for businesses with 15 or more employees. For businesses with 14 or fewer, it's rising from \$11 an hour to \$11.60 an hour. Maryland state wage minimums will be applied to Montgomery and Prince George's counties, where it previously didn't.

**Plastic bag fee in Baltimore:** If you're shopping without bringing your own bag in Baltimore, expect to be charged five cents each time you use one starting Jan. 13. One cent will be claimed by the city for efforts to mitigate plastic bags.

**Prostate cancer screening:** Health care providers can't charge patients copays or deductibles for prostate cancer screenings.

**Impounded vehicles in Prince George's County:** Starting Jan. 4, owners will have to pay outstanding parking violations and traffic citations before they can retrieve their vehicle.

**In vitro fertilization:** The bill specifies the coverage qualification requirements for unmarried patients and alters the requirements for married patients seeking to receive IVF. Generally, the state makes qualification for coverage easier for patients who have not been able to get pregnant during sustained periods of unprotected sex and after multiple attempts using artificial insemination.

**Workweek guarantee:** Montgomery County adopted a 30-hour workweek guarantee for janitors and other building maintenance staff in privately owned buildings. The bill was designed to expand health insurance to more workers. Beyond janitors, covered building staff include door attendants, concierges, security officers, handymen or superintendents not earning more than twice the living wage.

**Scooter contact information:** Low-speed motor and electric scooters must have a tactile display on each unit so a person who is blind or has low vision may contact the company.

## DC

**Estate tax increase:** Mayor Muriel Bowser signed the Estate Tax Adjustment Amendment Act of 2020 in August. It lowers the exemption amount from roughly \$5.7 million to \$4 million. In other areas close to D.C., the first \$5 million is often exempt from taxes.

**Extended foam ban:** The District's Styrofoam ban first went into effect Jan. 1, 2016; now, it's being amended. The new requirements ban retailers from selling foam food service ware; foam storage containers, such as coolers and ice chests, and foam loose-fill packaging material, commonly known as packing peanuts.

New energy efficiency standards: D.C.'s Department of Energy and the Environment is setting new environmental standards for large buildings (both private and D.C.-owned, 10,000 square feet and over) in the city in an effort to reduce greenhouse gas emissions and energy consumption by 50% by 2032. The first set of new standards goes into effect Jan. 1; additional standards will be added every six years.

Telemedicine record rules: Medicaid health care providers in the District will now be required to "maintain complete and accurate beneficiary records of services provided (not to include videos) for each beneficiary that document the specific health care services provided to each beneficiary for a period of ten (10) years or until all audits are completed, whichever is longer," the Department of Health Care Finance said in a memo.



## Top 10 local news stories of 2020

December 30, 2020

Washington Blade // Lou Chibbaro Jr.

Of course, COVID-19 looms large across this year's annual Year in Review issue. From the shocking death toll, to the devastating impact on local businesses, to the cancellation of Pride, coronavirus upended all of our lives. Here are the Blade's staff picks for the top 10 local news stories of 2020.

### #10: Va. passes major LGBTQ rights legislation

The Virginia General Assembly, which convened in January 2020 with a Democratic Party majority for the first time in more than two decades, passed several major pro-LGBTQ measures, including an LGBTQ nondiscrimination bill that had been blocked for years under the former Republican controlled legislature.

The Virginia Values Act, which calls for adding sexual orientation and gender identity to the state's existing civil rights law, was a top legislative priority among LGBTQ advocacy groups. Both houses of the General Assembly passed the measure with bipartisan support.

The General Assembly passed a separate bill banning so-called conversion therapy for minors, making Virginia the first southern state to prohibit the widely discredited practice that seeks to change people's sexual orientation from gay to straight. All the nation's professional mental health associations, including the American Psychiatric Association, have said conversion therapy is ineffective and harmful to the mental health of those who undergo the therapy.

Among the other LGBTQ supportive bills the General Assembly approved in 2020 was a measure that repealed Virginia's statutory ban on same-sex marriage. Although a U.S. Supreme Court ruling legalizing same-sex marriage throughout the country made the statute unenforceable, LGBTQ activists said it should nevertheless be removed from the state's legal code.

### #9: Life and death of Alice Carter

A case study commissioned by the Office of the D.C. Auditor released in August 2020 takes what observers considered an unprecedented in-depth look at a transgender woman's struggle with drug and alcohol abuse, mental illness, and homelessness and the valiant but unsuccessful attempt by dozens of social services experts from city agencies and community groups to help her over a period of at least a dozen years.

The study, "Lessons From The Life and Death of Alice Carter," was prepared by the D.C.-based nonprofit group Street Sense Media at the request of D.C. Auditor Kathleen Patterson. Street Sense Media was among several groups, including the LGBTQ organizations Whitman-Walker Health and Casa Ruby, that provided assistance to Carter.

People who knew Carter, who was 35 at the time of her death, said she became a beloved figure among residents and visitors of the 17th Street business strip where she hung out and often slept on the street.

Patterson said she decided to commission the case study of Carter's life to determine what, if anything different, the city government could do to help people like Carter survive with substance use disorder and mental health issues.

#8: Most gay candidates lose bids for Council, school board

Gay education advocate Allister Chang won his race for a seat on the D.C. State Board of Education in the city's Nov. 3 general election, becoming the only one of six openly gay candidates to emerge as a winner for seats on the nonpartisan school board and the D.C. Council.

In the race for the Ward 2 D.C. Council seat, incumbent Council member Brooke Pinto (D) defeated gay Advisory Neighborhood Commissioner Randy Downs by a margin of 68.3 percent to 20.6 percent in a four-candidate race. Downs ran as an independent.

Gay Advisory Neighborhood Commissioner Alexander Padro and gay Libertarian Party activist Joe Bishop-Henchman were among 23 candidates competing for two at-large D.C. Council seats, one of which was held by incumbent Council member Robert White (D-At-Large). White finished in first place with 25.9 percent of the vote. Bishop-Henchman finished in 15th place with 0.96 percent of the vote. Padro came in 18th place with 0.7 percent of the vote.

The other two unsuccessful gay candidates ran for an at-large seat on the State Board of Education in a six-candidate race. Gay former teacher and education advocate Mysiki Valentine finished in third place with 19.4 percent of the vote. Gay Howard University Political Science Department Chairman Ravi K. Perry finished in fifth place with 11.3 percent of the vote.

#7: D.C.'s pro-LGBTQ Archbishop promoted to Cardinal

Pope Francis announced in October that he had promoted Washington Archbishop Wilton D. Gregory, who has expressed support for LGBTQ Catholics, to the rank of cardinal, making him the first black cardinal in the United States.

Gregory, 73, became Washington's archbishop in May 2019 after having served as the archbishop of Atlanta for 14 years and where he spoke out on several occasions in support of the LGBTQ community.

Gregory drew attention in D.C. in August 2019 when he told a transgender man during a gathering of young Catholics that the man was welcome in the Catholic Church. His comment came in response to a question by the trans man, who asked Gregory, "What place do I have as a confirmed transgender Catholic and what place do my queer friends have here in this archdiocese?"

"You belong to the heart of this church," Gregory replied. "There is nothing that you may do, may say, that will ever rip you from the heart of this church."

#### #6: Three long-time gay clubs close

The DC Eagle and Ziegfeld's-Secrets, two of D.C.'s longest operating gay bars, and the Crew Club, the D.C. gym, sauna and bathhouse for gay men that operated near Logan Circle for more than 25 years, closed in 2020 with prospects for their possible reopening uncertain.

Sources familiar with the DC Eagle and Ziegfeld's-Secrets say their closing does not appear to be related to the COVID pandemic. The Eagle's majority co-owner filed for Chapter 7 bankruptcy following financial difficulties that began long before COVID. Gay businessman Mark Hunker has purchased the legal rights to the Eagle's name and trademark and has hinted he may consider reopening it.

Ziegfeld's-Secrets, which featured popular drag shows and nude male dancers, was forced to close when the owner of the building it rented terminated its lease to make way for a real estate development project. The club reportedly is looking for another location but it is uncertain when or if a suitable new space can be found.

Crew Club co-owner DC Allen said he and co-owner Ken Flick, his husband, retired earlier this year. The two entered a business arrangement just prior to COVID with others who were going to operate the club with Allen and Flick remaining as partners. But when COVID restrictions resulted in the forced closing of gyms and other similar establishments, the group that planned to operate the club withdrew. Allen and Flick have since placed the Crew Club building, which they own, up for sale and do not plan to reopen the club.

#### #5: LGBTQ activists respond to calls to defund D.C. police

LGBTQ activists in D.C. expressed strong support for the Black Lives Matter movement's calls for reform in the nation's police departments on racial justice issues, but most local activists said they do not support calls by some for fully defunding the D.C. police department.

Some local activists pointed out that LGBTQ people, especially transgender women of color, have been subjected to anti-LGBTQ hate crimes and other violent crime to a greater degree than other population groups. They said fully defunding the police could place LGBTQ people in danger.

Rehana Mohammed, chair of the DC LGBTQ Center's board of directors, told a D.C. Council hearing in June that the Center opposed a proposal by the mayor to increase the D.C. police budget by \$18.5 million in 2021.

"We recommend instead investing those funds in community safety, social services, violence interruption programs, and community support programs," Mohammed said. "The current strategies of creating reforms and increasing funding are simply not working," she said.

#### #4: D.C. Council passes, mayor signs two LGBTQ bills

The year 2020 saw the D.C. Council pass and Mayor Muriel Bowser sign two bills considered a top priority by LGBTQ activists.

The Care for LGBTQ Seniors and Seniors with HIV Amendment Act of 2020, which the Council passed in October, provides nondiscrimination protections for LGBTQ seniors who reside in long-term care facilities in the District.

The Bella Evangelista and Tony Hunter Panic Defense Prohibition and Hate Crimes Response Amendment Act of 2020, approved by the Council in December, bans the use of the so-called gay and transgender panic defense in criminal trials. The legislation also strengthens the city's existing hate crimes law.

LGBTQ advocates say a ban on the panic defense is needed to prevent defense attorneys from inappropriately asking juries to find that a victim's sexual orientation or gender identity is to blame for a defendant's criminal act, including murder. Defense attorneys have argued that their clients "panicked" after discovering the person against whom they committed a violent crime was gay or transgender, prompting them to act in a violent way as a form of self-defense.

#3: D.C. Council member Jack Evans resigns

D.C. Council member Jack Evans (D-Ward 2), one of the Council's strongest supporters of the LGBTQ community during his 29 years in office, lost his attempt to win back his seat in the city's June 2 Democratic primary after he resigned from the seat in January.

Evans' resignation came after all 12 of his Council colleagues made it clear they would vote to expel him from office in response to a Council investigation that found he violated multiple ethics rules when he allegedly used his office to assist companies that paid him hundreds of thousands of dollars in consulting fees.

Evans acknowledged he made some mistakes but denied any wrongdoing and insisted he did not violate any laws. Ten days after his resignation he announced his candidacy for the seat he had just given up in the Ward 2 Democratic primary. But when the June 2 primary votes were counted Evans came in seventh place in an eight-candidate race with just 3.4 percent of the vote.

#2: DC Pride events cancelled

Like other cities across the country, organizers of D.C.'s annual Capital Pride Parade and Festival, which are normally held in June and which draw over 200,000 participants, cancelled the events this year due to restrictions on public gatherings brought about by the coronavirus pandemic.

Ashley Smith, president of the Capital Pride Alliance board, said the organization would postpone some of its virtual events so that it could focus on its support for Black Lives Matter protests and advocacy work to fight police brutality and racism.

Capital Pride Alliance joined forces with the D.C. Center for the LGBT Community to hold an alternate Pride event on Oct. 10 called the Out Brigade. The event included a caravan of cars and other vehicles decorated with LGBTQ Pride related signs or ornaments that traveled across the city.

#1: D.C. hit hard by COVID



In addition to the staggering death toll of the coronavirus — more than 300,000 American lives lost as of mid-December — the disease wreaked havoc on small businesses in D.C. and across the country. More than a dozen bars, restaurants and nightclubs in the nation's capital with a mostly LGBTQ clientele and at least seven nonprofit groups that provide services for D.C. area LGBTQ youth and adults say they were hit hard financially in 2020 by the COVID-19 pandemic.

Activists have long considered gay bars to be important meeting places for LGBTQ people who often cannot be out or open at work or at home. The possibility of these clubs being forced out of business, just like dozens of other D.C. bars, restaurants and nightclubs facing financial hardship from the epidemic, could have a greater detrimental impact on LGBTQ people, activists said.

Meanwhile, local LGBTQ supportive nonprofit groups like Casa Ruby, Whitman-Walker Health, SMYAL, HIPS, Wanda Alston Foundation, Us Helping Us, and Food and Friends said the pandemic disrupted their fundraising efforts while increasing expenses, at least in part by prompting more people to come to them for help.

LGBTQ workers in the D.C. area hospitality industry were also hit hard by COVID related restrictions in 2020, especially those working for hotels and restaurants that were forced to close. LGBTQ people were among many hospitality industry workers furloughed or laid off from their jobs due to the COVID shutdowns and restrictions.

**Deaths among D.C.'s homeless jumped this year, including 23 who died of the coronavirus**  
**December 30, 2020**

**The Washington Post // Justin Wm. Moyer**

Karim el-Amin, 42, took shelter Dec. 8 in his tent near Thomas Circle in Northwest Washington. Temperatures were turning colder that week, with lows hovering near freezing.

Amin, who suffered from medical issues, did not come out again. The next day when someone checked on him, he was found dead. He is buried with family members at Fort Lincoln Cemetery, just across the D.C. line in Prince George's County.

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"I guess he died in his sleep," said his brother, Qadir el-Amin. "At least it was a peaceful death."

Karim el-Amin was one of at least 180 homeless people who died in the District in 2020 — a 54 percent increase over last year, according to data from the city's medical examiner obtained by The Washington Post through the Freedom of Information Act. About 13 percent of the deaths this year stemmed from the coronavirus.

The data for "undomiciled" decedents — defined as "an individual who did not have stable housing and/or resided at a homeless shelter" — said 80 people died of "intoxication," 23 died of covid-19, nine died as a result of homicide and four by suicide, among other causes of death.

The deaths peaked in April, according to the city's data, when 33 homeless people died — including 11 of covid-19 during the first wave of the coronavirus pandemic.

The number of deaths is up from 117 in 2019. This year's tally is through Dec. 11, the last day for which data is available, meaning the actual count is probably higher (although fatalities attributed to the coronavirus are recorded separately and are updated through Tuesday).

Beyond deaths from the coronavirus, there was an increase in fatalities this year broadly classified as "accidental," which includes those attributed to intoxication, cardiovascular disease, people struck by vehicles and other causes, while there were slight increases in homicides and suicides.

An annual count of homeless people in June showed 6,380 residents were homeless in the District at that time — 141 fewer than in 2019 and the lowest since the count began in 2001.

Deputy Mayor for Health and Human Services Wayne Turnage said in a statement that officials "are deeply saddened by any death among those experiencing homelessness and work hard every day to provide a continuum of care that supports those experiencing a housing emergency."

The city provides encampment residents with hand sanitizer and cleaning products, Turnage said, and during the pandemic is limiting encampment "cleanups" — which force those living in tents beneath underpasses and elsewhere to move their belongings — to trash collection.

Turnage said the city works with homeless shelters to provide personal protective equipment and to test residents for the coronavirus, among other programs intended to slow the spread of the virus.

“For unsheltered residents, during the covid-19 public health emergency, our primary goal is ensuring that residents stay healthy and are informed of best practices,” he said.

Jesse Rabinowitz, a spokesman for Miriam’s Kitchen, a D.C.-based nonprofit that serves the homeless, said the deaths underscore “the urgent need for Mayor [Muriel E.] Bowser and the D.C. Council to increase, not cut, funding for housing that saves lives and ends homelessness.”

D.C. officials say they also have provided hotel rooms to homeless people who test positive, extended shelter operating hours and staggered mealtimes at shelters. Department of Human Services staff recently met with nonprofit providers to discuss city budget pressures as it provides those additional services.

While the number of deaths rose in the nation’s capital, it’s not clear how many homeless people die each year nationwide.

Donald H. Whitehead Jr., executive director of the National Coalition for the Homeless advocacy group, said in an email that such statistics can prove “illusive.” The coalition knows “for certain” that more than 5,000 people died, he said, but that number is based on a small number of reports.

“If you extrapolate . . . the numbers could be as low as 11,000 or as high as 40,000+,” he wrote.

Many homeless deaths involve causes other than frigid temperatures or disease.

In a report this month, Whitehead said his group documented 515 violent deaths of homeless people nationwide who were targeted in the past 20 years. In the District, for example, Darryl Finney, a homeless man, died in May after being set on fire.

However homeless people die, memorializing them is difficult during a public health emergency.

On Dec. 21, Robert Warren, a formerly homeless man who is the director of the advocacy group People for Fairness Coalition, gathered with other activists on the steps of the Wilson Building, the headquarters of D.C. government.

Last year, advocates gathered at Luther Place Memorial Church before a downtown march to commemorate homeless people who died in 2019. Though some gathered at Freedom Plaza this year, much of the service was exiled to Zoom by the pandemic’s latest wave of infections.

Warren, whose mother died this year of covid-19, urged city leaders to devote more funding to secure housing for those who need it. He said officials should continue to avoid clearing encampments throughout the pandemic, citing Centers for Disease Control and Prevention guidance that advises letting people on the streets — absent a better housing alternative — stay where they are.

Warren said the increase in deaths was partially due to inequities the coronavirus did not cause but merely shined a light on.

“It has to do a lot with systemic racism,” he said. “A lot of those folks listed in those numbers are Black men who were denied help for a lot of years.”

On the Zoom memorial call this month, Dana Woolfolk, a longtime advocate for the homeless who once was homeless himself, read the names of more than 70 people whom local organizations identified as dying while homeless this year. When their names weren’t known, he read their age — the same process he has completed for eight years.

“Each year I pray the same prayer,” he said. “Please resolve with me to make certain this is the last year.”



## **Trump Supporters Upset After Hotel Frequented By Proud Boys Closes For Inauguration** **December 30, 2020**

**Black Enterprise // Derek Major**

A Washington D.C., hotel located blocks from the White House that has been used by members of the Proud Boys will be closed next week.

The Hotel Harrington released a statement Monday saying it will be closed from Jan. 4 through Jan. 6. On the sixth, Congress will certify President-elect Joe Biden's election win. The Proud Boys, an alt-right hate group, have a set of pro-Trump protests occurring for those three days.

In its statement, the hotel said it would not host guests except for long-term residents and will refund all money for other reservations during that time.

“While we cannot control what happens outside of the hotel, we are taking additional steps to protect the safety of our visitors, guests, and employees,” the hotel explained.

The hotel's statement came after the Washington Post reported that the hotel had become a gathering spot for the Proud Boys, a far-right, neo-fascist, and male-only organization. The hotel shut down for two days in early December due to concerns about coronavirus and social distancing requirements after it was cited for violations when Trump supporters visited the hotel.

During the protest earlier this month, D.C. police were forced to play mediator between pro-Trump protesters and counter-protesters. During the protest, members of the Proud Boys burned several Black Lives Matter signs hung up on historic Black churches in the city.

D.C. Mayor Muriel Bowser urged the hotel to close during the protests in December. Additionally, D.C. residents in the city have been calling on the hotel to condemn the Proud Boys and its actions, but the hotel has resisted.

The outgoing president predicted a “wild protest” on the sixth. According to the campaign's website, the group plans to “demand transparency and protect the election integrity.”

Trump has also organized a bus tour that will end in D.C. on the sixth. On the same day, Vice President Mike Pence is expected to count the electoral college votes and officially certify Biden as the next U.S. president. Pence, who is expected to draw the ire of Trump and his supporters after he certifies Biden's win, has planned to leave the country immediately after.

## **LOCAL**

### **D.C. accepting proposals to redevelop historic building at 14th and U**

**December 30, 2020**

**The Washington Post // Emily Davies**

The District has begun accepting proposals to develop the Franklin D. Reeves Center at 14th and U streets, city leaders announced Wednesday, the next step in a years-long process to transform the facility at the heart of a historic and bustling D.C. corridor.

The request for proposals will give priority to teams led by people of color, with the goal of awarding the project to groups that are 100 percent owned or controlled by people from disadvantaged social populations.

**From:** Yeung, Sam (ORM)  
**Sent:** Mon, 4 Jan 2021 15:37:56 +0000  
**To:** Stewart, Shaneah (EOM); Ross, Jed (ORM)  
**Subject:** RE: MOU Amendment Goding Elem swing site.pdf  
**Attachments:** MOU Amendment Goding Elem swing site v2.pdf

Good morning Neah,

Happy New Year!!

See attached signed MOU Amendment with DGS for Goding Elementary School builders risk extension. I adjusted the formatting of the MOU to fit within one page. No other substantive changes were made.

Thanks,  
Sam

---

**From:** Stewart, Shaneah (EOM) <Shaneah.Stewart@dc.gov>  
**Sent:** Monday, January 4, 2021 10:35 AM  
**To:** Ross, Jed (ORM) <jed.ross@dc.gov>  
**Cc:** Yeung, Sam (ORM) <Sam.Yeung@dc.gov>  
**Subject:** MOU Amendment Goding Elem swing site.pdf

Good morning Jed,

Please review and sign the attached MOU (amendment) for Goding Elementary Swing Site.

**Summary:**

This was prepared by **Roger Gatton & Charles Barbera on 1/04/2021**. ORM General Counsel Charles Barbera conducted a legal sufficiency review after the subject matter expert reviewed the document on **1/04/2021**.

- 1. Introduction & Issue:** DGS has requested that coverage of the Builders Risk Insurance for construction of the Goding Elementary School Swing site be extended from 12/31/2020 through 3/01/2021.
- 2. Background:** The project team is dealing with utility companies' delays, including PEPCO and DC Water, in providing power and water to the swing site. There is a need to extend the completion date until these utility companies complete their services.

3. **Analysis:** Signature requested

**From:** Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Sent:** Monday, January 4, 2021 10:34 AM  
**To:** Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** MOU Amendment Goding Elem swing site.pdf

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**From:** Peter Clark  
**Sent:** Mon, 4 Jan 2021 15:33:29 +0000  
**To:** oagdvpaymentrequest@dc.gov;Shilonda.Wiggins@dc.gov;Treshawn.Brown@dc.gov  
**Cc:** Peter.Clark@dc.gov;Iana.craven@dc.gov;Ross, Jed (ORM);Yeung, Sam (ORM);Krainak, Michael (EOM);charles.barbera@dc.gov  
**Subject:** ORM Tort Liability Division - Request for Payment  
**Attachments:** Schofield Judgment.Orders .pdf, Schofield W-9 - Dec 15 2020 - 6-28 PM.pdf, Payment Request EP-20-006056 .pdf, Memo to OFRM.pdf  
**Importance:** High

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Name of Claimant: Schofield, Anita  
Date & Time of Loss: 12/9/2011  
Location of Loss:

2-534(a)(2)

Description of Loss:



2-534(a)(2)

Agency  
Claim  
Number: EP-20-006056

Office of Risk Management Tort Liability Division  
Request for Payment

**PRIVILEGED & CONFIDENTIAL**

Dear Agency Fiscal Officer:

Please find our FORMAL request to issue payment for the above-captioned claim.

*Please see attached pdf files for your reference. Please contact the below program analyst for additional information.*

Sincerely,

Office of Risk Management Tort Liability Division

Lana Craven  
Tort Liability Program Analyst  
DCORM Tort Liability Division  
(202) 727-9413 / [lane.craven@dc.gov](mailto:lane.craven@dc.gov)

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**IN THE SUPERIOR COURT OF THE DISTRICT OF COLUMBIA CIVIL DIVISION**


DISTRICT OF COLUMBIA :  
OFFICE OF HUMAN RIGHTS :  
v. :  
DISTRICT OF COLUMBIA :  
METROPOLITAN POLICE :  
DEPARTMENT :

Case No. 2020 CA 003727 2

**ORDER AND JUDGMENT**

On consideration of the District of Columbia Office of Human Rights' Motion for Entry of Judgment, and for the reasons stated on the record at the September 29, 2020 hearing, the Court orders that:

1. The Motion is granted.
2. Judgment for \$417,723.36 is entered against the District of Columbia Metropolitan Police Department on behalf of Anita Schofield.



---

Anthony C. Epstein  
Judge

Date: September 29, 2020

Copies electronically to all parties



**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA  
CIVIL DIVISION**

DISTRICT OF COLUMBIA : Case Number: 2017 CA 004064 P(MPA)  
METROPOLITAN POLICE DEPARTMENT :

v. : Judge: Florence Y. Pan

DISTRICT OF COLUMBIA OFFICE :  
OF HUMAN RIGHTS :

**ORDER**

This matter comes before the Court on petitioner District of Columbia Metropolitan Police Department’s Petition for Review (“MPD Pet.”), filed on June 12, 2017; petitioner’s Brief in Support (“MPD Brief”), filed on December 16, 2019; respondent District of Columbia Office of Human Right’s Response Brief (“OHR Resp.”), filed on January 30, 2020; and Intervenor Anita Schofield’s Response Brief (“Intervenor Resp.”), filed on January 30, 2020. The Court has considered the papers, the relevant law, and the entire agency record. For the following reasons, the Petition for Review is denied.

**FACTUAL BACKGROUND**

Anita Schofield was hired as a Senior Police Officer (“SPO”) at the D.C. Metropolitan Police Department (“MPD”) on August 22, 2005, after retiring as an MPD Detective with 25 years of service. *See* Administrative Record (“A.R.”) at 155 (Proposed Decision and Order), 388-89; *see also id.* at 2 (Final Order on the merits) (adopting findings of fact in the Proposed Decision and Order). As an SPO, Ms. Schofield was assigned to work in the Court Property Office of the Evidence Control Branch, where she sorted evidence and transported evidence from MPD’s property office to local courts. *See id.* at 256.

On July 13, 2011, Ms. Schofield’s physician told her that she needed hip replacement surgery as soon as possible to address pain caused by arthritis. *See id.* at 158. On July 14 or 15,

2011, Ms. Schofield called her supervising Lieutenant at MPD, told him that she planned to have surgery on July 18, and informed him that she would need to miss two weeks of work. *See id.* On the call, the Lieutenant did not tell Ms. Schofield that she needed to complete paperwork related to her leave; but on July 18, 2011, he requested that she go to the office to fill out paperwork. *See id.* Ms. Schofield was unable to do so because her surgery was scheduled for that day. *See id.*<sup>1</sup>

Ms. Schofield received a medical certification and D.C. Family and Medical Leave Act (“DCFMLA”) paperwork from her physician on July 11, 2011, which she submitted to MPD no later than August 11, 2011, along with a signed request for DCFMLA leave. *See id.* at 159. On August 11, 2011, MPD sent two sergeants to Ms. Schofield’s home to take her service weapon. *See id.* Ms. Schofield was also given written notice that she was entitled to 16 weeks of DCFMLA leave, that her job would not be affected until she exhausted this leave, and that she needed to submit certain DCFMLA forms. *See id.* Ms. Schofield submitted an updated medical certification form to MPD between August 11 and September 1, 2011. *See id.*

Ms. Schofield returned to work on September 26, 2011. *See id.* Although she was officially placed on light-duty status and was not permitted to carry a weapon, she resumed her normal duties. *See id.* MPD did not respond to Ms. Schofield’s DCFMLA request until October of 2011, when it sent her a memorandum dated September 13, 2011, denying her request as untimely. *See id.* at 159-60. On November 23, 2011, MPD told Ms. Schofield that she needed to submit additional DCFMLA forms by November 25, 2011. *See id.* Ms. Schofield submitted the requested paperwork on November 25, 2011. *See id.* That same day, MPD informed Ms.

---

<sup>1</sup> Although petitioner MPD disputes these facts, *see* MPD Brief at 2, the Court relies on the facts found by OHR Chief Administrative Law Judge David C. Simmons and Administrative Law Judge Toya Carmichael. *See* A.R. at 158-60, 750-53. These facts, though disputed, do not affect the outcome of the instant appeal.

Schofield that it would be placing her on sick leave effective November 28, 2011, and terminating her at the end of her leave on December 9, 2011. *See id.*

### **PROCEDURAL HISTORY**

On July 3, 2012, Ms. Schofield filed a discrimination complaint with the D.C. Office of Human Rights (“OHR”), asserting that MPD had violated her rights under the DCFMLA, the Americans with Disabilities Act, and the D.C. Human Rights Act (“DCHRA”). *See A.R.* at 155. OHR investigated the complaint, and issued a Letter of Determination on December 23, 2013, finding probable cause on all three allegations. *See id.* Ms. Schofield and MPD elected to have the case resolved by a summary determination. *See id.* at 156. On April 30, 2014, the case was forwarded to OHR Chief Administrative Law Judge David C. Simmons (“CALJ Simmons”), who reviewed the administrative record and made a recommendation for a final decision. *See id.*

CALJ Simmons issued a Proposed Decision and Order on February 15, 2017, finding that MPD interfered with Ms. Schofield’s DCFMLA rights by failing to timely inform her of her right to DCMLA leave, and then denying her leave request. *See id.* at 155-173. CALJ Simmons also found that MPD retaliated against Ms. Schofield when it notified her that she would be terminated on the same day that she attempted to exercise her DCFMLA rights. *See id.* CALJ Simmons did not find that MPD discriminated against Ms. Schofield because of a disability. *See id.* Ms. Schofield filed Exceptions to the Proposed Decision and Order on March 15, 2017, and an addendum thereto on March 15, 2017. *See id.* at 180-188.

On May 12, 2017, OHR issued a Final Order on the merits of Ms. Schofield’s claims. *See id.* at 1-7. OHR adopted CALJ Simmons’s Proposed Decision and Order, except for CALJ Simmons’s discussion and conclusion with respect to Ms. Schofield’s discrimination claim. *See id.* at 6. OHR found that Ms. Schofield met her burden to prove that MPD engaged in disability

discrimination by terminating her, instead of providing a reasonable accommodation for her disability of arthritis and a hip replacement. *See id.* OHR further ordered Ms. Schofield and MPD to file calculations of Ms. Schofield's damages. *See id.*

On June 12, 2017, MPD filed the instant Petition for Review of the Final Order. *See* MPD Pet. On September 9, 2017, Ms. Schofield filed a Notice of Intervention. On September 26, 2017, the parties jointly requested a stay of the instant proceedings until OHR issued a final decision on damages. The Court granted that request on September 29, 2017. *See* Order, dated September 29, 2017.

Ms. Schofield filed her damage calculations with OHR on June 12, 2017; and MPD filed its calculations on June 30, 2017. *See* A.R. at 8-34, 75-153. On February 1, 2018, CALJ Simmons's issued an initial Proposed Order on Damages, which recommended that Ms. Schofield recover for her DCFMLA claims (1) \$19,219.68 for lost wages from December 10, 2011 (the day after she was terminated), to March 31, 2012 (the end of her contract with MPD); (2) \$4,114.99 for the cash equivalent of annual leave that she would have accumulated before the end of her contract if she had not been terminated; and (3) \$25,232.91 in liquidated damages, for a total of \$50,465.82. *See id.* at 1075-98. CALJ Simmons found that Ms. Schofield failed to mitigate her damages by conducting a reasonably diligent search for substantially similar employment after her termination. *See id.* at 1086-87. Thus, CALJ Simmons determined that the appropriate period for calculating Ms. Schofield's damages was from December 10, 2011, to March 31, 2012, and not through March 26, 2014, the date of her mandatory retirement. *See id.*

On April 19, 2018, OHR remanded the case to CALJ Simmons for additional briefing and findings on Ms. Schofield's efforts to mitigate her damages. *See id.* at 1048-51. Ms. Schofield submitted evidence of her mitigation efforts on May 4, 2018. *See id.* at 1042-47.

CALJ Simmons issued a Second Proposed Order on Damages on June 26, 2018, finding that Ms. Schofield successfully mitigated her damages, and noting that MPD had not presented any contrary evidence. *See id.* at 1017-31. Accordingly, CALJ Simmons found that Ms. Schofield was entitled to “lost wages from April 1, 2012[,] until March 26, 2014, plus the value of her annual leave and interest (at 4% per annum) thereon;” as well as “lost wages from December 9, 2011[,] to March 31, 2012, interest thereon (at 4% per annum), plus liquidated damages equal to that entire amount” and 50% of her lost wages from December 9, 2011, to March 26, 2014, as compensation for her pain and suffering. *See id.* at 1028-29. Because CALJ Simmons was unable to calculate the monetary value of these damages based on the evidence in the record, he further found that Ms. Schofield should be required to produce a “worksheet” calculating her damages in accordance with his findings. *See id.*

On July 11, 2018, OHR learned that MPD had never received the first Proposed Order on Damages, OHR’s remand order from April 19, 2018, Ms. Schofield’s evidence of her mitigation efforts, and the Second Proposed Order on Damages. *See A.R.* at 1015-16. Accordingly, OHR sent the missing documents to MPD, and remanded the case back to CALJ Simmons. *See id.* On August 6, 2018, CALJ Simmons set a new briefing schedule to allow the parties to fully address Ms. Schofield’s damages. *See id.* at 1006-09. MPD filed a new brief on damages on September 20, 2018, and Ms. Schofield filed her response on October 25, 2018. *See id.* at 774-988.

On April 5, 2019, the case was transferred from CALJ Simmons to Administrative Law Judge Toya Carmichael (“ALJ Carmichael”). *See id.* at 713. On May 10, 2019, ALJ Carmichael issued a Third Proposed Order on Damages. *See id.* at 744-73. ALJ Carmichael concluded that (1) the time frame for calculating Ms. Schofield’s damages should be from December 10, 2011

(the day after she was fired), to March 31, 2012 (the end of her contract), because the evidence did not support a finding that her contract would be renewed; (2) Ms. Schofield properly mitigated her damages; (3) Ms. Schofield is entitled to damages of \$57,374.30 under the DCFMLA; and (4) Ms. Schofield is not entitled to any damages under the DCHRA. *See id.* at 771. Ms. Schofield submitted her exceptions to the Third Proposed Order on Damages on May 30, 2019; MPD did not submit any exceptions. *See id.* at 720-743.

OHR issued a Final Order on Damages on August 19, 2019, adopting in part ALJ Carmichael's Third Proposed Order on Damages. *See id.* at 710-19. OHR adopted ALJ Carmichael's findings of fact, as well as her determinations that Ms. Schofield mitigated her damages and is not entitled to damages under the DCHRA. *See id.* at 710, 714-15, 718. OHR, however, found that the proper period for calculating Ms. Schofield's damages is from the day after she was fired to the date of her mandatory retirement -- December 10, 2011, to March 26, 2014. *See id.* at 713-714. Accordingly, OHR found that Ms. Schofield was entitled to damages under the DCFMLA totaling \$417,723.36, and consisting of \$166,007.58 for lost wages, annual leave, and sick time; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68. *See id.* at 716-18.

#### **APPLICABLE LAW**

When reviewing a decision from an administrative agency, there is a "presumption of correctness of the agency's decision" and the burden is placed on the petitioner to demonstrate agency error. *See Cooper v. District of Columbia Dep't of Emp't Servs.*, 588 A.2d 1172, 1174 (D.C. 1991); *see also* D.C. Code § 2-510(a) (authorizing judicial review of D.C. agency decisions); 4 DCMR § 1625.14 ("A party may appeal the final decision of OHR to the Superior Court of the District of Columbia"). The Court "must affirm OHR's action if it is supported by



substantial evidence and otherwise in accordance with law.” *See D.C. Dep’t of Pub. Works v. D.C. Office of Human Rights*, 195 A.3d 483, 490 (D.C. 2018). “Substantial evidence is relevant evidence that a reasonable mind might accept as adequate to support a conclusion.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490. “The corollary of this proposition, however, is that we are not obliged to stand aside and affirm an administrative determination which reflects a misconception of the relevant law or a faulty application of the law.” *See Zenian v. D.C. Office of Employee Appeals*, 598 A.2d 1161, 1166 (D.C. 1991). The Court “will disturb the administrative finding . . . only if the record compels a contrary conclusion, meaning that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490.

#### ANALYSIS

The issue before the Court is narrow: MPD argues that the Final Order on Damages should be reversed because the time period OHR used to calculate Ms. Schofield’s damages is incorrect and unsupported by the record. *See generally* MPD Brief. OHR and Ms. Schofield respond that OHR’s determination on damages is supported by substantial evidence. *See generally* OHR Resp.; Intervenor Resp. The Court finds that MPD has not met its burden to show agency error.

An employer that has violated the DCFMLA is required to pay the affected employee “[a]ny wages, salary, employment benefits, or other compensation denied or lost to the employee due to the violation plus interest.” *See* D.C. Code § 32-509(b)(6). The employer must also pay “[a]n amount equal to the greater of:” the employee’s denied or lost wages, salary, benefits, and other compensation; or “[c]onsequential damages not to exceed an amount equal to 3 times” the amount of lost or denied compensation “plus any medical expenses not covered by the health

insurance of the employee.” *See id.* Generally, a party must establish damages to a reasonable certainty. *See Magdalene Campbell & Fort Lincoln Civic Ass’n v. Fort Lincoln New Town Corp.*, 55 A.3d 379, 387 (D.C. 2012) (“[a party] must establish both the fact of damages and the amount of damages with reasonable certainty. . . . [W]hat is required is some evidence which allows the trier of fact to make a reasoned judgment”) (internal citations omitted).

OHR determined that Ms. Schofield is entitled to back pay for the period from December 10, 2011, to March 26, 2014 – *i.e.*, from the day after she was fired until the date of her mandatory retirement. *See* A.R. at 713-714. OHR found that MPD’s custom and practice of regularly renewing Ms. Schofield’s contract shows that Ms. Schofield had a reasonable expectation of having her contract renewed until March of 2014. *See id.* at 714 (citing *Howard v. Best*, 484 A.2d 958, 974 (D.C. 1984) (“custom and practice are relevant in the absence of an explicit [contract] provision” to determine whether an employee’s contract would be renewed)).

OHR relied on evidence that Ms. Schofield’s contract had been renewed yearly since 2005, and that she resumed the normal duties of her position when she returned to work after her surgery. *See id.* Because Ms. Schofield met her burden to show that her termination was discriminatory, OHR held that “any refusal, albeit ‘discretionary,’ to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate” Ms. Schofield’s recovery. *See id.*

OHR’s findings are supported by substantial evidence in the record. There is no dispute that Ms. Schofield’s contract was renewed annually from 2005 to 2011. *See* MPD Brief at 2; OHR Resp. at 7; A.R. at 750. The record also reflects that Ms. Schofield, her direct supervisor, her commanding officer, and other MPD employees all stated that Ms. Schofield returned to work and completed her normal duties following her surgery. *See* A.R. at 263 (Statement of



Lieutenant Derek Gray), 266 (Statement of Nathan Sims, MPD Evidence Control Branch Inspector), 270 (Statement of Diana Hains, MPD Human Resources Director), 273 (Statement of Leeann Turner, MPD Corporate Support Bureau Executive Director). Although she was officially on limited-duty status upon her return, Ms. Schofield explained that this only impacted her ability to carry a firearm. *See id.* at 723.

MPD argues that the record shows that Ms. Schofield would not have met the physical requirements necessary for her contract to be renewed. *See* MPD Brief at 9-13. MPD relies on the physical standards set forth in the Updated 2011 Medical Guidelines of the Police and Fire Clinic (“the Guidelines”). *See* MPD Brief at 9 (citing 6A DCMR § 106.4; A.R. 821); *see also* A.R. at 819-41 (Guidelines). The Guidelines classify Ms. Schofield’s conditions of arthritis and a hip replacement as conditions that “could preclude” Ms. Schofield from performing the essential functions of a police officer. *See* A.R. at 819-41. But the Guidelines are not “strict standards,” nor are they “so excessively stringent as to needlessly prevent . . . an Incumbent from continuing as an active Police Officer” without an individualized assessment of the officer’s condition. *See id.* at 820. MPD fails to address Ms. Schofield’s ability to work in her specific assignment, as an SPO in the courthouse evidence control room, or the evidence in the record that she successfully performed her duties after returning to work after the surgery. *See generally* MPD Brief. Nor has MPD provided any evidence that Ms. Schofield was assessed according to the Guidelines and found unfit for duty as a SPO. *See generally id.*; *see also* Intervenor Resp. at 4; OHR Resp. at 10; A.R. at 820 (Guidelines are “intended to permit and foster the individualized assessment of each individual”). Accordingly, the Guidelines do not contradict OHR’s finding that Ms. Schofield could have reasonably expected her contract to be renewed for two more years, until her mandatory retirement.

The record evidence on Ms. Schofield's health also reasonably supports OHR's decision. Ms. Schofield's own physician expected her to make a full recovery as early as January 2012, and no later than April 2012. *See* A.R. at 985. When Ms. Schofield visited the D.C. Police and Fire Clinic on November 22, 2011, the physician's assessment of Ms. Schofield was that her condition was "improved." *See id.* at 986. The physician noted that although Ms. Schofield had "difficulty with going up the stairs" and was "unable to squat" at that time, she had "no new complaint," and her "hip pain has continued to improve." *See id.* Thus, neither the Guidelines nor evidence of Ms. Schofield's health show that "that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole." *See D.C. Dep't of Pub. Works*, 195 A.3d at 490.

Given the substantial evidence in the record supporting OHR's conclusion, the Court affirms OHR's finding that Ms. Schofield is entitled to back pay and other relevant damages for the period of December 10, 2011, to March 26, 2014.

Accordingly, this 30<sup>th</sup> day of March, 2020, it is hereby

**ORDERED** that the Petition for Review of Agency Decision is **DENIED**; and it is further

**ORDERED** that all future events scheduled in this matter are vacated, and the case is closed.

**SO ORDERED.**



Judge Florence Y. Pan  
Superior Court of the District of Columbia

Copies to:

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Anita Schofield

2-534(a)(2)

*Intervenor, Pro Se*

8/19/19

**DISTRICT OF COLUMBIA  
OFFICE OF HUMAN RIGHTS**

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ANITA SCHOFIELD, )  
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 Complainant, )  
 )  
 v. )  
 )  
 D.C. GOV'T METROPOLITAN )  
 POLICE DEPARTMENT, )  
 )  
 Respondent. )  
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**OHR Docket No.: 12-252-DC(CN)  
EEOC No.: 10C-2012-00245  
Toya Carmichael, ALJ  
Sitting as Independent Hearing  
Examiner**

**THE OFFICE OF HUMAN RIGHTS' FINAL ORDER ON DAMAGES,  
ADOPTING IN PART AND MODIFYING IN PART, THE INDEPENDENT HEARING  
EXAMINER'S THIRD PROPOSED DECISION AND ORDER ON DAMAGES**

The D.C. Office of Human Rights (OHR) has completed its review of Administrative Law Judge (ALJ) Carmichael's Third Proposed Decision and Order on Damages, dated May 10, 2019, submitted to the Director's attention pursuant to 4 DCMR §§ 119.1 and 1624.1. On May 30, 2019, Complainant submitted her Exceptions to Third Proposed Decision and Order Regarding Damages ("Compl.'s Exceptions"). Respondent did not submit any exceptions. Pursuant to 4 DCMR §§ 120.1-.3 and 1625.1-.3, OHR hereby issues its Final Order on Damages as follows:

**PROCEDURAL BACKGROUND**

On July 3, 2012, Anita Schofield ("Ms. Schofield" or "Complainant"), a former senior police officer ("SPO") at the Metropolitan Police Department ("MPD" or "Respondent"), filed a complaint with OHR. In it, she asserted that MPD (1) interfered with her rights under the District of Columbia Family Medical Leave Act ("DCFMLA") and the Family Medical Leave Act ("FMLA")<sup>1</sup>; (2) retaliated against her for asserting her DFMLA rights; and (3) discriminated against her on the basis of disability in violation of the Americans with Disabilities Act ("ADA") and the District of Columbia Human Rights Act ("DCHRA"). (Compl.'s Charge (July 3, 2012)). OHR investigated Complainant's allegations and found probable cause on all three claims. (Letter of Determination (Dec. 24, 2013) ["LOD"] at 23). On April 30, 2014, the matter was assigned to Chief Administrative Law Judge (CALJ) David C. Simmons of the D.C. Commission on Human Rights ("Commission") to sit as an Independent Hearing Examiner (IHE).

On April 14, 2015, the parties agreed to forfeit their rights to an administrative hearing and to resolve all claims through a summary determination proceeding. In cases against the government,

<sup>1</sup> OHR does not enforce the federal FMLA. Complainant's claims in relation to FMLA will not be discussed.

“[a]fter the probable cause determination and failure of the conciliation efforts, the Director may make a summary determination *on the merits* of a complaint based solely upon information in the complaint file.” 4 DCMR § 115.1 (emphasis added).<sup>2</sup> CALJ Simmons issued a Proposed Decision and Order recommending that the Director find on the merits in favor of Complainant with respect to her DCFMLA interference and retaliation claims. (Proposed Decision and Order (Feb. 15, 2017) [“PDO”]). As authorized by regulation, *see* 4 DCMR § 119.3, Complainant filed exceptions to the PDO on March 10, 2017, and added an addendum thereto on March 15, 2017.

On May 11, 2017, OHR issued a final order on the merits of Complainant’s claim. (Final Order Adopting in Part, and Modifying in Part, the Hearing Examiner’s Proposed Decision and Order (May 11, 2017) [“FO”]). In addition to adopting CALJ Simmons’ finding that Complainant succeeded on both of her DCFMLA claims, OHR also determined that Complainant succeeded on her DCHRA claim of illegal termination based on disability. (FO at 2-5). OHR ordered Complainant to provide information regarding her alternative employment, if any; her MPD salary; her filing costs, if applicable; and her additional medical expenses, if applicable. (FO at 6). Finally, OHR ordered MPD to submit its estimation of Complainant’s damages no later than 30 days following the date of the FO. (*Id.*).

On June 12, 2017, Complainant filed her damage calculations. (Complainant’s Damages and Calculation (June 12, 2017) [“Schofield’s Damages Calculations”]). The same day, MPD petitioned the Superior Court of the District of Columbia (“D.C. Superior Court”) to review OHR’s FO. (Response of the Metropolitan Police Department from Order Requiring a Response at Ex. A (June 30, 2017) [“MPD Response”]). Thereafter, on June 30, 2017, MPD filed its damages calculation. (MPD Response). On September 25, 2017, the parties jointly filed a motion in D.C. Superior Court to stay the proceedings pending the issuance of a final decision from OHR calculating damages. (Joint Motion to Stay Proceedings (Sept. 25, 2017)). Four days later, the D.C. Superior Court granted the parties’ joint motion to stay. (Order Granting Joint Motion to Stay Proceedings (Sept. 29, 2017)).

On February 1, 2018, CALJ Simmons issued a Proposed Decision and Order on Complainant’s Damages. (Proposed Decision and Order on Complainant’s Damages (Feb. 1, 2018) [“First Proposed Damages Order”]). He recommended the Director of OHR find that Complainant was entitled to recover her lost wages from December 10, 2011, to March 31, 2012, amounting to \$19,219.68;<sup>3</sup> the cash equivalent of annual leave she would have accumulated between December

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<sup>2</sup> Thus, at the summary determination stage, the OHR Director must determine whether the complainant has proven the claim by a preponderance of the evidence, in accordance with the Title VII burden-shifting analysis articulated in *McDonnell Douglas Corp. v. Green*, 411 U.S. 792 (1973). *See District of Columbia Housing Authority v. District of Columbia Office of Human Rights, et al.*, 881 A.2d 600, 614-16 (D.C. 2005) (finding that OHR’s summary determination on the merits of the claim was supported by substantial evidence because the OHR Director appropriately found, by a preponderance of the evidence, that respondent’s explanations for the adverse employment action were pretext for discrimination.). “A ‘preponderance of the evidence’ standard simply requires the fact finder to believe that the existence of the contested fact is more ‘plausible’ than its nonexistence.” *In re Dortch*, 860 A.2d 346, 358 (D.C. 2004). “[T]his burden cannot be successfully carried by speculation.” *Myrick v. Nat’l Sav. & Trust Co.*, 268 A.2d 526, 527 (D.C. 1970).

<sup>3</sup> MPD calculated Complainant’s backpay in its June 30, 2017, response based on wages across nine pay periods. *See* MPD Response at 10.

10, 2011, and March 31, 2012, amounting to \$4,114.99 as of June 30, 2017; and liquidated damages equal to \$25,232.91, the sum of her lost wages, annual leave, and interest. Accordingly, Complainant's total damages on her DCFMLA claims were \$50,465.82. (First Proposed Damages Order at 17). CALJ Simmons suggested the Director of OHR limit Complainant's recovery, in pertinent part, because (1) she failed to produce evidence of her efforts to mitigate her damages, (*see id.* at 12-13); and (2) her annual contract was not subject to automatic renewal. (*Id.* at 13-15). He also respectfully requested that the Director reconsider her ruling that Respondent's actions amounted to disability discrimination under the DCHRA. (*Id.* at 17-20).

On April 19, 2018, the Director remanded the case to CALJ Simmons to determine Complainant's mitigation efforts, because the parties had not had a meaningful opportunity to present evidence on that issue. (Order Remanding Matter to Independent Hearing Examiner (Apr. 19, 2018) at 1 ["First Remand Order"]).<sup>4</sup> The Director also reaffirmed her finding that MPD violated Complainant's rights under the DCHRA. (*Id.* at 2). On May 4, 2018, Complainant submitted evidence of her mitigation efforts. (Compl. Statement Regarding Her Efforts to Mitigate Her Damages (May 4, 2018) ["Mitigation Efforts"]).

On June 26, 2018, CALJ Simmons issued a Second Proposed Damages Order, finding Complainant successfully mitigated her damages and noting that Respondent did not present any contrary evidence.<sup>5</sup> (Second Proposed Decision and Order on Complainant's Damages (June 26, 2018) at 4-5 ["Second Proposed Damages Order"]). CALJ Simmons also concluded that Complainant was "entitled to the full extent of her [DCFMLA] back-pay award," until March 26, 2014 (the day of Complainant's mandatory retirement). (Second Proposed Damages Order at 5-6). However, CALJ Simmons held Complainant was not entitled to liquidated damages, concluding that MPD was entitled to a good-faith reduction for reasonably believing Complainant's employment contract would not have been renewed automatically from March 31, 2012 (the last day of her 2011-12 contract) through March 26, 2014 (the date she would have been subject to mandatory retirement). (*Id.* at 6-7). As for backpay under the DCHRA, CALJ Simmons found Complainant could not receive such an award because it would amount to double recovery since she already was entitled to backpay under the DCFMLA. (*Id.* at 7). Finally, regarding compensatory damages under the DCHRA, CALJ Simmons found Complainant was entitled to half of what she would have earned between December 9, 2011 (the date of her unlawful termination) and March 26, 2014 (the date of mandatory retirement). (*Id.* at 7-8).

On July 11, 2018, OHR became aware that MPD had neither received nor been given an opportunity to respond to the following documents: First Proposed Damages Order (Feb. 2, 2018), Complainant's Exceptions to the First Proposed Damages Order (Feb. 22, 2018), OHR's First Remand Order (Apr. 19, 2018), Complainant's Mitigation Efforts (May 4, 2018), and Second Proposed Damages Order (June 26, 2018). That same day, OHR remanded the case back to CALJ Simmons and sent the above documents to Complainant and MPD. (Order Remanding Matter to

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<sup>4</sup> On February 22, 2018, Complainant submitted Exceptions to Judge Simmons' First Proposed Damages Order in which she asserted she was unaware of her need to produce evidence of her mitigation efforts.

<sup>5</sup> However, as explained more fully below, the reason MPD did not present any other evidence is because OHR had inadvertently stopped serving the correct counsel for Respondent, beginning in February 2018.

Independent Hearing Examiner (July 16, 2018) [“Second Remand Order”] at 1; Order Setting Briefing Schedule at 2 (Aug. 6, 2018) [“Briefing Schedule”]).

On July 26, 2018, CALJ Simmons held a status conference with the parties to determine how to proceed. (Briefing Schedule at 1). During the conference, CALJ Simmons determined MPD needed an opportunity to respond to the following issues: (1) whether Complainant was entitled to damages under the DCFMLA including annual leave from December 11, 2011 through March 26, 2014, with 4% interest; (2) whether Complainant’s sick leave should be included in her DCFMLA award calculation; (3) whether Complainant was entitled to liquidated damages under the DCFMLA from April 1, 2012 through March 26, 2014; (4) whether Complainant was entitled to compensatory damages for her DCHRA disability discrimination claim, calculated at 50% of the wages benefits should would have received between December 9, 2011 and March 26, 2014; and (5) whether Complainant had successfully attempted to mitigate her damages. (Briefing Schedule at 2-3). On September 20, 2018, MPD filed its brief based on the Briefing Schedule. (Respondent Metropolitan Police Department’s Brief Regarding Unaddressed Issues (Sept. 20, 2018) [“MPD Brief”]). On October 25, 2018, Complainant filed her response to the MPD Brief. (Complainant’s Reply to Respondent’s Brief on Unaddressed Issues (Oct. 25, 2018) [“Schofield Brief”]).

### **MODIFICATION, IN PART, OF IHE’S THIRD PROPOSED DECISION AND ORDER**

#### ALJ Carmichael’s Third Proposed Order on Damages

On April 5, 2019, this case was transferred to ALJ Carmichael. On May 10, 2019, ALJ Carmichael submitted the Third Proposed Decision and Order on Complainant’s Damages (“Third Proposed Decision and Order”), and the parties were given 20 days to submit exceptions. On May 30, 2019, Complainant submitted her Exceptions to the Third Proposed Decision and Order On Damages (“Compl.’s Exceptions”). Respondent did not submit any exceptions.

ALJ Carmichael’s Third Proposed Decision and Order concluded the following: (1) the proper time-frames for calculating Complainant’s damages are from December 10, 2011 to March 31, 2012, for back pay, annual leave, and sick leave, and December 10, 2011, through June 26, 2018, for interest; (2) Complainant adequately mitigated her damages; (3) Complainant is entitled to damages amounting to \$57,374.30 under the DCFMLA; and (4) Complainant is not entitled to any additional damages under the DCHRA. (Third Proposed Decision and Order at 27). The instant Order adopts in part and modifies in part ALJ Carmichael’s proposed findings of fact and conclusions of law.

#### Findings of Fact

OHR adopts ALJ Carmichael’s findings of fact. (Third Proposed Decision and Order at 6-9).

#### Wage and Benefits Recovery Period

OHR modifies ALJ Carmichael’s recommendation with respect to the proper time period for calculation of damages. Although ALJ Carmichael recommended that the recovery period be

confined to a roughly three-month period, between December 10, 2011 (the day after Complainant's termination), until March 31, 2012 (the end of Complainant's term appointment),<sup>6</sup> OHR finds that Complainant's proper wage and benefits (sick and annual leave) recovery period is from December 10, 2011, to March 26, 2014 (the date when Complainant would have been mandatorily retire), as explained more fully below.<sup>7</sup>

In the absence of explicit language, courts may use custom and practice to determine whether an employee had a reasonable expectation of continued employment. *See generally Howard Univ. v. Best*, 484 A.2d 958, 974 (D.C. 1984). Complainant's yearly contract had been renewed at the discretion of the Chief of Police without challenge or controversy each year since 2005 (MPD Response at 6), thereby creating a reasonable expectation that Complainant's contract would be renewed again. Complainant returned to work on September 26, 2011. (LOD at 4). Although she had requested to work on limited duty status, Complainant had actually resumed the normal duties of her position that she had been performing before taking leave. (*Id.*)<sup>8</sup> OHR previously found, on the merits, that Complainant had met her burden to prove, by a preponderance of the evidence, that Respondent's asserted reason for her termination was pretext for disability discrimination. (FO at 5). Thus, any refusal, albeit "discretionary," to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate Complainant's recovery.<sup>9</sup> Ultimately, Respondent offers only speculation, and no legitimate reason, why it would not have renewed Complainant's contract after previously renewing it each year since 2005. Complainant is entitled to recover for the full period of time, until March 26, 2014, that she reasonably expected to continue working, were it but for the discriminatory act.

#### Complainant's Mitigation of Damages

OHR adopts ALJ Carmichael's finding that Complainant successfully mitigated her damages, including ALJ Carmichael's conclusion that Respondent has not proven that Complainant did not mitigate her damages. (Third Proposed Decision and Order at 12-14). Specifically, ALJ Carmichael found that Complainant was not required to apply for particular positions, *i.e.*, public school officer and Senior Police Officer via Special Order 101.12, as Respondent had contended in its MPD Brief, dated September 20, 2018,<sup>10</sup> noting that such opportunities were permissive but

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<sup>6</sup> (Third Proposed Decision and Order at 12).

<sup>7</sup> There appears to be no dispute that Complainant's mandatory retirement date was March 26, 2014. (Third Proposed Decision and Order at 4).

<sup>8</sup> Respondent contends that where an SPO is unable to perform "the full range of duties" required of a member of the Department, Respondent shall "retire the member as disabled regardless of whether the member is performing useful and efficient service that are less than the full range of duties." D.C. Code § 5-709(c). However, Ms. Schofield returned to work and performed "the normal duties of her position that she performed before taking leave," despite being advised to the contrary by her physician. (Third Proposed Decision and Order at 7).

<sup>9</sup> *See, e.g., Barnabas v. Bd. of Trs. of Univ. of D.C.*, 686 F. Supp. 2d 95, 105-06 (D.D.C. 2010) (jury could infer that University's reduction of the plaintiff's teaching load was the first opportunity it had to retaliate seven months later).

<sup>10</sup> Respondent contends that Complainant failed to mitigate her damages because Complainant failed to avail herself of the "statutorily-created [opportunities] for retired police officers," namely the Special Police Officer position for D.C. Public Schools and the Senior Police Officer position. (MPD Brief at 9).



not required. (*Id.* at 14).<sup>11</sup> ALJ Carmichael also noted that Complainant requested reinstatement; Respondent did not offer Complainant reinstatement; and Complainant had adequately searched for comparable jobs. (*Id.*).

In addition to adopting ALJ Carmichael's recommended finding regarding Complainant's mitigation of damages, OHR herein delineates more fully Complainant's mitigation efforts and also cites to an applicable legal standard for damages mitigation under the DCFMLA. Although OHR could not locate a D.C. Court of Appeals case regarding the duty to mitigate damages under the DCFMLA or out of the D.C. Circuit under the federal counterpart, The Family & Medical Leave Act of 1993 (FMLA), the Fourth Circuit has found that the duty to mitigate applies in FMLA actions. An FMLA plaintiff has a duty to mitigate his damages by diligently "seeking and accepting new employment substantially equivalent to that from which [they] were discharged" *Miller v. AT&T Corp.*, 250 F.3d 820, 838-39 (4th Cir. 2001) (adopting the duty to mitigate standard from Title VII, quoting *Brady v. Thurston Motor Lines, Inc.* 753 F.2d 1269, 1273 (4<sup>th</sup> Cir. 1985)); see also *McDonnell v. Miller Oil Co.*, 110 F.3d 60 (4th Cir. 1997).<sup>12</sup> Significantly, and as delineated by ALJ Carmichael, the [Respondent] bears the burden of demonstrating that [Complainant] has failed to fulfill the duty to mitigate. *Martin v. Cavalier Hotel Corp.*, 48 F.3d 1343, 1358 (4th Cir. 1995). Further, a Complainant in a discrimination action "need not go into another line of work, accept a demotion, or take a demeaning position," so as to mitigate. *Ford Motor Co. v. EEOC*, 458 U.S. 219, 231 (1982).

Complainant contends that pursuant to D.C.'s Department of Employment Services ("DOES") requirements, she contacted at least two to three employers each week, submitted detailed, certified written records outlining her job search to DOES, and signed a certificate with each report, so as to be eligible for unemployment benefits.<sup>13</sup> Complainant was paid unemployment insurance benefits from December 30, 2011, through April 20, 2013. (Mitigation Efforts at Exhibit A). Complainant states that she conducted daily searches for law enforcement and security positions in the employment section of the Washington Post (both online and in hard copy), Monster.com, Indeed.com, and Careerbuilder.com. (*Id.* at 2). Complainant submitted a copy of the resume she used with applications. (Mitigation Efforts at Exhibit C). Throughout 2013 and 2014, Complainant contends that she applied for several customer service, cashier, and security positions. (*Id.* at 3). Accordingly, based on the aforementioned efforts of Complainant, both CAIJ Simmons' and ALJ Carmichael's assessments, and the applicable legal standards, Complainant mitigated her damages as required.

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<sup>11</sup> Respondent also appears to argue that Complainant failed to mitigate by purportedly not applying for the same job from which she was fired, and yet Respondent does not contend that it offered to return her to work and acknowledges that Complainant alleges that she actually did request reinstatement. (MPD Brief at 9). Respondent also disputes the adequacy of Complainant's job search efforts, which ALJ Carmichael found to be sufficient (Third Proposed Order at 13-14) and which OHR herein describes more fully.

<sup>12</sup> While OHR is not bound by the legal decisions interpreting the federal statute, those decisions may be considered persuasive authority. See *Lenaerts v. District of Columbia Dept. of Employment Svs.*, 545 A.2d 1234, 1238 (D.C. 1988); see also *Chang v. Inst. For Public-Private P-ships, Inc.*, 846 A.2d 318 (D.C. 2004) (asserting a D.C. Court of Appeals opinion that the federal FMLA is used to interpret the DCFMLA).

<sup>13</sup> The certification that Ms. Schofield was required to sign when she submitted her weekly job search reports to DOES states: "I hereby certify that these statements are true and correct. I understand that the law provides penalties for false statements to obtain or increase benefits." (Mitigation Efforts at 2).

Damages Calculation under the DCFMLA

OHR adopts in part ALJ Carmichael's finding that Complainant is entitled to damages under the DCFMLA, including ALJ Carmichael's finding that Complainant is entitled to back pay, as well as the cash equivalent of annual and sick leave she would have accrued,<sup>14</sup> and ALJ Carmichael's finding that Complainant's recovery need not be offset for unemployment and annuity payments, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 15-22).

However, OHR modifies ALJ Carmichael's finding to the extent that, as explained *supra* at 5, the calculation must be made based on a longer recovery period. Specifically, based on the record, Complainant is entitled to wages and benefits based on a salary of \$61,698 from December 10, 2011, to March 31, 2013, and a salary of \$64,166 from April 1, 2013, to March 26, 2014.<sup>15</sup> Accordingly, Complainant's back pay and benefits awards are delineated below. OHR notes that the recovery period has been divided into six smaller periods, so that an accounting could be made for the change in salary, two-week pay period increments for annual and sick leave, and annual compounding of interest.

|  |                     |
|--|---------------------|
| <u>December 10, 2011 – December 9, 2012 (26 pay periods)</u>     |                     |
| \$61,698 (salary), \$6,169.80 (annual), and \$3,084.90 (sick)    | \$70,952.70         |
| <u>December 10, 2012 – March 31, 2013 (8 pay periods)</u>        |                     |
| \$18,984 (salary), \$1,898.4 (annual), and \$949.2 (sick)        | \$21,831.60         |
| <u>April 1, 2013 – December 8, 2013 (18 pay periods)</u>         |                     |
| \$44,422.62 (salary), \$4,442.26 (annual), and \$2,221.13 (sick) | \$51,086.01         |
| <u>December 9, 2013 (1/10 of a pay period)</u>                   |                     |
| \$246.79 (salary), \$24.68 (annual), and \$12.34 (sick)          | \$283.81            |
| <u>December 10, 2013 – March 17, 2014 (7 pay periods)</u>        |                     |
| \$17,275.46 (salary), \$1,727.55 (annual), and \$863.77 (sick)   | \$19,866.78         |
| <u>March 18, 2014 – March 26, 2014 (7/10 of a pay period)</u>    |                     |
| \$1,727.55 (salary), \$172.75 (annual), and \$86.38 (sick)       | \$1,986.68          |
| <b>Total back pay and benefits award:</b>                        | <b>\$166,007.58</b> |

<sup>14</sup> Annual leave at 8 hours per two-week pay period and sick leave at 4 hours per two-week pay period.

<sup>15</sup> (Complainant's Damages and Calculations, dated June 12, 2017, at 7-10). Respondent confirmed that the base salary numbers Complainant proffered were accurate for the requisite time periods, although Respondent listed the latter period's salary as one dollar higher. (MPD Response Brief at 3-4). OHR will use Complainant's number, as it is closer to an actual 4% increase on \$61,698, which would be \$64,165.92.

Prejudgment Interest

OHR adopts in part ALJ Carmichael’s finding that Complainant is entitled to prejudgment interest from December 10, 2011, through June 26, 2018 at 4% per annum (Third Proposed Decision and Order at 22), for the reasons explained by ALJ Carmichael, but OHR modifies the finding to calculate the interest to be compounded annually, pursuant to *Jean-Baptiste v. District of Columbia* 958 F. Supp. 2d 37, 48 (D.D.C. July 19, 2013), as follows.

|                |   |             |   |  |
|----------------|---|-------------|---|--|
| A              | = | \$70,952.70 | = | wage and benefits earnings from 12/10/11 through 12/9/12 |
| B              | = | \$73,201.42 | = | wage and benefits earnings from 12/10/12 through 12/9/13 |
| C              | = | \$21,853.46 | = | wage and benefits earnings from 12/10/13 through 3/26/14 |
| A <sub>i</sub> | = | \$2,838.11  | = | interest earned from 12/10/11 through 12/9/12            |
| B <sub>i</sub> | = | \$5,879.69  | = | interest earned from 12/10/12 through 12/9/13            |
| C <sub>i</sub> | = | \$6,989.02  | = | interest earned from 12/10/13 through 12/9/14            |
| D <sub>i</sub> | = | \$7,268.58  | = | interest earned from 12/10/14 through 12/9/15            |
| E <sub>i</sub> | = | \$7,559.32  | = | interest earned from 12/10/15 through 12/9/16            |
| F <sub>i</sub> | = | \$7,861.69  | = | interest earned from 12/10/16 through 12/9/17            |
| G <sub>i</sub> | = | \$4,457.69  | = | interest earned from 12/10/17 through 3/26/18            |

$$A_i = A \times 4\%$$

$$B_i = (A + A_i + B) \times 4\%$$

$$C_i = (A + A_i + B + B_i + C) \times 4\%$$

$$D_i = (A + A_i + B + B_i + C + C_i) \times 4\%$$

$$E_i = (A + A_i + B + B_i + C + C_i + D_i) \times 4\%$$

$$F_i = (A + A_i + B + B_i + C + C_i + D_i + E_i) \times 4\%$$

$$G_i = (A + A_i + B + B_i + C + C_i + D_i + E_i + F_i) \times 4\% \times 199/365$$

$$\text{Total interest} = A_i + B_i + C_i + D_i + E_i + F_i + G_i$$

**Total interest award = \$42,854.10**

Please note that the above compound interest total was manually calculated using algebra. Calculus may also be used. For example, a compound interest calculator, found at <https://www.calculatorsoup.com/calculators/financial/compound-interest-calculator.php>, arrives at nearly<sup>16</sup> the same result when annually compounding interest on A for 6 and 199/365 years, B for 5 and 199/365 years, and C for 4 and 199/365 years.

#### Liquidated Damages

OHR adopts ALJ Carmichael's finding that liquidated damages are appropriately awarded to Complainant under the DCFMLA, pursuant to D.C. Code § 32-509(b)(6)(B)(ii), for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23). Accordingly, based on the aforementioned calculations, Complainant is entitled to liquidated damages of \$208,861.68.

#### Additional Damages under the DCHRA

OHR adopts ALJ Carmichael's finding that Complainant is not entitled to any additional damages under the DCHRA, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23-26). However, OHR notes that in a DCHRA claim against the government, the applicable citations are 4 DCMR § 126.1(a) for back pay and § 126.1(d) for withheld benefits.

#### CONCLUSION

Based on the foregoing, and pursuant to 4 DCMR § 120.1-3 and 4 DCMR § 1625.1-3, it is hereby:

**ORDERED**, that Complainant is awarded \$417,723.36 in total damages, consisting of \$166,007.58 in actual damages, \$42,854.10 in prejudgment interest, and \$208,861.68 in liquidated damages, to be transferred to Complainant, less applicable state and federal tax withholdings,<sup>17</sup> pending judicial review.<sup>18</sup>

**IT IS SO ORDERED.**



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Mónica Palacio, Director  
D.C. Office of Human Rights

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<sup>16</sup> There is a \$39.80 discrepancy most likely due to the online calculator rounding the partial year fraction (199/365) to a particular decimal.

<sup>17</sup> The parties are expected to comply with all applicable income tax, reporting, and withholding laws. Any dispute regarding taxation, reporting, or withholding will not be handled by OHR. The parties may wish to consult tax professionals.

<sup>18</sup> This matter is already on appeal. If affirmed, post-judgment interest is to be awarded, and the parties are encouraged to calculate such award through mutual cooperation. See *Burke v. Groover*, 26 A.3d 292 (D.C. 2011).

**CERTIFICATE OF SERVICE**

The undersigned hereby certifies that on 8/19/19 (date), I  
caused **Final Order on Damages, Adopting in Part and Modifying in Part, the IHE's Third  
Proposed Decision and Order** to be served on the following individuals via email  
\_\_\_\_\_ (method of delivery):

Anita Schofield

2-534(a)(2)

*Complainant*

Teresa Quon Hyden  
Assistant General Counsel  
Office of the General Counsel  
Metropolitan Police Department  
Teresa.Quon@dc.gov  
*Counsel for Respondent*

Toya Carmichael  
Administrative Law Judge  
Toya.Carmichael2@dc.gov  
*Independent Hearing Examiner*

OHR Office of the General Counsel  
Ohr.ogc@dc.gov

Deidra Precia  
Name

Deidra Precia  
Signature

# Request for Taxpayer Identification Number and Certification

Give Form to the  
 requester. Do not  
 send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
 See Specific Instructions on page 3.

|  |   |
|--|---|
| 1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.<br><i>Arita L. Schofield</i>   |   |
| 2 Business name/disregarded entity name, if different from above   |   |
| 3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.<br><input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC<br><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____<br><small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small><br><input type="checkbox"/> Other (see instructions) ▶ _____<br><input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):<br>Exempt payee code (if any) _____<br>Exemption from FATCA reporting code (if any) _____<br><small>(Applies to accounts maintained outside the U.S.)</small> |
| 5 Address (number, street, and apt. or suite no.) See instructions.<br><i>2-534(a)(2)</i>  | 6 Requester's name and address (optional)   |
| 7 List account number(s) here (optional)   |   |

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Notes:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

|                                |
|--------------------------------|
| Social security number         |
| <i>2-534(a)(2)</i>             |
| or                             |
| Employer identification number |
| -                              |

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

|                  |  |                        |
|------------------|--|------------------------|
| <b>Sign Here</b> | Signature of U.S. person ▶ <i>Arita L. Schofield</i> | Date ▶ <i>12-15-20</i> |
|------------------|--|------------------------|

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



GOVERNMENT OF THE DISTRICT OF COLUMBIA  
OFFICE OF RISK MANAGEMENT



Jed Ross  
Chief Risk Officer

Payment Request to Agency for payment under \$10,000  
OR  
Settlements and Judgments Fund

\$ \_\_\_\_\_ Amount Payable by Agency

**\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) Amount Payable by Settlements and Judgments Fund

Checks Payable to: Anita Schofield

Address: 2-534(a)(2)

City: 2-534(a)(2)

Agency CFO: \_\_\_\_\_ EMPLOYEE: \_\_\_\_\_

Claim ID Number: EP-20-006056 Type of Claim: PD:  BI:  Other:

|                       | Name               | Date            |
|-----------------------|--------------------|-----------------|
| Request Submitted By: | <i>Peter Clark</i> | January 4, 2021 |
| Responsible Agency:   | _____              |                 |
| Submitted to OFRM:    | _____              |                 |
| Supervisor Signature: | <i>Peter Clark</i> | January 4, 2021 |

Loss Date: 12/9/2011 Location: Metropolitan Police Department

Description: Ms. Schofield filed a discrimination complaint with the Office of Human Rights (OHR). OHR sustained a DCFMLA violation and awarded damages finding that, but for MPD's DCFLMA violation, Ms. Schofield's term position would have been renewed though her mandatory retirement age of 64.

Superior Court upheld OHR's damages award of \$417,723.36, consisting of \$166,007.58 for lost wages, annual leave, and sick leave; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68 (under D.C. Code § 32-509(6)(B)(6)(ii)). Current payment request is for prejudgment interest and liquidated damages only (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) = **\$246,715.78**

**RISK MANAGEMENT FOR SETTLEMENTS AND JUDGMENTS**

*In addition to any other authority to pay claims and judgments, and department, agency or instrumentality of the District government may pay the settlement or judgment of a claim or lawsuit in an amount less than \$10,000, in accordance with the Risk Management for Settlements and Judgments Amendment Act of 2000, effective October 19, 2000. (D.C. Law 13-72; D.C. Official Code sec. 2-402) D.C. Official Code sec. 2-402, in turn, requires agencies to make such payments, unless the Mayor waives the requirement for good cause shown.*





**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
Office of Risk Management



Jed Ross  
Chief Risk Officer

**MEMORANDUM**

**To:** Shilonda Wiggins, Agency Fiscal Officer  
SSD/Finance Section  
Office of the Attorney General

**From:** Peter Clark, Assistant Deputy General Counsel  
Tort Liability Program Administrator  
Office of Risk Management *Peter Clark*

**Date:** January 4, 2021

**Subject:** Settlements & Judgments Fund (ZHO)  
Payment Request

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Attached is the certified S & J Fund check issuance request. Please issue payment as per the attached report and supporting documentation. The payment total **\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68). Should you need supporting documentation for other items listed but not included, contact Peter Clark at (202) 727-5686.

Received by: \_\_\_\_\_

Time: \_\_\_\_\_

Delivered by: \_\_\_\_\_

---

441 4<sup>th</sup> Street, NW, Suite 800S, Washington, D.C. 20001  
(202) 727-8600 - Main (202) 727-8319 - Fax  
Website: [orm.dc.gov](http://orm.dc.gov)





**From:** Peter Clark  
**Sent:** Mon, 4 Jan 2021 15:33:29 +0000  
**To:** oagdvpaymentrequest@dc.gov; Shilonda.Wiggins@dc.gov; Treshawn.Brown@dc.gov  
**Cc:** Peter.Clark@dc.gov; lana.craven@dc.gov; Ross, Jed (ORM); Yeung, Sam (ORM); Krainak, Michael (EOM); charles.barbera@dc.gov  
**Subject:** ORM Tort Liability Division - Request for Payment  
**Attachments:** Schofield Judgment.Orders .pdf, Schofield W-9 - Dec 15 2020 - 6-28 PM.pdf, Payment Request EP-20-006056 .pdf, Memo to OFRM.pdf  
**Importance:** High

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to phishing@dc.gov for additional analysis by OCTO Security Operations Center (SOC).

Name of Claimant: Schofield, Anita  
Date & Time of Loss: 12/9/2011  
Location of Loss:

2-534(a)(2)

Description of Loss:

2-534(a)(2)

Agency  
Claim Number: EP-20-006056

Office of Risk Management Tort Liability Division  
Request for Payment

**PRIVILEGED & CONFIDENTIAL**

Dear Agency Fiscal Officer:

Please find our FORMAL request to issue payment for the above-captioned claim.

*Please see attached pdf files for your reference. Please contact the below program analyst for additional information.*

Sincerely,

Office of Risk Management Tort Liability Division

Lana Craven  
Tort Liability Program Analyst  
DCORM Tort Liability Division  
(202) 727-9413 / [lane.craven@dc.gov](mailto:lane.craven@dc.gov)

*“WARNING: It is a crime to provide false or misleading information to the District of Columbia Government, or to any department or agency thereof, regarding any claim upon or against the District of Columbia, or any department or agency thereof, knowing such claim to be false, fictitious, or fraudulent. Such an act is subject to imprisonment of not more than one year and a fine of not more than \$100,000 for each violation”.*

*The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and delete the material from any computer.*

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**IN THE SUPERIOR COURT OF THE DISTRICT OF COLUMBIA CIVIL DIVISION**

DISTRICT OF COLUMBIA :  
OFFICE OF HUMAN RIGHTS :  
v. :  
DISTRICT OF COLUMBIA :  
METROPOLITAN POLICE :  
DEPARTMENT :

Case No. 2020 CA 003727 2

**ORDER AND JUDGMENT**

On consideration of the District of Columbia Office of Human Rights' Motion for Entry of Judgment, and for the reasons stated on the record at the September 29, 2020 hearing, the Court orders that:

1. The Motion is granted.
2. Judgment for \$417,723.36 is entered against the District of Columbia Metropolitan Police Department on behalf of Anita Schofield.



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Anthony C. Epstein  
Judge

Date: September 29, 2020

Copies electronically to all parties

**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA  
CIVIL DIVISION**

DISTRICT OF COLUMBIA : Case Number: 2017 CA 004064 P(MPA)  
METROPOLITAN POLICE DEPARTMENT :

v. : Judge: Florence Y. Pan

DISTRICT OF COLUMBIA OFFICE :  
OF HUMAN RIGHTS :

**ORDER**

This matter comes before the Court on petitioner District of Columbia Metropolitan Police Department’s Petition for Review (“MPD Pet.”), filed on June 12, 2017; petitioner’s Brief in Support (“MPD Brief”), filed on December 16, 2019; respondent District of Columbia Office of Human Right’s Response Brief (“OHR Resp.”), filed on January 30, 2020; and Intervenor Anita Schofield’s Response Brief (“Intervenor Resp.”), filed on January 30, 2020. The Court has considered the papers, the relevant law, and the entire agency record. For the following reasons, the Petition for Review is denied.

**FACTUAL BACKGROUND**

Anita Schofield was hired as a Senior Police Officer (“SPO”) at the D.C. Metropolitan Police Department (“MPD”) on August 22, 2005, after retiring as an MPD Detective with 25 years of service. *See* Administrative Record (“A.R.”) at 155 (Proposed Decision and Order), 388-89; *see also id.* at 2 (Final Order on the merits) (adopting findings of fact in the Proposed Decision and Order). As an SPO, Ms. Schofield was assigned to work in the Court Property Office of the Evidence Control Branch, where she sorted evidence and transported evidence from MPD’s property office to local courts. *See id.* at 256.

On July 13, 2011, Ms. Schofield’s physician told her that she needed hip replacement surgery as soon as possible to address pain caused by arthritis. *See id.* at 158. On July 14 or 15,

2011, Ms. Schofield called her supervising Lieutenant at MPD, told him that she planned to have surgery on July 18, and informed him that she would need to miss two weeks of work. *See id.* On the call, the Lieutenant did not tell Ms. Schofield that she needed to complete paperwork related to her leave; but on July 18, 2011, he requested that she go to the office to fill out paperwork. *See id.* Ms. Schofield was unable to do so because her surgery was scheduled for that day. *See id.*<sup>1</sup>

Ms. Schofield received a medical certification and D.C. Family and Medical Leave Act (“DCFMLA”) paperwork from her physician on July 11, 2011, which she submitted to MPD no later than August 11, 2011, along with a signed request for DCFMLA leave. *See id.* at 159. On August 11, 2011, MPD sent two sergeants to Ms. Schofield’s home to take her service weapon. *See id.* Ms. Schofield was also given written notice that she was entitled to 16 weeks of DCFMLA leave, that her job would not be affected until she exhausted this leave, and that she needed to submit certain DCFMLA forms. *See id.* Ms. Schofield submitted an updated medical certification form to MPD between August 11 and September 1, 2011. *See id.*

Ms. Schofield returned to work on September 26, 2011. *See id.* Although she was officially placed on light-duty status and was not permitted to carry a weapon, she resumed her normal duties. *See id.* MPD did not respond to Ms. Schofield’s DCFMLA request until October of 2011, when it sent her a memorandum dated September 13, 2011, denying her request as untimely. *See id.* at 159-60. On November 23, 2011, MPD told Ms. Schofield that she needed to submit additional DCFMLA forms by November 25, 2011. *See id.* Ms. Schofield submitted the requested paperwork on November 25, 2011. *See id.* That same day, MPD informed Ms.

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<sup>1</sup> Although petitioner MPD disputes these facts, *see* MPD Brief at 2, the Court relies on the facts found by OHR Chief Administrative Law Judge David C. Simmons and Administrative Law Judge Toya Carmichael. *See* A.R. at 158-60, 750-53. These facts, though disputed, do not affect the outcome of the instant appeal.

Schofield that it would be placing her on sick leave effective November 28, 2011, and terminating her at the end of her leave on December 9, 2011. *See id.*

### **PROCEDURAL HISTORY**

On July 3, 2012, Ms. Schofield filed a discrimination complaint with the D.C. Office of Human Rights (“OHR”), asserting that MPD had violated her rights under the DCFMLA, the Americans with Disabilities Act, and the D.C. Human Rights Act (“DCHRA”). *See A.R.* at 155. OHR investigated the complaint, and issued a Letter of Determination on December 23, 2013, finding probable cause on all three allegations. *See id.* Ms. Schofield and MPD elected to have the case resolved by a summary determination. *See id.* at 156. On April 30, 2014, the case was forwarded to OHR Chief Administrative Law Judge David C. Simmons (“CALJ Simmons”), who reviewed the administrative record and made a recommendation for a final decision. *See id.*

CALJ Simmons issued a Proposed Decision and Order on February 15, 2017, finding that MPD interfered with Ms. Schofield’s DCFMLA rights by failing to timely inform her of her right to DCMLA leave, and then denying her leave request. *See id.* at 155-173. CALJ Simmons also found that MPD retaliated against Ms. Schofield when it notified her that she would be terminated on the same day that she attempted to exercise her DCFMLA rights. *See id.* CALJ Simmons did not find that MPD discriminated against Ms. Schofield because of a disability. *See id.* Ms. Schofield filed Exceptions to the Proposed Decision and Order on March 15, 2017, and an addendum thereto on March 15, 2017. *See id.* at 180-188.

On May 12, 2017, OHR issued a Final Order on the merits of Ms. Schofield’s claims. *See id.* at 1-7. OHR adopted CALJ Simmons’s Proposed Decision and Order, except for CALJ Simmons’s discussion and conclusion with respect to Ms. Schofield’s discrimination claim. *See id.* at 6. OHR found that Ms. Schofield met her burden to prove that MPD engaged in disability



discrimination by terminating her, instead of providing a reasonable accommodation for her disability of arthritis and a hip replacement. *See id.* OHR further ordered Ms. Schofield and MPD to file calculations of Ms. Schofield's damages. *See id.*

On June 12, 2017, MPD filed the instant Petition for Review of the Final Order. *See* MPD Pet. On September 9, 2017, Ms. Schofield filed a Notice of Intervention. On September 26, 2017, the parties jointly requested a stay of the instant proceedings until OHR issued a final decision on damages. The Court granted that request on September 29, 2017. *See* Order, dated September 29, 2017.

Ms. Schofield filed her damage calculations with OHR on June 12, 2017; and MPD filed its calculations on June 30, 2017. *See* A.R. at 8-34, 75-153. On February 1, 2018, CALJ Simmons's issued an initial Proposed Order on Damages, which recommended that Ms. Schofield recover for her DCFMLA claims (1) \$19,219.68 for lost wages from December 10, 2011 (the day after she was terminated), to March 31, 2012 (the end of her contract with MPD); (2) \$4,114.99 for the cash equivalent of annual leave that she would have accumulated before the end of her contract if she had not been terminated; and (3) \$25,232.91 in liquidated damages, for a total of \$50,465.82. *See id.* at 1075-98. CALJ Simmons found that Ms. Schofield failed to mitigate her damages by conducting a reasonably diligent search for substantially similar employment after her termination. *See id.* at 1086-87. Thus, CALJ Simmons determined that the appropriate period for calculating Ms. Schofield's damages was from December 10, 2011, to March 31, 2012, and not through March 26, 2014, the date of her mandatory retirement. *See id.*

On April 19, 2018, OHR remanded the case to CALJ Simmons for additional briefing and findings on Ms. Schofield's efforts to mitigate her damages. *See id.* at 1048-51. Ms. Schofield submitted evidence of her mitigation efforts on May 4, 2018. *See id.* at 1042-47.

CALJ Simmons issued a Second Proposed Order on Damages on June 26, 2018, finding that Ms. Schofield successfully mitigated her damages, and noting that MPD had not presented any contrary evidence. *See id.* at 1017-31. Accordingly, CALJ Simmons found that Ms. Schofield was entitled to “lost wages from April 1, 2012[,] until March 26, 2014, plus the value of her annual leave and interest (at 4% per annum) thereon;” as well as “lost wages from December 9, 2011[,] to March 31, 2012, interest thereon (at 4% per annum), plus liquidated damages equal to that entire amount” and 50% of her lost wages from December 9, 2011, to March 26, 2014, as compensation for her pain and suffering. *See id.* at 1028-29. Because CALJ Simmons was unable to calculate the monetary value of these damages based on the evidence in the record, he further found that Ms. Schofield should be required to produce a “worksheet” calculating her damages in accordance with his findings. *See id.*

On July 11, 2018, OHR learned that MPD had never received the first Proposed Order on Damages, OHR’s remand order from April 19, 2018, Ms. Schofield’s evidence of her mitigation efforts, and the Second Proposed Order on Damages. *See A.R.* at 1015-16. Accordingly, OHR sent the missing documents to MPD, and remanded the case back to CALJ Simmons. *See id.* On August 6, 2018, CALJ Simmons set a new briefing schedule to allow the parties to fully address Ms. Schofield’s damages. *See id.* at 1006-09. MPD filed a new brief on damages on September 20, 2018, and Ms. Schofield filed her response on October 25, 2018. *See id.* at 774-988.

On April 5, 2019, the case was transferred from CALJ Simmons to Administrative Law Judge Toya Carmichael (“ALJ Carmichael”). *See id.* at 713. On May 10, 2019, ALJ Carmichael issued a Third Proposed Order on Damages. *See id.* at 744-73. ALJ Carmichael concluded that (1) the time frame for calculating Ms. Schofield’s damages should be from December 10, 2011



(the day after she was fired), to March 31, 2012 (the end of her contract), because the evidence did not support a finding that her contract would be renewed; (2) Ms. Schofield properly mitigated her damages; (3) Ms. Schofield is entitled to damages of \$57,374.30 under the DCFMLA; and (4) Ms. Schofield is not entitled to any damages under the DCHRA. *See id.* at 771. Ms. Schofield submitted her exceptions to the Third Proposed Order on Damages on May 30, 2019; MPD did not submit any exceptions. *See id.* at 720-743.

OHR issued a Final Order on Damages on August 19, 2019, adopting in part ALJ Carmichael's Third Proposed Order on Damages. *See id.* at 710-19. OHR adopted ALJ Carmichael's findings of fact, as well as her determinations that Ms. Schofield mitigated her damages and is not entitled to damages under the DCHRA. *See id.* at 710, 714-15, 718. OHR, however, found that the proper period for calculating Ms. Schofield's damages is from the day after she was fired to the date of her mandatory retirement -- December 10, 2011, to March 26, 2014. *See id.* at 713-714. Accordingly, OHR found that Ms. Schofield was entitled to damages under the DCFMLA totaling \$417,723.36, and consisting of \$166,007.58 for lost wages, annual leave, and sick time; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68. *See id.* at 716-18.

#### **APPLICABLE LAW**

When reviewing a decision from an administrative agency, there is a "presumption of correctness of the agency's decision" and the burden is placed on the petitioner to demonstrate agency error. *See Cooper v. District of Columbia Dep't of Emp't Servs.*, 588 A.2d 1172, 1174 (D.C. 1991); *see also* D.C. Code § 2-510(a) (authorizing judicial review of D.C. agency decisions); 4 DCMR § 1625.14 ("A party may appeal the final decision of OHR to the Superior Court of the District of Columbia"). The Court "must affirm OHR's action if it is supported by

substantial evidence and otherwise in accordance with law.” *See D.C. Dep’t of Pub. Works v. D.C. Office of Human Rights*, 195 A.3d 483, 490 (D.C. 2018). “Substantial evidence is relevant evidence that a reasonable mind might accept as adequate to support a conclusion.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490. “The corollary of this proposition, however, is that we are not obliged to stand aside and affirm an administrative determination which reflects a misconception of the relevant law or a faulty application of the law.” *See Zenian v. D.C. Office of Employee Appeals*, 598 A.2d 1161, 1166 (D.C. 1991). The Court “will disturb the administrative finding . . . only if the record compels a contrary conclusion, meaning that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490.

#### ANALYSIS

The issue before the Court is narrow: MPD argues that the Final Order on Damages should be reversed because the time period OHR used to calculate Ms. Schofield’s damages is incorrect and unsupported by the record. *See generally* MPD Brief. OHR and Ms. Schofield respond that OHR’s determination on damages is supported by substantial evidence. *See generally* OHR Resp.; Intervenor Resp. The Court finds that MPD has not met its burden to show agency error.

An employer that has violated the DCFMLA is required to pay the affected employee “[a]ny wages, salary, employment benefits, or other compensation denied or lost to the employee due to the violation plus interest.” *See* D.C. Code § 32-509(b)(6). The employer must also pay “[a]n amount equal to the greater of:” the employee’s denied or lost wages, salary, benefits, and other compensation; or “[c]onsequential damages not to exceed an amount equal to 3 times” the amount of lost or denied compensation “plus any medical expenses not covered by the health

insurance of the employee.” *See id.* Generally, a party must establish damages to a reasonable certainty. *See Magdalene Campbell & Fort Lincoln Civic Ass’n v. Fort Lincoln New Town Corp.*, 55 A.3d 379, 387 (D.C. 2012) (“[a party] must establish both the fact of damages and the amount of damages with reasonable certainty. . . . [W]hat is required is some evidence which allows the trier of fact to make a reasoned judgment”) (internal citations omitted).

OHR determined that Ms. Schofield is entitled to back pay for the period from December 10, 2011, to March 26, 2014 – *i.e.*, from the day after she was fired until the date of her mandatory retirement. *See* A.R. at 713-714. OHR found that MPD’s custom and practice of regularly renewing Ms. Schofield’s contract shows that Ms. Schofield had a reasonable expectation of having her contract renewed until March of 2014. *See id.* at 714 (citing *Howard v. Best*, 484 A.2d 958, 974 (D.C. 1984) (“custom and practice are relevant in the absence of an explicit [contract] provision” to determine whether an employee’s contract would be renewed)).

OHR relied on evidence that Ms. Schofield’s contract had been renewed yearly since 2005, and that she resumed the normal duties of her position when she returned to work after her surgery. *See id.* Because Ms. Schofield met her burden to show that her termination was discriminatory, OHR held that “any refusal, albeit ‘discretionary,’ to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate” Ms. Schofield’s recovery. *See id.*

OHR’s findings are supported by substantial evidence in the record. There is no dispute that Ms. Schofield’s contract was renewed annually from 2005 to 2011. *See* MPD Brief at 2; OHR Resp. at 7; A.R. at 750. The record also reflects that Ms. Schofield, her direct supervisor, her commanding officer, and other MPD employees all stated that Ms. Schofield returned to work and completed her normal duties following her surgery. *See* A.R. at 263 (Statement of

Lieutenant Derek Gray), 266 (Statement of Nathan Sims, MPD Evidence Control Branch Inspector), 270 (Statement of Diana Hains, MPD Human Resources Director), 273 (Statement of Leeann Turner, MPD Corporate Support Bureau Executive Director). Although she was officially on limited-duty status upon her return, Ms. Schofield explained that this only impacted her ability to carry a firearm. *See id.* at 723.

MPD argues that the record shows that Ms. Schofield would not have met the physical requirements necessary for her contract to be renewed. *See* MPD Brief at 9-13. MPD relies on the physical standards set forth in the Updated 2011 Medical Guidelines of the Police and Fire Clinic (“the Guidelines”). *See* MPD Brief at 9 (citing 6A DCMR § 106.4; A.R. 821); *see also* A.R. at 819-41 (Guidelines). The Guidelines classify Ms. Schofield’s conditions of arthritis and a hip replacement as conditions that “could preclude” Ms. Schofield from performing the essential functions of a police officer. *See* A.R. at 819-41. But the Guidelines are not “strict standards,” nor are they “so excessively stringent as to needlessly prevent . . . an Incumbent from continuing as an active Police Officer” without an individualized assessment of the officer’s condition. *See id.* at 820. MPD fails to address Ms. Schofield’s ability to work in her specific assignment, as an SPO in the courthouse evidence control room, or the evidence in the record that she successfully performed her duties after returning to work after the surgery. *See generally* MPD Brief. Nor has MPD provided any evidence that Ms. Schofield was assessed according to the Guidelines and found unfit for duty as a SPO. *See generally id.*; *see also* Intervenor Resp. at 4; OHR Resp. at 10; A.R. at 820 (Guidelines are “intended to permit and foster the individualized assessment of each individual”). Accordingly, the Guidelines do not contradict OHR’s finding that Ms. Schofield could have reasonably expected her contract to be renewed for two more years, until her mandatory retirement.

The record evidence on Ms. Schofield's health also reasonably supports OHR's decision. Ms. Schofield's own physician expected her to make a full recovery as early as January 2012, and no later than April 2012. *See* A.R. at 985. When Ms. Schofield visited the D.C. Police and Fire Clinic on November 22, 2011, the physician's assessment of Ms. Schofield was that her condition was "improved." *See id.* at 986. The physician noted that although Ms. Schofield had "difficulty with going up the stairs" and was "unable to squat" at that time, she had "no new complaint," and her "hip pain has continued to improve." *See id.* Thus, neither the Guidelines nor evidence of Ms. Schofield's health show that "that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole." *See D.C. Dep't of Pub. Works*, 195 A.3d at 490.

Given the substantial evidence in the record supporting OHR's conclusion, the Court affirms OHR's finding that Ms. Schofield is entitled to back pay and other relevant damages for the period of December 10, 2011, to March 26, 2014.

Accordingly, this 30<sup>th</sup> day of March, 2020, it is hereby

**ORDERED** that the Petition for Review of Agency Decision is **DENIED**; and it is further

**ORDERED** that all future events scheduled in this matter are vacated, and the case is closed.

**SO ORDERED.**



Judge Florence Y. Pan  
Superior Court of the District of Columbia

Copies to:

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Anita Schofield

2-534(a)(2)

*Intervenor, Pro Se*

8/19/19

**DISTRICT OF COLUMBIA  
OFFICE OF HUMAN RIGHTS**

-----  
ANITA SCHOFIELD, )  
)  
Complainant, )  
)  
v. )  
)  
D.C. GOV'T METROPOLITAN )  
POLICE DEPARTMENT, )  
)  
Respondent. )  
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OHR Docket No.: 12-252-DC(CN)  
EEOC No.: 10C-2012-00245  
Toya Carmichael, ALJ  
Sitting as Independent Hearing  
Examiner

**THE OFFICE OF HUMAN RIGHTS' FINAL ORDER ON DAMAGES,  
ADOPTING IN PART AND MODIFYING IN PART, THE INDEPENDENT HEARING  
EXAMINER'S THIRD PROPOSED DECISION AND ORDER ON DAMAGES**

The D.C. Office of Human Rights (OHR) has completed its review of Administrative Law Judge (ALJ) Carmichael's Third Proposed Decision and Order on Damages, dated May 10, 2019, submitted to the Director's attention pursuant to 4 DCMR §§ 119.1 and 1624.1. On May 30, 2019, Complainant submitted her Exceptions to Third Proposed Decision and Order Regarding Damages ("Compl.'s Exceptions"). Respondent did not submit any exceptions. Pursuant to 4 DCMR §§ 120.1-.3 and 1625.1-.3, OHR hereby issues its Final Order on Damages as follows:

**PROCEDURAL BACKGROUND**

On July 3, 2012, Anita Schofield ("Ms. Schofield" or "Complainant"), a former senior police officer ("SPO") at the Metropolitan Police Department ("MPD" or "Respondent"), filed a complaint with OHR. In it, she asserted that MPD (1) interfered with her rights under the District of Columbia Family Medical Leave Act ("DCFMLA") and the Family Medical Leave Act ("FMLA")<sup>1</sup>; (2) retaliated against her for asserting her DFMLA rights; and (3) discriminated against her on the basis of disability in violation of the Americans with Disabilities Act ("ADA") and the District of Columbia Human Rights Act ("DCHRA"). (Compl.'s Charge (July 3, 2012)). OHR investigated Complainant's allegations and found probable cause on all three claims. (Letter of Determination (Dec. 24, 2013) ["LOD"] at 23). On April 30, 2014, the matter was assigned to Chief Administrative Law Judge (CALJ) David C. Simmons of the D.C. Commission on Human Rights ("Commission") to sit as an Independent Hearing Examiner (IHE).

On April 14, 2015, the parties agreed to forfeit their rights to an administrative hearing and to resolve all claims through a summary determination proceeding. In cases against the government,

<sup>1</sup> OHR does not enforce the federal FMLA. Complainant's claims in relation to FMLA will not be discussed.

“[a]fter the probable cause determination and failure of the conciliation efforts, the Director may make a summary determination *on the merits* of a complaint based solely upon information in the complaint file.” 4 DCMR § 115.1 (emphasis added).<sup>2</sup> CALJ Simmons issued a Proposed Decision and Order recommending that the Director find on the merits in favor of Complainant with respect to her DCFMLA interference and retaliation claims. (Proposed Decision and Order (Feb. 15, 2017) [“PDO”]). As authorized by regulation, *see* 4 DCMR § 119.3, Complainant filed exceptions to the PDO on March 10, 2017, and added an addendum thereto on March 15, 2017.

On May 11, 2017, OHR issued a final order on the merits of Complainant’s claim. (Final Order Adopting in Part, and Modifying in Part, the Hearing Examiner’s Proposed Decision and Order (May 11, 2017) [“FO”]). In addition to adopting CALJ Simmons’ finding that Complainant succeeded on both of her DCFMLA claims, OHR also determined that Complainant succeeded on her DCHRA claim of illegal termination based on disability. (FO at 2-5). OHR ordered Complainant to provide information regarding her alternative employment, if any; her MPD salary; her filing costs, if applicable; and her additional medical expenses, if applicable. (FO at 6). Finally, OHR ordered MPD to submit its estimation of Complainant’s damages no later than 30 days following the date of the FO. (*Id.*).

On June 12, 2017, Complainant filed her damage calculations. (Complainant’s Damages and Calculation (June 12, 2017) [“Schofield’s Damages Calculations”]). The same day, MPD petitioned the Superior Court of the District of Columbia (“D.C. Superior Court”) to review OHR’s FO. (Response of the Metropolitan Police Department from Order Requiring a Response at Ex. A (June 30, 2017) [“MPD Response”]). Thereafter, on June 30, 2017, MPD filed its damages calculation. (MPD Response). On September 25, 2017, the parties jointly filed a motion in D.C. Superior Court to stay the proceedings pending the issuance of a final decision from OHR calculating damages. (Joint Motion to Stay Proceedings (Sept. 25, 2017)). Four days later, the D.C. Superior Court granted the parties’ joint motion to stay. (Order Granting Joint Motion to Stay Proceedings (Sept. 29, 2017)).

On February 1, 2018, CALJ Simmons issued a Proposed Decision and Order on Complainant’s Damages. (Proposed Decision and Order on Complainant’s Damages (Feb. 1, 2018) [“First Proposed Damages Order”]). He recommended the Director of OHR find that Complainant was entitled to recover her lost wages from December 10, 2011, to March 31, 2012, amounting to \$19,219.68;<sup>3</sup> the cash equivalent of annual leave she would have accumulated between December

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<sup>2</sup> Thus, at the summary determination stage, the OHR Director must determine whether the complainant has proven the claim by a preponderance of the evidence, in accordance with the Title VII burden-shifting analysis articulated in *McDonnell Douglas Corp. v. Green*, 411 U.S. 792 (1973). *See District of Columbia Housing Authority v. District of Columbia Office of Human Rights, et al.*, 881 A.2d 600, 614-16 (D.C. 2005) (finding that OHR’s summary determination on the merits of the claim was supported by substantial evidence because the OHR Director appropriately found, by a preponderance of the evidence, that respondent’s explanations for the adverse employment action were pretext for discrimination.). “A ‘preponderance of the evidence’ standard simply requires the fact finder to believe that the existence of the contested fact is more ‘plausible’ than its nonexistence.” *In re Dortch*, 860 A.2d 346, 358 (D.C. 2004). “[T]his burden cannot be successfully carried by speculation.” *Myrick v. Nat’l Sav. & Trust Co.*, 268 A.2d 526, 527 (D.C. 1970).

<sup>3</sup> MPD calculated Complainant’s backpay in its June 30, 2017, response based on wages across nine pay periods. *See* MPD Response at 10.



10, 2011, and March 31, 2012, amounting to \$4,114.99 as of June 30, 2017; and liquidated damages equal to \$25,232.91, the sum of her lost wages, annual leave, and interest. Accordingly, Complainant's total damages on her DCFMLA claims were \$50,465.82. (First Proposed Damages Order at 17). CALJ Simmons suggested the Director of OHR limit Complainant's recovery, in pertinent part, because (1) she failed to produce evidence of her efforts to mitigate her damages, (*see id.* at 12-13); and (2) her annual contract was not subject to automatic renewal. (*Id.* at 13-15). He also respectfully requested that the Director reconsider her ruling that Respondent's actions amounted to disability discrimination under the DCHRA. (*Id.* at 17-20).

On April 19, 2018, the Director remanded the case to CALJ Simmons to determine Complainant's mitigation efforts, because the parties had not had a meaningful opportunity to present evidence on that issue. (Order Remanding Matter to Independent Hearing Examiner (Apr. 19, 2018) at 1 ["First Remand Order"]).<sup>4</sup> The Director also reaffirmed her finding that MPD violated Complainant's rights under the DCHRA. (*Id.* at 2). On May 4, 2018, Complainant submitted evidence of her mitigation efforts. (Compl. Statement Regarding Her Efforts to Mitigate Her Damages (May 4, 2018) ["Mitigation Efforts"]).

On June 26, 2018, CALJ Simmons issued a Second Proposed Damages Order, finding Complainant successfully mitigated her damages and noting that Respondent did not present any contrary evidence.<sup>5</sup> (Second Proposed Decision and Order on Complainant's Damages (June 26, 2018) at 4-5 ["Second Proposed Damages Order"]). CALJ Simmons also concluded that Complainant was "entitled to the full extent of her [DCFMLA] back-pay award," until March 26, 2014 (the day of Complainant's mandatory retirement). (Second Proposed Damages Order at 5-6). However, CALJ Simmons held Complainant was not entitled to liquidated damages, concluding that MPD was entitled to a good-faith reduction for reasonably believing Complainant's employment contract would not have been renewed automatically from March 31, 2012 (the last day of her 2011-12 contract) through March 26, 2014 (the date she would have been subject to mandatory retirement). (*Id.* at 6-7). As for backpay under the DCHRA, CALJ Simmons found Complainant could not receive such an award because it would amount to double recovery since she already was entitled to backpay under the DCFMLA. (*Id.* at 7). Finally, regarding compensatory damages under the DCHRA, CALJ Simmons found Complainant was entitled to half of what she would have earned between December 9, 2011 (the date of her unlawful termination) and March 26, 2014 (the date of mandatory retirement). (*Id.* at 7-8).

On July 11, 2018, OHR became aware that MPD had neither received nor been given an opportunity to respond to the following documents: First Proposed Damages Order (Feb. 2, 2018), Complainant's Exceptions to the First Proposed Damages Order (Feb. 22, 2018), OHR's First Remand Order (Apr. 19, 2018), Complainant's Mitigation Efforts (May 4, 2018), and Second Proposed Damages Order (June 26, 2018). That same day, OHR remanded the case back to CALJ Simmons and sent the above documents to Complainant and MPD. (Order Remanding Matter to

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<sup>4</sup> On February 22, 2018, Complainant submitted Exceptions to Judge Simmons' First Proposed Damages Order in which she asserted she was unaware of her need to produce evidence of her mitigation efforts.

<sup>5</sup> However, as explained more fully below, the reason MPD did not present any other evidence is because OHR had inadvertently stopped serving the correct counsel for Respondent, beginning in February 2018.

Independent Hearing Examiner (July 16, 2018) [“Second Remand Order”] at 1; Order Setting Briefing Schedule at 2 (Aug. 6, 2018) [“Briefing Schedule”]).

On July 26, 2018, CALJ Simmons held a status conference with the parties to determine how to proceed. (Briefing Schedule at 1). During the conference, CALJ Simmons determined MPD needed an opportunity to respond to the following issues: (1) whether Complainant was entitled to damages under the DCFMLA including annual leave from December 11, 2011 through March 26, 2014, with 4% interest; (2) whether Complainant’s sick leave should be included in her DCFMLA award calculation; (3) whether Complainant was entitled to liquidated damages under the DCFMLA from April 1, 2012 through March 26, 2014; (4) whether Complainant was entitled to compensatory damages for her DCHRA disability discrimination claim, calculated at 50% of the wages benefits should would have received between December 9, 2011 and March 26, 2014; and (5) whether Complainant had successfully attempted to mitigate her damages. (Briefing Schedule at 2-3). On September 20, 2018, MPD filed its brief based on the Briefing Schedule. (Respondent Metropolitan Police Department’s Brief Regarding Unaddressed Issues (Sept. 20, 2018) [“MPD Brief”]). On October 25, 2018, Complainant filed her response to the MPD Brief. (Complainant’s Reply to Respondent’s Brief on Unaddressed Issues (Oct. 25, 2018) [“Schofield Brief”]).

### **MODIFICATION, IN PART, OF IHE’S THIRD PROPOSED DECISION AND ORDER**

#### ALJ Carmichael’s Third Proposed Order on Damages

On April 5, 2019, this case was transferred to ALJ Carmichael. On May 10, 2019, ALJ Carmichael submitted the Third Proposed Decision and Order on Complainant’s Damages (“Third Proposed Decision and Order”), and the parties were given 20 days to submit exceptions. On May 30, 2019, Complainant submitted her Exceptions to the Third Proposed Decision and Order On Damages (“Compl.’s Exceptions”). Respondent did not submit any exceptions.

ALJ Carmichael’s Third Proposed Decision and Order concluded the following: (1) the proper time-frames for calculating Complainant’s damages are from December 10, 2011 to March 31, 2012, for back pay, annual leave, and sick leave, and December 10, 2011, through June 26, 2018, for interest; (2) Complainant adequately mitigated her damages; (3) Complainant is entitled to damages amounting to \$57,374.30 under the DCFMLA; and (4) Complainant is not entitled to any additional damages under the DCHRA. (Third Proposed Decision and Order at 27). The instant Order adopts in part and modifies in part ALJ Carmichael’s proposed findings of fact and conclusions of law.

#### Findings of Fact

OHR adopts ALJ Carmichael’s findings of fact. (Third Proposed Decision and Order at 6-9).

#### Wage and Benefits Recovery Period

OHR modifies ALJ Carmichael’s recommendation with respect to the proper time period for calculation of damages. Although ALJ Carmichael recommended that the recovery period be

confined to a roughly three-month period, between December 10, 2011 (the day after Complainant's termination), until March 31, 2012 (the end of Complainant's term appointment),<sup>6</sup> OHR finds that Complainant's proper wage and benefits (sick and annual leave) recovery period is from December 10, 2011, to March 26, 2014 (the date when Complainant would have been mandatorily retire), as explained more fully below.<sup>7</sup>

In the absence of explicit language, courts may use custom and practice to determine whether an employee had a reasonable expectation of continued employment. *See generally Howard Univ. v. Best*, 484 A.2d 958, 974 (D.C. 1984). Complainant's yearly contract had been renewed at the discretion of the Chief of Police without challenge or controversy each year since 2005 (MPD Response at 6), thereby creating a reasonable expectation that Complainant's contract would be renewed again. Complainant returned to work on September 26, 2011. (LOD at 4). Although she had requested to work on limited duty status, Complainant had actually resumed the normal duties of her position that she had been performing before taking leave. (*Id.*)<sup>8</sup> OHR previously found, on the merits, that Complainant had met her burden to prove, by a preponderance of the evidence, that Respondent's asserted reason for her termination was pretext for disability discrimination. (FO at 5). Thus, any refusal, albeit "discretionary," to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate Complainant's recovery.<sup>9</sup> Ultimately, Respondent offers only speculation, and no legitimate reason, why it would not have renewed Complainant's contract after previously renewing it each year since 2005. Complainant is entitled to recover for the full period of time, until March 26, 2014, that she reasonably expected to continue working, were it but for the discriminatory act.

#### Complainant's Mitigation of Damages

OHR adopts ALJ Carmichael's finding that Complainant successfully mitigated her damages, including ALJ Carmichael's conclusion that Respondent has not proven that Complainant did not mitigate her damages. (Third Proposed Decision and Order at 12-14). Specifically, ALJ Carmichael found that Complainant was not required to apply for particular positions, *i.e.*, public school officer and Senior Police Officer via Special Order 101.12, as Respondent had contended in its MPD Brief, dated September 20, 2018,<sup>10</sup> noting that such opportunities were permissive but

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<sup>6</sup> (Third Proposed Decision and Order at 12).

<sup>7</sup> There appears to be no dispute that Complainant's mandatory retirement date was March 26, 2014. (Third Proposed Decision and Order at 4).

<sup>8</sup> Respondent contends that where an SPO is unable to perform "the full range of duties" required of a member of the Department, Respondent shall "retire the member as disabled regardless of whether the member is performing useful and efficient service that are less than the full range of duties." D.C. Code § 5-709(c). However, Ms. Schofield returned to work and performed "the normal duties of her position that she performed before taking leave," despite being advised to the contrary by her physician. (Third Proposed Decision and Order at 7).

<sup>9</sup> *See, e.g., Barnabas v. Bd. of Trs. of Univ. of D.C.*, 686 F. Supp. 2d 95, 105-06 (D.D.C. 2010) (jury could infer that University's reduction of the plaintiff's teaching load was the first opportunity it had to retaliate seven months later).

<sup>10</sup> Respondent contends that Complainant failed to mitigate her damages because Complainant failed to avail herself of the "statutorily-created [opportunities] for retired police officers," namely the Special Police Officer position for D.C. Public Schools and the Senior Police Officer position. (MPD Brief at 9).

not required. (*Id.* at 14).<sup>11</sup> ALJ Carmichael also noted that Complainant requested reinstatement; Respondent did not offer Complainant reinstatement; and Complainant had adequately searched for comparable jobs. (*Id.*).

In addition to adopting ALJ Carmichael's recommended finding regarding Complainant's mitigation of damages, OHR herein delineates more fully Complainant's mitigation efforts and also cites to an applicable legal standard for damages mitigation under the DCFMLA. Although OHR could not locate a D.C. Court of Appeals case regarding the duty to mitigate damages under the DCFMLA or out of the D.C. Circuit under the federal counterpart, The Family & Medical Leave Act of 1993 (FMLA), the Fourth Circuit has found that the duty to mitigate applies in FMLA actions. An FMLA plaintiff has a duty to mitigate his damages by diligently "seeking and accepting new employment substantially equivalent to that from which [they] were discharged" *Miller v. AT&T Corp.*, 250 F.3d 820, 838-39 (4th Cir. 2001) (adopting the duty to mitigate standard from Title VII, quoting *Brady v. Thurston Motor Lines, Inc.* 753 F.2d 1269, 1273 (4<sup>th</sup> Cir. 1985)); see also *McDonnell v. Miller Oil Co.*, 110 F.3d 60 (4th Cir. 1997).<sup>12</sup> Significantly, and as delineated by ALJ Carmichael, the [Respondent] bears the burden of demonstrating that [Complainant] has failed to fulfill the duty to mitigate. *Martin v. Cavalier Hotel Corp.*, 48 F.3d 1343, 1358 (4th Cir. 1995). Further, a Complainant in a discrimination action "need not go into another line of work, accept a demotion, or take a demeaning position," so as to mitigate. *Ford Motor Co. v. EEOC*, 458 U.S. 219, 231 (1982).

Complainant contends that pursuant to D.C.'s Department of Employment Services ("DOES") requirements, she contacted at least two to three employers each week, submitted detailed, certified written records outlining her job search to DOES, and signed a certificate with each report, so as to be eligible for unemployment benefits.<sup>13</sup> Complainant was paid unemployment insurance benefits from December 30, 2011, through April 20, 2013. (Mitigation Efforts at Exhibit A). Complainant states that she conducted daily searches for law enforcement and security positions in the employment section of the Washington Post (both online and in hard copy), Monster.com, Indeed.com, and Careerbuilder.com. (*Id.* at 2). Complainant submitted a copy of the resume she used with applications. (Mitigation Efforts at Exhibit C). Throughout 2013 and 2014, Complainant contends that she applied for several customer service, cashier, and security positions. (*Id.* at 3). Accordingly, based on the aforementioned efforts of Complainant, both CAIJ Simmons' and ALJ Carmichael's assessments, and the applicable legal standards, Complainant mitigated her damages as required.

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<sup>11</sup> Respondent also appears to argue that Complainant failed to mitigate by purportedly not applying for the same job from which she was fired, and yet Respondent does not contend that it offered to return her to work and acknowledges that Complainant alleges that she actually did request reinstatement. (MPD Brief at 9). Respondent also disputes the adequacy of Complainant's job search efforts, which ALJ Carmichael found to be sufficient (Third Proposed Order at 13-14) and which OHR herein describes more fully.

<sup>12</sup> While OHR is not bound by the legal decisions interpreting the federal statute, those decisions may be considered persuasive authority. See *Lenaerts v. District of Columbia Dept. of Employment Svs.*, 545 A.2d 1234, 1238 (D.C. 1988); see also *Chang v. Inst. For Public-Private P-ships, Inc.*, 846 A.2d 318 (D.C. 2004) (asserting a D.C. Court of Appeals opinion that the federal FMLA is used to interpret the DCFMLA).

<sup>13</sup> The certification that Ms. Schofield was required to sign when she submitted her weekly job search reports to DOES states: "I hereby certify that these statements are true and correct. I understand that the law provides penalties for false statements to obtain or increase benefits." (Mitigation Efforts at 2).

Damages Calculation under the DCFMLA

OHR adopts in part ALJ Carmichael's finding that Complainant is entitled to damages under the DCFMLA, including ALJ Carmichael's finding that Complainant is entitled to back pay, as well as the cash equivalent of annual and sick leave she would have accrued,<sup>14</sup> and ALJ Carmichael's finding that Complainant's recovery need not be offset for unemployment and annuity payments, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 15-22).

However, OHR modifies ALJ Carmichael's finding to the extent that, as explained *supra* at 5, the calculation must be made based on a longer recovery period. Specifically, based on the record, Complainant is entitled to wages and benefits based on a salary of \$61,698 from December 10, 2011, to March 31, 2013, and a salary of \$64,166 from April 1, 2013, to March 26, 2014.<sup>15</sup> Accordingly, Complainant's back pay and benefits awards are delineated below. OHR notes that the recovery period has been divided into six smaller periods, so that an accounting could be made for the change in salary, two-week pay period increments for annual and sick leave, and annual compounding of interest.

|  |                     |
|--|---------------------|
| <u>December 10, 2011 – December 9, 2012 (26 pay periods)</u>     |                     |
| \$61,698 (salary), \$6,169.80 (annual), and \$3,084.90 (sick)    | \$70,952.70         |
| <u>December 10, 2012 – March 31, 2013 (8 pay periods)</u>        |                     |
| \$18,984 (salary), \$1,898.4 (annual), and \$949.2 (sick)        | \$21,831.60         |
| <u>April 1, 2013 – December 8, 2013 (18 pay periods)</u>         |                     |
| \$44,422.62 (salary), \$4,442.26 (annual), and \$2,221.13 (sick) | \$51,086.01         |
| <u>December 9, 2013 (1/10 of a pay period)</u>                   |                     |
| \$246.79 (salary), \$24.68 (annual), and \$12.34 (sick)          | \$283.81            |
| <u>December 10, 2013 – March 17, 2014 (7 pay periods)</u>        |                     |
| \$17,275.46 (salary), \$1,727.55 (annual), and \$863.77 (sick)   | \$19,866.78         |
| <u>March 18, 2014 – March 26, 2014 (7/10 of a pay period)</u>    |                     |
| \$1,727.55 (salary), \$172.75 (annual), and \$86.38 (sick)       | \$1,986.68          |
| <b>Total back pay and benefits award:</b>                        | <b>\$166,007.58</b> |

<sup>14</sup> Annual leave at 8 hours per two-week pay period and sick leave at 4 hours per two-week pay period.

<sup>15</sup> (Complainant's Damages and Calculations, dated June 12, 2017, at 7-10). Respondent confirmed that the base salary numbers Complainant proffered were accurate for the requisite time periods, although Respondent listed the latter period's salary as one dollar higher. (MPD Response Brief at 3-4). OHR will use Complainant's number, as it is closer to an actual 4% increase on \$61,698, which would be \$64,165.92.

Prejudgment Interest

OHR adopts in part ALJ Carmichael's finding that Complainant is entitled to prejudgment interest from December 10, 2011, through June 26, 2018 at 4% per annum (Third Proposed Decision and Order at 22), for the reasons explained by ALJ Carmichael, but OHR modifies the finding to calculate the interest to be compounded annually, pursuant to *Jean-Baptiste v. District of Columbia* 958 F. Supp. 2d 37, 48 (D.D.C. July 19, 2013), as follows.

|                |   |             |   |  |
|----------------|---|-------------|---|--|
| A              | = | \$70,952.70 | = | wage and benefits earnings from 12/10/11 through 12/9/12 |
| B              | = | \$73,201.42 | = | wage and benefits earnings from 12/10/12 through 12/9/13 |
| C              | = | \$21,853.46 | = | wage and benefits earnings from 12/10/13 through 3/26/14 |
| A <sub>i</sub> | = | \$2,838.11  | = | interest earned from 12/10/11 through 12/9/12            |
| B <sub>i</sub> | = | \$5,879.69  | = | interest earned from 12/10/12 through 12/9/13            |
| C <sub>i</sub> | = | \$6,989.02  | = | interest earned from 12/10/13 through 12/9/14            |
| D <sub>i</sub> | = | \$7,268.58  | = | interest earned from 12/10/14 through 12/9/15            |
| E <sub>i</sub> | = | \$7,559.32  | = | interest earned from 12/10/15 through 12/9/16            |
| F <sub>i</sub> | = | \$7,861.69  | = | interest earned from 12/10/16 through 12/9/17            |
| G <sub>i</sub> | = | \$4,457.69  | = | interest earned from 12/10/17 through 3/26/18            |

$$A_i = A \times 4\%$$

$$B_i = (A + A_i + B) \times 4\%$$

$$C_i = (A + A_i + B + B_i + C) \times 4\%$$

$$D_i = (A + A_i + B + B_i + C + C_i) \times 4\%$$

$$E_i = (A + A_i + B + B_i + C + C_i + D_i) \times 4\%$$

$$F_i = (A + A_i + B + B_i + C + C_i + D_i + E_i) \times 4\%$$

$$G_i = (A + A_i + B + B_i + C + C_i + D_i + E_i + F_i) \times 4\% \times 199/365$$

$$\text{Total interest} = A_i + B_i + C_i + D_i + E_i + F_i + G_i$$

**Total interest award = \$42,854.10**

Please note that the above compound interest total was manually calculated using algebra. Calculus may also be used. For example, a compound interest calculator, found at <https://www.calculatorsoup.com/calculators/financial/compound-interest-calculator.php>, arrives at nearly<sup>16</sup> the same result when annually compounding interest on A for 6 and 199/365 years, B for 5 and 199/365 years, and C for 4 and 199/365 years.

#### Liquidated Damages

OHR adopts ALJ Carmichael's finding that liquidated damages are appropriately awarded to Complainant under the DCFMLA, pursuant to D.C. Code § 32-509(b)(6)(B)(ii), for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23). Accordingly, based on the aforementioned calculations, Complainant is entitled to liquidated damages of \$208,861.68.

#### Additional Damages under the DCHRA

OHR adopts ALJ Carmichael's finding that Complainant is not entitled to any additional damages under the DCHRA, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23-26). However, OHR notes that in a DCHRA claim against the government, the applicable citations are 4 DCMR § 126.1(a) for back pay and § 126.1(d) for withheld benefits.

#### CONCLUSION

Based on the foregoing, and pursuant to 4 DCMR § 120.1-3 and 4 DCMR § 1625.1-3, it is hereby:

**ORDERED**, that Complainant is awarded \$417,723.36 in total damages, consisting of \$166,007.58 in actual damages, \$42,854.10 in prejudgment interest, and \$208,861.68 in liquidated damages, to be transferred to Complainant, less applicable state and federal tax withholdings,<sup>17</sup> pending judicial review.<sup>18</sup>

**IT IS SO ORDERED.**



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Mónica Palacio, Director  
D.C. Office of Human Rights

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<sup>16</sup> There is a \$39.80 discrepancy most likely due to the online calculator rounding the partial year fraction (199/365) to a particular decimal.

<sup>17</sup> The parties are expected to comply with all applicable income tax, reporting, and withholding laws. Any dispute regarding taxation, reporting, or withholding will not be handled by OHR. The parties may wish to consult tax professionals.

<sup>18</sup> This matter is already on appeal. If affirmed, post-judgment interest is to be awarded, and the parties are encouraged to calculate such award through mutual cooperation. See *Burke v. Groover*, 26 A.3d 292 (D.C. 2011).

**CERTIFICATE OF SERVICE**

The undersigned hereby certifies that on 8/19/19 (date), I caused **Final Order on Damages, Adopting in Part and Modifying in Part, the IHE's Third Proposed Decision and Order** to be served on the following individuals via email (method of delivery):

Anita Schofield  
2-534(a)(2)  
*Complainant*

Teresa Quon Hyden  
Assistant General Counsel  
Office of the General Counsel  
Metropolitan Police Department  
Teresa.Quon@dc.gov  
*Counsel for Respondent*

Toya Carmichael  
Administrative Law Judge  
Toya.Carmichael2@dc.gov  
*Independent Hearing Examiner*

OHR Office of the General Counsel  
Ohr.ogc@dc.gov

Deidra Precia  
Name

Deidra Precia  
Signature



# Request for Taxpayer Identification Number and Certification

Give Form to the  
 requester. Do not  
 send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
 See Specific instructions on page 3.

|  |   |
|--|---|
| 1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.<br><i>Arita L. Schofield</i>   |   |
| 2 Business name/disregarded entity name, if different from above   |   |
| 3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.<br><input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC<br><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____<br><small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small><br><input type="checkbox"/> Other (see instructions) ▶ _____<br><input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):<br>Exempt payee code (if any) _____<br>Exemption from FATCA reporting code (if any) _____<br><small>(Applies to accounts maintained outside the U.S.)</small> |
| 5 Address (number, street, and apt. or suite no.) See instructions.<br><i>2-534(a)(2)</i>  | Requester's name and address (optional)   |
| 7 List account number(s) here (optional)   |   |

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Notes:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

|                                |
|--------------------------------|
| Social security number         |
| <i>2-534(a)(2)</i>             |
| or                             |
| Employer identification number |
| -                              |

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

|                  |  |                        |
|------------------|--|------------------------|
| <b>Sign Here</b> | Signature of U.S. person ▶ <i>Arita L. Schofield</i> | Date ▶ <i>12-15-20</i> |
|------------------|--|------------------------|

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**OFFICE OF RISK MANAGEMENT**



**Jed Ross**  
**Chief Risk Officer**

**Payment Request to Agency for payment under \$10,000**  
**OR**  
**Settlements and Judgments Fund**

\$ \_\_\_\_\_ Amount Payable by Agency

**\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) Amount Payable by Settlements and Judgments Fund

Checks Payable to: Anita Schofield

Address: 2-534(a)(2)

City: 2-534(a)(2)

Agency CFO: \_\_\_\_\_ EMPLOYEE: \_\_\_\_\_

Claim ID Number: EP-20-006056 Type of Claim: PD:  BI:  Other:

|                       | Name               | Date            |
|-----------------------|--------------------|-----------------|
| Request Submitted By: | <i>Peter Clark</i> | January 4, 2021 |
| Responsible Agency:   | _____              |                 |
| Submitted to OFRM:    | _____              |                 |
| Supervisor Signature: | <i>Peter Clark</i> | January 4, 2021 |

Loss Date: 12/9/2011 Location: Metropolitan Police Department

Description: Ms. Schofield filed a discrimination complaint with the Office of Human Rights (OHR). OHR sustained a DCFMLA violation and awarded damages finding that, but for MPD's DCFLMA violation, Ms. Schofield's term position would have been renewed though her mandatory retirement age of 64.

Superior Court upheld OHR's damages award of \$417,723.36, consisting of \$166,007.58 for lost wages, annual leave, and sick leave; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68 (under D.C. Code § 32-509(6)(B)(6)(ii)). Current payment request is for prejudgment interest and liquidated damages only (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) = **\$246,715.78**

**RISK MANAGEMENT FOR SETTLEMENTS AND JUDGMENTS**

*In addition to any other authority to pay claims and judgments, and department, agency or instrumentality of the District government may pay the settlement or judgment of a claim or lawsuit in an amount less than \$10,000, in accordance with the Risk Management for Settlements and Judgments Amendment Act of 2000, effective October 19, 2000. (D.C. Law 13-72; D.C. Official Code sec. 2-402) D.C. Official Code sec. 2-402, in turn, requires agencies to make such payments, unless the Mayor waives the requirement for good cause shown.*





**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
Office of Risk Management



Jed Ross  
Chief Risk Officer

**MEMORANDUM**

**To:** Shilonda Wiggins, Agency Fiscal Officer  
SSD/Finance Section  
Office of the Attorney General

**From:** Peter Clark, Assistant Deputy General Counsel  
Tort Liability Program Administrator  
Office of Risk Management *Peter Clark*

**Date:** January 4, 2021

**Subject:** Settlements & Judgments Fund (ZHO)  
Payment Request

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Attached is the certified S & J Fund check issuance request. Please issue payment as per the attached report and supporting documentation. The payment total **\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68). Should you need supporting documentation for other items listed but not included, contact Peter Clark at (202) 727-5686.

Received by: \_\_\_\_\_

Time: \_\_\_\_\_

Delivered by: \_\_\_\_\_

---

441 4<sup>th</sup> Street, NW, Suite 800S, Washington, D.C. 20001  
(202) 727-8600 - Main (202) 727-8319 - Fax  
Website: [orm.dc.gov](http://orm.dc.gov)



**From:** Peter Clark  
**Sent:** Mon, 4 Jan 2021 15:33:29 +0000  
**To:** oagdvpaymentrequest@dc.gov; Shilonda.Wiggins@dc.gov; Treshawn.Brown@dc.gov  
**Cc:** Peter.Clark@dc.gov; lana.craven@dc.gov; Ross, Jed (ORM); Yeung, Sam (ORM); Krainak, Michael (EOM); charles.barbera@dc.gov  
**Subject:** ORM Tort Liability Division - Request for Payment  
**Attachments:** Schofield Judgment.Orders .pdf, Schofield W-9 - Dec 15 2020 - 6-28 PM.pdf, Payment Request EP-20-006056 .pdf, Memo to OFRM.pdf  
**Importance:** High

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to phishing@dc.gov for additional analysis by OCTO Security Operations Center (SOC).

Name of Claimant: Schofield, Anita  
Date & Time of Loss: 12/9/2011  
Location of Loss:

2-534(a)(2)

Description of Loss:

2-534(a)(2)

Agency  
Claim  
Number: EP-20-006056

Office of Risk Management Tort Liability Division  
Request for Payment

**PRIVILEGED & CONFIDENTIAL**

Dear Agency Fiscal Officer:

Please find our FORMAL request to issue payment for the above-captioned claim.

*Please see attached pdf files for your reference. Please contact the below program analyst for additional information.*

Sincerely,

Office of Risk Management Tort Liability Division

Lana Craven  
Tort Liability Program Analyst  
DCORM Tort Liability Division  
(202) 727-9413 / [lane.craven@dc.gov](mailto:lane.craven@dc.gov)

*“WARNING: It is a crime to provide false or misleading information to the District of Columbia Government, or to any department or agency thereof, regarding any claim upon or against the District of Columbia, or any department or agency thereof, knowing such claim to be false, fictitious, or fraudulent. Such an act is subject to imprisonment of not more than one year and a fine of not more than \$100,000 for each violation”.*

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**IN THE SUPERIOR COURT OF THE DISTRICT OF COLUMBIA CIVIL DIVISION**

DISTRICT OF COLUMBIA :  
OFFICE OF HUMAN RIGHTS :  
v. :  
DISTRICT OF COLUMBIA :  
METROPOLITAN POLICE :  
DEPARTMENT :

Case No. 2020 CA 003727 2

**ORDER AND JUDGMENT**

On consideration of the District of Columbia Office of Human Rights' Motion for Entry of Judgment, and for the reasons stated on the record at the September 29, 2020 hearing, the Court orders that:

1. The Motion is granted.
2. Judgment for \$417,723.36 is entered against the District of Columbia Metropolitan Police Department on behalf of Anita Schofield.



---

Anthony C. Epstein  
Judge

Date: September 29, 2020

Copies electronically to all parties

**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA  
CIVIL DIVISION**

DISTRICT OF COLUMBIA : Case Number: 2017 CA 004064 P(MPA)  
METROPOLITAN POLICE DEPARTMENT :

v. : Judge: Florence Y. Pan

DISTRICT OF COLUMBIA OFFICE :  
OF HUMAN RIGHTS :

**ORDER**

This matter comes before the Court on petitioner District of Columbia Metropolitan Police Department’s Petition for Review (“MPD Pet.”), filed on June 12, 2017; petitioner’s Brief in Support (“MPD Brief”), filed on December 16, 2019; respondent District of Columbia Office of Human Right’s Response Brief (“OHR Resp.”), filed on January 30, 2020; and Intervenor Anita Schofield’s Response Brief (“Intervenor Resp.”), filed on January 30, 2020. The Court has considered the papers, the relevant law, and the entire agency record. For the following reasons, the Petition for Review is denied.

**FACTUAL BACKGROUND**

Anita Schofield was hired as a Senior Police Officer (“SPO”) at the D.C. Metropolitan Police Department (“MPD”) on August 22, 2005, after retiring as an MPD Detective with 25 years of service. *See* Administrative Record (“A.R.”) at 155 (Proposed Decision and Order), 388-89; *see also id.* at 2 (Final Order on the merits) (adopting findings of fact in the Proposed Decision and Order). As an SPO, Ms. Schofield was assigned to work in the Court Property Office of the Evidence Control Branch, where she sorted evidence and transported evidence from MPD’s property office to local courts. *See id.* at 256.

On July 13, 2011, Ms. Schofield’s physician told her that she needed hip replacement surgery as soon as possible to address pain caused by arthritis. *See id.* at 158. On July 14 or 15,

2011, Ms. Schofield called her supervising Lieutenant at MPD, told him that she planned to have surgery on July 18, and informed him that she would need to miss two weeks of work. *See id.* On the call, the Lieutenant did not tell Ms. Schofield that she needed to complete paperwork related to her leave; but on July 18, 2011, he requested that she go to the office to fill out paperwork. *See id.* Ms. Schofield was unable to do so because her surgery was scheduled for that day. *See id.*<sup>1</sup>

Ms. Schofield received a medical certification and D.C. Family and Medical Leave Act (“DCFMLA”) paperwork from her physician on July 11, 2011, which she submitted to MPD no later than August 11, 2011, along with a signed request for DCFMLA leave. *See id.* at 159. On August 11, 2011, MPD sent two sergeants to Ms. Schofield’s home to take her service weapon. *See id.* Ms. Schofield was also given written notice that she was entitled to 16 weeks of DCFMLA leave, that her job would not be affected until she exhausted this leave, and that she needed to submit certain DCFMLA forms. *See id.* Ms. Schofield submitted an updated medical certification form to MPD between August 11 and September 1, 2011. *See id.*

Ms. Schofield returned to work on September 26, 2011. *See id.* Although she was officially placed on light-duty status and was not permitted to carry a weapon, she resumed her normal duties. *See id.* MPD did not respond to Ms. Schofield’s DCFMLA request until October of 2011, when it sent her a memorandum dated September 13, 2011, denying her request as untimely. *See id.* at 159-60. On November 23, 2011, MPD told Ms. Schofield that she needed to submit additional DCFMLA forms by November 25, 2011. *See id.* Ms. Schofield submitted the requested paperwork on November 25, 2011. *See id.* That same day, MPD informed Ms.

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<sup>1</sup> Although petitioner MPD disputes these facts, *see* MPD Brief at 2, the Court relies on the facts found by OHR Chief Administrative Law Judge David C. Simmons and Administrative Law Judge Toya Carmichael. *See* A.R. at 158-60, 750-53. These facts, though disputed, do not affect the outcome of the instant appeal.



Schofield that it would be placing her on sick leave effective November 28, 2011, and terminating her at the end of her leave on December 9, 2011. *See id.*

### **PROCEDURAL HISTORY**

On July 3, 2012, Ms. Schofield filed a discrimination complaint with the D.C. Office of Human Rights (“OHR”), asserting that MPD had violated her rights under the DCFMLA, the Americans with Disabilities Act, and the D.C. Human Rights Act (“DCHRA”). *See A.R.* at 155. OHR investigated the complaint, and issued a Letter of Determination on December 23, 2013, finding probable cause on all three allegations. *See id.* Ms. Schofield and MPD elected to have the case resolved by a summary determination. *See id.* at 156. On April 30, 2014, the case was forwarded to OHR Chief Administrative Law Judge David C. Simmons (“CALJ Simmons”), who reviewed the administrative record and made a recommendation for a final decision. *See id.*

CALJ Simmons issued a Proposed Decision and Order on February 15, 2017, finding that MPD interfered with Ms. Schofield’s DCFMLA rights by failing to timely inform her of her right to DCMLA leave, and then denying her leave request. *See id.* at 155-173. CALJ Simmons also found that MPD retaliated against Ms. Schofield when it notified her that she would be terminated on the same day that she attempted to exercise her DCFMLA rights. *See id.* CALJ Simmons did not find that MPD discriminated against Ms. Schofield because of a disability. *See id.* Ms. Schofield filed Exceptions to the Proposed Decision and Order on March 15, 2017, and an addendum thereto on March 15, 2017. *See id.* at 180-188.

On May 12, 2017, OHR issued a Final Order on the merits of Ms. Schofield’s claims. *See id.* at 1-7. OHR adopted CALJ Simmons’s Proposed Decision and Order, except for CALJ Simmons’s discussion and conclusion with respect to Ms. Schofield’s discrimination claim. *See id.* at 6. OHR found that Ms. Schofield met her burden to prove that MPD engaged in disability

discrimination by terminating her, instead of providing a reasonable accommodation for her disability of arthritis and a hip replacement. *See id.* OHR further ordered Ms. Schofield and MPD to file calculations of Ms. Schofield's damages. *See id.*

On June 12, 2017, MPD filed the instant Petition for Review of the Final Order. *See* MPD Pet. On September 9, 2017, Ms. Schofield filed a Notice of Intervention. On September 26, 2017, the parties jointly requested a stay of the instant proceedings until OHR issued a final decision on damages. The Court granted that request on September 29, 2017. *See* Order, dated September 29, 2017.

Ms. Schofield filed her damage calculations with OHR on June 12, 2017; and MPD filed its calculations on June 30, 2017. *See* A.R. at 8-34, 75-153. On February 1, 2018, CALJ Simmons's issued an initial Proposed Order on Damages, which recommended that Ms. Schofield recover for her DCFMLA claims (1) \$19,219.68 for lost wages from December 10, 2011 (the day after she was terminated), to March 31, 2012 (the end of her contract with MPD); (2) \$4,114.99 for the cash equivalent of annual leave that she would have accumulated before the end of her contract if she had not been terminated; and (3) \$25,232.91 in liquidated damages, for a total of \$50,465.82. *See id.* at 1075-98. CALJ Simmons found that Ms. Schofield failed to mitigate her damages by conducting a reasonably diligent search for substantially similar employment after her termination. *See id.* at 1086-87. Thus, CALJ Simmons determined that the appropriate period for calculating Ms. Schofield's damages was from December 10, 2011, to March 31, 2012, and not through March 26, 2014, the date of her mandatory retirement. *See id.*

On April 19, 2018, OHR remanded the case to CALJ Simmons for additional briefing and findings on Ms. Schofield's efforts to mitigate her damages. *See id.* at 1048-51. Ms. Schofield submitted evidence of her mitigation efforts on May 4, 2018. *See id.* at 1042-47.

CALJ Simmons issued a Second Proposed Order on Damages on June 26, 2018, finding that Ms. Schofield successfully mitigated her damages, and noting that MPD had not presented any contrary evidence. *See id.* at 1017-31. Accordingly, CALJ Simmons found that Ms. Schofield was entitled to “lost wages from April 1, 2012[,] until March 26, 2014, plus the value of her annual leave and interest (at 4% per annum) thereon;” as well as “lost wages from December 9, 2011[,] to March 31, 2012, interest thereon (at 4% per annum), plus liquidated damages equal to that entire amount” and 50% of her lost wages from December 9, 2011, to March 26, 2014, as compensation for her pain and suffering. *See id.* at 1028-29. Because CALJ Simmons was unable to calculate the monetary value of these damages based on the evidence in the record, he further found that Ms. Schofield should be required to produce a “worksheet” calculating her damages in accordance with his findings. *See id.*

On July 11, 2018, OHR learned that MPD had never received the first Proposed Order on Damages, OHR’s remand order from April 19, 2018, Ms. Schofield’s evidence of her mitigation efforts, and the Second Proposed Order on Damages. *See A.R.* at 1015-16. Accordingly, OHR sent the missing documents to MPD, and remanded the case back to CALJ Simmons. *See id.* On August 6, 2018, CALJ Simmons set a new briefing schedule to allow the parties to fully address Ms. Schofield’s damages. *See id.* at 1006-09. MPD filed a new brief on damages on September 20, 2018, and Ms. Schofield filed her response on October 25, 2018. *See id.* at 774-988.

On April 5, 2019, the case was transferred from CALJ Simmons to Administrative Law Judge Toya Carmichael (“ALJ Carmichael”). *See id.* at 713. On May 10, 2019, ALJ Carmichael issued a Third Proposed Order on Damages. *See id.* at 744-73. ALJ Carmichael concluded that (1) the time frame for calculating Ms. Schofield’s damages should be from December 10, 2011

(the day after she was fired), to March 31, 2012 (the end of her contract), because the evidence did not support a finding that her contract would be renewed; (2) Ms. Schofield properly mitigated her damages; (3) Ms. Schofield is entitled to damages of \$57,374.30 under the DCFMLA; and (4) Ms. Schofield is not entitled to any damages under the DCHRA. *See id.* at 771. Ms. Schofield submitted her exceptions to the Third Proposed Order on Damages on May 30, 2019; MPD did not submit any exceptions. *See id.* at 720-743.

OHR issued a Final Order on Damages on August 19, 2019, adopting in part ALJ Carmichael's Third Proposed Order on Damages. *See id.* at 710-19. OHR adopted ALJ Carmichael's findings of fact, as well as her determinations that Ms. Schofield mitigated her damages and is not entitled to damages under the DCHRA. *See id.* at 710, 714-15, 718. OHR, however, found that the proper period for calculating Ms. Schofield's damages is from the day after she was fired to the date of her mandatory retirement -- December 10, 2011, to March 26, 2014. *See id.* at 713-714. Accordingly, OHR found that Ms. Schofield was entitled to damages under the DCFMLA totaling \$417,723.36, and consisting of \$166,007.58 for lost wages, annual leave, and sick time; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68. *See id.* at 716-18.

#### **APPLICABLE LAW**

When reviewing a decision from an administrative agency, there is a "presumption of correctness of the agency's decision" and the burden is placed on the petitioner to demonstrate agency error. *See Cooper v. District of Columbia Dep't of Emp't Servs.*, 588 A.2d 1172, 1174 (D.C. 1991); *see also* D.C. Code § 2-510(a) (authorizing judicial review of D.C. agency decisions); 4 DCMR § 1625.14 ("A party may appeal the final decision of OHR to the Superior Court of the District of Columbia"). The Court "must affirm OHR's action if it is supported by

substantial evidence and otherwise in accordance with law.” *See D.C. Dep’t of Pub. Works v. D.C. Office of Human Rights*, 195 A.3d 483, 490 (D.C. 2018). “Substantial evidence is relevant evidence that a reasonable mind might accept as adequate to support a conclusion.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490. “The corollary of this proposition, however, is that we are not obliged to stand aside and affirm an administrative determination which reflects a misconception of the relevant law or a faulty application of the law.” *See Zenian v. D.C. Office of Employee Appeals*, 598 A.2d 1161, 1166 (D.C. 1991). The Court “will disturb the administrative finding . . . only if the record compels a contrary conclusion, meaning that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490.

#### ANALYSIS

The issue before the Court is narrow: MPD argues that the Final Order on Damages should be reversed because the time period OHR used to calculate Ms. Schofield’s damages is incorrect and unsupported by the record. *See generally* MPD Brief. OHR and Ms. Schofield respond that OHR’s determination on damages is supported by substantial evidence. *See generally* OHR Resp.; Intervenor Resp. The Court finds that MPD has not met its burden to show agency error.

An employer that has violated the DCFMLA is required to pay the affected employee “[a]ny wages, salary, employment benefits, or other compensation denied or lost to the employee due to the violation plus interest.” *See* D.C. Code § 32-509(b)(6). The employer must also pay “[a]n amount equal to the greater of:” the employee’s denied or lost wages, salary, benefits, and other compensation; or “[c]onsequential damages not to exceed an amount equal to 3 times” the amount of lost or denied compensation “plus any medical expenses not covered by the health

insurance of the employee.” *See id.* Generally, a party must establish damages to a reasonable certainty. *See Magdalene Campbell & Fort Lincoln Civic Ass’n v. Fort Lincoln New Town Corp.*, 55 A.3d 379, 387 (D.C. 2012) (“[a party] must establish both the fact of damages and the amount of damages with reasonable certainty. . . . [W]hat is required is some evidence which allows the trier of fact to make a reasoned judgment”) (internal citations omitted).

OHR determined that Ms. Schofield is entitled to back pay for the period from December 10, 2011, to March 26, 2014 – *i.e.*, from the day after she was fired until the date of her mandatory retirement. *See* A.R. at 713-714. OHR found that MPD’s custom and practice of regularly renewing Ms. Schofield’s contract shows that Ms. Schofield had a reasonable expectation of having her contract renewed until March of 2014. *See id.* at 714 (citing *Howard v. Best*, 484 A.2d 958, 974 (D.C. 1984) (“custom and practice are relevant in the absence of an explicit [contract] provision” to determine whether an employee’s contract would be renewed)).

OHR relied on evidence that Ms. Schofield’s contract had been renewed yearly since 2005, and that she resumed the normal duties of her position when she returned to work after her surgery. *See id.* Because Ms. Schofield met her burden to show that her termination was discriminatory, OHR held that “any refusal, albeit ‘discretionary,’ to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate” Ms. Schofield’s recovery. *See id.*

OHR’s findings are supported by substantial evidence in the record. There is no dispute that Ms. Schofield’s contract was renewed annually from 2005 to 2011. *See* MPD Brief at 2; OHR Resp. at 7; A.R. at 750. The record also reflects that Ms. Schofield, her direct supervisor, her commanding officer, and other MPD employees all stated that Ms. Schofield returned to work and completed her normal duties following her surgery. *See* A.R. at 263 (Statement of



Lieutenant Derek Gray), 266 (Statement of Nathan Sims, MPD Evidence Control Branch Inspector), 270 (Statement of Diana Hains, MPD Human Resources Director), 273 (Statement of Leeann Turner, MPD Corporate Support Bureau Executive Director). Although she was officially on limited-duty status upon her return, Ms. Schofield explained that this only impacted her ability to carry a firearm. *See id.* at 723.

MPD argues that the record shows that Ms. Schofield would not have met the physical requirements necessary for her contract to be renewed. *See* MPD Brief at 9-13. MPD relies on the physical standards set forth in the Updated 2011 Medical Guidelines of the Police and Fire Clinic (“the Guidelines”). *See* MPD Brief at 9 (citing 6A DCMR § 106.4; A.R. 821); *see also* A.R. at 819-41 (Guidelines). The Guidelines classify Ms. Schofield’s conditions of arthritis and a hip replacement as conditions that “could preclude” Ms. Schofield from performing the essential functions of a police officer. *See* A.R. at 819-41. But the Guidelines are not “strict standards,” nor are they “so excessively stringent as to needlessly prevent . . . an Incumbent from continuing as an active Police Officer” without an individualized assessment of the officer’s condition. *See id.* at 820. MPD fails to address Ms. Schofield’s ability to work in her specific assignment, as an SPO in the courthouse evidence control room, or the evidence in the record that she successfully performed her duties after returning to work after the surgery. *See generally* MPD Brief. Nor has MPD provided any evidence that Ms. Schofield was assessed according to the Guidelines and found unfit for duty as a SPO. *See generally id.*; *see also* Intervenor Resp. at 4; OHR Resp. at 10; A.R. at 820 (Guidelines are “intended to permit and foster the individualized assessment of each individual”). Accordingly, the Guidelines do not contradict OHR’s finding that Ms. Schofield could have reasonably expected her contract to be renewed for two more years, until her mandatory retirement.

The record evidence on Ms. Schofield's health also reasonably supports OHR's decision. Ms. Schofield's own physician expected her to make a full recovery as early as January 2012, and no later than April 2012. *See* A.R. at 985. When Ms. Schofield visited the D.C. Police and Fire Clinic on November 22, 2011, the physician's assessment of Ms. Schofield was that her condition was "improved." *See id.* at 986. The physician noted that although Ms. Schofield had "difficulty with going up the stairs" and was "unable to squat" at that time, she had "no new complaint," and her "hip pain has continued to improve." *See id.* Thus, neither the Guidelines nor evidence of Ms. Schofield's health show that "that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole." *See D.C. Dep't of Pub. Works*, 195 A.3d at 490.

Given the substantial evidence in the record supporting OHR's conclusion, the Court affirms OHR's finding that Ms. Schofield is entitled to back pay and other relevant damages for the period of December 10, 2011, to March 26, 2014.

Accordingly, this 30<sup>th</sup> day of March, 2020, it is hereby

**ORDERED** that the Petition for Review of Agency Decision is **DENIED**; and it is further

**ORDERED** that all future events scheduled in this matter are vacated, and the case is closed.

**SO ORDERED.**



Judge Florence Y. Pan  
Superior Court of the District of Columbia



Copies to:

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Anita Schofield

2-534(a)(2)

*Intervenor, Pro Se*

8/19/19

**DISTRICT OF COLUMBIA  
OFFICE OF HUMAN RIGHTS**

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ANITA SCHOFIELD, )  
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 Complainant, )  
 )  
 v. )  
 )  
 D.C. GOV'T METROPOLITAN )  
 POLICE DEPARTMENT, )  
 )  
 Respondent. )  
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**OHR Docket No.: 12-252-DC(CN)  
EEOC No.: 10C-2012-00245  
Toya Carmichael, ALJ  
Sitting as Independent Hearing  
Examiner**

**THE OFFICE OF HUMAN RIGHTS' FINAL ORDER ON DAMAGES,  
ADOPTING IN PART AND MODIFYING IN PART, THE INDEPENDENT HEARING  
EXAMINER'S THIRD PROPOSED DECISION AND ORDER ON DAMAGES**

The D.C. Office of Human Rights (OHR) has completed its review of Administrative Law Judge (ALJ) Carmichael's Third Proposed Decision and Order on Damages, dated May 10, 2019, submitted to the Director's attention pursuant to 4 DCMR §§ 119.1 and 1624.1. On May 30, 2019, Complainant submitted her Exceptions to Third Proposed Decision and Order Regarding Damages ("Compl.'s Exceptions"). Respondent did not submit any exceptions. Pursuant to 4 DCMR §§ 120.1-.3 and 1625.1-.3, OHR hereby issues its Final Order on Damages as follows:

**PROCEDURAL BACKGROUND**

On July 3, 2012, Anita Schofield ("Ms. Schofield" or "Complainant"), a former senior police officer ("SPO") at the Metropolitan Police Department ("MPD" or "Respondent"), filed a complaint with OHR. In it, she asserted that MPD (1) interfered with her rights under the District of Columbia Family Medical Leave Act ("DCFMLA") and the Family Medical Leave Act ("FMLA")<sup>1</sup>; (2) retaliated against her for asserting her DFMLA rights; and (3) discriminated against her on the basis of disability in violation of the Americans with Disabilities Act ("ADA") and the District of Columbia Human Rights Act ("DCHRA"). (Compl.'s Charge (July 3, 2012)). OHR investigated Complainant's allegations and found probable cause on all three claims. (Letter of Determination (Dec. 24, 2013) ["LOD"] at 23). On April 30, 2014, the matter was assigned to Chief Administrative Law Judge (CALJ) David C. Simmons of the D.C. Commission on Human Rights ("Commission") to sit as an Independent Hearing Examiner (IHE).

On April 14, 2015, the parties agreed to forfeit their rights to an administrative hearing and to resolve all claims through a summary determination proceeding. In cases against the government,

<sup>1</sup> OHR does not enforce the federal FMLA. Complainant's claims in relation to FMLA will not be discussed.

“[a]fter the probable cause determination and failure of the conciliation efforts, the Director may make a summary determination *on the merits* of a complaint based solely upon information in the complaint file.” 4 DCMR § 115.1 (emphasis added).<sup>2</sup> CALJ Simmons issued a Proposed Decision and Order recommending that the Director find on the merits in favor of Complainant with respect to her DCFMLA interference and retaliation claims. (Proposed Decision and Order (Feb. 15, 2017) [“PDO”]). As authorized by regulation, *see* 4 DCMR § 119.3, Complainant filed exceptions to the PDO on March 10, 2017, and added an addendum thereto on March 15, 2017.

On May 11, 2017, OHR issued a final order on the merits of Complainant’s claim. (Final Order Adopting in Part, and Modifying in Part, the Hearing Examiner’s Proposed Decision and Order (May 11, 2017) [“FO”]). In addition to adopting CALJ Simmons’ finding that Complainant succeeded on both of her DCFMLA claims, OHR also determined that Complainant succeeded on her DCHRA claim of illegal termination based on disability. (FO at 2-5). OHR ordered Complainant to provide information regarding her alternative employment, if any; her MPD salary; her filing costs, if applicable; and her additional medical expenses, if applicable. (FO at 6). Finally, OHR ordered MPD to submit its estimation of Complainant’s damages no later than 30 days following the date of the FO. (*Id.*).

On June 12, 2017, Complainant filed her damage calculations. (Complainant’s Damages and Calculation (June 12, 2017) [“Schofield’s Damages Calculations”]). The same day, MPD petitioned the Superior Court of the District of Columbia (“D.C. Superior Court”) to review OHR’s FO. (Response of the Metropolitan Police Department from Order Requiring a Response at Ex. A (June 30, 2017) [“MPD Response”]). Thereafter, on June 30, 2017, MPD filed its damages calculation. (MPD Response). On September 25, 2017, the parties jointly filed a motion in D.C. Superior Court to stay the proceedings pending the issuance of a final decision from OHR calculating damages. (Joint Motion to Stay Proceedings (Sept. 25, 2017)). Four days later, the D.C. Superior Court granted the parties’ joint motion to stay. (Order Granting Joint Motion to Stay Proceedings (Sept. 29, 2017)).

On February 1, 2018, CALJ Simmons issued a Proposed Decision and Order on Complainant’s Damages. (Proposed Decision and Order on Complainant’s Damages (Feb. 1, 2018) [“First Proposed Damages Order”]). He recommended the Director of OHR find that Complainant was entitled to recover her lost wages from December 10, 2011, to March 31, 2012, amounting to \$19,219.68;<sup>3</sup> the cash equivalent of annual leave she would have accumulated between December

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<sup>2</sup> Thus, at the summary determination stage, the OHR Director must determine whether the complainant has proven the claim by a preponderance of the evidence, in accordance with the Title VII burden-shifting analysis articulated in *McDonnell Douglas Corp. v. Green*, 411 U.S. 792 (1973). *See District of Columbia Housing Authority v. District of Columbia Office of Human Rights, et al.*, 881 A.2d 600, 614-16 (D.C. 2005) (finding that OHR’s summary determination on the merits of the claim was supported by substantial evidence because the OHR Director appropriately found, by a preponderance of the evidence, that respondent’s explanations for the adverse employment action were pretext for discrimination.). “A ‘preponderance of the evidence’ standard simply requires the fact finder to believe that the existence of the contested fact is more ‘plausible’ than its nonexistence.” *In re Dortch*, 860 A.2d 346, 358 (D.C. 2004). “[T]his burden cannot be successfully carried by speculation.” *Myrick v. Nat’l Sav. & Trust Co.*, 268 A.2d 526, 527 (D.C. 1970).

<sup>3</sup> MPD calculated Complainant’s backpay in its June 30, 2017, response based on wages across nine pay periods. *See* MPD Response at 10.

10, 2011, and March 31, 2012, amounting to \$4,114.99 as of June 30, 2017; and liquidated damages equal to \$25,232.91, the sum of her lost wages, annual leave, and interest. Accordingly, Complainant's total damages on her DCFMLA claims were \$50,465.82. (First Proposed Damages Order at 17). CALJ Simmons suggested the Director of OHR limit Complainant's recovery, in pertinent part, because (1) she failed to produce evidence of her efforts to mitigate her damages, (*see id.* at 12-13); and (2) her annual contract was not subject to automatic renewal. (*Id.* at 13-15). He also respectfully requested that the Director reconsider her ruling that Respondent's actions amounted to disability discrimination under the DCHRA. (*Id.* at 17-20).

On April 19, 2018, the Director remanded the case to CALJ Simmons to determine Complainant's mitigation efforts, because the parties had not had a meaningful opportunity to present evidence on that issue. (Order Remanding Matter to Independent Hearing Examiner (Apr. 19, 2018) at 1 ["First Remand Order"]).<sup>4</sup> The Director also reaffirmed her finding that MPD violated Complainant's rights under the DCHRA. (*Id.* at 2). On May 4, 2018, Complainant submitted evidence of her mitigation efforts. (Compl. Statement Regarding Her Efforts to Mitigate Her Damages (May 4, 2018) ["Mitigation Efforts"]).

On June 26, 2018, CALJ Simmons issued a Second Proposed Damages Order, finding Complainant successfully mitigated her damages and noting that Respondent did not present any contrary evidence.<sup>5</sup> (Second Proposed Decision and Order on Complainant's Damages (June 26, 2018) at 4-5 ["Second Proposed Damages Order"]). CALJ Simmons also concluded that Complainant was "entitled to the full extent of her [DCFMLA] back-pay award," until March 26, 2014 (the day of Complainant's mandatory retirement). (Second Proposed Damages Order at 5-6). However, CALJ Simmons held Complainant was not entitled to liquidated damages, concluding that MPD was entitled to a good-faith reduction for reasonably believing Complainant's employment contract would not have been renewed automatically from March 31, 2012 (the last day of her 2011-12 contract) through March 26, 2014 (the date she would have been subject to mandatory retirement). (*Id.* at 6-7). As for backpay under the DCHRA, CALJ Simmons found Complainant could not receive such an award because it would amount to double recovery since she already was entitled to backpay under the DCFMLA. (*Id.* at 7). Finally, regarding compensatory damages under the DCHRA, CALJ Simmons found Complainant was entitled to half of what she would have earned between December 9, 2011 (the date of her unlawful termination) and March 26, 2014 (the date of mandatory retirement). (*Id.* at 7-8).

On July 11, 2018, OHR became aware that MPD had neither received nor been given an opportunity to respond to the following documents: First Proposed Damages Order (Feb. 2, 2018), Complainant's Exceptions to the First Proposed Damages Order (Feb. 22, 2018), OHR's First Remand Order (Apr. 19, 2018), Complainant's Mitigation Efforts (May 4, 2018), and Second Proposed Damages Order (June 26, 2018). That same day, OHR remanded the case back to CALJ Simmons and sent the above documents to Complainant and MPD. (Order Remanding Matter to

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<sup>4</sup> On February 22, 2018, Complainant submitted Exceptions to Judge Simmons' First Proposed Damages Order in which she asserted she was unaware of her need to produce evidence of her mitigation efforts.

<sup>5</sup> However, as explained more fully below, the reason MPD did not present any other evidence is because OHR had inadvertently stopped serving the correct counsel for Respondent, beginning in February 2018.

Independent Hearing Examiner (July 16, 2018) [“Second Remand Order”] at 1; Order Setting Briefing Schedule at 2 (Aug. 6, 2018) [“Briefing Schedule”]).

On July 26, 2018, CALJ Simmons held a status conference with the parties to determine how to proceed. (Briefing Schedule at 1). During the conference, CALJ Simmons determined MPD needed an opportunity to respond to the following issues: (1) whether Complainant was entitled to damages under the DCFMLA including annual leave from December 11, 2011 through March 26, 2014, with 4% interest; (2) whether Complainant’s sick leave should be included in her DCFMLA award calculation; (3) whether Complainant was entitled to liquidated damages under the DCFMLA from April 1, 2012 through March 26, 2014; (4) whether Complainant was entitled to compensatory damages for her DCHRA disability discrimination claim, calculated at 50% of the wages benefits should would have received between December 9, 2011 and March 26, 2014; and (5) whether Complainant had successfully attempted to mitigate her damages. (Briefing Schedule at 2-3). On September 20, 2018, MPD filed its brief based on the Briefing Schedule. (Respondent Metropolitan Police Department’s Brief Regarding Unaddressed Issues (Sept. 20, 2018) [“MPD Brief”]). On October 25, 2018, Complainant filed her response to the MPD Brief. (Complainant’s Reply to Respondent’s Brief on Unaddressed Issues (Oct. 25, 2018) [“Schofield Brief”]).

### **MODIFICATION, IN PART, OF IHE’S THIRD PROPOSED DECISION AND ORDER**

#### ALJ Carmichael’s Third Proposed Order on Damages

On April 5, 2019, this case was transferred to ALJ Carmichael. On May 10, 2019, ALJ Carmichael submitted the Third Proposed Decision and Order on Complainant’s Damages (“Third Proposed Decision and Order”), and the parties were given 20 days to submit exceptions. On May 30, 2019, Complainant submitted her Exceptions to the Third Proposed Decision and Order On Damages (“Compl.’s Exceptions”). Respondent did not submit any exceptions.

ALJ Carmichael’s Third Proposed Decision and Order concluded the following: (1) the proper time-frames for calculating Complainant’s damages are from December 10, 2011 to March 31, 2012, for back pay, annual leave, and sick leave, and December 10, 2011, through June 26, 2018, for interest; (2) Complainant adequately mitigated her damages; (3) Complainant is entitled to damages amounting to \$57,374.30 under the DCFMLA; and (4) Complainant is not entitled to any additional damages under the DCHRA. (Third Proposed Decision and Order at 27). The instant Order adopts in part and modifies in part ALJ Carmichael’s proposed findings of fact and conclusions of law.

#### Findings of Fact

OHR adopts ALJ Carmichael’s findings of fact. (Third Proposed Decision and Order at 6-9).

#### Wage and Benefits Recovery Period

OHR modifies ALJ Carmichael’s recommendation with respect to the proper time period for calculation of damages. Although ALJ Carmichael recommended that the recovery period be

confined to a roughly three-month period, between December 10, 2011 (the day after Complainant's termination), until March 31, 2012 (the end of Complainant's term appointment),<sup>6</sup> OHR finds that Complainant's proper wage and benefits (sick and annual leave) recovery period is from December 10, 2011, to March 26, 2014 (the date when Complainant would have been mandatorily retire), as explained more fully below.<sup>7</sup>

In the absence of explicit language, courts may use custom and practice to determine whether an employee had a reasonable expectation of continued employment. *See generally Howard Univ. v. Best*, 484 A.2d 958, 974 (D.C. 1984). Complainant's yearly contract had been renewed at the discretion of the Chief of Police without challenge or controversy each year since 2005 (MPD Response at 6), thereby creating a reasonable expectation that Complainant's contract would be renewed again. Complainant returned to work on September 26, 2011. (LOD at 4). Although she had requested to work on limited duty status, Complainant had actually resumed the normal duties of her position that she had been performing before taking leave. (*Id.*)<sup>8</sup> OHR previously found, on the merits, that Complainant had met her burden to prove, by a preponderance of the evidence, that Respondent's asserted reason for her termination was pretext for disability discrimination. (FO at 5). Thus, any refusal, albeit "discretionary," to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate Complainant's recovery.<sup>9</sup> Ultimately, Respondent offers only speculation, and no legitimate reason, why it would not have renewed Complainant's contract after previously renewing it each year since 2005. Complainant is entitled to recover for the full period of time, until March 26, 2014, that she reasonably expected to continue working, were it but for the discriminatory act.

#### Complainant's Mitigation of Damages

OHR adopts ALJ Carmichael's finding that Complainant successfully mitigated her damages, including ALJ Carmichael's conclusion that Respondent has not proven that Complainant did not mitigate her damages. (Third Proposed Decision and Order at 12-14). Specifically, ALJ Carmichael found that Complainant was not required to apply for particular positions, *i.e.*, public school officer and Senior Police Officer via Special Order 101.12, as Respondent had contended in its MPD Brief, dated September 20, 2018,<sup>10</sup> noting that such opportunities were permissive but

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<sup>6</sup> (Third Proposed Decision and Order at 12).

<sup>7</sup> There appears to be no dispute that Complainant's mandatory retirement date was March 26, 2014. (Third Proposed Decision and Order at 4).

<sup>8</sup> Respondent contends that where an SPO is unable to perform "the full range of duties" required of a member of the Department, Respondent shall "retire the member as disabled regardless of whether the member is performing useful and efficient service that are less than the full range of duties." D.C. Code § 5-709(c). However, Ms. Schofield returned to work and performed "the normal duties of her position that she performed before taking leave," despite being advised to the contrary by her physician. (Third Proposed Decision and Order at 7).

<sup>9</sup> *See, e.g., Barnabas v. Bd. of Trs. of Univ. of D.C.*, 686 F. Supp. 2d 95, 105-06 (D.D.C. 2010) (jury could infer that University's reduction of the plaintiff's teaching load was the first opportunity it had to retaliate seven months later).

<sup>10</sup> Respondent contends that Complainant failed to mitigate her damages because Complainant failed to avail herself of the "statutorily-created [opportunities] for retired police officers," namely the Special Police Officer position for D.C. Public Schools and the Senior Police Officer position. (MPD Brief at 9).

not required. (*Id.* at 14).<sup>11</sup> ALJ Carmichael also noted that Complainant requested reinstatement; Respondent did not offer Complainant reinstatement; and Complainant had adequately searched for comparable jobs. (*Id.*).

In addition to adopting ALJ Carmichael's recommended finding regarding Complainant's mitigation of damages, OHR herein delineates more fully Complainant's mitigation efforts and also cites to an applicable legal standard for damages mitigation under the DCFMLA. Although OHR could not locate a D.C. Court of Appeals case regarding the duty to mitigate damages under the DCFMLA or out of the D.C. Circuit under the federal counterpart, The Family & Medical Leave Act of 1993 (FMLA), the Fourth Circuit has found that the duty to mitigate applies in FMLA actions. An FMLA plaintiff has a duty to mitigate his damages by diligently "seeking and accepting new employment substantially equivalent to that from which [they] were discharged" *Miller v. AT&T Corp.*, 250 F.3d 820, 838-39 (4th Cir. 2001) (adopting the duty to mitigate standard from Title VII, quoting *Brady v. Thurston Motor Lines, Inc.* 753 F.2d 1269, 1273 (4<sup>th</sup> Cir. 1985)); see also *McDonnell v. Miller Oil Co.*, 110 F.3d 60 (4th Cir. 1997).<sup>12</sup> Significantly, and as delineated by ALJ Carmichael, the [Respondent] bears the burden of demonstrating that [Complainant] has failed to fulfill the duty to mitigate. *Martin v. Cavalier Hotel Corp.*, 48 F.3d 1343, 1358 (4th Cir. 1995). Further, a Complainant in a discrimination action "need not go into another line of work, accept a demotion, or take a demeaning position," so as to mitigate. *Ford Motor Co. v. EEOC*, 458 U.S. 219, 231 (1982).

Complainant contends that pursuant to D.C.'s Department of Employment Services ("DOES") requirements, she contacted at least two to three employers each week, submitted detailed, certified written records outlining her job search to DOES, and signed a certificate with each report, so as to be eligible for unemployment benefits.<sup>13</sup> Complainant was paid unemployment insurance benefits from December 30, 2011, through April 20, 2013. (Mitigation Efforts at Exhibit A). Complainant states that she conducted daily searches for law enforcement and security positions in the employment section of the Washington Post (both online and in hard copy), Monster.com, Indeed.com, and Careerbuilder.com. (*Id.* at 2). Complainant submitted a copy of the resume she used with applications. (Mitigation Efforts at Exhibit C). Throughout 2013 and 2014, Complainant contends that she applied for several customer service, cashier, and security positions. (*Id.* at 3). Accordingly, based on the aforementioned efforts of Complainant, both CAIJ Simmons' and ALJ Carmichael's assessments, and the applicable legal standards, Complainant mitigated her damages as required.

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<sup>11</sup> Respondent also appears to argue that Complainant failed to mitigate by purportedly not applying for the same job from which she was fired, and yet Respondent does not contend that it offered to return her to work and acknowledges that Complainant alleges that she actually did request reinstatement. (MPD Brief at 9). Respondent also disputes the adequacy of Complainant's job search efforts, which ALJ Carmichael found to be sufficient (Third Proposed Order at 13-14) and which OHR herein describes more fully.

<sup>12</sup> While OHR is not bound by the legal decisions interpreting the federal statute, those decisions may be considered persuasive authority. See *Lenaerts v. District of Columbia Dept. of Employment Svs.*, 545 A.2d 1234, 1238 (D.C. 1988); see also *Chang v. Inst. For Public-Private P-ships, Inc.*, 846 A.2d 318 (D.C. 2004) (asserting a D.C. Court of Appeals opinion that the federal FMLA is used to interpret the DCFMLA).

<sup>13</sup> The certification that Ms. Schofield was required to sign when she submitted her weekly job search reports to DOES states: "I hereby certify that these statements are true and correct. I understand that the law provides penalties for false statements to obtain or increase benefits." (Mitigation Efforts at 2).

Damages Calculation under the DCFMLA

OHR adopts in part ALJ Carmichael's finding that Complainant is entitled to damages under the DCFMLA, including ALJ Carmichael's finding that Complainant is entitled to back pay, as well as the cash equivalent of annual and sick leave she would have accrued,<sup>14</sup> and ALJ Carmichael's finding that Complainant's recovery need not be offset for unemployment and annuity payments, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 15-22).

However, OHR modifies ALJ Carmichael's finding to the extent that, as explained *supra* at 5, the calculation must be made based on a longer recovery period. Specifically, based on the record, Complainant is entitled to wages and benefits based on a salary of \$61,698 from December 10, 2011, to March 31, 2013, and a salary of \$64,166 from April 1, 2013, to March 26, 2014.<sup>15</sup> Accordingly, Complainant's back pay and benefits awards are delineated below. OHR notes that the recovery period has been divided into six smaller periods, so that an accounting could be made for the change in salary, two-week pay period increments for annual and sick leave, and annual compounding of interest.

|  |                     |
|--|---------------------|
| <u>December 10, 2011 – December 9, 2012 (26 pay periods)</u>     |                     |
| \$61,698 (salary), \$6,169.80 (annual), and \$3,084.90 (sick)    | \$70,952.70         |
| <u>December 10, 2012 – March 31, 2013 (8 pay periods)</u>        |                     |
| \$18,984 (salary), \$1,898.4 (annual), and \$949.2 (sick)        | \$21,831.60         |
| <u>April 1, 2013 – December 8, 2013 (18 pay periods)</u>         |                     |
| \$44,422.62 (salary), \$4,442.26 (annual), and \$2,221.13 (sick) | \$51,086.01         |
| <u>December 9, 2013 (1/10 of a pay period)</u>                   |                     |
| \$246.79 (salary), \$24.68 (annual), and \$12.34 (sick)          | \$283.81            |
| <u>December 10, 2013 – March 17, 2014 (7 pay periods)</u>        |                     |
| \$17,275.46 (salary), \$1,727.55 (annual), and \$863.77 (sick)   | \$19,866.78         |
| <u>March 18, 2014 – March 26, 2014 (7/10 of a pay period)</u>    |                     |
| \$1,727.55 (salary), \$172.75 (annual), and \$86.38 (sick)       | \$1,986.68          |
| <b>Total back pay and benefits award:</b>                        | <b>\$166,007.58</b> |

<sup>14</sup> Annual leave at 8 hours per two-week pay period and sick leave at 4 hours per two-week pay period.

<sup>15</sup> (Complainant's Damages and Calculations, dated June 12, 2017, at 7-10). Respondent confirmed that the base salary numbers Complainant proffered were accurate for the requisite time periods, although Respondent listed the latter period's salary as one dollar higher. (MPD Response Brief at 3-4). OHR will use Complainant's number, as it is closer to an actual 4% increase on \$61,698, which would be \$64,165.92.



Prejudgment Interest

OHR adopts in part ALJ Carmichael’s finding that Complainant is entitled to prejudgment interest from December 10, 2011, through June 26, 2018 at 4% per annum (Third Proposed Decision and Order at 22), for the reasons explained by ALJ Carmichael, but OHR modifies the finding to calculate the interest to be compounded annually, pursuant to *Jean-Baptiste v. District of Columbia* 958 F. Supp. 2d 37, 48 (D.D.C. July 19, 2013), as follows.

|                |   |             |   |  |
|----------------|---|-------------|---|--|
| A              | = | \$70,952.70 | = | wage and benefits earnings from 12/10/11 through 12/9/12 |
| B              | = | \$73,201.42 | = | wage and benefits earnings from 12/10/12 through 12/9/13 |
| C              | = | \$21,853.46 | = | wage and benefits earnings from 12/10/13 through 3/26/14 |
| A <sub>i</sub> | = | \$2,838.11  | = | interest earned from 12/10/11 through 12/9/12            |
| B <sub>i</sub> | = | \$5,879.69  | = | interest earned from 12/10/12 through 12/9/13            |
| C <sub>i</sub> | = | \$6,989.02  | = | interest earned from 12/10/13 through 12/9/14            |
| D <sub>i</sub> | = | \$7,268.58  | = | interest earned from 12/10/14 through 12/9/15            |
| E <sub>i</sub> | = | \$7,559.32  | = | interest earned from 12/10/15 through 12/9/16            |
| F <sub>i</sub> | = | \$7,861.69  | = | interest earned from 12/10/16 through 12/9/17            |
| G <sub>i</sub> | = | \$4,457.69  | = | interest earned from 12/10/17 through 3/26/18            |

$$A_i = A \times 4\%$$

$$B_i = (A + A_i + B) \times 4\%$$

$$C_i = (A + A_i + B + B_i + C) \times 4\%$$

$$D_i = (A + A_i + B + B_i + C + C_i) \times 4\%$$

$$E_i = (A + A_i + B + B_i + C + C_i + D_i) \times 4\%$$

$$F_i = (A + A_i + B + B_i + C + C_i + D_i + E_i) \times 4\%$$

$$G_i = (A + A_i + B + B_i + C + C_i + D_i + E_i + F_i) \times 4\% \times 199/365$$

$$\text{Total interest} = A_i + B_i + C_i + D_i + E_i + F_i + G_i$$

**Total interest award = \$42,854.10**

Please note that the above compound interest total was manually calculated using algebra. Calculus may also be used. For example, a compound interest calculator, found at <https://www.calculatorsoup.com/calculators/financial/compound-interest-calculator.php>, arrives at nearly<sup>16</sup> the same result when annually compounding interest on A for 6 and 199/365 years, B for 5 and 199/365 years, and C for 4 and 199/365 years.

#### Liquidated Damages

OHR adopts ALJ Carmichael's finding that liquidated damages are appropriately awarded to Complainant under the DCFMLA, pursuant to D.C. Code § 32-509(b)(6)(B)(ii), for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23). Accordingly, based on the aforementioned calculations, Complainant is entitled to liquidated damages of \$208,861.68.

#### Additional Damages under the DCHRA

OHR adopts ALJ Carmichael's finding that Complainant is not entitled to any additional damages under the DCHRA, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23-26). However, OHR notes that in a DCHRA claim against the government, the applicable citations are 4 DCMR § 126.1(a) for back pay and § 126.1(d) for withheld benefits.

#### CONCLUSION

Based on the foregoing, and pursuant to 4 DCMR § 120.1-3 and 4 DCMR § 1625.1-3, it is hereby:

**ORDERED**, that Complainant is awarded \$417,723.36 in total damages, consisting of \$166,007.58 in actual damages, \$42,854.10 in prejudgment interest, and \$208,861.68 in liquidated damages, to be transferred to Complainant, less applicable state and federal tax withholdings,<sup>17</sup> pending judicial review.<sup>18</sup>

**IT IS SO ORDERED.**



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Mónica Palacio, Director  
D.C. Office of Human Rights

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<sup>16</sup> There is a \$39.80 discrepancy most likely due to the online calculator rounding the partial year fraction (199/365) to a particular decimal.

<sup>17</sup> The parties are expected to comply with all applicable income tax, reporting, and withholding laws. Any dispute regarding taxation, reporting, or withholding will not be handled by OHR. The parties may wish to consult tax professionals.

<sup>18</sup> This matter is already on appeal. If affirmed, post-judgment interest is to be awarded, and the parties are encouraged to calculate such award through mutual cooperation. See *Burke v. Groover*, 26 A.3d 292 (D.C. 2011).

**CERTIFICATE OF SERVICE**

The undersigned hereby certifies that on 8/19/19 (date), I caused **Final Order on Damages, Adopting in Part and Modifying in Part, the IHE's Third Proposed Decision and Order** to be served on the following individuals via email (method of delivery):

Anita Schofield  
2-534(a)(2)  
*Complainant*

Teresa Quon Hyden  
Assistant General Counsel  
Office of the General Counsel  
Metropolitan Police Department  
Teresa.Quon@dc.gov  
*Counsel for Respondent*

Toya Carmichael  
Administrative Law Judge  
Toya.Carmichael2@dc.gov  
*Independent Hearing Examiner*

OHR Office of the General Counsel  
Ohr.ogc@dc.gov

Deidra Precia  
Name

Deidra Precia  
Signature

# Request for Taxpayer Identification Number and Certification

Give Form to the  
 requester. Do not  
 send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
 See Specific instructions on page 3.

|  |   |
|--|---|
| 1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.<br><i>Arita L. Schofield</i>   |   |
| 2 Business name/disregarded entity name, if different from above   |   |
| 3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.<br><input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC<br><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____<br><small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small><br><input type="checkbox"/> Other (see instructions) ▶ _____<br><input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):<br>Exempt payee code (if any) _____<br>Exemption from FATCA reporting code (if any) _____<br><small>(Applies to accounts maintained outside the U.S.)</small> |
| 5 Address (number, street, and apt. or suite no.) See instructions.<br><i>2-534(a)(2)</i>  | Requester's name and address (optional)   |
| 6 _____  | Requester's name and address (optional)   |
| 7 List account number(s) here (optional)   |   |

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Notes:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

|                                |
|--------------------------------|
| Social security number         |
| <i>2-534(a)(2)</i>             |
| OR                             |
| Employer identification number |
| -                              |

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here**    Signature of U.S. person ▶ *Arita L. Schofield*    Date ▶ *12-15-20*

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**OFFICE OF RISK MANAGEMENT**



**Jed Ross**  
**Chief Risk Officer**

**Payment Request to Agency for payment under \$10,000**  
**OR**  
**Settlements and Judgments Fund**

\$ \_\_\_\_\_ Amount Payable by Agency

**\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) Amount Payable by Settlements and Judgments Fund

Checks Payable to: Anita Schofield

Address: 2-534(a)(2)

City: 2-534(a)(2)

Agency CFO: \_\_\_\_\_ EMPLOYEE: \_\_\_\_\_

Claim ID Number: EP-20-006056 Type of Claim: PD:  BI:  Other:

|                       | Name               | Date            |
|-----------------------|--------------------|-----------------|
| Request Submitted By: | <i>Peter Clark</i> | January 4, 2021 |
| Responsible Agency:   | _____              |                 |
| Submitted to OFRM:    | _____              |                 |
| Supervisor Signature: | <i>Peter Clark</i> | January 4, 2021 |

Loss Date: 12/9/2011 Location: Metropolitan Police Department

Description: Ms. Schofield filed a discrimination complaint with the Office of Human Rights (OHR). OHR sustained a DCFMLA violation and awarded damages finding that, but for MPD's DCFLMA violation, Ms. Schofield's term position would have been renewed though her mandatory retirement age of 64.

Superior Court upheld OHR's damages award of \$417,723.36, consisting of \$166,007.58 for lost wages, annual leave, and sick leave; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68 (under D.C. Code § 32-509(6)(B)(6)(ii)). Current payment request is for prejudgment interest and liquidated damages only (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) = **\$246,715.78**

**RISK MANAGEMENT FOR SETTLEMENTS AND JUDGMENTS**

*In addition to any other authority to pay claims and judgments, and department, agency or instrumentality of the District government may pay the settlement or judgment of a claim or lawsuit in an amount less than \$10,000, in accordance with the Risk Management for Settlements and Judgments Amendment Act of 2000, effective October 19, 2000. (D.C. Law 13-72; D.C. Official Code sec. 2-402) D.C. Official Code sec. 2-402, in turn, requires agencies to make such payments, unless the Mayor waives the requirement for good cause shown.*





**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
Office of Risk Management



Jed Ross  
Chief Risk Officer

**MEMORANDUM**

**To:** Shilonda Wiggins, Agency Fiscal Officer  
SSD/Finance Section  
Office of the Attorney General

**From:** Peter Clark, Assistant Deputy General Counsel  
Tort Liability Program Administrator  
Office of Risk Management *Peter Clark*

**Date:** January 4, 2021

**Subject:** Settlements & Judgments Fund (ZHO)  
Payment Request

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Attached is the certified S & J Fund check issuance request. Please issue payment as per the attached report and supporting documentation. The payment total **\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68). Should you need supporting documentation for other items listed but not included, contact Peter Clark at (202) 727-5686.

Received by: \_\_\_\_\_

Time: \_\_\_\_\_

Delivered by: \_\_\_\_\_

---

441 4<sup>th</sup> Street, NW, Suite 800S, Washington, D.C. 20001  
(202) 727-8600 - Main (202) 727-8319 - Fax  
Website: [orm.dc.gov](http://orm.dc.gov)



**From:** Stewart, Shaneah (EOM)  
**Sent:** Mon, 4 Jan 2021 15:35:04 +0000  
**To:** Ross, Jed (ORM)  
**Cc:** Yeung, Sam (ORM)  
**Subject:** MOU Amendment Goding Elem swing site.pdf  
**Attachments:** MOU Amendment Goding Elem swing site.pdf

Good morning Jed,

Please review and sign the attached MOU (amendment) for Goding Elementary Swing Site.

**Summary:**

This was prepared by **Roger Gatton & Charles Barbera on 1/04/2021**. ORM General Counsel Charles Barbera conducted a legal sufficiency review after the subject matter expert reviewed the document on **1/04/2021**.

1. **Introduction & Issue:** DGS has requested that coverage of the Builders Risk Insurance for construction of the Goding Elementary School Swing site be extended from 12/31/2020 through 3/01/2021.
2. **Background:** The project team is dealing with utility companies' delays, including PEPCO and DC Water, in providing power and water to the swing site. There is a need to extend the completion date until these utility companies complete their services.
3. **Analysis:** Signature requested

**From:** Stewart, Shaneah (EOM) <Shaneah.Stewart@dc.gov>  
**Sent:** Monday, January 4, 2021 10:34 AM  
**To:** Stewart, Shaneah (EOM) <Shaneah.Stewart@dc.gov>  
**Subject:** MOU Amendment Goding Elem swing site.pdf

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).







**From:** Peter Clark  
**Sent:** Mon, 4 Jan 2021 15:33:29 +0000  
**To:** oagdvpaymentrequest@dc.gov;Shilonda.Wiggins@dc.gov;Treshawn.Brown@dc.gov  
**Cc:** Peter.Clark@dc.gov;lane.craven@dc.gov;Ross, Jed (ORM);Yeung, Sam (ORM);Krainak, Michael (EOM);charles.barbera@dc.gov  
**Subject:** ORM Tort Liability Division - Request for Payment  
**Attachments:** Schofield Judgment.Orders .pdf, Schofield W-9 - Dec 15 2020 - 6-28 PM.pdf, Payment Request EP-20-006056 .pdf, Memo to OFRM.pdf  
**Importance:** High

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to phishing@dc.gov for additional analysis by OCTO Security Operations Center (SOC).

Name of Claimant: Schofield, Anita  
Date & Time of Loss: 12/9/2011  
Location of Loss:

2-534(a)(2)

Description of Loss:

2-534(a)(2)

Agency  
Claim  
Number: EP-20-006056

Office of Risk Management Tort Liability Division  
Request for Payment

**PRIVILEGED & CONFIDENTIAL**

Dear Agency Fiscal Officer:

Please find our FORMAL request to issue payment for the above-captioned claim.

*Please see attached pdf files for your reference. Please contact the below program analyst for additional information.*

Sincerely,

Office of Risk Management Tort Liability Division

Lana Craven  
Tort Liability Program Analyst  
DCORM Tort Liability Division  
(202) 727-9413 / [lane.craven@dc.gov](mailto:lane.craven@dc.gov)

*“WARNING: It is a crime to provide false or misleading information to the District of Columbia Government, or to any department or agency thereof, regarding any claim upon or against the District of Columbia, or any department or agency thereof, knowing such claim to be false, fictitious, or fraudulent. Such an act is subject to imprisonment of not more than one year and a fine of not more than \$100,000 for each violation”.*

*The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and delete the material from any computer.*

Replies to this email message will be saved with our email records.

**IN THE SUPERIOR COURT OF THE DISTRICT OF COLUMBIA CIVIL DIVISION**

DISTRICT OF COLUMBIA :  
OFFICE OF HUMAN RIGHTS :  
v. :  
DISTRICT OF COLUMBIA :  
METROPOLITAN POLICE :  
DEPARTMENT :

Case No. 2020 CA 003727 2

**ORDER AND JUDGMENT**

On consideration of the District of Columbia Office of Human Rights' Motion for Entry of Judgment, and for the reasons stated on the record at the September 29, 2020 hearing, the Court orders that:

1. The Motion is granted.
2. Judgment for \$417,723.36 is entered against the District of Columbia Metropolitan Police Department on behalf of Anita Schofield.



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Anthony C. Epstein  
Judge

Date: September 29, 2020

Copies electronically to all parties

**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA  
CIVIL DIVISION**

DISTRICT OF COLUMBIA : Case Number: 2017 CA 004064 P(MPA)  
METROPOLITAN POLICE DEPARTMENT :

v. : Judge: Florence Y. Pan

DISTRICT OF COLUMBIA OFFICE :  
OF HUMAN RIGHTS :

**ORDER**

This matter comes before the Court on petitioner District of Columbia Metropolitan Police Department’s Petition for Review (“MPD Pet.”), filed on June 12, 2017; petitioner’s Brief in Support (“MPD Brief”), filed on December 16, 2019; respondent District of Columbia Office of Human Right’s Response Brief (“OHR Resp.”), filed on January 30, 2020; and Intervenor Anita Schofield’s Response Brief (“Intervenor Resp.”), filed on January 30, 2020. The Court has considered the papers, the relevant law, and the entire agency record. For the following reasons, the Petition for Review is denied.

**FACTUAL BACKGROUND**

Anita Schofield was hired as a Senior Police Officer (“SPO”) at the D.C. Metropolitan Police Department (“MPD”) on August 22, 2005, after retiring as an MPD Detective with 25 years of service. *See* Administrative Record (“A.R.”) at 155 (Proposed Decision and Order), 388-89; *see also id.* at 2 (Final Order on the merits) (adopting findings of fact in the Proposed Decision and Order). As an SPO, Ms. Schofield was assigned to work in the Court Property Office of the Evidence Control Branch, where she sorted evidence and transported evidence from MPD’s property office to local courts. *See id.* at 256.

On July 13, 2011, Ms. Schofield’s physician told her that she needed hip replacement surgery as soon as possible to address pain caused by arthritis. *See id.* at 158. On July 14 or 15,

2011, Ms. Schofield called her supervising Lieutenant at MPD, told him that she planned to have surgery on July 18, and informed him that she would need to miss two weeks of work. *See id.* On the call, the Lieutenant did not tell Ms. Schofield that she needed to complete paperwork related to her leave; but on July 18, 2011, he requested that she go to the office to fill out paperwork. *See id.* Ms. Schofield was unable to do so because her surgery was scheduled for that day. *See id.*<sup>1</sup>

Ms. Schofield received a medical certification and D.C. Family and Medical Leave Act (“DCFMLA”) paperwork from her physician on July 11, 2011, which she submitted to MPD no later than August 11, 2011, along with a signed request for DCFMLA leave. *See id.* at 159. On August 11, 2011, MPD sent two sergeants to Ms. Schofield’s home to take her service weapon. *See id.* Ms. Schofield was also given written notice that she was entitled to 16 weeks of DCFMLA leave, that her job would not be affected until she exhausted this leave, and that she needed to submit certain DCFMLA forms. *See id.* Ms. Schofield submitted an updated medical certification form to MPD between August 11 and September 1, 2011. *See id.*

Ms. Schofield returned to work on September 26, 2011. *See id.* Although she was officially placed on light-duty status and was not permitted to carry a weapon, she resumed her normal duties. *See id.* MPD did not respond to Ms. Schofield’s DCFMLA request until October of 2011, when it sent her a memorandum dated September 13, 2011, denying her request as untimely. *See id.* at 159-60. On November 23, 2011, MPD told Ms. Schofield that she needed to submit additional DCFMLA forms by November 25, 2011. *See id.* Ms. Schofield submitted the requested paperwork on November 25, 2011. *See id.* That same day, MPD informed Ms.

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<sup>1</sup> Although petitioner MPD disputes these facts, *see* MPD Brief at 2, the Court relies on the facts found by OHR Chief Administrative Law Judge David C. Simmons and Administrative Law Judge Toya Carmichael. *See* A.R. at 158-60, 750-53. These facts, though disputed, do not affect the outcome of the instant appeal.

Schofield that it would be placing her on sick leave effective November 28, 2011, and terminating her at the end of her leave on December 9, 2011. *See id.*

### **PROCEDURAL HISTORY**

On July 3, 2012, Ms. Schofield filed a discrimination complaint with the D.C. Office of Human Rights (“OHR”), asserting that MPD had violated her rights under the DCFMLA, the Americans with Disabilities Act, and the D.C. Human Rights Act (“DCHRA”). *See A.R.* at 155. OHR investigated the complaint, and issued a Letter of Determination on December 23, 2013, finding probable cause on all three allegations. *See id.* Ms. Schofield and MPD elected to have the case resolved by a summary determination. *See id.* at 156. On April 30, 2014, the case was forwarded to OHR Chief Administrative Law Judge David C. Simmons (“CALJ Simmons”), who reviewed the administrative record and made a recommendation for a final decision. *See id.*

CALJ Simmons issued a Proposed Decision and Order on February 15, 2017, finding that MPD interfered with Ms. Schofield’s DCFMLA rights by failing to timely inform her of her right to DCMLA leave, and then denying her leave request. *See id.* at 155-173. CALJ Simmons also found that MPD retaliated against Ms. Schofield when it notified her that she would be terminated on the same day that she attempted to exercise her DCFMLA rights. *See id.* CALJ Simmons did not find that MPD discriminated against Ms. Schofield because of a disability. *See id.* Ms. Schofield filed Exceptions to the Proposed Decision and Order on March 15, 2017, and an addendum thereto on March 15, 2017. *See id.* at 180-188.

On May 12, 2017, OHR issued a Final Order on the merits of Ms. Schofield’s claims. *See id.* at 1-7. OHR adopted CALJ Simmons’s Proposed Decision and Order, except for CALJ Simmons’s discussion and conclusion with respect to Ms. Schofield’s discrimination claim. *See id.* at 6. OHR found that Ms. Schofield met her burden to prove that MPD engaged in disability



discrimination by terminating her, instead of providing a reasonable accommodation for her disability of arthritis and a hip replacement. *See id.* OHR further ordered Ms. Schofield and MPD to file calculations of Ms. Schofield's damages. *See id.*

On June 12, 2017, MPD filed the instant Petition for Review of the Final Order. *See* MPD Pet. On September 9, 2017, Ms. Schofield filed a Notice of Intervention. On September 26, 2017, the parties jointly requested a stay of the instant proceedings until OHR issued a final decision on damages. The Court granted that request on September 29, 2017. *See* Order, dated September 29, 2017.

Ms. Schofield filed her damage calculations with OHR on June 12, 2017; and MPD filed its calculations on June 30, 2017. *See* A.R. at 8-34, 75-153. On February 1, 2018, CALJ Simmons's issued an initial Proposed Order on Damages, which recommended that Ms. Schofield recover for her DCFMLA claims (1) \$19,219.68 for lost wages from December 10, 2011 (the day after she was terminated), to March 31, 2012 (the end of her contract with MPD); (2) \$4,114.99 for the cash equivalent of annual leave that she would have accumulated before the end of her contract if she had not been terminated; and (3) \$25,232.91 in liquidated damages, for a total of \$50,465.82. *See id.* at 1075-98. CALJ Simmons found that Ms. Schofield failed to mitigate her damages by conducting a reasonably diligent search for substantially similar employment after her termination. *See id.* at 1086-87. Thus, CALJ Simmons determined that the appropriate period for calculating Ms. Schofield's damages was from December 10, 2011, to March 31, 2012, and not through March 26, 2014, the date of her mandatory retirement. *See id.*

On April 19, 2018, OHR remanded the case to CALJ Simmons for additional briefing and findings on Ms. Schofield's efforts to mitigate her damages. *See id.* at 1048-51. Ms. Schofield submitted evidence of her mitigation efforts on May 4, 2018. *See id.* at 1042-47.



CALJ Simmons issued a Second Proposed Order on Damages on June 26, 2018, finding that Ms. Schofield successfully mitigated her damages, and noting that MPD had not presented any contrary evidence. *See id.* at 1017-31. Accordingly, CALJ Simmons found that Ms. Schofield was entitled to “lost wages from April 1, 2012[,] until March 26, 2014, plus the value of her annual leave and interest (at 4% per annum) thereon;” as well as “lost wages from December 9, 2011[,] to March 31, 2012, interest thereon (at 4% per annum), plus liquidated damages equal to that entire amount” and 50% of her lost wages from December 9, 2011, to March 26, 2014, as compensation for her pain and suffering. *See id.* at 1028-29. Because CALJ Simmons was unable to calculate the monetary value of these damages based on the evidence in the record, he further found that Ms. Schofield should be required to produce a “worksheet” calculating her damages in accordance with his findings. *See id.*

On July 11, 2018, OHR learned that MPD had never received the first Proposed Order on Damages, OHR’s remand order from April 19, 2018, Ms. Schofield’s evidence of her mitigation efforts, and the Second Proposed Order on Damages. *See A.R.* at 1015-16. Accordingly, OHR sent the missing documents to MPD, and remanded the case back to CALJ Simmons. *See id.* On August 6, 2018, CALJ Simmons set a new briefing schedule to allow the parties to fully address Ms. Schofield’s damages. *See id.* at 1006-09. MPD filed a new brief on damages on September 20, 2018, and Ms. Schofield filed her response on October 25, 2018. *See id.* at 774-988.

On April 5, 2019, the case was transferred from CALJ Simmons to Administrative Law Judge Toya Carmichael (“ALJ Carmichael”). *See id.* at 713. On May 10, 2019, ALJ Carmichael issued a Third Proposed Order on Damages. *See id.* at 744-73. ALJ Carmichael concluded that (1) the time frame for calculating Ms. Schofield’s damages should be from December 10, 2011

(the day after she was fired), to March 31, 2012 (the end of her contract), because the evidence did not support a finding that her contract would be renewed; (2) Ms. Schofield properly mitigated her damages; (3) Ms. Schofield is entitled to damages of \$57,374.30 under the DCFMLA; and (4) Ms. Schofield is not entitled to any damages under the DCHRA. *See id.* at 771. Ms. Schofield submitted her exceptions to the Third Proposed Order on Damages on May 30, 2019; MPD did not submit any exceptions. *See id.* at 720-743.

OHR issued a Final Order on Damages on August 19, 2019, adopting in part ALJ Carmichael's Third Proposed Order on Damages. *See id.* at 710-19. OHR adopted ALJ Carmichael's findings of fact, as well as her determinations that Ms. Schofield mitigated her damages and is not entitled to damages under the DCHRA. *See id.* at 710, 714-15, 718. OHR, however, found that the proper period for calculating Ms. Schofield's damages is from the day after she was fired to the date of her mandatory retirement -- December 10, 2011, to March 26, 2014. *See id.* at 713-714. Accordingly, OHR found that Ms. Schofield was entitled to damages under the DCFMLA totaling \$417,723.36, and consisting of \$166,007.58 for lost wages, annual leave, and sick time; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68. *See id.* at 716-18.

#### **APPLICABLE LAW**

When reviewing a decision from an administrative agency, there is a "presumption of correctness of the agency's decision" and the burden is placed on the petitioner to demonstrate agency error. *See Cooper v. District of Columbia Dep't of Emp't Servs.*, 588 A.2d 1172, 1174 (D.C. 1991); *see also* D.C. Code § 2-510(a) (authorizing judicial review of D.C. agency decisions); 4 DCMR § 1625.14 ("A party may appeal the final decision of OHR to the Superior Court of the District of Columbia"). The Court "must affirm OHR's action if it is supported by

substantial evidence and otherwise in accordance with law.” *See D.C. Dep’t of Pub. Works v. D.C. Office of Human Rights*, 195 A.3d 483, 490 (D.C. 2018). “Substantial evidence is relevant evidence that a reasonable mind might accept as adequate to support a conclusion.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490. “The corollary of this proposition, however, is that we are not obliged to stand aside and affirm an administrative determination which reflects a misconception of the relevant law or a faulty application of the law.” *See Zenian v. D.C. Office of Employee Appeals*, 598 A.2d 1161, 1166 (D.C. 1991). The Court “will disturb the administrative finding . . . only if the record compels a contrary conclusion, meaning that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490.

#### ANALYSIS

The issue before the Court is narrow: MPD argues that the Final Order on Damages should be reversed because the time period OHR used to calculate Ms. Schofield’s damages is incorrect and unsupported by the record. *See generally* MPD Brief. OHR and Ms. Schofield respond that OHR’s determination on damages is supported by substantial evidence. *See generally* OHR Resp.; Intervenor Resp. The Court finds that MPD has not met its burden to show agency error.

An employer that has violated the DCFMLA is required to pay the affected employee “[a]ny wages, salary, employment benefits, or other compensation denied or lost to the employee due to the violation plus interest.” *See* D.C. Code § 32-509(b)(6). The employer must also pay “[a]n amount equal to the greater of:” the employee’s denied or lost wages, salary, benefits, and other compensation; or “[c]onsequential damages not to exceed an amount equal to 3 times” the amount of lost or denied compensation “plus any medical expenses not covered by the health

insurance of the employee.” *See id.* Generally, a party must establish damages to a reasonable certainty. *See Magdalene Campbell & Fort Lincoln Civic Ass’n v. Fort Lincoln New Town Corp.*, 55 A.3d 379, 387 (D.C. 2012) (“[a party] must establish both the fact of damages and the amount of damages with reasonable certainty. . . . [W]hat is required is some evidence which allows the trier of fact to make a reasoned judgment”) (internal citations omitted).

OHR determined that Ms. Schofield is entitled to back pay for the period from December 10, 2011, to March 26, 2014 – *i.e.*, from the day after she was fired until the date of her mandatory retirement. *See* A.R. at 713-714. OHR found that MPD’s custom and practice of regularly renewing Ms. Schofield’s contract shows that Ms. Schofield had a reasonable expectation of having her contract renewed until March of 2014. *See id.* at 714 (citing *Howard v. Best*, 484 A.2d 958, 974 (D.C. 1984) (“custom and practice are relevant in the absence of an explicit [contract] provision” to determine whether an employee’s contract would be renewed)).

OHR relied on evidence that Ms. Schofield’s contract had been renewed yearly since 2005, and that she resumed the normal duties of her position when she returned to work after her surgery. *See id.* Because Ms. Schofield met her burden to show that her termination was discriminatory, OHR held that “any refusal, albeit ‘discretionary,’ to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate” Ms. Schofield’s recovery. *See id.*

OHR’s findings are supported by substantial evidence in the record. There is no dispute that Ms. Schofield’s contract was renewed annually from 2005 to 2011. *See* MPD Brief at 2; OHR Resp. at 7; A.R. at 750. The record also reflects that Ms. Schofield, her direct supervisor, her commanding officer, and other MPD employees all stated that Ms. Schofield returned to work and completed her normal duties following her surgery. *See* A.R. at 263 (Statement of

Lieutenant Derek Gray), 266 (Statement of Nathan Sims, MPD Evidence Control Branch Inspector), 270 (Statement of Diana Hains, MPD Human Resources Director), 273 (Statement of Leeann Turner, MPD Corporate Support Bureau Executive Director). Although she was officially on limited-duty status upon her return, Ms. Schofield explained that this only impacted her ability to carry a firearm. *See id.* at 723.

MPD argues that the record shows that Ms. Schofield would not have met the physical requirements necessary for her contract to be renewed. *See* MPD Brief at 9-13. MPD relies on the physical standards set forth in the Updated 2011 Medical Guidelines of the Police and Fire Clinic (“the Guidelines”). *See* MPD Brief at 9 (citing 6A DCMR § 106.4; A.R. 821); *see also* A.R. at 819-41 (Guidelines). The Guidelines classify Ms. Schofield’s conditions of arthritis and a hip replacement as conditions that “could preclude” Ms. Schofield from performing the essential functions of a police officer. *See* A.R. at 819-41. But the Guidelines are not “strict standards,” nor are they “so excessively stringent as to needlessly prevent . . . an Incumbent from continuing as an active Police Officer” without an individualized assessment of the officer’s condition. *See id.* at 820. MPD fails to address Ms. Schofield’s ability to work in her specific assignment, as an SPO in the courthouse evidence control room, or the evidence in the record that she successfully performed her duties after returning to work after the surgery. *See generally* MPD Brief. Nor has MPD provided any evidence that Ms. Schofield was assessed according to the Guidelines and found unfit for duty as a SPO. *See generally id.*; *see also* Intervenor Resp. at 4; OHR Resp. at 10; A.R. at 820 (Guidelines are “intended to permit and foster the individualized assessment of each individual”). Accordingly, the Guidelines do not contradict OHR’s finding that Ms. Schofield could have reasonably expected her contract to be renewed for two more years, until her mandatory retirement.

The record evidence on Ms. Schofield's health also reasonably supports OHR's decision. Ms. Schofield's own physician expected her to make a full recovery as early as January 2012, and no later than April 2012. *See* A.R. at 985. When Ms. Schofield visited the D.C. Police and Fire Clinic on November 22, 2011, the physician's assessment of Ms. Schofield was that her condition was "improved." *See id.* at 986. The physician noted that although Ms. Schofield had "difficulty with going up the stairs" and was "unable to squat" at that time, she had "no new complaint," and her "hip pain has continued to improve." *See id.* Thus, neither the Guidelines nor evidence of Ms. Schofield's health show that "that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole." *See D.C. Dep't of Pub. Works*, 195 A.3d at 490.

Given the substantial evidence in the record supporting OHR's conclusion, the Court affirms OHR's finding that Ms. Schofield is entitled to back pay and other relevant damages for the period of December 10, 2011, to March 26, 2014.

Accordingly, this 30<sup>th</sup> day of March, 2020, it is hereby

**ORDERED** that the Petition for Review of Agency Decision is **DENIED**; and it is further

**ORDERED** that all future events scheduled in this matter are vacated, and the case is closed.

**SO ORDERED.**



Judge Florence Y. Pan  
Superior Court of the District of Columbia

Copies to:

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Anita Schofield

2-534(a)(2)

*Intervenor, Pro Se*

8/19/19

**DISTRICT OF COLUMBIA  
OFFICE OF HUMAN RIGHTS**

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ANITA SCHOFIELD, )  
)  
Complainant, )  
)  
v. )  
)  
D.C. GOV'T METROPOLITAN )  
POLICE DEPARTMENT, )  
)  
Respondent. )  
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OHR Docket No.: 12-252-DC(CN)  
EEOC No.: 10C-2012-00245  
Toya Carmichael, ALJ  
Sitting as Independent Hearing  
Examiner

**THE OFFICE OF HUMAN RIGHTS' FINAL ORDER ON DAMAGES,  
ADOPTING IN PART AND MODIFYING IN PART, THE INDEPENDENT HEARING  
EXAMINER'S THIRD PROPOSED DECISION AND ORDER ON DAMAGES**

The D.C. Office of Human Rights (OHR) has completed its review of Administrative Law Judge (ALJ) Carmichael's Third Proposed Decision and Order on Damages, dated May 10, 2019, submitted to the Director's attention pursuant to 4 DCMR §§ 119.1 and 1624.1. On May 30, 2019, Complainant submitted her Exceptions to Third Proposed Decision and Order Regarding Damages ("Compl.'s Exceptions"). Respondent did not submit any exceptions. Pursuant to 4 DCMR §§ 120.1-.3 and 1625.1-.3, OHR hereby issues its Final Order on Damages as follows:

**PROCEDURAL BACKGROUND**

On July 3, 2012, Anita Schofield ("Ms. Schofield" or "Complainant"), a former senior police officer ("SPO") at the Metropolitan Police Department ("MPD" or "Respondent"), filed a complaint with OHR. In it, she asserted that MPD (1) interfered with her rights under the District of Columbia Family Medical Leave Act ("DCFMLA") and the Family Medical Leave Act ("FMLA")<sup>1</sup>; (2) retaliated against her for asserting her DFMLA rights; and (3) discriminated against her on the basis of disability in violation of the Americans with Disabilities Act ("ADA") and the District of Columbia Human Rights Act ("DCHRA"). (Compl.'s Charge (July 3, 2012)). OHR investigated Complainant's allegations and found probable cause on all three claims. (Letter of Determination (Dec. 24, 2013) ["LOD"] at 23). On April 30, 2014, the matter was assigned to Chief Administrative Law Judge (CALJ) David C. Simmons of the D.C. Commission on Human Rights ("Commission") to sit as an Independent Hearing Examiner (IHE).

On April 14, 2015, the parties agreed to forfeit their rights to an administrative hearing and to resolve all claims through a summary determination proceeding. In cases against the government,

<sup>1</sup> OHR does not enforce the federal FMLA. Complainant's claims in relation to FMLA will not be discussed.



“[a]fter the probable cause determination and failure of the conciliation efforts, the Director may make a summary determination *on the merits* of a complaint based solely upon information in the complaint file.” 4 DCMR § 115.1 (emphasis added).<sup>2</sup> CALJ Simmons issued a Proposed Decision and Order recommending that the Director find on the merits in favor of Complainant with respect to her DCFMLA interference and retaliation claims. (Proposed Decision and Order (Feb. 15, 2017) [“PDO”]). As authorized by regulation, *see* 4 DCMR § 119.3, Complainant filed exceptions to the PDO on March 10, 2017, and added an addendum thereto on March 15, 2017.

On May 11, 2017, OHR issued a final order on the merits of Complainant’s claim. (Final Order Adopting in Part, and Modifying in Part, the Hearing Examiner’s Proposed Decision and Order (May 11, 2017) [“FO”]). In addition to adopting CALJ Simmons’ finding that Complainant succeeded on both of her DCFMLA claims, OHR also determined that Complainant succeeded on her DCHRA claim of illegal termination based on disability. (FO at 2-5). OHR ordered Complainant to provide information regarding her alternative employment, if any; her MPD salary; her filing costs, if applicable; and her additional medical expenses, if applicable. (FO at 6). Finally, OHR ordered MPD to submit its estimation of Complainant’s damages no later than 30 days following the date of the FO. (*Id.*).

On June 12, 2017, Complainant filed her damage calculations. (Complainant’s Damages and Calculation (June 12, 2017) [“Schofield’s Damages Calculations”]). The same day, MPD petitioned the Superior Court of the District of Columbia (“D.C. Superior Court”) to review OHR’s FO. (Response of the Metropolitan Police Department from Order Requiring a Response at Ex. A (June 30, 2017) [“MPD Response”]). Thereafter, on June 30, 2017, MPD filed its damages calculation. (MPD Response). On September 25, 2017, the parties jointly filed a motion in D.C. Superior Court to stay the proceedings pending the issuance of a final decision from OHR calculating damages. (Joint Motion to Stay Proceedings (Sept. 25, 2017)). Four days later, the D.C. Superior Court granted the parties’ joint motion to stay. (Order Granting Joint Motion to Stay Proceedings (Sept. 29, 2017)).

On February 1, 2018, CALJ Simmons issued a Proposed Decision and Order on Complainant’s Damages. (Proposed Decision and Order on Complainant’s Damages (Feb. 1, 2018) [“First Proposed Damages Order”]). He recommended the Director of OHR find that Complainant was entitled to recover her lost wages from December 10, 2011, to March 31, 2012, amounting to \$19,219.68;<sup>3</sup> the cash equivalent of annual leave she would have accumulated between December

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<sup>2</sup> Thus, at the summary determination stage, the OHR Director must determine whether the complainant has proven the claim by a preponderance of the evidence, in accordance with the Title VII burden-shifting analysis articulated in *McDonnell Douglas Corp. v. Green*, 411 U.S. 792 (1973). *See District of Columbia Housing Authority v. District of Columbia Office of Human Rights, et al.*, 881 A.2d 600, 614-16 (D.C. 2005) (finding that OHR’s summary determination on the merits of the claim was supported by substantial evidence because the OHR Director appropriately found, by a preponderance of the evidence, that respondent’s explanations for the adverse employment action were pretext for discrimination.). “A ‘preponderance of the evidence’ standard simply requires the fact finder to believe that the existence of the contested fact is more ‘plausible’ than its nonexistence.” *In re Dortch*, 860 A.2d 346, 358 (D.C. 2004). “[T]his burden cannot be successfully carried by speculation.” *Myrick v. Nat’l Sav. & Trust Co.*, 268 A.2d 526, 527 (D.C. 1970).

<sup>3</sup> MPD calculated Complainant’s backpay in its June 30, 2017, response based on wages across nine pay periods. *See* MPD Response at 10.

10, 2011, and March 31, 2012, amounting to \$4,114.99 as of June 30, 2017; and liquidated damages equal to \$25,232.91, the sum of her lost wages, annual leave, and interest. Accordingly, Complainant's total damages on her DCFMLA claims were \$50,465.82. (First Proposed Damages Order at 17). CALJ Simmons suggested the Director of OHR limit Complainant's recovery, in pertinent part, because (1) she failed to produce evidence of her efforts to mitigate her damages, (*see id.* at 12-13); and (2) her annual contract was not subject to automatic renewal. (*Id.* at 13-15). He also respectfully requested that the Director reconsider her ruling that Respondent's actions amounted to disability discrimination under the DCHRA. (*Id.* at 17-20).

On April 19, 2018, the Director remanded the case to CALJ Simmons to determine Complainant's mitigation efforts, because the parties had not had a meaningful opportunity to present evidence on that issue. (Order Remanding Matter to Independent Hearing Examiner (Apr. 19, 2018) at 1 ["First Remand Order"]).<sup>4</sup> The Director also reaffirmed her finding that MPD violated Complainant's rights under the DCHRA. (*Id.* at 2). On May 4, 2018, Complainant submitted evidence of her mitigation efforts. (Compl. Statement Regarding Her Efforts to Mitigate Her Damages (May 4, 2018) ["Mitigation Efforts"]).

On June 26, 2018, CALJ Simmons issued a Second Proposed Damages Order, finding Complainant successfully mitigated her damages and noting that Respondent did not present any contrary evidence.<sup>5</sup> (Second Proposed Decision and Order on Complainant's Damages (June 26, 2018) at 4-5 ["Second Proposed Damages Order"]). CALJ Simmons also concluded that Complainant was "entitled to the full extent of her [DCFMLA] back-pay award," until March 26, 2014 (the day of Complainant's mandatory retirement). (Second Proposed Damages Order at 5-6). However, CALJ Simmons held Complainant was not entitled to liquidated damages, concluding that MPD was entitled to a good-faith reduction for reasonably believing Complainant's employment contract would not have been renewed automatically from March 31, 2012 (the last day of her 2011-12 contract) through March 26, 2014 (the date she would have been subject to mandatory retirement). (*Id.* at 6-7). As for backpay under the DCHRA, CALJ Simmons found Complainant could not receive such an award because it would amount to double recovery since she already was entitled to backpay under the DCFMLA. (*Id.* at 7). Finally, regarding compensatory damages under the DCHRA, CALJ Simmons found Complainant was entitled to half of what she would have earned between December 9, 2011 (the date of her unlawful termination) and March 26, 2014 (the date of mandatory retirement). (*Id.* at 7-8).

On July 11, 2018, OHR became aware that MPD had neither received nor been given an opportunity to respond to the following documents: First Proposed Damages Order (Feb. 2, 2018), Complainant's Exceptions to the First Proposed Damages Order (Feb. 22, 2018), OHR's First Remand Order (Apr. 19, 2018), Complainant's Mitigation Efforts (May 4, 2018), and Second Proposed Damages Order (June 26, 2018). That same day, OHR remanded the case back to CALJ Simmons and sent the above documents to Complainant and MPD. (Order Remanding Matter to

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<sup>4</sup> On February 22, 2018, Complainant submitted Exceptions to Judge Simmons' First Proposed Damages Order in which she asserted she was unaware of her need to produce evidence of her mitigation efforts.

<sup>5</sup> However, as explained more fully below, the reason MPD did not present any other evidence is because OHR had inadvertently stopped serving the correct counsel for Respondent, beginning in February 2018.

Independent Hearing Examiner (July 16, 2018) [“Second Remand Order”] at 1; Order Setting Briefing Schedule at 2 (Aug. 6, 2018) [“Briefing Schedule”]).

On July 26, 2018, CALJ Simmons held a status conference with the parties to determine how to proceed. (Briefing Schedule at 1). During the conference, CALJ Simmons determined MPD needed an opportunity to respond to the following issues: (1) whether Complainant was entitled to damages under the DCFMLA including annual leave from December 11, 2011 through March 26, 2014, with 4% interest; (2) whether Complainant’s sick leave should be included in her DCFMLA award calculation; (3) whether Complainant was entitled to liquidated damages under the DCFMLA from April 1, 2012 through March 26, 2014; (4) whether Complainant was entitled to compensatory damages for her DCHRA disability discrimination claim, calculated at 50% of the wages benefits should would have received between December 9, 2011 and March 26, 2014; and (5) whether Complainant had successfully attempted to mitigate her damages. (Briefing Schedule at 2-3). On September 20, 2018, MPD filed its brief based on the Briefing Schedule. (Respondent Metropolitan Police Department’s Brief Regarding Unaddressed Issues (Sept. 20, 2018) [“MPD Brief”]). On October 25, 2018, Complainant filed her response to the MPD Brief. (Complainant’s Reply to Respondent’s Brief on Unaddressed Issues (Oct. 25, 2018) [“Schofield Brief”]).

### **MODIFICATION, IN PART, OF IHE’S THIRD PROPOSED DECISION AND ORDER**

#### ALJ Carmichael’s Third Proposed Order on Damages

On April 5, 2019, this case was transferred to ALJ Carmichael. On May 10, 2019, ALJ Carmichael submitted the Third Proposed Decision and Order on Complainant’s Damages (“Third Proposed Decision and Order”), and the parties were given 20 days to submit exceptions. On May 30, 2019, Complainant submitted her Exceptions to the Third Proposed Decision and Order On Damages (“Compl.’s Exceptions”). Respondent did not submit any exceptions.

ALJ Carmichael’s Third Proposed Decision and Order concluded the following: (1) the proper time-frames for calculating Complainant’s damages are from December 10, 2011 to March 31, 2012, for back pay, annual leave, and sick leave, and December 10, 2011, through June 26, 2018, for interest; (2) Complainant adequately mitigated her damages; (3) Complainant is entitled to damages amounting to \$57,374.30 under the DCFMLA; and (4) Complainant is not entitled to any additional damages under the DCHRA. (Third Proposed Decision and Order at 27). The instant Order adopts in part and modifies in part ALJ Carmichael’s proposed findings of fact and conclusions of law.

#### Findings of Fact

OHR adopts ALJ Carmichael’s findings of fact. (Third Proposed Decision and Order at 6-9).

#### Wage and Benefits Recovery Period

OHR modifies ALJ Carmichael’s recommendation with respect to the proper time period for calculation of damages. Although ALJ Carmichael recommended that the recovery period be

confined to a roughly three-month period, between December 10, 2011 (the day after Complainant's termination), until March 31, 2012 (the end of Complainant's term appointment),<sup>6</sup> OHR finds that Complainant's proper wage and benefits (sick and annual leave) recovery period is from December 10, 2011, to March 26, 2014 (the date when Complainant would have been mandatorily retire), as explained more fully below.<sup>7</sup>

In the absence of explicit language, courts may use custom and practice to determine whether an employee had a reasonable expectation of continued employment. *See generally Howard Univ. v. Best*, 484 A.2d 958, 974 (D.C. 1984). Complainant's yearly contract had been renewed at the discretion of the Chief of Police without challenge or controversy each year since 2005 (MPD Response at 6), thereby creating a reasonable expectation that Complainant's contract would be renewed again. Complainant returned to work on September 26, 2011. (LOD at 4). Although she had requested to work on limited duty status, Complainant had actually resumed the normal duties of her position that she had been performing before taking leave. (*Id.*)<sup>8</sup> OHR previously found, on the merits, that Complainant had met her burden to prove, by a preponderance of the evidence, that Respondent's asserted reason for her termination was pretext for disability discrimination. (FO at 5). Thus, any refusal, albeit "discretionary," to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate Complainant's recovery.<sup>9</sup> Ultimately, Respondent offers only speculation, and no legitimate reason, why it would not have renewed Complainant's contract after previously renewing it each year since 2005. Complainant is entitled to recover for the full period of time, until March 26, 2014, that she reasonably expected to continue working, were it but for the discriminatory act.

#### Complainant's Mitigation of Damages

OHR adopts ALJ Carmichael's finding that Complainant successfully mitigated her damages, including ALJ Carmichael's conclusion that Respondent has not proven that Complainant did not mitigate her damages. (Third Proposed Decision and Order at 12-14). Specifically, ALJ Carmichael found that Complainant was not required to apply for particular positions, *i.e.*, public school officer and Senior Police Officer via Special Order 101.12, as Respondent had contended in its MPD Brief, dated September 20, 2018,<sup>10</sup> noting that such opportunities were permissive but

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<sup>6</sup> (Third Proposed Decision and Order at 12).

<sup>7</sup> There appears to be no dispute that Complainant's mandatory retirement date was March 26, 2014. (Third Proposed Decision and Order at 4).

<sup>8</sup> Respondent contends that where an SPO is unable to perform "the full range of duties" required of a member of the Department, Respondent shall "retire the member as disabled regardless of whether the member is performing useful and efficient service that are less than the full range of duties." D.C. Code § 5-709(c). However, Ms. Schofield returned to work and performed "the normal duties of her position that she performed before taking leave," despite being advised to the contrary by her physician. (Third Proposed Decision and Order at 7).

<sup>9</sup> *See, e.g., Barnabas v. Bd. of Trs. of Univ. of D.C.*, 686 F. Supp. 2d 95, 105-06 (D.D.C. 2010) (jury could infer that University's reduction of the plaintiff's teaching load was the first opportunity it had to retaliate seven months later).

<sup>10</sup> Respondent contends that Complainant failed to mitigate her damages because Complainant failed to avail herself of the "statutorily-created [opportunities] for retired police officers," namely the Special Police Officer position for D.C. Public Schools and the Senior Police Officer position. (MPD Brief at 9).

not required. (*Id.* at 14).<sup>11</sup> ALJ Carmichael also noted that Complainant requested reinstatement; Respondent did not offer Complainant reinstatement; and Complainant had adequately searched for comparable jobs. (*Id.*).

In addition to adopting ALJ Carmichael's recommended finding regarding Complainant's mitigation of damages, OHR herein delineates more fully Complainant's mitigation efforts and also cites to an applicable legal standard for damages mitigation under the DCFMLA. Although OHR could not locate a D.C. Court of Appeals case regarding the duty to mitigate damages under the DCFMLA or out of the D.C. Circuit under the federal counterpart, The Family & Medical Leave Act of 1993 (FMLA), the Fourth Circuit has found that the duty to mitigate applies in FMLA actions. An FMLA plaintiff has a duty to mitigate his damages by diligently "seeking and accepting new employment substantially equivalent to that from which [they] were discharged" *Miller v. AT&T Corp.*, 250 F.3d 820, 838-39 (4th Cir. 2001) (adopting the duty to mitigate standard from Title VII, quoting *Brady v. Thurston Motor Lines, Inc.* 753 F.2d 1269, 1273 (4<sup>th</sup> Cir. 1985)); see also *McDonnell v. Miller Oil Co.*, 110 F.3d 60 (4th Cir. 1997).<sup>12</sup> Significantly, and as delineated by ALJ Carmichael, the [Respondent] bears the burden of demonstrating that [Complainant] has failed to fulfill the duty to mitigate. *Martin v. Cavalier Hotel Corp.*, 48 F.3d 1343, 1358 (4th Cir. 1995). Further, a Complainant in a discrimination action "need not go into another line of work, accept a demotion, or take a demeaning position," so as to mitigate. *Ford Motor Co. v. EEOC*, 458 U.S. 219, 231 (1982).

Complainant contends that pursuant to D.C.'s Department of Employment Services ("DOES") requirements, she contacted at least two to three employers each week, submitted detailed, certified written records outlining her job search to DOES, and signed a certificate with each report, so as to be eligible for unemployment benefits.<sup>13</sup> Complainant was paid unemployment insurance benefits from December 30, 2011, through April 20, 2013. (Mitigation Efforts at Exhibit A). Complainant states that she conducted daily searches for law enforcement and security positions in the employment section of the Washington Post (both online and in hard copy), Monster.com, Indeed.com, and Careerbuilder.com. (*Id.* at 2). Complainant submitted a copy of the resume she used with applications. (Mitigation Efforts at Exhibit C). Throughout 2013 and 2014, Complainant contends that she applied for several customer service, cashier, and security positions. (*Id.* at 3). Accordingly, based on the aforementioned efforts of Complainant, both CAIJ Simmons' and ALJ Carmichael's assessments, and the applicable legal standards, Complainant mitigated her damages as required.

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<sup>11</sup> Respondent also appears to argue that Complainant failed to mitigate by purportedly not applying for the same job from which she was fired, and yet Respondent does not contend that it offered to return her to work and acknowledges that Complainant alleges that she actually did request reinstatement. (MPD Brief at 9). Respondent also disputes the adequacy of Complainant's job search efforts, which ALJ Carmichael found to be sufficient (Third Proposed Order at 13-14) and which OHR herein describes more fully.

<sup>12</sup> While OHR is not bound by the legal decisions interpreting the federal statute, those decisions may be considered persuasive authority. See *Lenaerts v. District of Columbia Dept. of Employment Svs.*, 545 A.2d 1234, 1238 (D.C. 1988); see also *Chang v. Inst. For Public-Private P-ships, Inc.*, 846 A.2d 318 (D.C. 2004) (asserting a D.C. Court of Appeals opinion that the federal FMLA is used to interpret the DCFMLA).

<sup>13</sup> The certification that Ms. Schofield was required to sign when she submitted her weekly job search reports to DOES states: "I hereby certify that these statements are true and correct. I understand that the law provides penalties for false statements to obtain or increase benefits." (Mitigation Efforts at 2).

Damages Calculation under the DCFMLA

OHR adopts in part ALJ Carmichael's finding that Complainant is entitled to damages under the DCFMLA, including ALJ Carmichael's finding that Complainant is entitled to back pay, as well as the cash equivalent of annual and sick leave she would have accrued,<sup>14</sup> and ALJ Carmichael's finding that Complainant's recovery need not be offset for unemployment and annuity payments, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 15-22).

However, OHR modifies ALJ Carmichael's finding to the extent that, as explained *supra* at 5, the calculation must be made based on a longer recovery period. Specifically, based on the record, Complainant is entitled to wages and benefits based on a salary of \$61,698 from December 10, 2011, to March 31, 2013, and a salary of \$64,166 from April 1, 2013, to March 26, 2014.<sup>15</sup> Accordingly, Complainant's back pay and benefits awards are delineated below. OHR notes that the recovery period has been divided into six smaller periods, so that an accounting could be made for the change in salary, two-week pay period increments for annual and sick leave, and annual compounding of interest.

|  |                     |
|--|---------------------|
| <u>December 10, 2011 – December 9, 2012 (26 pay periods)</u>     |                     |
| \$61,698 (salary), \$6,169.80 (annual), and \$3,084.90 (sick)    | \$70,952.70         |
| <u>December 10, 2012 – March 31, 2013 (8 pay periods)</u>        |                     |
| \$18,984 (salary), \$1,898.4 (annual), and \$949.2 (sick)        | \$21,831.60         |
| <u>April 1, 2013 – December 8, 2013 (18 pay periods)</u>         |                     |
| \$44,422.62 (salary), \$4,442.26 (annual), and \$2,221.13 (sick) | \$51,086.01         |
| <u>December 9, 2013 (1/10 of a pay period)</u>                   |                     |
| \$246.79 (salary), \$24.68 (annual), and \$12.34 (sick)          | \$283.81            |
| <u>December 10, 2013 – March 17, 2014 (7 pay periods)</u>        |                     |
| \$17,275.46 (salary), \$1,727.55 (annual), and \$863.77 (sick)   | \$19,866.78         |
| <u>March 18, 2014 – March 26, 2014 (7/10 of a pay period)</u>    |                     |
| \$1,727.55 (salary), \$172.75 (annual), and \$86.38 (sick)       | \$1,986.68          |
| <b>Total back pay and benefits award:</b>                        | <b>\$166,007.58</b> |

<sup>14</sup> Annual leave at 8 hours per two-week pay period and sick leave at 4 hours per two-week pay period.

<sup>15</sup> (Complainant's Damages and Calculations, dated June 12, 2017, at 7-10). Respondent confirmed that the base salary numbers Complainant proffered were accurate for the requisite time periods, although Respondent listed the latter period's salary as one dollar higher. (MPD Response Brief at 3-4). OHR will use Complainant's number, as it is closer to an actual 4% increase on \$61,698, which would be \$64,165.92.

Prejudgment Interest

OHR adopts in part ALJ Carmichael’s finding that Complainant is entitled to prejudgment interest from December 10, 2011, through June 26, 2018 at 4% per annum (Third Proposed Decision and Order at 22), for the reasons explained by ALJ Carmichael, but OHR modifies the finding to calculate the interest to be compounded annually, pursuant to *Jean-Baptiste v. District of Columbia* 958 F. Supp. 2d 37, 48 (D.D.C. July 19, 2013), as follows.

|                |   |             |   |  |
|----------------|---|-------------|---|--|
| A              | = | \$70,952.70 | = | wage and benefits earnings from 12/10/11 through 12/9/12 |
| B              | = | \$73,201.42 | = | wage and benefits earnings from 12/10/12 through 12/9/13 |
| C              | = | \$21,853.46 | = | wage and benefits earnings from 12/10/13 through 3/26/14 |
| A <sub>i</sub> | = | \$2,838.11  | = | interest earned from 12/10/11 through 12/9/12            |
| B <sub>i</sub> | = | \$5,879.69  | = | interest earned from 12/10/12 through 12/9/13            |
| C <sub>i</sub> | = | \$6,989.02  | = | interest earned from 12/10/13 through 12/9/14            |
| D <sub>i</sub> | = | \$7,268.58  | = | interest earned from 12/10/14 through 12/9/15            |
| E <sub>i</sub> | = | \$7,559.32  | = | interest earned from 12/10/15 through 12/9/16            |
| F <sub>i</sub> | = | \$7,861.69  | = | interest earned from 12/10/16 through 12/9/17            |
| G <sub>i</sub> | = | \$4,457.69  | = | interest earned from 12/10/17 through 3/26/18            |

$$A_i = A \times 4\%$$

$$B_i = (A + A_i + B) \times 4\%$$

$$C_i = (A + A_i + B + B_i + C) \times 4\%$$

$$D_i = (A + A_i + B + B_i + C + C_i) \times 4\%$$

$$E_i = (A + A_i + B + B_i + C + C_i + D_i) \times 4\%$$

$$F_i = (A + A_i + B + B_i + C + C_i + D_i + E_i) \times 4\%$$

$$G_i = (A + A_i + B + B_i + C + C_i + D_i + E_i + F_i) \times 4\% \times 199/365$$

$$\text{Total interest} = A_i + B_i + C_i + D_i + E_i + F_i + G_i$$

**Total interest award = \$42,854.10**

Please note that the above compound interest total was manually calculated using algebra. Calculus may also be used. For example, a compound interest calculator, found at <https://www.calculatorsoup.com/calculators/financial/compound-interest-calculator.php>, arrives at nearly<sup>16</sup> the same result when annually compounding interest on A for 6 and 199/365 years, B for 5 and 199/365 years, and C for 4 and 199/365 years.

#### Liquidated Damages

OHR adopts ALJ Carmichael's finding that liquidated damages are appropriately awarded to Complainant under the DCFMLA, pursuant to D.C. Code § 32-509(b)(6)(B)(ii), for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23). Accordingly, based on the aforementioned calculations, Complainant is entitled to liquidated damages of \$208,861.68.

#### Additional Damages under the DCHRA

OHR adopts ALJ Carmichael's finding that Complainant is not entitled to any additional damages under the DCHRA, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23-26). However, OHR notes that in a DCHRA claim against the government, the applicable citations are 4 DCMR § 126.1(a) for back pay and § 126.1(d) for withheld benefits.

#### CONCLUSION

Based on the foregoing, and pursuant to 4 DCMR § 120.1-3 and 4 DCMR § 1625.1-3, it is hereby:

**ORDERED**, that Complainant is awarded \$417,723.36 in total damages, consisting of \$166,007.58 in actual damages, \$42,854.10 in prejudgment interest, and \$208,861.68 in liquidated damages, to be transferred to Complainant, less applicable state and federal tax withholdings,<sup>17</sup> pending judicial review.<sup>18</sup>

IT IS SO ORDERED.



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Mónica Palacio, Director  
D.C. Office of Human Rights

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<sup>16</sup> There is a \$39.80 discrepancy most likely due to the online calculator rounding the partial year fraction (199/365) to a particular decimal.

<sup>17</sup> The parties are expected to comply with all applicable income tax, reporting, and withholding laws. Any dispute regarding taxation, reporting, or withholding will not be handled by OHR. The parties may wish to consult tax professionals.

<sup>18</sup> This matter is already on appeal. If affirmed, post-judgment interest is to be awarded, and the parties are encouraged to calculate such award through mutual cooperation. See *Burke v. Groover*, 26 A.3d 292 (D.C. 2011).



**CERTIFICATE OF SERVICE**

The undersigned hereby certifies that on 8/19/19 (date), I caused **Final Order on Damages, Adopting in Part and Modifying in Part, the IHE's Third Proposed Decision and Order** to be served on the following individuals via email (method of delivery):

Anita Schofield  
2-534(a)(2)  
*Complainant*

Teresa Quon Hyden  
Assistant General Counsel  
Office of the General Counsel  
Metropolitan Police Department  
Teresa.Quon@dc.gov  
*Counsel for Respondent*

Toya Carmichael  
Administrative Law Judge  
Toya.Carmichael2@dc.gov  
*Independent Hearing Examiner*

OHR Office of the General Counsel  
Ohr.ogc@dc.gov

Deidra Precia  
Name

Deidra Precia  
Signature

# Request for Taxpayer Identification Number and Certification

Give Form to the  
 requester. Do not  
 send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
 See Specific Instructions on page 3.

|   |   |
|---|---|
| 1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.<br><i>Arita L. Schofield</i>  |   |
| 2 Business name/disregarded entity name, if different from above  |   |
| 3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.<br><input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC<br><input type="checkbox"/> C Corporation<br><input type="checkbox"/> S Corporation<br><input type="checkbox"/> Partnership<br><input type="checkbox"/> Trust/estate<br><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____<br><small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small><br><input type="checkbox"/> Other (see instructions) ▶ _____ | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):<br>Exempt payee code (if any) _____<br>Exemption from FATCA reporting code (if any) _____<br><small>(Applies to accounts maintained outside the U.S.)</small> |
| 5 Address (number, street, and apt. or suite no.) See instructions.<br>2-534(a)(2)  | Requester's name and address (optional)   |
| 6 _____   | _____   |
| 7 _____   | _____   |

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Notes:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

|                                |
|--------------------------------|
| Social security number         |
| 2-534(a)(2)                    |
| or                             |
| Employer identification number |
| -                              |

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

|                  |  |                 |
|------------------|--|-----------------|
| <b>Sign Here</b> | Signature of U.S. person ▶ <i>Arita L. Schofield</i> | Date ▶ 12-15-20 |
|------------------|--|-----------------|

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**OFFICE OF RISK MANAGEMENT**



**Jed Ross**  
**Chief Risk Officer**

**Payment Request to Agency for payment under \$10,000**  
**OR**  
**Settlements and Judgments Fund**

\$ \_\_\_\_\_ Amount Payable by Agency

**\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) Amount Payable by Settlements and Judgments Fund

Checks Payable to: Anita Schofield

Address: 2-534(a)(2)

City: 2-534(a)(2)

Agency CFO: \_\_\_\_\_ EMPLOYEE: \_\_\_\_\_

Claim ID Number: EP-20-006056 Type of Claim: PD:  BI:  Other:

|                       | Name               | Date            |
|-----------------------|--------------------|-----------------|
| Request Submitted By: | <i>Peter Clark</i> | January 4, 2021 |
| Responsible Agency:   | _____              |                 |
| Submitted to OFRM:    | _____              |                 |
| Supervisor Signature: | <i>Peter Clark</i> | January 4, 2021 |

Loss Date: 12/9/2011 Location: Metropolitan Police Department

Description: Ms. Schofield filed a discrimination complaint with the Office of Human Rights (OHR). OHR sustained a DCFMLA violation and awarded damages finding that, but for MPD's DCFLMA violation, Ms. Schofield's term position would have been renewed though her mandatory retirement age of 64.

Superior Court upheld OHR's damages award of \$417,723.36, consisting of \$166,007.58 for lost wages, annual leave, and sick leave; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68 (under D.C. Code § 32-509(6)(B)(6)(ii)). Current payment request is for prejudgment interest and liquidated damages only (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) = **\$246,715.78**

**RISK MANAGEMENT FOR SETTLEMENTS AND JUDGMENTS**

*In addition to any other authority to pay claims and judgments, and department, agency or instrumentality of the District government may pay the settlement or judgment of a claim or lawsuit in an amount less than \$10,000, in accordance with the Risk Management for Settlements and Judgments Amendment Act of 2000, effective October 19, 2000. (D.C. Law 13-72; D.C. Official Code sec. 2-402) D.C. Official Code sec. 2-402, in turn, requires agencies to make such payments, unless the Mayor waives the requirement for good cause shown.*





**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
Office of Risk Management



Jed Ross  
Chief Risk Officer

**MEMORANDUM**

**To:** Shilonda Wiggins, Agency Fiscal Officer  
SSD/Finance Section  
Office of the Attorney General

**From:** Peter Clark, Assistant Deputy General Counsel  
Tort Liability Program Administrator  
Office of Risk Management *Peter Clark*

**Date:** January 4, 2021

**Subject:** Settlements & Judgments Fund (ZHO)  
Payment Request

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Attached is the certified S & J Fund check issuance request. Please issue payment as per the attached report and supporting documentation. The payment total **\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68). Should you need supporting documentation for other items listed but not included, contact Peter Clark at (202) 727-5686.

Received by: \_\_\_\_\_

Time: \_\_\_\_\_

Delivered by: \_\_\_\_\_

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441 4<sup>th</sup> Street, NW, Suite 800S, Washington, D.C. 20001  
(202) 727-8600 - Main (202) 727-8319 - Fax  
Website: [orm.dc.gov](http://orm.dc.gov)



**From:** Peter Clark  
**Sent:** Mon, 4 Jan 2021 15:33:29 +0000  
**To:** oagdvpaymentrequest@dc.gov;Shilonda.Wiggins@dc.gov;Treshawn.Brown@dc.gov  
**Cc:** Peter.Clark@dc.gov;Iana.craven@dc.gov;Ross, Jed (ORM);Yeung, Sam (ORM);Krainak, Michael (EOM);charles.barbera@dc.gov  
**Subject:** ORM Tort Liability Division - Request for Payment  
**Attachments:** Schofield Judgment.Orders .pdf, Schofield W-9 - Dec 15 2020 - 6-28 PM.pdf, Payment Request EP-20-006056 .pdf, Memo to OFRM.pdf  
**Importance:** High

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to phishing@dc.gov for additional analysis by OCTO Security Operations Center (SOC).

Name of Claimant: Schofield, Anita  
Date & Time of Loss: 12/9/2011  
Location of Loss:

2-534(a)(2)

Description of Loss:



2-534(a)(2)

Agency  
Claim  
Number: EP-20-006056

Office of Risk Management Tort Liability Division  
Request for Payment

**PRIVILEGED & CONFIDENTIAL**

Dear Agency Fiscal Officer:

Please find our FORMAL request to issue payment for the above-captioned claim.

*Please see attached pdf files for your reference. Please contact the below program analyst for additional information.*

Sincerely,

Office of Risk Management Tort Liability Division

Lana Craven  
Tort Liability Program Analyst  
DCORM Tort Liability Division  
(202) 727-9413 / [lane.craven@dc.gov](mailto:lane.craven@dc.gov)

*“WARNING: It is a crime to provide false or misleading information to the District of Columbia Government, or to any department or agency thereof, regarding any claim upon or against the District of Columbia, or any department or agency thereof, knowing such claim to be false, fictitious, or fraudulent. Such an act is subject to imprisonment of not more than one year and a fine of not more than \$100,000 for each violation”.*

*The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and delete the material from any computer.*

Replies to this email message will be saved with our email records.

**IN THE SUPERIOR COURT OF THE DISTRICT OF COLUMBIA CIVIL DIVISION**

DISTRICT OF COLUMBIA :  
OFFICE OF HUMAN RIGHTS :  
v. :  
DISTRICT OF COLUMBIA :  
METROPOLITAN POLICE :  
DEPARTMENT :

Case No. 2020 CA 003727 2

**ORDER AND JUDGMENT**

On consideration of the District of Columbia Office of Human Rights' Motion for Entry of Judgment, and for the reasons stated on the record at the September 29, 2020 hearing, the Court orders that:

1. The Motion is granted.
2. Judgment for \$417,723.36 is entered against the District of Columbia Metropolitan Police Department on behalf of Anita Schofield.



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Anthony C. Epstein  
Judge

Date: September 29, 2020

Copies electronically to all parties

**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA  
CIVIL DIVISION**

DISTRICT OF COLUMBIA : Case Number: 2017 CA 004064 P(MPA)  
METROPOLITAN POLICE DEPARTMENT :

v. : Judge: Florence Y. Pan

DISTRICT OF COLUMBIA OFFICE :  
OF HUMAN RIGHTS :

**ORDER**

This matter comes before the Court on petitioner District of Columbia Metropolitan Police Department’s Petition for Review (“MPD Pet.”), filed on June 12, 2017; petitioner’s Brief in Support (“MPD Brief”), filed on December 16, 2019; respondent District of Columbia Office of Human Right’s Response Brief (“OHR Resp.”), filed on January 30, 2020; and Intervenor Anita Schofield’s Response Brief (“Intervenor Resp.”), filed on January 30, 2020. The Court has considered the papers, the relevant law, and the entire agency record. For the following reasons, the Petition for Review is denied.

**FACTUAL BACKGROUND**

Anita Schofield was hired as a Senior Police Officer (“SPO”) at the D.C. Metropolitan Police Department (“MPD”) on August 22, 2005, after retiring as an MPD Detective with 25 years of service. *See* Administrative Record (“A.R.”) at 155 (Proposed Decision and Order), 388-89; *see also id.* at 2 (Final Order on the merits) (adopting findings of fact in the Proposed Decision and Order). As an SPO, Ms. Schofield was assigned to work in the Court Property Office of the Evidence Control Branch, where she sorted evidence and transported evidence from MPD’s property office to local courts. *See id.* at 256.

On July 13, 2011, Ms. Schofield’s physician told her that she needed hip replacement surgery as soon as possible to address pain caused by arthritis. *See id.* at 158. On July 14 or 15,



2011, Ms. Schofield called her supervising Lieutenant at MPD, told him that she planned to have surgery on July 18, and informed him that she would need to miss two weeks of work. *See id.* On the call, the Lieutenant did not tell Ms. Schofield that she needed to complete paperwork related to her leave; but on July 18, 2011, he requested that she go to the office to fill out paperwork. *See id.* Ms. Schofield was unable to do so because her surgery was scheduled for that day. *See id.*<sup>1</sup>

Ms. Schofield received a medical certification and D.C. Family and Medical Leave Act (“DCFMLA”) paperwork from her physician on July 11, 2011, which she submitted to MPD no later than August 11, 2011, along with a signed request for DCFMLA leave. *See id.* at 159. On August 11, 2011, MPD sent two sergeants to Ms. Schofield’s home to take her service weapon. *See id.* Ms. Schofield was also given written notice that she was entitled to 16 weeks of DCFMLA leave, that her job would not be affected until she exhausted this leave, and that she needed to submit certain DCFMLA forms. *See id.* Ms. Schofield submitted an updated medical certification form to MPD between August 11 and September 1, 2011. *See id.*

Ms. Schofield returned to work on September 26, 2011. *See id.* Although she was officially placed on light-duty status and was not permitted to carry a weapon, she resumed her normal duties. *See id.* MPD did not respond to Ms. Schofield’s DCFMLA request until October of 2011, when it sent her a memorandum dated September 13, 2011, denying her request as untimely. *See id.* at 159-60. On November 23, 2011, MPD told Ms. Schofield that she needed to submit additional DCFMLA forms by November 25, 2011. *See id.* Ms. Schofield submitted the requested paperwork on November 25, 2011. *See id.* That same day, MPD informed Ms.

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<sup>1</sup> Although petitioner MPD disputes these facts, *see* MPD Brief at 2, the Court relies on the facts found by OHR Chief Administrative Law Judge David C. Simmons and Administrative Law Judge Toya Carmichael. *See* A.R. at 158-60, 750-53. These facts, though disputed, do not affect the outcome of the instant appeal.

Schofield that it would be placing her on sick leave effective November 28, 2011, and terminating her at the end of her leave on December 9, 2011. *See id.*

### **PROCEDURAL HISTORY**

On July 3, 2012, Ms. Schofield filed a discrimination complaint with the D.C. Office of Human Rights (“OHR”), asserting that MPD had violated her rights under the DCFMLA, the Americans with Disabilities Act, and the D.C. Human Rights Act (“DCHRA”). *See A.R.* at 155. OHR investigated the complaint, and issued a Letter of Determination on December 23, 2013, finding probable cause on all three allegations. *See id.* Ms. Schofield and MPD elected to have the case resolved by a summary determination. *See id.* at 156. On April 30, 2014, the case was forwarded to OHR Chief Administrative Law Judge David C. Simmons (“CALJ Simmons”), who reviewed the administrative record and made a recommendation for a final decision. *See id.*

CALJ Simmons issued a Proposed Decision and Order on February 15, 2017, finding that MPD interfered with Ms. Schofield’s DCFMLA rights by failing to timely inform her of her right to DCMLA leave, and then denying her leave request. *See id.* at 155-173. CALJ Simmons also found that MPD retaliated against Ms. Schofield when it notified her that she would be terminated on the same day that she attempted to exercise her DCFMLA rights. *See id.* CALJ Simmons did not find that MPD discriminated against Ms. Schofield because of a disability. *See id.* Ms. Schofield filed Exceptions to the Proposed Decision and Order on March 15, 2017, and an addendum thereto on March 15, 2017. *See id.* at 180-188.

On May 12, 2017, OHR issued a Final Order on the merits of Ms. Schofield’s claims. *See id.* at 1-7. OHR adopted CALJ Simmons’s Proposed Decision and Order, except for CALJ Simmons’s discussion and conclusion with respect to Ms. Schofield’s discrimination claim. *See id.* at 6. OHR found that Ms. Schofield met her burden to prove that MPD engaged in disability

discrimination by terminating her, instead of providing a reasonable accommodation for her disability of arthritis and a hip replacement. *See id.* OHR further ordered Ms. Schofield and MPD to file calculations of Ms. Schofield's damages. *See id.*

On June 12, 2017, MPD filed the instant Petition for Review of the Final Order. *See* MPD Pet. On September 9, 2017, Ms. Schofield filed a Notice of Intervention. On September 26, 2017, the parties jointly requested a stay of the instant proceedings until OHR issued a final decision on damages. The Court granted that request on September 29, 2017. *See* Order, dated September 29, 2017.

Ms. Schofield filed her damage calculations with OHR on June 12, 2017; and MPD filed its calculations on June 30, 2017. *See* A.R. at 8-34, 75-153. On February 1, 2018, CALJ Simmons's issued an initial Proposed Order on Damages, which recommended that Ms. Schofield recover for her DCFMLA claims (1) \$19,219.68 for lost wages from December 10, 2011 (the day after she was terminated), to March 31, 2012 (the end of her contract with MPD); (2) \$4,114.99 for the cash equivalent of annual leave that she would have accumulated before the end of her contract if she had not been terminated; and (3) \$25,232.91 in liquidated damages, for a total of \$50,465.82. *See id.* at 1075-98. CALJ Simmons found that Ms. Schofield failed to mitigate her damages by conducting a reasonably diligent search for substantially similar employment after her termination. *See id.* at 1086-87. Thus, CALJ Simmons determined that the appropriate period for calculating Ms. Schofield's damages was from December 10, 2011, to March 31, 2012, and not through March 26, 2014, the date of her mandatory retirement. *See id.*

On April 19, 2018, OHR remanded the case to CALJ Simmons for additional briefing and findings on Ms. Schofield's efforts to mitigate her damages. *See id.* at 1048-51. Ms. Schofield submitted evidence of her mitigation efforts on May 4, 2018. *See id.* at 1042-47.

CALJ Simmons issued a Second Proposed Order on Damages on June 26, 2018, finding that Ms. Schofield successfully mitigated her damages, and noting that MPD had not presented any contrary evidence. *See id.* at 1017-31. Accordingly, CALJ Simmons found that Ms. Schofield was entitled to “lost wages from April 1, 2012[,] until March 26, 2014, plus the value of her annual leave and interest (at 4% per annum) thereon;” as well as “lost wages from December 9, 2011[,] to March 31, 2012, interest thereon (at 4% per annum), plus liquidated damages equal to that entire amount” and 50% of her lost wages from December 9, 2011, to March 26, 2014, as compensation for her pain and suffering. *See id.* at 1028-29. Because CALJ Simmons was unable to calculate the monetary value of these damages based on the evidence in the record, he further found that Ms. Schofield should be required to produce a “worksheet” calculating her damages in accordance with his findings. *See id.*

On July 11, 2018, OHR learned that MPD had never received the first Proposed Order on Damages, OHR’s remand order from April 19, 2018, Ms. Schofield’s evidence of her mitigation efforts, and the Second Proposed Order on Damages. *See A.R.* at 1015-16. Accordingly, OHR sent the missing documents to MPD, and remanded the case back to CALJ Simmons. *See id.* On August 6, 2018, CALJ Simmons set a new briefing schedule to allow the parties to fully address Ms. Schofield’s damages. *See id.* at 1006-09. MPD filed a new brief on damages on September 20, 2018, and Ms. Schofield filed her response on October 25, 2018. *See id.* at 774-988.

On April 5, 2019, the case was transferred from CALJ Simmons to Administrative Law Judge Toya Carmichael (“ALJ Carmichael”). *See id.* at 713. On May 10, 2019, ALJ Carmichael issued a Third Proposed Order on Damages. *See id.* at 744-73. ALJ Carmichael concluded that (1) the time frame for calculating Ms. Schofield’s damages should be from December 10, 2011

(the day after she was fired), to March 31, 2012 (the end of her contract), because the evidence did not support a finding that her contract would be renewed; (2) Ms. Schofield properly mitigated her damages; (3) Ms. Schofield is entitled to damages of \$57,374.30 under the DCFMLA; and (4) Ms. Schofield is not entitled to any damages under the DCHRA. *See id.* at 771. Ms. Schofield submitted her exceptions to the Third Proposed Order on Damages on May 30, 2019; MPD did not submit any exceptions. *See id.* at 720-743.

OHR issued a Final Order on Damages on August 19, 2019, adopting in part ALJ Carmichael's Third Proposed Order on Damages. *See id.* at 710-19. OHR adopted ALJ Carmichael's findings of fact, as well as her determinations that Ms. Schofield mitigated her damages and is not entitled to damages under the DCHRA. *See id.* at 710, 714-15, 718. OHR, however, found that the proper period for calculating Ms. Schofield's damages is from the day after she was fired to the date of her mandatory retirement -- December 10, 2011, to March 26, 2014. *See id.* at 713-714. Accordingly, OHR found that Ms. Schofield was entitled to damages under the DCFMLA totaling \$417,723.36, and consisting of \$166,007.58 for lost wages, annual leave, and sick time; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68. *See id.* at 716-18.

#### **APPLICABLE LAW**

When reviewing a decision from an administrative agency, there is a "presumption of correctness of the agency's decision" and the burden is placed on the petitioner to demonstrate agency error. *See Cooper v. District of Columbia Dep't of Emp't Servs.*, 588 A.2d 1172, 1174 (D.C. 1991); *see also* D.C. Code § 2-510(a) (authorizing judicial review of D.C. agency decisions); 4 DCMR § 1625.14 ("A party may appeal the final decision of OHR to the Superior Court of the District of Columbia"). The Court "must affirm OHR's action if it is supported by

substantial evidence and otherwise in accordance with law.” *See D.C. Dep’t of Pub. Works v. D.C. Office of Human Rights*, 195 A.3d 483, 490 (D.C. 2018). “Substantial evidence is relevant evidence that a reasonable mind might accept as adequate to support a conclusion.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490. “The corollary of this proposition, however, is that we are not obliged to stand aside and affirm an administrative determination which reflects a misconception of the relevant law or a faulty application of the law.” *See Zenian v. D.C. Office of Employee Appeals*, 598 A.2d 1161, 1166 (D.C. 1991). The Court “will disturb the administrative finding . . . only if the record compels a contrary conclusion, meaning that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490.

#### ANALYSIS

The issue before the Court is narrow: MPD argues that the Final Order on Damages should be reversed because the time period OHR used to calculate Ms. Schofield’s damages is incorrect and unsupported by the record. *See generally* MPD Brief. OHR and Ms. Schofield respond that OHR’s determination on damages is supported by substantial evidence. *See generally* OHR Resp.; Intervenor Resp. The Court finds that MPD has not met its burden to show agency error.

An employer that has violated the DCFMLA is required to pay the affected employee “[a]ny wages, salary, employment benefits, or other compensation denied or lost to the employee due to the violation plus interest.” *See* D.C. Code § 32-509(b)(6). The employer must also pay “[a]n amount equal to the greater of:” the employee’s denied or lost wages, salary, benefits, and other compensation; or “[c]onsequential damages not to exceed an amount equal to 3 times” the amount of lost or denied compensation “plus any medical expenses not covered by the health



insurance of the employee.” *See id.* Generally, a party must establish damages to a reasonable certainty. *See Magdalene Campbell & Fort Lincoln Civic Ass’n v. Fort Lincoln New Town Corp.*, 55 A.3d 379, 387 (D.C. 2012) (“[a party] must establish both the fact of damages and the amount of damages with reasonable certainty. . . . [W]hat is required is some evidence which allows the trier of fact to make a reasoned judgment”) (internal citations omitted).

OHR determined that Ms. Schofield is entitled to back pay for the period from December 10, 2011, to March 26, 2014 – *i.e.*, from the day after she was fired until the date of her mandatory retirement. *See* A.R. at 713-714. OHR found that MPD’s custom and practice of regularly renewing Ms. Schofield’s contract shows that Ms. Schofield had a reasonable expectation of having her contract renewed until March of 2014. *See id.* at 714 (citing *Howard v. Best*, 484 A.2d 958, 974 (D.C. 1984) (“custom and practice are relevant in the absence of an explicit [contract] provision” to determine whether an employee’s contract would be renewed)).

OHR relied on evidence that Ms. Schofield’s contract had been renewed yearly since 2005, and that she resumed the normal duties of her position when she returned to work after her surgery. *See id.* Because Ms. Schofield met her burden to show that her termination was discriminatory, OHR held that “any refusal, albeit ‘discretionary,’ to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate” Ms. Schofield’s recovery. *See id.*

OHR’s findings are supported by substantial evidence in the record. There is no dispute that Ms. Schofield’s contract was renewed annually from 2005 to 2011. *See* MPD Brief at 2; OHR Resp. at 7; A.R. at 750. The record also reflects that Ms. Schofield, her direct supervisor, her commanding officer, and other MPD employees all stated that Ms. Schofield returned to work and completed her normal duties following her surgery. *See* A.R. at 263 (Statement of

Lieutenant Derek Gray), 266 (Statement of Nathan Sims, MPD Evidence Control Branch Inspector), 270 (Statement of Diana Hains, MPD Human Resources Director), 273 (Statement of Leeann Turner, MPD Corporate Support Bureau Executive Director). Although she was officially on limited-duty status upon her return, Ms. Schofield explained that this only impacted her ability to carry a firearm. *See id.* at 723.

MPD argues that the record shows that Ms. Schofield would not have met the physical requirements necessary for her contract to be renewed. *See* MPD Brief at 9-13. MPD relies on the physical standards set forth in the Updated 2011 Medical Guidelines of the Police and Fire Clinic (“the Guidelines”). *See* MPD Brief at 9 (citing 6A DCMR § 106.4; A.R. 821); *see also* A.R. at 819-41 (Guidelines). The Guidelines classify Ms. Schofield’s conditions of arthritis and a hip replacement as conditions that “could preclude” Ms. Schofield from performing the essential functions of a police officer. *See* A.R. at 819-41. But the Guidelines are not “strict standards,” nor are they “so excessively stringent as to needlessly prevent . . . an Incumbent from continuing as an active Police Officer” without an individualized assessment of the officer’s condition. *See id.* at 820. MPD fails to address Ms. Schofield’s ability to work in her specific assignment, as an SPO in the courthouse evidence control room, or the evidence in the record that she successfully performed her duties after returning to work after the surgery. *See generally* MPD Brief. Nor has MPD provided any evidence that Ms. Schofield was assessed according to the Guidelines and found unfit for duty as a SPO. *See generally id.*; *see also* Intervenor Resp. at 4; OHR Resp. at 10; A.R. at 820 (Guidelines are “intended to permit and foster the individualized assessment of each individual”). Accordingly, the Guidelines do not contradict OHR’s finding that Ms. Schofield could have reasonably expected her contract to be renewed for two more years, until her mandatory retirement.



The record evidence on Ms. Schofield's health also reasonably supports OHR's decision. Ms. Schofield's own physician expected her to make a full recovery as early as January 2012, and no later than April 2012. *See* A.R. at 985. When Ms. Schofield visited the D.C. Police and Fire Clinic on November 22, 2011, the physician's assessment of Ms. Schofield was that her condition was "improved." *See id.* at 986. The physician noted that although Ms. Schofield had "difficulty with going up the stairs" and was "unable to squat" at that time, she had "no new complaint," and her "hip pain has continued to improve." *See id.* Thus, neither the Guidelines nor evidence of Ms. Schofield's health show that "that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole." *See D.C. Dep't of Pub. Works*, 195 A.3d at 490.

Given the substantial evidence in the record supporting OHR's conclusion, the Court affirms OHR's finding that Ms. Schofield is entitled to back pay and other relevant damages for the period of December 10, 2011, to March 26, 2014.

Accordingly, this 30<sup>th</sup> day of March, 2020, it is hereby

**ORDERED** that the Petition for Review of Agency Decision is **DENIED**; and it is further

**ORDERED** that all future events scheduled in this matter are vacated, and the case is closed.

**SO ORDERED.**



Judge Florence Y. Pan  
Superior Court of the District of Columbia

Copies to:

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Anita Schofield

2-534(a)(2)

*Intervenor, Pro Se*

8/19/19

**DISTRICT OF COLUMBIA  
OFFICE OF HUMAN RIGHTS**

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ANITA SCHOFIELD, )  
)  
Complainant, )  
)  
v. )  
)  
D.C. GOV'T METROPOLITAN )  
POLICE DEPARTMENT, )  
)  
Respondent. )  
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OHR Docket No.: 12-252-DC(CN)  
EEOC No.: 10C-2012-00245  
Toya Carmichael, ALJ  
Sitting as Independent Hearing  
Examiner

**THE OFFICE OF HUMAN RIGHTS' FINAL ORDER ON DAMAGES,  
ADOPTING IN PART AND MODIFYING IN PART, THE INDEPENDENT HEARING  
EXAMINER'S THIRD PROPOSED DECISION AND ORDER ON DAMAGES**

The D.C. Office of Human Rights (OHR) has completed its review of Administrative Law Judge (ALJ) Carmichael's Third Proposed Decision and Order on Damages, dated May 10, 2019, submitted to the Director's attention pursuant to 4 DCMR §§ 119.1 and 1624.1. On May 30, 2019, Complainant submitted her Exceptions to Third Proposed Decision and Order Regarding Damages ("Compl.'s Exceptions"). Respondent did not submit any exceptions. Pursuant to 4 DCMR §§ 120.1-.3 and 1625.1-.3, OHR hereby issues its Final Order on Damages as follows:

**PROCEDURAL BACKGROUND**

On July 3, 2012, Anita Schofield ("Ms. Schofield" or "Complainant"), a former senior police officer ("SPO") at the Metropolitan Police Department ("MPD" or "Respondent"), filed a complaint with OHR. In it, she asserted that MPD (1) interfered with her rights under the District of Columbia Family Medical Leave Act ("DCFMLA") and the Family Medical Leave Act ("FMLA")<sup>1</sup>; (2) retaliated against her for asserting her DFMLA rights; and (3) discriminated against her on the basis of disability in violation of the Americans with Disabilities Act ("ADA") and the District of Columbia Human Rights Act ("DCHRA"). (Compl.'s Charge (July 3, 2012)). OHR investigated Complainant's allegations and found probable cause on all three claims. (Letter of Determination (Dec. 24, 2013) ["LOD"] at 23). On April 30, 2014, the matter was assigned to Chief Administrative Law Judge (CALJ) David C. Simmons of the D.C. Commission on Human Rights ("Commission") to sit as an Independent Hearing Examiner (IHE).

On April 14, 2015, the parties agreed to forfeit their rights to an administrative hearing and to resolve all claims through a summary determination proceeding. In cases against the government,

<sup>1</sup> OHR does not enforce the federal FMLA. Complainant's claims in relation to FMLA will not be discussed.

“[a]fter the probable cause determination and failure of the conciliation efforts, the Director may make a summary determination *on the merits* of a complaint based solely upon information in the complaint file.” 4 DCMR § 115.1 (emphasis added).<sup>2</sup> CALJ Simmons issued a Proposed Decision and Order recommending that the Director find on the merits in favor of Complainant with respect to her DCFMLA interference and retaliation claims. (Proposed Decision and Order (Feb. 15, 2017) [“PDO”]). As authorized by regulation, *see* 4 DCMR § 119.3, Complainant filed exceptions to the PDO on March 10, 2017, and added an addendum thereto on March 15, 2017.

On May 11, 2017, OHR issued a final order on the merits of Complainant’s claim. (Final Order Adopting in Part, and Modifying in Part, the Hearing Examiner’s Proposed Decision and Order (May 11, 2017) [“FO”]). In addition to adopting CALJ Simmons’ finding that Complainant succeeded on both of her DCFMLA claims, OHR also determined that Complainant succeeded on her DCHRA claim of illegal termination based on disability. (FO at 2-5). OHR ordered Complainant to provide information regarding her alternative employment, if any; her MPD salary; her filing costs, if applicable; and her additional medical expenses, if applicable. (FO at 6). Finally, OHR ordered MPD to submit its estimation of Complainant’s damages no later than 30 days following the date of the FO. (*Id.*).

On June 12, 2017, Complainant filed her damage calculations. (Complainant’s Damages and Calculation (June 12, 2017) [“Schofield’s Damages Calculations”]). The same day, MPD petitioned the Superior Court of the District of Columbia (“D.C. Superior Court”) to review OHR’s FO. (Response of the Metropolitan Police Department from Order Requiring a Response at Ex. A (June 30, 2017) [“MPD Response”]). Thereafter, on June 30, 2017, MPD filed its damages calculation. (MPD Response). On September 25, 2017, the parties jointly filed a motion in D.C. Superior Court to stay the proceedings pending the issuance of a final decision from OHR calculating damages. (Joint Motion to Stay Proceedings (Sept. 25, 2017)). Four days later, the D.C. Superior Court granted the parties’ joint motion to stay. (Order Granting Joint Motion to Stay Proceedings (Sept. 29, 2017)).

On February 1, 2018, CALJ Simmons issued a Proposed Decision and Order on Complainant’s Damages. (Proposed Decision and Order on Complainant’s Damages (Feb. 1, 2018) [“First Proposed Damages Order”]). He recommended the Director of OHR find that Complainant was entitled to recover her lost wages from December 10, 2011, to March 31, 2012, amounting to \$19,219.68;<sup>3</sup> the cash equivalent of annual leave she would have accumulated between December

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<sup>2</sup> Thus, at the summary determination stage, the OHR Director must determine whether the complainant has proven the claim by a preponderance of the evidence, in accordance with the Title VII burden-shifting analysis articulated in *McDonnell Douglas Corp. v. Green*, 411 U.S. 792 (1973). *See District of Columbia Housing Authority v. District of Columbia Office of Human Rights, et al.*, 881 A.2d 600, 614-16 (D.C. 2005) (finding that OHR’s summary determination on the merits of the claim was supported by substantial evidence because the OHR Director appropriately found, by a preponderance of the evidence, that respondent’s explanations for the adverse employment action were pretext for discrimination.). “A ‘preponderance of the evidence’ standard simply requires the fact finder to believe that the existence of the contested fact is more ‘plausible’ than its nonexistence.” *In re Dortch*, 860 A.2d 346, 358 (D.C. 2004). “[T]his burden cannot be successfully carried by speculation.” *Myrick v. Nat’l Sav. & Trust Co.*, 268 A.2d 526, 527 (D.C. 1970).

<sup>3</sup> MPD calculated Complainant’s backpay in its June 30, 2017, response based on wages across nine pay periods. *See* MPD Response at 10.

10, 2011, and March 31, 2012, amounting to \$4,114.99 as of June 30, 2017; and liquidated damages equal to \$25,232.91, the sum of her lost wages, annual leave, and interest. Accordingly, Complainant's total damages on her DCFMLA claims were \$50,465.82. (First Proposed Damages Order at 17). CALJ Simmons suggested the Director of OHR limit Complainant's recovery, in pertinent part, because (1) she failed to produce evidence of her efforts to mitigate her damages, (*see id.* at 12-13); and (2) her annual contract was not subject to automatic renewal. (*Id.* at 13-15). He also respectfully requested that the Director reconsider her ruling that Respondent's actions amounted to disability discrimination under the DCHRA. (*Id.* at 17-20).

On April 19, 2018, the Director remanded the case to CALJ Simmons to determine Complainant's mitigation efforts, because the parties had not had a meaningful opportunity to present evidence on that issue. (Order Remanding Matter to Independent Hearing Examiner (Apr. 19, 2018) at 1 ["First Remand Order"]).<sup>4</sup> The Director also reaffirmed her finding that MPD violated Complainant's rights under the DCHRA. (*Id.* at 2). On May 4, 2018, Complainant submitted evidence of her mitigation efforts. (Compl. Statement Regarding Her Efforts to Mitigate Her Damages (May 4, 2018) ["Mitigation Efforts"]).

On June 26, 2018, CALJ Simmons issued a Second Proposed Damages Order, finding Complainant successfully mitigated her damages and noting that Respondent did not present any contrary evidence.<sup>5</sup> (Second Proposed Decision and Order on Complainant's Damages (June 26, 2018) at 4-5 ["Second Proposed Damages Order"]). CALJ Simmons also concluded that Complainant was "entitled to the full extent of her [DCFMLA] back-pay award," until March 26, 2014 (the day of Complainant's mandatory retirement). (Second Proposed Damages Order at 5-6). However, CALJ Simmons held Complainant was not entitled to liquidated damages, concluding that MPD was entitled to a good-faith reduction for reasonably believing Complainant's employment contract would not have been renewed automatically from March 31, 2012 (the last day of her 2011-12 contract) through March 26, 2014 (the date she would have been subject to mandatory retirement). (*Id.* at 6-7). As for backpay under the DCHRA, CALJ Simmons found Complainant could not receive such an award because it would amount to double recovery since she already was entitled to backpay under the DCFMLA. (*Id.* at 7). Finally, regarding compensatory damages under the DCHRA, CALJ Simmons found Complainant was entitled to half of what she would have earned between December 9, 2011 (the date of her unlawful termination) and March 26, 2014 (the date of mandatory retirement). (*Id.* at 7-8).

On July 11, 2018, OHR became aware that MPD had neither received nor been given an opportunity to respond to the following documents: First Proposed Damages Order (Feb. 2, 2018), Complainant's Exceptions to the First Proposed Damages Order (Feb. 22, 2018), OHR's First Remand Order (Apr. 19, 2018), Complainant's Mitigation Efforts (May 4, 2018), and Second Proposed Damages Order (June 26, 2018). That same day, OHR remanded the case back to CALJ Simmons and sent the above documents to Complainant and MPD. (Order Remanding Matter to

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<sup>4</sup> On February 22, 2018, Complainant submitted Exceptions to Judge Simmons' First Proposed Damages Order in which she asserted she was unaware of her need to produce evidence of her mitigation efforts.

<sup>5</sup> However, as explained more fully below, the reason MPD did not present any other evidence is because OHR had inadvertently stopped serving the correct counsel for Respondent, beginning in February 2018.

Independent Hearing Examiner (July 16, 2018) [“Second Remand Order”] at 1; Order Setting Briefing Schedule at 2 (Aug. 6, 2018) [“Briefing Schedule”]).

On July 26, 2018, CALJ Simmons held a status conference with the parties to determine how to proceed. (Briefing Schedule at 1). During the conference, CALJ Simmons determined MPD needed an opportunity to respond to the following issues: (1) whether Complainant was entitled to damages under the DCFMLA including annual leave from December 11, 2011 through March 26, 2014, with 4% interest; (2) whether Complainant’s sick leave should be included in her DCFMLA award calculation; (3) whether Complainant was entitled to liquidated damages under the DCFMLA from April 1, 2012 through March 26, 2014; (4) whether Complainant was entitled to compensatory damages for her DCHRA disability discrimination claim, calculated at 50% of the wages benefits should would have received between December 9, 2011 and March 26, 2014; and (5) whether Complainant had successfully attempted to mitigate her damages. (Briefing Schedule at 2-3). On September 20, 2018, MPD filed its brief based on the Briefing Schedule. (Respondent Metropolitan Police Department’s Brief Regarding Unaddressed Issues (Sept. 20, 2018) [“MPD Brief”]). On October 25, 2018, Complainant filed her response to the MPD Brief. (Complainant’s Reply to Respondent’s Brief on Unaddressed Issues (Oct. 25, 2018) [“Schofield Brief”]).

### **MODIFICATION, IN PART, OF IHE’S THIRD PROPOSED DECISION AND ORDER**

#### ALJ Carmichael’s Third Proposed Order on Damages

On April 5, 2019, this case was transferred to ALJ Carmichael. On May 10, 2019, ALJ Carmichael submitted the Third Proposed Decision and Order on Complainant’s Damages (“Third Proposed Decision and Order”), and the parties were given 20 days to submit exceptions. On May 30, 2019, Complainant submitted her Exceptions to the Third Proposed Decision and Order On Damages (“Compl.’s Exceptions”). Respondent did not submit any exceptions.

ALJ Carmichael’s Third Proposed Decision and Order concluded the following: (1) the proper time-frames for calculating Complainant’s damages are from December 10, 2011 to March 31, 2012, for back pay, annual leave, and sick leave, and December 10, 2011, through June 26, 2018, for interest; (2) Complainant adequately mitigated her damages; (3) Complainant is entitled to damages amounting to \$57,374.30 under the DCFMLA; and (4) Complainant is not entitled to any additional damages under the DCHRA. (Third Proposed Decision and Order at 27). The instant Order adopts in part and modifies in part ALJ Carmichael’s proposed findings of fact and conclusions of law.

#### Findings of Fact

OHR adopts ALJ Carmichael’s findings of fact. (Third Proposed Decision and Order at 6-9).

#### Wage and Benefits Recovery Period

OHR modifies ALJ Carmichael’s recommendation with respect to the proper time period for calculation of damages. Although ALJ Carmichael recommended that the recovery period be

confined to a roughly three-month period, between December 10, 2011 (the day after Complainant's termination), until March 31, 2012 (the end of Complainant's term appointment),<sup>6</sup> OHR finds that Complainant's proper wage and benefits (sick and annual leave) recovery period is from December 10, 2011, to March 26, 2014 (the date when Complainant would have been mandatorily retire), as explained more fully below.<sup>7</sup>

In the absence of explicit language, courts may use custom and practice to determine whether an employee had a reasonable expectation of continued employment. *See generally Howard Univ. v. Best*, 484 A.2d 958, 974 (D.C. 1984). Complainant's yearly contract had been renewed at the discretion of the Chief of Police without challenge or controversy each year since 2005 (MPD Response at 6), thereby creating a reasonable expectation that Complainant's contract would be renewed again. Complainant returned to work on September 26, 2011. (LOD at 4). Although she had requested to work on limited duty status, Complainant had actually resumed the normal duties of her position that she had been performing before taking leave. (*Id.*)<sup>8</sup> OHR previously found, on the merits, that Complainant had met her burden to prove, by a preponderance of the evidence, that Respondent's asserted reason for her termination was pretext for disability discrimination. (FO at 5). Thus, any refusal, albeit "discretionary," to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate Complainant's recovery.<sup>9</sup> Ultimately, Respondent offers only speculation, and no legitimate reason, why it would not have renewed Complainant's contract after previously renewing it each year since 2005. Complainant is entitled to recover for the full period of time, until March 26, 2014, that she reasonably expected to continue working, were it but for the discriminatory act.

#### Complainant's Mitigation of Damages

OHR adopts ALJ Carmichael's finding that Complainant successfully mitigated her damages, including ALJ Carmichael's conclusion that Respondent has not proven that Complainant did not mitigate her damages. (Third Proposed Decision and Order at 12-14). Specifically, ALJ Carmichael found that Complainant was not required to apply for particular positions, *i.e.*, public school officer and Senior Police Officer via Special Order 101.12, as Respondent had contended in its MPD Brief, dated September 20, 2018,<sup>10</sup> noting that such opportunities were permissive but

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<sup>6</sup> (Third Proposed Decision and Order at 12).

<sup>7</sup> There appears to be no dispute that Complainant's mandatory retirement date was March 26, 2014. (Third Proposed Decision and Order at 4).

<sup>8</sup> Respondent contends that where an SPO is unable to perform "the full range of duties" required of a member of the Department, Respondent shall "retire the member as disabled regardless of whether the member is performing useful and efficient service that are less than the full range of duties." D.C. Code § 5-709(c). However, Ms. Schofield returned to work and performed "the normal duties of her position that she performed before taking leave," despite being advised to the contrary by her physician. (Third Proposed Decision and Order at 7).

<sup>9</sup> *See, e.g., Barnabas v. Bd. of Trs. of Univ. of D.C.*, 686 F. Supp. 2d 95, 105-06 (D.D.C. 2010) (jury could infer that University's reduction of the plaintiff's teaching load was the first opportunity it had to retaliate seven months later).

<sup>10</sup> Respondent contends that Complainant failed to mitigate her damages because Complainant failed to avail herself of the "statutorily-created [opportunities] for retired police officers," namely the Special Police Officer position for D.C. Public Schools and the Senior Police Officer position. (MPD Brief at 9).

not required. (*Id.* at 14).<sup>11</sup> ALJ Carmichael also noted that Complainant requested reinstatement; Respondent did not offer Complainant reinstatement; and Complainant had adequately searched for comparable jobs. (*Id.*).

In addition to adopting ALJ Carmichael's recommended finding regarding Complainant's mitigation of damages, OHR herein delineates more fully Complainant's mitigation efforts and also cites to an applicable legal standard for damages mitigation under the DCFMLA. Although OHR could not locate a D.C. Court of Appeals case regarding the duty to mitigate damages under the DCFMLA or out of the D.C. Circuit under the federal counterpart, The Family & Medical Leave Act of 1993 (FMLA), the Fourth Circuit has found that the duty to mitigate applies in FMLA actions. An FMLA plaintiff has a duty to mitigate his damages by diligently "seeking and accepting new employment substantially equivalent to that from which [they] were discharged" *Miller v. AT&T Corp.*, 250 F.3d 820, 838-39 (4th Cir. 2001) (adopting the duty to mitigate standard from Title VII, quoting *Brady v. Thurston Motor Lines, Inc.* 753 F.2d 1269, 1273 (4<sup>th</sup> Cir. 1985)); see also *McDonnell v. Miller Oil Co.*, 110 F.3d 60 (4th Cir. 1997).<sup>12</sup> Significantly, and as delineated by ALJ Carmichael, the [Respondent] bears the burden of demonstrating that [Complainant] has failed to fulfill the duty to mitigate. *Martin v. Cavalier Hotel Corp.*, 48 F.3d 1343, 1358 (4th Cir. 1995). Further, a Complainant in a discrimination action "need not go into another line of work, accept a demotion, or take a demeaning position," so as to mitigate. *Ford Motor Co. v. EEOC*, 458 U.S. 219, 231 (1982).

Complainant contends that pursuant to D.C.'s Department of Employment Services ("DOES") requirements, she contacted at least two to three employers each week, submitted detailed, certified written records outlining her job search to DOES, and signed a certificate with each report, so as to be eligible for unemployment benefits.<sup>13</sup> Complainant was paid unemployment insurance benefits from December 30, 2011, through April 20, 2013. (Mitigation Efforts at Exhibit A). Complainant states that she conducted daily searches for law enforcement and security positions in the employment section of the Washington Post (both online and in hard copy), Monster.com, Indeed.com, and Careerbuilder.com. (*Id.* at 2). Complainant submitted a copy of the resume she used with applications. (Mitigation Efforts at Exhibit C). Throughout 2013 and 2014, Complainant contends that she applied for several customer service, cashier, and security positions. (*Id.* at 3). Accordingly, based on the aforementioned efforts of Complainant, both CAIJ Simmons' and ALJ Carmichael's assessments, and the applicable legal standards, Complainant mitigated her damages as required.

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<sup>11</sup> Respondent also appears to argue that Complainant failed to mitigate by purportedly not applying for the same job from which she was fired, and yet Respondent does not contend that it offered to return her to work and acknowledges that Complainant alleges that she actually did request reinstatement. (MPD Brief at 9). Respondent also disputes the adequacy of Complainant's job search efforts, which ALJ Carmichael found to be sufficient (Third Proposed Order at 13-14) and which OHR herein describes more fully.

<sup>12</sup> While OHR is not bound by the legal decisions interpreting the federal statute, those decisions may be considered persuasive authority. See *Lenaerts v. District of Columbia Dept. of Employment Svs.*, 545 A.2d 1234, 1238 (D.C. 1988); see also *Chang v. Inst. For Public-Private P-ships, Inc.*, 846 A.2d 318 (D.C. 2004) (asserting a D.C. Court of Appeals opinion that the federal FMLA is used to interpret the DCFMLA).

<sup>13</sup> The certification that Ms. Schofield was required to sign when she submitted her weekly job search reports to DOES states: "I hereby certify that these statements are true and correct. I understand that the law provides penalties for false statements to obtain or increase benefits." (Mitigation Efforts at 2).



Damages Calculation under the DCFMLA

OHR adopts in part ALJ Carmichael's finding that Complainant is entitled to damages under the DCFMLA, including ALJ Carmichael's finding that Complainant is entitled to back pay, as well as the cash equivalent of annual and sick leave she would have accrued,<sup>14</sup> and ALJ Carmichael's finding that Complainant's recovery need not be offset for unemployment and annuity payments, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 15-22).

However, OHR modifies ALJ Carmichael's finding to the extent that, as explained *supra* at 5, the calculation must be made based on a longer recovery period. Specifically, based on the record, Complainant is entitled to wages and benefits based on a salary of \$61,698 from December 10, 2011, to March 31, 2013, and a salary of \$64,166 from April 1, 2013, to March 26, 2014.<sup>15</sup> Accordingly, Complainant's back pay and benefits awards are delineated below. OHR notes that the recovery period has been divided into six smaller periods, so that an accounting could be made for the change in salary, two-week pay period increments for annual and sick leave, and annual compounding of interest.

|  |                     |
|--|---------------------|
| <u>December 10, 2011 – December 9, 2012 (26 pay periods)</u>     |                     |
| \$61,698 (salary), \$6,169.80 (annual), and \$3,084.90 (sick)    | \$70,952.70         |
| <u>December 10, 2012 – March 31, 2013 (8 pay periods)</u>        |                     |
| \$18,984 (salary), \$1,898.4 (annual), and \$949.2 (sick)        | \$21,831.60         |
| <u>April 1, 2013 – December 8, 2013 (18 pay periods)</u>         |                     |
| \$44,422.62 (salary), \$4,442.26 (annual), and \$2,221.13 (sick) | \$51,086.01         |
| <u>December 9, 2013 (1/10 of a pay period)</u>                   |                     |
| \$246.79 (salary), \$24.68 (annual), and \$12.34 (sick)          | \$283.81            |
| <u>December 10, 2013 – March 17, 2014 (7 pay periods)</u>        |                     |
| \$17,275.46 (salary), \$1,727.55 (annual), and \$863.77 (sick)   | \$19,866.78         |
| <u>March 18, 2014 – March 26, 2014 (7/10 of a pay period)</u>    |                     |
| \$1,727.55 (salary), \$172.75 (annual), and \$86.38 (sick)       | \$1,986.68          |
| <b>Total back pay and benefits award:</b>                        | <b>\$166,007.58</b> |

<sup>14</sup> Annual leave at 8 hours per two-week pay period and sick leave at 4 hours per two-week pay period.

<sup>15</sup> (Complainant's Damages and Calculations, dated June 12, 2017, at 7-10). Respondent confirmed that the base salary numbers Complainant proffered were accurate for the requisite time periods, although Respondent listed the latter period's salary as one dollar higher. (MPD Response Brief at 3-4). OHR will use Complainant's number, as it is closer to an actual 4% increase on \$61,698, which would be \$64,165.92.

Prejudgment Interest

OHR adopts in part ALJ Carmichael’s finding that Complainant is entitled to prejudgment interest from December 10, 2011, through June 26, 2018 at 4% per annum (Third Proposed Decision and Order at 22), for the reasons explained by ALJ Carmichael, but OHR modifies the finding to calculate the interest to be compounded annually, pursuant to *Jean-Baptiste v. District of Columbia* 958 F. Supp. 2d 37, 48 (D.D.C. July 19, 2013), as follows.

|                |   |             |   |  |
|----------------|---|-------------|---|--|
| A              | = | \$70,952.70 | = | wage and benefits earnings from 12/10/11 through 12/9/12 |
| B              | = | \$73,201.42 | = | wage and benefits earnings from 12/10/12 through 12/9/13 |
| C              | = | \$21,853.46 | = | wage and benefits earnings from 12/10/13 through 3/26/14 |
| A <sub>i</sub> | = | \$2,838.11  | = | interest earned from 12/10/11 through 12/9/12            |
| B <sub>i</sub> | = | \$5,879.69  | = | interest earned from 12/10/12 through 12/9/13            |
| C <sub>i</sub> | = | \$6,989.02  | = | interest earned from 12/10/13 through 12/9/14            |
| D <sub>i</sub> | = | \$7,268.58  | = | interest earned from 12/10/14 through 12/9/15            |
| E <sub>i</sub> | = | \$7,559.32  | = | interest earned from 12/10/15 through 12/9/16            |
| F <sub>i</sub> | = | \$7,861.69  | = | interest earned from 12/10/16 through 12/9/17            |
| G <sub>i</sub> | = | \$4,457.69  | = | interest earned from 12/10/17 through 3/26/18            |

$$A_i = A \times 4\%$$

$$B_i = (A + A_i + B) \times 4\%$$

$$C_i = (A + A_i + B + B_i + C) \times 4\%$$

$$D_i = (A + A_i + B + B_i + C + C_i) \times 4\%$$

$$E_i = (A + A_i + B + B_i + C + C_i + D_i) \times 4\%$$

$$F_i = (A + A_i + B + B_i + C + C_i + D_i + E_i) \times 4\%$$

$$G_i = (A + A_i + B + B_i + C + C_i + D_i + E_i + F_i) \times 4\% \times 199/365$$

$$\text{Total interest} = A_i + B_i + C_i + D_i + E_i + F_i + G_i$$

**Total interest award = \$42,854.10**

Please note that the above compound interest total was manually calculated using algebra. Calculus may also be used. For example, a compound interest calculator, found at <https://www.calculatorsoup.com/calculators/financial/compound-interest-calculator.php>, arrives at nearly<sup>16</sup> the same result when annually compounding interest on A for 6 and 199/365 years, B for 5 and 199/365 years, and C for 4 and 199/365 years.

#### Liquidated Damages

OHR adopts ALJ Carmichael's finding that liquidated damages are appropriately awarded to Complainant under the DCFMLA, pursuant to D.C. Code § 32-509(b)(6)(B)(ii), for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23). Accordingly, based on the aforementioned calculations, Complainant is entitled to liquidated damages of \$208,861.68.

#### Additional Damages under the DCHRA

OHR adopts ALJ Carmichael's finding that Complainant is not entitled to any additional damages under the DCHRA, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23-26). However, OHR notes that in a DCHRA claim against the government, the applicable citations are 4 DCMR § 126.1(a) for back pay and § 126.1(d) for withheld benefits.

#### CONCLUSION

Based on the foregoing, and pursuant to 4 DCMR § 120.1-3 and 4 DCMR § 1625.1-3, it is hereby:

**ORDERED**, that Complainant is awarded \$417,723.36 in total damages, consisting of \$166,007.58 in actual damages, \$42,854.10 in prejudgment interest, and \$208,861.68 in liquidated damages, to be transferred to Complainant, less applicable state and federal tax withholdings,<sup>17</sup> pending judicial review.<sup>18</sup>

**IT IS SO ORDERED.**



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Mónica Palacio, Director  
D.C. Office of Human Rights

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<sup>16</sup> There is a \$39.80 discrepancy most likely due to the online calculator rounding the partial year fraction (199/365) to a particular decimal.

<sup>17</sup> The parties are expected to comply with all applicable income tax, reporting, and withholding laws. Any dispute regarding taxation, reporting, or withholding will not be handled by OHR. The parties may wish to consult tax professionals.

<sup>18</sup> This matter is already on appeal. If affirmed, post-judgment interest is to be awarded, and the parties are encouraged to calculate such award through mutual cooperation. See *Burke v. Groover*, 26 A.3d 292 (D.C. 2011).

**CERTIFICATE OF SERVICE**

The undersigned hereby certifies that on 8/19/19 (date), I caused **Final Order on Damages, Adopting in Part and Modifying in Part, the IHE's Third Proposed Decision and Order** to be served on the following individuals via email (method of delivery):

Anita Schofield  
2-534(a)(2)  
*Complainant*

Teresa Quon Hyden  
Assistant General Counsel  
Office of the General Counsel  
Metropolitan Police Department  
Teresa.Quon@dc.gov  
*Counsel for Respondent*

Toya Carmichael  
Administrative Law Judge  
Toya.Carmichael2@dc.gov  
*Independent Hearing Examiner*

OHR Office of the General Counsel  
Ohr.ogc@dc.gov

Deidra Precia  
Name

Deidra Precia  
Signature

# Request for Taxpayer Identification Number and Certification

Give Form to the  
 requester. Do not  
 send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
 See Specific instructions on page 3.

|  |   |
|--|---|
| 1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.<br><i>Arnta L. Schofield</i>   |   |
| 2 Business name/disregarded entity name, if different from above   |   |
| 3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.<br><br><input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC<br><input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate<br><br><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____<br><small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small><br><br><input type="checkbox"/> Other (see instructions) ▶ _____ | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):<br><br>Exempt payee code (if any) _____<br><br>Exemption from FATCA reporting code (if any) _____<br><br><small>(Applies to accounts maintained outside the U.S.)</small> |
| 5 Address (number, street, and apt. or suite no.) See instructions.<br><i>2-534(a)(2)</i>  | Requester's name and address (optional)   |
| 7 List account number(s) here (optional)   |   |

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Notes:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

|                                |
|--------------------------------|
| Social security number         |
| <i>2-534(a)(2)</i>             |
| Employer identification number |
| -                              |

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

|           |  |                        |
|-----------|--|------------------------|
| Sign Here | Signature of U.S. person ▶ <i>Arnta L. Schofield</i> | Date ▶ <i>12-15-20</i> |
|-----------|--|------------------------|

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



GOVERNMENT OF THE DISTRICT OF COLUMBIA  
OFFICE OF RISK MANAGEMENT



Jed Ross  
Chief Risk Officer

Payment Request to Agency for payment under \$10,000  
OR  
Settlements and Judgments Fund

\$ \_\_\_\_\_ Amount Payable by Agency

**\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) Amount Payable by Settlements and Judgments Fund

Checks Payable to: Anita Schofield  
Address: 13908 Burnished Wood Court  
City: Upper Marlboro State: MD Zip: 20774  
Agency CFO: \_\_\_\_\_ EMPLOYEE: \_\_\_\_\_

Claim ID Number: EP-20-006056 Type of Claim: PD:  BI:  Other:

|                       | Name               | Date            |
|-----------------------|--------------------|-----------------|
| Request Submitted By: | <u>Peter Clark</u> | January 4, 2021 |
| Responsible Agency:   | _____              |                 |
| Submitted to OFRM:    | _____              |                 |
| Supervisor Signature: | <u>Peter Clark</u> | January 4, 2021 |

Loss Date: 12/9/2011 Location: Metropolitan Police Department

Description: Ms. Schofield filed a discrimination complaint with the Office of Human Rights (OHR). OHR sustained a DCFMLA violation and awarded damages finding that, but for MPD's DCFLMA violation, Ms. Schofield's term position would have been renewed though her mandatory retirement age of 64.

Superior Court upheld OHR's damages award of \$417,723.36, consisting of \$166,007.58 for lost wages, annual leave, and sick leave; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68 (under D.C. Code § 32-509(6)(B)(6)(ii)). Current payment request is for prejudgment interest and liquidated damages only (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) = **\$246,715.78**

**RISK MANAGEMENT FOR SETTLEMENTS AND JUDGMENTS**

*In addition to any other authority to pay claims and judgments, and department, agency or instrumentality of the District government may pay the settlement or judgment of a claim or lawsuit in an amount less than \$10,000, in accordance with the Risk Management for Settlements and Judgments Amendment Act of 2000, effective October 19, 2000. (D.C. Law 13-72; D.C. Official Code sec. 2-402)  
D.C. Official Code sec. 2-402, in turn, requires agencies to make such payments, unless the Mayor waives the requirement for good cause shown.*





**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
Office of Risk Management



Jed Ross  
Chief Risk Officer

**MEMORANDUM**

**To:** Shilonda Wiggins, Agency Fiscal Officer  
SSD/Finance Section  
Office of the Attorney General

**From:** Peter Clark, Assistant Deputy General Counsel  
Tort Liability Program Administrator  
Office of Risk Management *Peter Clark*

**Date:** January 4, 2021

**Subject:** Settlements & Judgments Fund (ZHO)  
Payment Request

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Attached is the certified S & J Fund check issuance request. Please issue payment as per the attached report and supporting documentation. The payment total **\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68). Should you need supporting documentation for other items listed but not included, contact Peter Clark at (202) 727-5686.

Received by: \_\_\_\_\_

Time: \_\_\_\_\_

Delivered by: \_\_\_\_\_

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441 4<sup>th</sup> Street, NW, Suite 800S, Washington, D.C. 20001  
(202) 727-8600 - Main (202) 727-8319 - Fax  
Website: [orm.dc.gov](http://orm.dc.gov)





**From:** Peter Clark  
**Sent:** Mon, 4 Jan 2021 15:33:29 +0000  
**To:** oagdvpaymentrequest@dc.gov;Shilonda.Wiggins@dc.gov;Treshawn.Brown@dc.gov  
**Cc:** Peter.Clark@dc.gov;Iana.craven@dc.gov;Ross, Jed (ORM);Yeung, Sam (ORM);Krainak, Michael (EOM);charles.barbera@dc.gov  
**Subject:** ORM Tort Liability Division - Request for Payment  
**Attachments:** Schofield Judgment.Orders .pdf, Schofield W-9 - Dec 15 2020 - 6-28 PM.pdf, Payment Request EP-20-006056 .pdf, Memo to OFRM.pdf  
**Importance:** High

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to phishing@dc.gov for additional analysis by OCTO Security Operations Center (SOC).

Name of Claimant: Schofield, Anita  
Date & Time of Loss: 12/9/2011  
Location of Loss:

2-534(a)(2)

Description of Loss:



2-534(a)(2)

Agency  
Claim Number: EP-20-006056

Office of Risk Management Tort Liability Division  
Request for Payment

**PRIVILEGED & CONFIDENTIAL**

Dear Agency Fiscal Officer:

Please find our FORMAL request to issue payment for the above-captioned claim.

*Please see attached pdf files for your reference. Please contact the below program analyst for additional information.*

Sincerely,

Office of Risk Management Tort Liability Division

Lana Craven  
Tort Liability Program Analyst  
DCORM Tort Liability Division  
(202) 727-9413 / [lane.craven@dc.gov](mailto:lane.craven@dc.gov)

*“WARNING: It is a crime to provide false or misleading information to the District of Columbia Government, or to any department or agency thereof, regarding any claim upon or against the District of Columbia, or any department or agency thereof, knowing such claim to be false, fictitious, or fraudulent. Such an act is subject to imprisonment of not more than one year and a fine of not more than \$100,000 for each violation”.*

*The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and delete the material from any computer.*

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**IN THE SUPERIOR COURT OF THE DISTRICT OF COLUMBIA CIVIL DIVISION**

DISTRICT OF COLUMBIA :  
OFFICE OF HUMAN RIGHTS :  
v. :  
DISTRICT OF COLUMBIA :  
METROPOLITAN POLICE :  
DEPARTMENT :

Case No. 2020 CA 003727 2

**ORDER AND JUDGMENT**

On consideration of the District of Columbia Office of Human Rights' Motion for Entry of Judgment, and for the reasons stated on the record at the September 29, 2020 hearing, the Court orders that:

1. The Motion is granted.
2. Judgment for \$417,723.36 is entered against the District of Columbia Metropolitan Police Department on behalf of Anita Schofield.



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Anthony C. Epstein  
Judge

Date: September 29, 2020

Copies electronically to all parties

**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA  
CIVIL DIVISION**

DISTRICT OF COLUMBIA : Case Number: 2017 CA 004064 P(MPA)  
METROPOLITAN POLICE DEPARTMENT :

v. : Judge: Florence Y. Pan

DISTRICT OF COLUMBIA OFFICE :  
OF HUMAN RIGHTS :

**ORDER**

This matter comes before the Court on petitioner District of Columbia Metropolitan Police Department’s Petition for Review (“MPD Pet.”), filed on June 12, 2017; petitioner’s Brief in Support (“MPD Brief”), filed on December 16, 2019; respondent District of Columbia Office of Human Right’s Response Brief (“OHR Resp.”), filed on January 30, 2020; and Intervenor Anita Schofield’s Response Brief (“Intervenor Resp.”), filed on January 30, 2020. The Court has considered the papers, the relevant law, and the entire agency record. For the following reasons, the Petition for Review is denied.

**FACTUAL BACKGROUND**

Anita Schofield was hired as a Senior Police Officer (“SPO”) at the D.C. Metropolitan Police Department (“MPD”) on August 22, 2005, after retiring as an MPD Detective with 25 years of service. *See* Administrative Record (“A.R.”) at 155 (Proposed Decision and Order), 388-89; *see also id.* at 2 (Final Order on the merits) (adopting findings of fact in the Proposed Decision and Order). As an SPO, Ms. Schofield was assigned to work in the Court Property Office of the Evidence Control Branch, where she sorted evidence and transported evidence from MPD’s property office to local courts. *See id.* at 256.

On July 13, 2011, Ms. Schofield’s physician told her that she needed hip replacement surgery as soon as possible to address pain caused by arthritis. *See id.* at 158. On July 14 or 15,

2011, Ms. Schofield called her supervising Lieutenant at MPD, told him that she planned to have surgery on July 18, and informed him that she would need to miss two weeks of work. *See id.* On the call, the Lieutenant did not tell Ms. Schofield that she needed to complete paperwork related to her leave; but on July 18, 2011, he requested that she go to the office to fill out paperwork. *See id.* Ms. Schofield was unable to do so because her surgery was scheduled for that day. *See id.*<sup>1</sup>

Ms. Schofield received a medical certification and D.C. Family and Medical Leave Act (“DCFMLA”) paperwork from her physician on July 11, 2011, which she submitted to MPD no later than August 11, 2011, along with a signed request for DCFMLA leave. *See id.* at 159. On August 11, 2011, MPD sent two sergeants to Ms. Schofield’s home to take her service weapon. *See id.* Ms. Schofield was also given written notice that she was entitled to 16 weeks of DCFMLA leave, that her job would not be affected until she exhausted this leave, and that she needed to submit certain DCFMLA forms. *See id.* Ms. Schofield submitted an updated medical certification form to MPD between August 11 and September 1, 2011. *See id.*

Ms. Schofield returned to work on September 26, 2011. *See id.* Although she was officially placed on light-duty status and was not permitted to carry a weapon, she resumed her normal duties. *See id.* MPD did not respond to Ms. Schofield’s DCFMLA request until October of 2011, when it sent her a memorandum dated September 13, 2011, denying her request as untimely. *See id.* at 159-60. On November 23, 2011, MPD told Ms. Schofield that she needed to submit additional DCFMLA forms by November 25, 2011. *See id.* Ms. Schofield submitted the requested paperwork on November 25, 2011. *See id.* That same day, MPD informed Ms.

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<sup>1</sup> Although petitioner MPD disputes these facts, *see* MPD Brief at 2, the Court relies on the facts found by OHR Chief Administrative Law Judge David C. Simmons and Administrative Law Judge Toya Carmichael. *See* A.R. at 158-60, 750-53. These facts, though disputed, do not affect the outcome of the instant appeal.

Schofield that it would be placing her on sick leave effective November 28, 2011, and terminating her at the end of her leave on December 9, 2011. *See id.*

### **PROCEDURAL HISTORY**

On July 3, 2012, Ms. Schofield filed a discrimination complaint with the D.C. Office of Human Rights (“OHR”), asserting that MPD had violated her rights under the DCFMLA, the Americans with Disabilities Act, and the D.C. Human Rights Act (“DCHRA”). *See A.R.* at 155. OHR investigated the complaint, and issued a Letter of Determination on December 23, 2013, finding probable cause on all three allegations. *See id.* Ms. Schofield and MPD elected to have the case resolved by a summary determination. *See id.* at 156. On April 30, 2014, the case was forwarded to OHR Chief Administrative Law Judge David C. Simmons (“CALJ Simmons”), who reviewed the administrative record and made a recommendation for a final decision. *See id.*

CALJ Simmons issued a Proposed Decision and Order on February 15, 2017, finding that MPD interfered with Ms. Schofield’s DCFMLA rights by failing to timely inform her of her right to DCMLA leave, and then denying her leave request. *See id.* at 155-173. CALJ Simmons also found that MPD retaliated against Ms. Schofield when it notified her that she would be terminated on the same day that she attempted to exercise her DCFMLA rights. *See id.* CALJ Simmons did not find that MPD discriminated against Ms. Schofield because of a disability. *See id.* Ms. Schofield filed Exceptions to the Proposed Decision and Order on March 15, 2017, and an addendum thereto on March 15, 2017. *See id.* at 180-188.

On May 12, 2017, OHR issued a Final Order on the merits of Ms. Schofield’s claims. *See id.* at 1-7. OHR adopted CALJ Simmons’s Proposed Decision and Order, except for CALJ Simmons’s discussion and conclusion with respect to Ms. Schofield’s discrimination claim. *See id.* at 6. OHR found that Ms. Schofield met her burden to prove that MPD engaged in disability

discrimination by terminating her, instead of providing a reasonable accommodation for her disability of arthritis and a hip replacement. *See id.* OHR further ordered Ms. Schofield and MPD to file calculations of Ms. Schofield's damages. *See id.*

On June 12, 2017, MPD filed the instant Petition for Review of the Final Order. *See* MPD Pet. On September 9, 2017, Ms. Schofield filed a Notice of Intervention. On September 26, 2017, the parties jointly requested a stay of the instant proceedings until OHR issued a final decision on damages. The Court granted that request on September 29, 2017. *See* Order, dated September 29, 2017.

Ms. Schofield filed her damage calculations with OHR on June 12, 2017; and MPD filed its calculations on June 30, 2017. *See* A.R. at 8-34, 75-153. On February 1, 2018, CALJ Simmons's issued an initial Proposed Order on Damages, which recommended that Ms. Schofield recover for her DCFMLA claims (1) \$19,219.68 for lost wages from December 10, 2011 (the day after she was terminated), to March 31, 2012 (the end of her contract with MPD); (2) \$4,114.99 for the cash equivalent of annual leave that she would have accumulated before the end of her contract if she had not been terminated; and (3) \$25,232.91 in liquidated damages, for a total of \$50,465.82. *See id.* at 1075-98. CALJ Simmons found that Ms. Schofield failed to mitigate her damages by conducting a reasonably diligent search for substantially similar employment after her termination. *See id.* at 1086-87. Thus, CALJ Simmons determined that the appropriate period for calculating Ms. Schofield's damages was from December 10, 2011, to March 31, 2012, and not through March 26, 2014, the date of her mandatory retirement. *See id.*

On April 19, 2018, OHR remanded the case to CALJ Simmons for additional briefing and findings on Ms. Schofield's efforts to mitigate her damages. *See id.* at 1048-51. Ms. Schofield submitted evidence of her mitigation efforts on May 4, 2018. *See id.* at 1042-47.



CALJ Simmons issued a Second Proposed Order on Damages on June 26, 2018, finding that Ms. Schofield successfully mitigated her damages, and noting that MPD had not presented any contrary evidence. *See id.* at 1017-31. Accordingly, CALJ Simmons found that Ms. Schofield was entitled to “lost wages from April 1, 2012[,] until March 26, 2014, plus the value of her annual leave and interest (at 4% per annum) thereon;” as well as “lost wages from December 9, 2011[,] to March 31, 2012, interest thereon (at 4% per annum), plus liquidated damages equal to that entire amount” and 50% of her lost wages from December 9, 2011, to March 26, 2014, as compensation for her pain and suffering. *See id.* at 1028-29. Because CALJ Simmons was unable to calculate the monetary value of these damages based on the evidence in the record, he further found that Ms. Schofield should be required to produce a “worksheet” calculating her damages in accordance with his findings. *See id.*

On July 11, 2018, OHR learned that MPD had never received the first Proposed Order on Damages, OHR’s remand order from April 19, 2018, Ms. Schofield’s evidence of her mitigation efforts, and the Second Proposed Order on Damages. *See A.R.* at 1015-16. Accordingly, OHR sent the missing documents to MPD, and remanded the case back to CALJ Simmons. *See id.* On August 6, 2018, CALJ Simmons set a new briefing schedule to allow the parties to fully address Ms. Schofield’s damages. *See id.* at 1006-09. MPD filed a new brief on damages on September 20, 2018, and Ms. Schofield filed her response on October 25, 2018. *See id.* at 774-988.

On April 5, 2019, the case was transferred from CALJ Simmons to Administrative Law Judge Toya Carmichael (“ALJ Carmichael”). *See id.* at 713. On May 10, 2019, ALJ Carmichael issued a Third Proposed Order on Damages. *See id.* at 744-73. ALJ Carmichael concluded that (1) the time frame for calculating Ms. Schofield’s damages should be from December 10, 2011

(the day after she was fired), to March 31, 2012 (the end of her contract), because the evidence did not support a finding that her contract would be renewed; (2) Ms. Schofield properly mitigated her damages; (3) Ms. Schofield is entitled to damages of \$57,374.30 under the DCFMLA; and (4) Ms. Schofield is not entitled to any damages under the DCHRA. *See id.* at 771. Ms. Schofield submitted her exceptions to the Third Proposed Order on Damages on May 30, 2019; MPD did not submit any exceptions. *See id.* at 720-743.

OHR issued a Final Order on Damages on August 19, 2019, adopting in part ALJ Carmichael's Third Proposed Order on Damages. *See id.* at 710-19. OHR adopted ALJ Carmichael's findings of fact, as well as her determinations that Ms. Schofield mitigated her damages and is not entitled to damages under the DCHRA. *See id.* at 710, 714-15, 718. OHR, however, found that the proper period for calculating Ms. Schofield's damages is from the day after she was fired to the date of her mandatory retirement -- December 10, 2011, to March 26, 2014. *See id.* at 713-714. Accordingly, OHR found that Ms. Schofield was entitled to damages under the DCFMLA totaling \$417,723.36, and consisting of \$166,007.58 for lost wages, annual leave, and sick time; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68. *See id.* at 716-18.

#### **APPLICABLE LAW**

When reviewing a decision from an administrative agency, there is a "presumption of correctness of the agency's decision" and the burden is placed on the petitioner to demonstrate agency error. *See Cooper v. District of Columbia Dep't of Emp't Servs.*, 588 A.2d 1172, 1174 (D.C. 1991); *see also* D.C. Code § 2-510(a) (authorizing judicial review of D.C. agency decisions); 4 DCMR § 1625.14 ("A party may appeal the final decision of OHR to the Superior Court of the District of Columbia"). The Court "must affirm OHR's action if it is supported by



substantial evidence and otherwise in accordance with law.” *See D.C. Dep’t of Pub. Works v. D.C. Office of Human Rights*, 195 A.3d 483, 490 (D.C. 2018). “Substantial evidence is relevant evidence that a reasonable mind might accept as adequate to support a conclusion.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490. “The corollary of this proposition, however, is that we are not obliged to stand aside and affirm an administrative determination which reflects a misconception of the relevant law or a faulty application of the law.” *See Zenian v. D.C. Office of Employee Appeals*, 598 A.2d 1161, 1166 (D.C. 1991). The Court “will disturb the administrative finding . . . only if the record compels a contrary conclusion, meaning that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490.

#### ANALYSIS

The issue before the Court is narrow: MPD argues that the Final Order on Damages should be reversed because the time period OHR used to calculate Ms. Schofield’s damages is incorrect and unsupported by the record. *See generally* MPD Brief. OHR and Ms. Schofield respond that OHR’s determination on damages is supported by substantial evidence. *See generally* OHR Resp.; Intervenor Resp. The Court finds that MPD has not met its burden to show agency error.

An employer that has violated the DCFMLA is required to pay the affected employee “[a]ny wages, salary, employment benefits, or other compensation denied or lost to the employee due to the violation plus interest.” *See* D.C. Code § 32-509(b)(6). The employer must also pay “[a]n amount equal to the greater of:” the employee’s denied or lost wages, salary, benefits, and other compensation; or “[c]onsequential damages not to exceed an amount equal to 3 times” the amount of lost or denied compensation “plus any medical expenses not covered by the health

insurance of the employee.” *See id.* Generally, a party must establish damages to a reasonable certainty. *See Magdalene Campbell & Fort Lincoln Civic Ass’n v. Fort Lincoln New Town Corp.*, 55 A.3d 379, 387 (D.C. 2012) (“[a party] must establish both the fact of damages and the amount of damages with reasonable certainty. . . . [W]hat is required is some evidence which allows the trier of fact to make a reasoned judgment”) (internal citations omitted).

OHR determined that Ms. Schofield is entitled to back pay for the period from December 10, 2011, to March 26, 2014 – *i.e.*, from the day after she was fired until the date of her mandatory retirement. *See* A.R. at 713-714. OHR found that MPD’s custom and practice of regularly renewing Ms. Schofield’s contract shows that Ms. Schofield had a reasonable expectation of having her contract renewed until March of 2014. *See id.* at 714 (citing *Howard v. Best*, 484 A.2d 958, 974 (D.C. 1984) (“custom and practice are relevant in the absence of an explicit [contract] provision” to determine whether an employee’s contract would be renewed)).

OHR relied on evidence that Ms. Schofield’s contract had been renewed yearly since 2005, and that she resumed the normal duties of her position when she returned to work after her surgery. *See id.* Because Ms. Schofield met her burden to show that her termination was discriminatory, OHR held that “any refusal, albeit ‘discretionary,’ to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate” Ms. Schofield’s recovery. *See id.*

OHR’s findings are supported by substantial evidence in the record. There is no dispute that Ms. Schofield’s contract was renewed annually from 2005 to 2011. *See* MPD Brief at 2; OHR Resp. at 7; A.R. at 750. The record also reflects that Ms. Schofield, her direct supervisor, her commanding officer, and other MPD employees all stated that Ms. Schofield returned to work and completed her normal duties following her surgery. *See* A.R. at 263 (Statement of

Lieutenant Derek Gray), 266 (Statement of Nathan Sims, MPD Evidence Control Branch Inspector), 270 (Statement of Diana Hains, MPD Human Resources Director), 273 (Statement of Leeann Turner, MPD Corporate Support Bureau Executive Director). Although she was officially on limited-duty status upon her return, Ms. Schofield explained that this only impacted her ability to carry a firearm. *See id.* at 723.

MPD argues that the record shows that Ms. Schofield would not have met the physical requirements necessary for her contract to be renewed. *See* MPD Brief at 9-13. MPD relies on the physical standards set forth in the Updated 2011 Medical Guidelines of the Police and Fire Clinic (“the Guidelines”). *See* MPD Brief at 9 (citing 6A DCMR § 106.4; A.R. 821); *see also* A.R. at 819-41 (Guidelines). The Guidelines classify Ms. Schofield’s conditions of arthritis and a hip replacement as conditions that “could preclude” Ms. Schofield from performing the essential functions of a police officer. *See* A.R. at 819-41. But the Guidelines are not “strict standards,” nor are they “so excessively stringent as to needlessly prevent . . . an Incumbent from continuing as an active Police Officer” without an individualized assessment of the officer’s condition. *See id.* at 820. MPD fails to address Ms. Schofield’s ability to work in her specific assignment, as an SPO in the courthouse evidence control room, or the evidence in the record that she successfully performed her duties after returning to work after the surgery. *See generally* MPD Brief. Nor has MPD provided any evidence that Ms. Schofield was assessed according to the Guidelines and found unfit for duty as a SPO. *See generally id.*; *see also* Intervenor Resp. at 4; OHR Resp. at 10; A.R. at 820 (Guidelines are “intended to permit and foster the individualized assessment of each individual”). Accordingly, the Guidelines do not contradict OHR’s finding that Ms. Schofield could have reasonably expected her contract to be renewed for two more years, until her mandatory retirement.

The record evidence on Ms. Schofield's health also reasonably supports OHR's decision. Ms. Schofield's own physician expected her to make a full recovery as early as January 2012, and no later than April 2012. *See* A.R. at 985. When Ms. Schofield visited the D.C. Police and Fire Clinic on November 22, 2011, the physician's assessment of Ms. Schofield was that her condition was "improved." *See id.* at 986. The physician noted that although Ms. Schofield had "difficulty with going up the stairs" and was "unable to squat" at that time, she had "no new complaint," and her "hip pain has continued to improve." *See id.* Thus, neither the Guidelines nor evidence of Ms. Schofield's health show that "that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole." *See D.C. Dep't of Pub. Works*, 195 A.3d at 490.

Given the substantial evidence in the record supporting OHR's conclusion, the Court affirms OHR's finding that Ms. Schofield is entitled to back pay and other relevant damages for the period of December 10, 2011, to March 26, 2014.

Accordingly, this 30<sup>th</sup> day of March, 2020, it is hereby

**ORDERED** that the Petition for Review of Agency Decision is **DENIED**; and it is further

**ORDERED** that all future events scheduled in this matter are vacated, and the case is closed.

**SO ORDERED.**



Judge Florence Y. Pan  
Superior Court of the District of Columbia

Copies to:

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*Counsel for Respondent OHR*

Anita Schofield

2-534(a)(2)

*Intervenor, Pro Se*

8/19/19

**DISTRICT OF COLUMBIA  
OFFICE OF HUMAN RIGHTS**

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ANITA SCHOFIELD, )  
)  
Complainant, )  
)  
v. )  
)  
D.C. GOV'T METROPOLITAN )  
POLICE DEPARTMENT, )  
)  
Respondent. )  
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OHR Docket No.: 12-252-DC(CN)  
EEOC No.: 10C-2012-00245  
Toya Carmichael, ALJ  
Sitting as Independent Hearing  
Examiner

**THE OFFICE OF HUMAN RIGHTS' FINAL ORDER ON DAMAGES,  
ADOPTING IN PART AND MODIFYING IN PART, THE INDEPENDENT HEARING  
EXAMINER'S THIRD PROPOSED DECISION AND ORDER ON DAMAGES**

The D.C. Office of Human Rights (OHR) has completed its review of Administrative Law Judge (ALJ) Carmichael's Third Proposed Decision and Order on Damages, dated May 10, 2019, submitted to the Director's attention pursuant to 4 DCMR §§ 119.1 and 1624.1. On May 30, 2019, Complainant submitted her Exceptions to Third Proposed Decision and Order Regarding Damages ("Compl.'s Exceptions"). Respondent did not submit any exceptions. Pursuant to 4 DCMR §§ 120.1-.3 and 1625.1-.3, OHR hereby issues its Final Order on Damages as follows:

**PROCEDURAL BACKGROUND**

On July 3, 2012, Anita Schofield ("Ms. Schofield" or "Complainant"), a former senior police officer ("SPO") at the Metropolitan Police Department ("MPD" or "Respondent"), filed a complaint with OHR. In it, she asserted that MPD (1) interfered with her rights under the District of Columbia Family Medical Leave Act ("DCFMLA") and the Family Medical Leave Act ("FMLA")<sup>1</sup>; (2) retaliated against her for asserting her DFMLA rights; and (3) discriminated against her on the basis of disability in violation of the Americans with Disabilities Act ("ADA") and the District of Columbia Human Rights Act ("DCHRA"). (Compl.'s Charge (July 3, 2012)). OHR investigated Complainant's allegations and found probable cause on all three claims. (Letter of Determination (Dec. 24, 2013) ["LOD"] at 23). On April 30, 2014, the matter was assigned to Chief Administrative Law Judge (CALJ) David C. Simmons of the D.C. Commission on Human Rights ("Commission") to sit as an Independent Hearing Examiner (IHE).

On April 14, 2015, the parties agreed to forfeit their rights to an administrative hearing and to resolve all claims through a summary determination proceeding. In cases against the government,

<sup>1</sup> OHR does not enforce the federal FMLA. Complainant's claims in relation to FMLA will not be discussed.

“[a]fter the probable cause determination and failure of the conciliation efforts, the Director may make a summary determination *on the merits* of a complaint based solely upon information in the complaint file.” 4 DCMR § 115.1 (emphasis added).<sup>2</sup> CALJ Simmons issued a Proposed Decision and Order recommending that the Director find on the merits in favor of Complainant with respect to her DCFMLA interference and retaliation claims. (Proposed Decision and Order (Feb. 15, 2017) [“PDO”]). As authorized by regulation, *see* 4 DCMR § 119.3, Complainant filed exceptions to the PDO on March 10, 2017, and added an addendum thereto on March 15, 2017.

On May 11, 2017, OHR issued a final order on the merits of Complainant’s claim. (Final Order Adopting in Part, and Modifying in Part, the Hearing Examiner’s Proposed Decision and Order (May 11, 2017) [“FO”]). In addition to adopting CALJ Simmons’ finding that Complainant succeeded on both of her DCFMLA claims, OHR also determined that Complainant succeeded on her DCHRA claim of illegal termination based on disability. (FO at 2-5). OHR ordered Complainant to provide information regarding her alternative employment, if any; her MPD salary; her filing costs, if applicable; and her additional medical expenses, if applicable. (FO at 6). Finally, OHR ordered MPD to submit its estimation of Complainant’s damages no later than 30 days following the date of the FO. (*Id.*).

On June 12, 2017, Complainant filed her damage calculations. (Complainant’s Damages and Calculation (June 12, 2017) [“Schofield’s Damages Calculations”]). The same day, MPD petitioned the Superior Court of the District of Columbia (“D.C. Superior Court”) to review OHR’s FO. (Response of the Metropolitan Police Department from Order Requiring a Response at Ex. A (June 30, 2017) [“MPD Response”]). Thereafter, on June 30, 2017, MPD filed its damages calculation. (MPD Response). On September 25, 2017, the parties jointly filed a motion in D.C. Superior Court to stay the proceedings pending the issuance of a final decision from OHR calculating damages. (Joint Motion to Stay Proceedings (Sept. 25, 2017)). Four days later, the D.C. Superior Court granted the parties’ joint motion to stay. (Order Granting Joint Motion to Stay Proceedings (Sept. 29, 2017)).

On February 1, 2018, CALJ Simmons issued a Proposed Decision and Order on Complainant’s Damages. (Proposed Decision and Order on Complainant’s Damages (Feb. 1, 2018) [“First Proposed Damages Order”]). He recommended the Director of OHR find that Complainant was entitled to recover her lost wages from December 10, 2011, to March 31, 2012, amounting to \$19,219.68;<sup>3</sup> the cash equivalent of annual leave she would have accumulated between December

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<sup>2</sup> Thus, at the summary determination stage, the OHR Director must determine whether the complainant has proven the claim by a preponderance of the evidence, in accordance with the Title VII burden-shifting analysis articulated in *McDonnell Douglas Corp. v. Green*, 411 U.S. 792 (1973). *See District of Columbia Housing Authority v. District of Columbia Office of Human Rights, et al.*, 881 A.2d 600, 614-16 (D.C. 2005) (finding that OHR’s summary determination on the merits of the claim was supported by substantial evidence because the OHR Director appropriately found, by a preponderance of the evidence, that respondent’s explanations for the adverse employment action were pretext for discrimination.). “A ‘preponderance of the evidence’ standard simply requires the fact finder to believe that the existence of the contested fact is more ‘plausible’ than its nonexistence.” *In re Dortch*, 860 A.2d 346, 358 (D.C. 2004). “[T]his burden cannot be successfully carried by speculation.” *Myrick v. Nat’l Sav. & Trust Co.*, 268 A.2d 526, 527 (D.C. 1970).

<sup>3</sup> MPD calculated Complainant’s backpay in its June 30, 2017, response based on wages across nine pay periods. *See* MPD Response at 10.

10, 2011, and March 31, 2012, amounting to \$4,114.99 as of June 30, 2017; and liquidated damages equal to \$25,232.91, the sum of her lost wages, annual leave, and interest. Accordingly, Complainant's total damages on her DCFMLA claims were \$50,465.82. (First Proposed Damages Order at 17). CALJ Simmons suggested the Director of OHR limit Complainant's recovery, in pertinent part, because (1) she failed to produce evidence of her efforts to mitigate her damages, (*see id.* at 12-13); and (2) her annual contract was not subject to automatic renewal. (*Id.* at 13-15). He also respectfully requested that the Director reconsider her ruling that Respondent's actions amounted to disability discrimination under the DCHRA. (*Id.* at 17-20).

On April 19, 2018, the Director remanded the case to CALJ Simmons to determine Complainant's mitigation efforts, because the parties had not had a meaningful opportunity to present evidence on that issue. (Order Remanding Matter to Independent Hearing Examiner (Apr. 19, 2018) at 1 ["First Remand Order"]).<sup>4</sup> The Director also reaffirmed her finding that MPD violated Complainant's rights under the DCHRA. (*Id.* at 2). On May 4, 2018, Complainant submitted evidence of her mitigation efforts. (Compl. Statement Regarding Her Efforts to Mitigate Her Damages (May 4, 2018) ["Mitigation Efforts"]).

On June 26, 2018, CALJ Simmons issued a Second Proposed Damages Order, finding Complainant successfully mitigated her damages and noting that Respondent did not present any contrary evidence.<sup>5</sup> (Second Proposed Decision and Order on Complainant's Damages (June 26, 2018) at 4-5 ["Second Proposed Damages Order"]). CALJ Simmons also concluded that Complainant was "entitled to the full extent of her [DCFMLA] back-pay award," until March 26, 2014 (the day of Complainant's mandatory retirement). (Second Proposed Damages Order at 5-6). However, CALJ Simmons held Complainant was not entitled to liquidated damages, concluding that MPD was entitled to a good-faith reduction for reasonably believing Complainant's employment contract would not have been renewed automatically from March 31, 2012 (the last day of her 2011-12 contract) through March 26, 2014 (the date she would have been subject to mandatory retirement). (*Id.* at 6-7). As for backpay under the DCHRA, CALJ Simmons found Complainant could not receive such an award because it would amount to double recovery since she already was entitled to backpay under the DCFMLA. (*Id.* at 7). Finally, regarding compensatory damages under the DCHRA, CALJ Simmons found Complainant was entitled to half of what she would have earned between December 9, 2011 (the date of her unlawful termination) and March 26, 2014 (the date of mandatory retirement). (*Id.* at 7-8).

On July 11, 2018, OHR became aware that MPD had neither received nor been given an opportunity to respond to the following documents: First Proposed Damages Order (Feb. 2, 2018), Complainant's Exceptions to the First Proposed Damages Order (Feb. 22, 2018), OHR's First Remand Order (Apr. 19, 2018), Complainant's Mitigation Efforts (May 4, 2018), and Second Proposed Damages Order (June 26, 2018). That same day, OHR remanded the case back to CALJ Simmons and sent the above documents to Complainant and MPD. (Order Remanding Matter to

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<sup>4</sup> On February 22, 2018, Complainant submitted Exceptions to Judge Simmons' First Proposed Damages Order in which she asserted she was unaware of her need to produce evidence of her mitigation efforts.

<sup>5</sup> However, as explained more fully below, the reason MPD did not present any other evidence is because OHR had inadvertently stopped serving the correct counsel for Respondent, beginning in February 2018.



Independent Hearing Examiner (July 16, 2018) [“Second Remand Order”] at 1; Order Setting Briefing Schedule at 2 (Aug. 6, 2018) [“Briefing Schedule”]).

On July 26, 2018, CALJ Simmons held a status conference with the parties to determine how to proceed. (Briefing Schedule at 1). During the conference, CALJ Simmons determined MPD needed an opportunity to respond to the following issues: (1) whether Complainant was entitled to damages under the DCFMLA including annual leave from December 11, 2011 through March 26, 2014, with 4% interest; (2) whether Complainant’s sick leave should be included in her DCFMLA award calculation; (3) whether Complainant was entitled to liquidated damages under the DCFMLA from April 1, 2012 through March 26, 2014; (4) whether Complainant was entitled to compensatory damages for her DCHRA disability discrimination claim, calculated at 50% of the wages benefits should would have received between December 9, 2011 and March 26, 2014; and (5) whether Complainant had successfully attempted to mitigate her damages. (Briefing Schedule at 2-3). On September 20, 2018, MPD filed its brief based on the Briefing Schedule. (Respondent Metropolitan Police Department’s Brief Regarding Unaddressed Issues (Sept. 20, 2018) [“MPD Brief”]). On October 25, 2018, Complainant filed her response to the MPD Brief. (Complainant’s Reply to Respondent’s Brief on Unaddressed Issues (Oct. 25, 2018) [“Schofield Brief”]).

### **MODIFICATION, IN PART, OF IHE’S THIRD PROPOSED DECISION AND ORDER**

#### ALJ Carmichael’s Third Proposed Order on Damages

On April 5, 2019, this case was transferred to ALJ Carmichael. On May 10, 2019, ALJ Carmichael submitted the Third Proposed Decision and Order on Complainant’s Damages (“Third Proposed Decision and Order”), and the parties were given 20 days to submit exceptions. On May 30, 2019, Complainant submitted her Exceptions to the Third Proposed Decision and Order On Damages (“Compl.’s Exceptions”). Respondent did not submit any exceptions.

ALJ Carmichael’s Third Proposed Decision and Order concluded the following: (1) the proper time-frames for calculating Complainant’s damages are from December 10, 2011 to March 31, 2012, for back pay, annual leave, and sick leave, and December 10, 2011, through June 26, 2018, for interest; (2) Complainant adequately mitigated her damages; (3) Complainant is entitled to damages amounting to \$57,374.30 under the DCFMLA; and (4) Complainant is not entitled to any additional damages under the DCHRA. (Third Proposed Decision and Order at 27). The instant Order adopts in part and modifies in part ALJ Carmichael’s proposed findings of fact and conclusions of law.

#### Findings of Fact

OHR adopts ALJ Carmichael’s findings of fact. (Third Proposed Decision and Order at 6-9).

#### Wage and Benefits Recovery Period

OHR modifies ALJ Carmichael’s recommendation with respect to the proper time period for calculation of damages. Although ALJ Carmichael recommended that the recovery period be

confined to a roughly three-month period, between December 10, 2011 (the day after Complainant's termination), until March 31, 2012 (the end of Complainant's term appointment),<sup>6</sup> OHR finds that Complainant's proper wage and benefits (sick and annual leave) recovery period is from December 10, 2011, to March 26, 2014 (the date when Complainant would have been mandatorily retire), as explained more fully below.<sup>7</sup>

In the absence of explicit language, courts may use custom and practice to determine whether an employee had a reasonable expectation of continued employment. *See generally Howard Univ. v. Best*, 484 A.2d 958, 974 (D.C. 1984). Complainant's yearly contract had been renewed at the discretion of the Chief of Police without challenge or controversy each year since 2005 (MPD Response at 6), thereby creating a reasonable expectation that Complainant's contract would be renewed again. Complainant returned to work on September 26, 2011. (LOD at 4). Although she had requested to work on limited duty status, Complainant had actually resumed the normal duties of her position that she had been performing before taking leave. (*Id.*)<sup>8</sup> OHR previously found, on the merits, that Complainant had met her burden to prove, by a preponderance of the evidence, that Respondent's asserted reason for her termination was pretext for disability discrimination. (FO at 5). Thus, any refusal, albeit "discretionary," to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate Complainant's recovery.<sup>9</sup> Ultimately, Respondent offers only speculation, and no legitimate reason, why it would not have renewed Complainant's contract after previously renewing it each year since 2005. Complainant is entitled to recover for the full period of time, until March 26, 2014, that she reasonably expected to continue working, were it but for the discriminatory act.

#### Complainant's Mitigation of Damages

OHR adopts ALJ Carmichael's finding that Complainant successfully mitigated her damages, including ALJ Carmichael's conclusion that Respondent has not proven that Complainant did not mitigate her damages. (Third Proposed Decision and Order at 12-14). Specifically, ALJ Carmichael found that Complainant was not required to apply for particular positions, *i.e.*, public school officer and Senior Police Officer via Special Order 101.12, as Respondent had contended in its MPD Brief, dated September 20, 2018,<sup>10</sup> noting that such opportunities were permissive but

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<sup>6</sup> (Third Proposed Decision and Order at 12).

<sup>7</sup> There appears to be no dispute that Complainant's mandatory retirement date was March 26, 2014. (Third Proposed Decision and Order at 4).

<sup>8</sup> Respondent contends that where an SPO is unable to perform "the full range of duties" required of a member of the Department, Respondent shall "retire the member as disabled regardless of whether the member is performing useful and efficient service that are less than the full range of duties." D.C. Code § 5-709(c). However, Ms. Schofield returned to work and performed "the normal duties of her position that she performed before taking leave," despite being advised to the contrary by her physician. (Third Proposed Decision and Order at 7).

<sup>9</sup> *See, e.g., Barnabas v. Bd. of Trs. of Univ. of D.C.*, 686 F. Supp. 2d 95, 105-06 (D.D.C. 2010) (jury could infer that University's reduction of the plaintiff's teaching load was the first opportunity it had to retaliate seven months later).

<sup>10</sup> Respondent contends that Complainant failed to mitigate her damages because Complainant failed to avail herself of the "statutorily-created [opportunities] for retired police officers," namely the Special Police Officer position for D.C. Public Schools and the Senior Police Officer position. (MPD Brief at 9).

not required. (*Id.* at 14).<sup>11</sup> ALJ Carmichael also noted that Complainant requested reinstatement; Respondent did not offer Complainant reinstatement; and Complainant had adequately searched for comparable jobs. (*Id.*).

In addition to adopting ALJ Carmichael's recommended finding regarding Complainant's mitigation of damages, OHR herein delineates more fully Complainant's mitigation efforts and also cites to an applicable legal standard for damages mitigation under the DCFMLA. Although OHR could not locate a D.C. Court of Appeals case regarding the duty to mitigate damages under the DCFMLA or out of the D.C. Circuit under the federal counterpart, The Family & Medical Leave Act of 1993 (FMLA), the Fourth Circuit has found that the duty to mitigate applies in FMLA actions. An FMLA plaintiff has a duty to mitigate his damages by diligently "seeking and accepting new employment substantially equivalent to that from which [they] were discharged" *Miller v. AT&T Corp.*, 250 F.3d 820, 838-39 (4th Cir. 2001) (adopting the duty to mitigate standard from Title VII, quoting *Brady v. Thurston Motor Lines, Inc.* 753 F.2d 1269, 1273 (4<sup>th</sup> Cir. 1985)); see also *McDonnell v. Miller Oil Co.*, 110 F.3d 60 (4th Cir. 1997).<sup>12</sup> Significantly, and as delineated by ALJ Carmichael, the [Respondent] bears the burden of demonstrating that [Complainant] has failed to fulfill the duty to mitigate. *Martin v. Cavalier Hotel Corp.*, 48 F.3d 1343, 1358 (4th Cir. 1995). Further, a Complainant in a discrimination action "need not go into another line of work, accept a demotion, or take a demeaning position," so as to mitigate. *Ford Motor Co. v. EEOC*, 458 U.S. 219, 231 (1982).

Complainant contends that pursuant to D.C.'s Department of Employment Services ("DOES") requirements, she contacted at least two to three employers each week, submitted detailed, certified written records outlining her job search to DOES, and signed a certificate with each report, so as to be eligible for unemployment benefits.<sup>13</sup> Complainant was paid unemployment insurance benefits from December 30, 2011, through April 20, 2013. (Mitigation Efforts at Exhibit A). Complainant states that she conducted daily searches for law enforcement and security positions in the employment section of the Washington Post (both online and in hard copy), Monster.com, Indeed.com, and Careerbuilder.com. (*Id.* at 2). Complainant submitted a copy of the resume she used with applications. (Mitigation Efforts at Exhibit C). Throughout 2013 and 2014, Complainant contends that she applied for several customer service, cashier, and security positions. (*Id.* at 3). Accordingly, based on the aforementioned efforts of Complainant, both CAIJ Simmons' and ALJ Carmichael's assessments, and the applicable legal standards, Complainant mitigated her damages as required.

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<sup>11</sup> Respondent also appears to argue that Complainant failed to mitigate by purportedly not applying for the same job from which she was fired, and yet Respondent does not contend that it offered to return her to work and acknowledges that Complainant alleges that she actually did request reinstatement. (MPD Brief at 9). Respondent also disputes the adequacy of Complainant's job search efforts, which ALJ Carmichael found to be sufficient (Third Proposed Order at 13-14) and which OHR herein describes more fully.

<sup>12</sup> While OHR is not bound by the legal decisions interpreting the federal statute, those decisions may be considered persuasive authority. See *Lenaerts v. District of Columbia Dept. of Employment Svs.*, 545 A.2d 1234, 1238 (D.C. 1988); see also *Chang v. Inst. For Public-Private P-ships, Inc.*, 846 A.2d 318 (D.C. 2004) (asserting a D.C. Court of Appeals opinion that the federal FMLA is used to interpret the DCFMLA).

<sup>13</sup> The certification that Ms. Schofield was required to sign when she submitted her weekly job search reports to DOES states: "I hereby certify that these statements are true and correct. I understand that the law provides penalties for false statements to obtain or increase benefits." (Mitigation Efforts at 2).

Damages Calculation under the DCFMLA

OHR adopts in part ALJ Carmichael's finding that Complainant is entitled to damages under the DCFMLA, including ALJ Carmichael's finding that Complainant is entitled to back pay, as well as the cash equivalent of annual and sick leave she would have accrued,<sup>14</sup> and ALJ Carmichael's finding that Complainant's recovery need not be offset for unemployment and annuity payments, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 15-22).

However, OHR modifies ALJ Carmichael's finding to the extent that, as explained *supra* at 5, the calculation must be made based on a longer recovery period. Specifically, based on the record, Complainant is entitled to wages and benefits based on a salary of \$61,698 from December 10, 2011, to March 31, 2013, and a salary of \$64,166 from April 1, 2013, to March 26, 2014.<sup>15</sup> Accordingly, Complainant's back pay and benefits awards are delineated below. OHR notes that the recovery period has been divided into six smaller periods, so that an accounting could be made for the change in salary, two-week pay period increments for annual and sick leave, and annual compounding of interest.

|  |                     |
|--|---------------------|
| <u>December 10, 2011 – December 9, 2012 (26 pay periods)</u>     |                     |
| \$61,698 (salary), \$6,169.80 (annual), and \$3,084.90 (sick)    | \$70,952.70         |
| <u>December 10, 2012 – March 31, 2013 (8 pay periods)</u>        |                     |
| \$18,984 (salary), \$1,898.4 (annual), and \$949.2 (sick)        | \$21,831.60         |
| <u>April 1, 2013 – December 8, 2013 (18 pay periods)</u>         |                     |
| \$44,422.62 (salary), \$4,442.26 (annual), and \$2,221.13 (sick) | \$51,086.01         |
| <u>December 9, 2013 (1/10 of a pay period)</u>                   |                     |
| \$246.79 (salary), \$24.68 (annual), and \$12.34 (sick)          | \$283.81            |
| <u>December 10, 2013 – March 17, 2014 (7 pay periods)</u>        |                     |
| \$17,275.46 (salary), \$1,727.55 (annual), and \$863.77 (sick)   | \$19,866.78         |
| <u>March 18, 2014 – March 26, 2014 (7/10 of a pay period)</u>    |                     |
| \$1,727.55 (salary), \$172.75 (annual), and \$86.38 (sick)       | \$1,986.68          |
| <b>Total back pay and benefits award:</b>                        | <b>\$166,007.58</b> |

<sup>14</sup> Annual leave at 8 hours per two-week pay period and sick leave at 4 hours per two-week pay period.

<sup>15</sup> (Complainant's Damages and Calculations, dated June 12, 2017, at 7-10). Respondent confirmed that the base salary numbers Complainant proffered were accurate for the requisite time periods, although Respondent listed the latter period's salary as one dollar higher. (MPD Response Brief at 3-4). OHR will use Complainant's number, as it is closer to an actual 4% increase on \$61,698, which would be \$64,165.92.

Prejudgment Interest

OHR adopts in part ALJ Carmichael’s finding that Complainant is entitled to prejudgment interest from December 10, 2011, through June 26, 2018 at 4% per annum (Third Proposed Decision and Order at 22), for the reasons explained by ALJ Carmichael, but OHR modifies the finding to calculate the interest to be compounded annually, pursuant to *Jean-Baptiste v. District of Columbia* 958 F. Supp. 2d 37, 48 (D.D.C. July 19, 2013), as follows.

|                |   |             |   |  |
|----------------|---|-------------|---|--|
| A              | = | \$70,952.70 | = | wage and benefits earnings from 12/10/11 through 12/9/12 |
| B              | = | \$73,201.42 | = | wage and benefits earnings from 12/10/12 through 12/9/13 |
| C              | = | \$21,853.46 | = | wage and benefits earnings from 12/10/13 through 3/26/14 |
| A <sub>i</sub> | = | \$2,838.11  | = | interest earned from 12/10/11 through 12/9/12            |
| B <sub>i</sub> | = | \$5,879.69  | = | interest earned from 12/10/12 through 12/9/13            |
| C <sub>i</sub> | = | \$6,989.02  | = | interest earned from 12/10/13 through 12/9/14            |
| D <sub>i</sub> | = | \$7,268.58  | = | interest earned from 12/10/14 through 12/9/15            |
| E <sub>i</sub> | = | \$7,559.32  | = | interest earned from 12/10/15 through 12/9/16            |
| F <sub>i</sub> | = | \$7,861.69  | = | interest earned from 12/10/16 through 12/9/17            |
| G <sub>i</sub> | = | \$4,457.69  | = | interest earned from 12/10/17 through 3/26/18            |

$$A_i = A \times 4\%$$

$$B_i = (A + A_i + B) \times 4\%$$

$$C_i = (A + A_i + B + B_i + C) \times 4\%$$

$$D_i = (A + A_i + B + B_i + C + C_i) \times 4\%$$

$$E_i = (A + A_i + B + B_i + C + C_i + D_i) \times 4\%$$

$$F_i = (A + A_i + B + B_i + C + C_i + D_i + E_i) \times 4\%$$

$$G_i = (A + A_i + B + B_i + C + C_i + D_i + E_i + F_i) \times 4\% \times 199/365$$

$$\text{Total interest} = A_i + B_i + C_i + D_i + E_i + F_i + G_i$$

**Total interest award = \$42,854.10**

Please note that the above compound interest total was manually calculated using algebra. Calculus may also be used. For example, a compound interest calculator, found at <https://www.calculatorsoup.com/calculators/financial/compound-interest-calculator.php>, arrives at nearly<sup>16</sup> the same result when annually compounding interest on A for 6 and 199/365 years, B for 5 and 199/365 years, and C for 4 and 199/365 years.

#### Liquidated Damages

OHR adopts ALJ Carmichael's finding that liquidated damages are appropriately awarded to Complainant under the DCFMLA, pursuant to D.C. Code § 32-509(b)(6)(B)(ii), for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23). Accordingly, based on the aforementioned calculations, Complainant is entitled to liquidated damages of \$208,861.68.

#### Additional Damages under the DCHRA

OHR adopts ALJ Carmichael's finding that Complainant is not entitled to any additional damages under the DCHRA, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23-26). However, OHR notes that in a DCHRA claim against the government, the applicable citations are 4 DCMR § 126.1(a) for back pay and § 126.1(d) for withheld benefits.

#### CONCLUSION

Based on the foregoing, and pursuant to 4 DCMR § 120.1-3 and 4 DCMR § 1625.1-3, it is hereby:

**ORDERED**, that Complainant is awarded \$417,723.36 in total damages, consisting of \$166,007.58 in actual damages, \$42,854.10 in prejudgment interest, and \$208,861.68 in liquidated damages, to be transferred to Complainant, less applicable state and federal tax withholdings,<sup>17</sup> pending judicial review.<sup>18</sup>

**IT IS SO ORDERED.**



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Mónica Palacio, Director  
D.C. Office of Human Rights

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<sup>16</sup> There is a \$39.80 discrepancy most likely due to the online calculator rounding the partial year fraction (199/365) to a particular decimal.

<sup>17</sup> The parties are expected to comply with all applicable income tax, reporting, and withholding laws. Any dispute regarding taxation, reporting, or withholding will not be handled by OHR. The parties may wish to consult tax professionals.

<sup>18</sup> This matter is already on appeal. If affirmed, post-judgment interest is to be awarded, and the parties are encouraged to calculate such award through mutual cooperation. See *Burke v. Groover*, 26 A.3d 292 (D.C. 2011).

**CERTIFICATE OF SERVICE**

The undersigned hereby certifies that on 8/19/19 (date), I  
caused **Final Order on Damages, Adopting in Part and Modifying in Part, the IHE's Third  
Proposed Decision and Order** to be served on the following individuals via email  
\_\_\_\_\_ (method of delivery):

Anita Schofield  
2-534(a)(2)  
*Complainant*

Teresa Quon Hyden  
Assistant General Counsel  
Office of the General Counsel  
Metropolitan Police Department  
Teresa.Quon@dc.gov  
*Counsel for Respondent*

Toya Carmichael  
Administrative Law Judge  
Toya.Carmichael2@dc.gov  
*Independent Hearing Examiner*

OHR Office of the General Counsel  
Ohr.ogc@dc.gov

Deidra Precia  
Name

Deidra Precia  
Signature

# Request for Taxpayer Identification Number and Certification

Give Form to the  
 requester. Do not  
 send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
 See Specific Instructions on page 3.

|  |   |
|--|---|
| 1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.<br><span style="font-size: 1.2em; font-family: cursive;">Arita L. Schofield</span>   |   |
| 2 Business name/disregarded entity name, if different from above   |   |
| 3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.<br><br><input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC<br><input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate<br><br><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____<br><small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small><br><br><input type="checkbox"/> Other (see instructions) ▶ _____ | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):<br><br>Exempt payee code (if any) _____<br><br>Exemption from FATCA reporting code (if any) _____<br><br><small>(Applies to accounts maintained outside the U.S.)</small> |
| 5 Address (number, street, and apt. suite no.) See instructions.<br><span style="border: 1px solid black; padding: 2px;">2-534(a)(2)</span>  | Requester's name and address (optional)   |
| 6  |   |
| 7 List account number(s) here (optional)   |   |

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Notes:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

|   |
|---|
| Social security number  |
| <span style="border: 1px solid black; padding: 2px;">2-534(a)(2)</span> |
| or  |
| Employer identification number  |
| -   |

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

|                  |  |  |
|------------------|--|--|
| <b>Sign Here</b> | Signature of U.S. person ▶ <span style="font-size: 1.2em; font-family: cursive;">Arita L. Schofield</span> | Date ▶ <span style="font-size: 1.2em;">12-15-20</span> |
|------------------|--|--|

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*





**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**OFFICE OF RISK MANAGEMENT**



**Jed Ross**  
**Chief Risk Officer**

**Payment Request to Agency for payment under \$10,000**  
**OR**  
**Settlements and Judgments Fund**

\$ \_\_\_\_\_ Amount Payable by Agency

**\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) Amount Payable by Settlements and Judgments Fund

Checks Payable to: Anita Schofield

Address: 2-534(a)(2)

City: 2-534(a)(2)

Agency CFO: \_\_\_\_\_ EMPLOYEE: \_\_\_\_\_

Claim ID Number: EP-20-006056 Type of Claim: PD:  BI:  Other:

|                       | Name               | Date            |
|-----------------------|--------------------|-----------------|
| Request Submitted By: | <i>Peter Clark</i> | January 4, 2021 |
| Responsible Agency:   | _____              |                 |
| Submitted to OFRM:    | _____              |                 |
| Supervisor Signature: | <i>Peter Clark</i> | January 4, 2021 |

Loss Date: 12/9/2011 Location: Metropolitan Police Department

Description: Ms. Schofield filed a discrimination complaint with the Office of Human Rights (OHR). OHR sustained a DCFMLA violation and awarded damages finding that, but for MPD's DCFMLA violation, Ms. Schofield's term position would have been renewed though her mandatory retirement age of 64.

Superior Court upheld OHR's damages award of \$417,723.36, consisting of \$166,007.58 for lost wages, annual leave, and sick leave; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68 (under D.C. Code § 32-509(6)(B)(6)(ii)). Current payment request is for prejudgment interest and liquidated damages only (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) = **\$246,715.78**

**RISK MANAGEMENT FOR SETTLEMENTS AND JUDGMENTS**

*In addition to any other authority to pay claims and judgments, and department, agency or instrumentality of the District government may pay the settlement or judgment of a claim or lawsuit in an amount less than \$10,000, in accordance with the Risk Management for Settlements and Judgments Amendment Act of 2000, effective October 19, 2000. (D.C. Law 13-72; D.C. Official Code sec. 2-402) D.C. Official Code sec. 2-402, in turn, requires agencies to make such payments, unless the Mayor waives the requirement for good cause shown.*





**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
Office of Risk Management



Jed Ross  
Chief Risk Officer

**MEMORANDUM**

**To:** Shilonda Wiggins, Agency Fiscal Officer  
SSD/Finance Section  
Office of the Attorney General

**From:** Peter Clark, Assistant Deputy General Counsel  
Tort Liability Program Administrator  
Office of Risk Management *Peter Clark*

**Date:** January 4, 2021

**Subject:** Settlements & Judgments Fund (ZHO)  
Payment Request

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Attached is the certified S & J Fund check issuance request. Please issue payment as per the attached report and supporting documentation. The payment total **\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68). Should you need supporting documentation for other items listed but not included, contact Peter Clark at (202) 727-5686.

Received by: \_\_\_\_\_

Time: \_\_\_\_\_

Delivered by: \_\_\_\_\_

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441 4<sup>th</sup> Street, NW, Suite 800S, Washington, D.C. 20001  
(202) 727-8600 - Main (202) 727-8319 - Fax  
Website: [orm.dc.gov](http://orm.dc.gov)



**From:** Peter Clark  
**Sent:** Mon, 4 Jan 2021 15:33:29 +0000  
**To:** oagdvpaymentrequest@dc.gov;Shilonda.Wiggins@dc.gov;Treshawn.Brown@dc.gov  
**Cc:** Peter.Clark@dc.gov;Iana.craven@dc.gov;Ross, Jed (ORM);Yeung, Sam (ORM);Krainak, Michael (EOM);charles.barbera@dc.gov  
**Subject:** ORM Tort Liability Division - Request for Payment  
**Attachments:** Schofield Judgment.Orders .pdf, Schofield W-9 - Dec 15 2020 - 6-28 PM.pdf, Payment Request EP-20-006056 .pdf, Memo to OFRM.pdf  
**Importance:** High

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to phishing@dc.gov for additional analysis by OCTO Security Operations Center (SOC).

Name of Claimant: Schofield, Anita  
Date & Time of Loss: 12/9/2011  
Location of Loss:

2-534(a)(2)

Description of Loss:

2-534(a)(2)

Agency  
Claim Number: EP-20-006056

Office of Risk Management Tort Liability Division  
Request for Payment

**PRIVILEGED & CONFIDENTIAL**

Dear Agency Fiscal Officer:

Please find our FORMAL request to issue payment for the above-captioned claim.

*Please see attached pdf files for your reference. Please contact the below program analyst for additional information.*

Sincerely,

Office of Risk Management Tort Liability Division

Lana Craven  
Tort Liability Program Analyst  
DCORM Tort Liability Division  
(202) 727-9413 / [lane.craven@dc.gov](mailto:lane.craven@dc.gov)

*“WARNING: It is a crime to provide false or misleading information to the District of Columbia Government, or to any department or agency thereof, regarding any claim upon or against the District of Columbia, or any department or agency thereof, knowing such claim to be false, fictitious, or fraudulent. Such an act is subject to imprisonment of not more than one year and a fine of not more than \$100,000 for each violation”.*

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**IN THE SUPERIOR COURT OF THE DISTRICT OF COLUMBIA CIVIL DIVISION**

DISTRICT OF COLUMBIA :  
OFFICE OF HUMAN RIGHTS :  
v. :  
DISTRICT OF COLUMBIA :  
METROPOLITAN POLICE :  
DEPARTMENT :

Case No. 2020 CA 003727 2

**ORDER AND JUDGMENT**

On consideration of the District of Columbia Office of Human Rights' Motion for Entry of Judgment, and for the reasons stated on the record at the September 29, 2020 hearing, the Court orders that:

1. The Motion is granted.
2. Judgment for \$417,723.36 is entered against the District of Columbia Metropolitan Police Department on behalf of Anita Schofield.



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Anthony C. Epstein  
Judge

Date: September 29, 2020

Copies electronically to all parties

**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA  
CIVIL DIVISION**

DISTRICT OF COLUMBIA : Case Number: 2017 CA 004064 P(MPA)  
METROPOLITAN POLICE DEPARTMENT :

v. : Judge: Florence Y. Pan

DISTRICT OF COLUMBIA OFFICE :  
OF HUMAN RIGHTS :

**ORDER**

This matter comes before the Court on petitioner District of Columbia Metropolitan Police Department’s Petition for Review (“MPD Pet.”), filed on June 12, 2017; petitioner’s Brief in Support (“MPD Brief”), filed on December 16, 2019; respondent District of Columbia Office of Human Right’s Response Brief (“OHR Resp.”), filed on January 30, 2020; and Intervenor Anita Schofield’s Response Brief (“Intervenor Resp.”), filed on January 30, 2020. The Court has considered the papers, the relevant law, and the entire agency record. For the following reasons, the Petition for Review is denied.

**FACTUAL BACKGROUND**

Anita Schofield was hired as a Senior Police Officer (“SPO”) at the D.C. Metropolitan Police Department (“MPD”) on August 22, 2005, after retiring as an MPD Detective with 25 years of service. *See* Administrative Record (“A.R.”) at 155 (Proposed Decision and Order), 388-89; *see also id.* at 2 (Final Order on the merits) (adopting findings of fact in the Proposed Decision and Order). As an SPO, Ms. Schofield was assigned to work in the Court Property Office of the Evidence Control Branch, where she sorted evidence and transported evidence from MPD’s property office to local courts. *See id.* at 256.

On July 13, 2011, Ms. Schofield’s physician told her that she needed hip replacement surgery as soon as possible to address pain caused by arthritis. *See id.* at 158. On July 14 or 15,



2011, Ms. Schofield called her supervising Lieutenant at MPD, told him that she planned to have surgery on July 18, and informed him that she would need to miss two weeks of work. *See id.* On the call, the Lieutenant did not tell Ms. Schofield that she needed to complete paperwork related to her leave; but on July 18, 2011, he requested that she go to the office to fill out paperwork. *See id.* Ms. Schofield was unable to do so because her surgery was scheduled for that day. *See id.*<sup>1</sup>

Ms. Schofield received a medical certification and D.C. Family and Medical Leave Act (“DCFMLA”) paperwork from her physician on July 11, 2011, which she submitted to MPD no later than August 11, 2011, along with a signed request for DCFMLA leave. *See id.* at 159. On August 11, 2011, MPD sent two sergeants to Ms. Schofield’s home to take her service weapon. *See id.* Ms. Schofield was also given written notice that she was entitled to 16 weeks of DCFMLA leave, that her job would not be affected until she exhausted this leave, and that she needed to submit certain DCFMLA forms. *See id.* Ms. Schofield submitted an updated medical certification form to MPD between August 11 and September 1, 2011. *See id.*

Ms. Schofield returned to work on September 26, 2011. *See id.* Although she was officially placed on light-duty status and was not permitted to carry a weapon, she resumed her normal duties. *See id.* MPD did not respond to Ms. Schofield’s DCFMLA request until October of 2011, when it sent her a memorandum dated September 13, 2011, denying her request as untimely. *See id.* at 159-60. On November 23, 2011, MPD told Ms. Schofield that she needed to submit additional DCFMLA forms by November 25, 2011. *See id.* Ms. Schofield submitted the requested paperwork on November 25, 2011. *See id.* That same day, MPD informed Ms.

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<sup>1</sup> Although petitioner MPD disputes these facts, *see* MPD Brief at 2, the Court relies on the facts found by OHR Chief Administrative Law Judge David C. Simmons and Administrative Law Judge Toya Carmichael. *See* A.R. at 158-60, 750-53. These facts, though disputed, do not affect the outcome of the instant appeal.

Schofield that it would be placing her on sick leave effective November 28, 2011, and terminating her at the end of her leave on December 9, 2011. *See id.*

### **PROCEDURAL HISTORY**

On July 3, 2012, Ms. Schofield filed a discrimination complaint with the D.C. Office of Human Rights (“OHR”), asserting that MPD had violated her rights under the DCFMLA, the Americans with Disabilities Act, and the D.C. Human Rights Act (“DCHRA”). *See A.R.* at 155. OHR investigated the complaint, and issued a Letter of Determination on December 23, 2013, finding probable cause on all three allegations. *See id.* Ms. Schofield and MPD elected to have the case resolved by a summary determination. *See id.* at 156. On April 30, 2014, the case was forwarded to OHR Chief Administrative Law Judge David C. Simmons (“CALJ Simmons”), who reviewed the administrative record and made a recommendation for a final decision. *See id.*

CALJ Simmons issued a Proposed Decision and Order on February 15, 2017, finding that MPD interfered with Ms. Schofield’s DCFMLA rights by failing to timely inform her of her right to DCMLA leave, and then denying her leave request. *See id.* at 155-173. CALJ Simmons also found that MPD retaliated against Ms. Schofield when it notified her that she would be terminated on the same day that she attempted to exercise her DCFMLA rights. *See id.* CALJ Simmons did not find that MPD discriminated against Ms. Schofield because of a disability. *See id.* Ms. Schofield filed Exceptions to the Proposed Decision and Order on March 15, 2017, and an addendum thereto on March 15, 2017. *See id.* at 180-188.

On May 12, 2017, OHR issued a Final Order on the merits of Ms. Schofield’s claims. *See id.* at 1-7. OHR adopted CALJ Simmons’s Proposed Decision and Order, except for CALJ Simmons’s discussion and conclusion with respect to Ms. Schofield’s discrimination claim. *See id.* at 6. OHR found that Ms. Schofield met her burden to prove that MPD engaged in disability



discrimination by terminating her, instead of providing a reasonable accommodation for her disability of arthritis and a hip replacement. *See id.* OHR further ordered Ms. Schofield and MPD to file calculations of Ms. Schofield's damages. *See id.*

On June 12, 2017, MPD filed the instant Petition for Review of the Final Order. *See* MPD Pet. On September 9, 2017, Ms. Schofield filed a Notice of Intervention. On September 26, 2017, the parties jointly requested a stay of the instant proceedings until OHR issued a final decision on damages. The Court granted that request on September 29, 2017. *See* Order, dated September 29, 2017.

Ms. Schofield filed her damage calculations with OHR on June 12, 2017; and MPD filed its calculations on June 30, 2017. *See* A.R. at 8-34, 75-153. On February 1, 2018, CALJ Simmons's issued an initial Proposed Order on Damages, which recommended that Ms. Schofield recover for her DCFMLA claims (1) \$19,219.68 for lost wages from December 10, 2011 (the day after she was terminated), to March 31, 2012 (the end of her contract with MPD); (2) \$4,114.99 for the cash equivalent of annual leave that she would have accumulated before the end of her contract if she had not been terminated; and (3) \$25,232.91 in liquidated damages, for a total of \$50,465.82. *See id.* at 1075-98. CALJ Simmons found that Ms. Schofield failed to mitigate her damages by conducting a reasonably diligent search for substantially similar employment after her termination. *See id.* at 1086-87. Thus, CALJ Simmons determined that the appropriate period for calculating Ms. Schofield's damages was from December 10, 2011, to March 31, 2012, and not through March 26, 2014, the date of her mandatory retirement. *See id.*

On April 19, 2018, OHR remanded the case to CALJ Simmons for additional briefing and findings on Ms. Schofield's efforts to mitigate her damages. *See id.* at 1048-51. Ms. Schofield submitted evidence of her mitigation efforts on May 4, 2018. *See id.* at 1042-47.

CALJ Simmons issued a Second Proposed Order on Damages on June 26, 2018, finding that Ms. Schofield successfully mitigated her damages, and noting that MPD had not presented any contrary evidence. *See id.* at 1017-31. Accordingly, CALJ Simmons found that Ms. Schofield was entitled to “lost wages from April 1, 2012[,] until March 26, 2014, plus the value of her annual leave and interest (at 4% per annum) thereon;” as well as “lost wages from December 9, 2011[,] to March 31, 2012, interest thereon (at 4% per annum), plus liquidated damages equal to that entire amount” and 50% of her lost wages from December 9, 2011, to March 26, 2014, as compensation for her pain and suffering. *See id.* at 1028-29. Because CALJ Simmons was unable to calculate the monetary value of these damages based on the evidence in the record, he further found that Ms. Schofield should be required to produce a “worksheet” calculating her damages in accordance with his findings. *See id.*

On July 11, 2018, OHR learned that MPD had never received the first Proposed Order on Damages, OHR’s remand order from April 19, 2018, Ms. Schofield’s evidence of her mitigation efforts, and the Second Proposed Order on Damages. *See A.R.* at 1015-16. Accordingly, OHR sent the missing documents to MPD, and remanded the case back to CALJ Simmons. *See id.* On August 6, 2018, CALJ Simmons set a new briefing schedule to allow the parties to fully address Ms. Schofield’s damages. *See id.* at 1006-09. MPD filed a new brief on damages on September 20, 2018, and Ms. Schofield filed her response on October 25, 2018. *See id.* at 774-988.

On April 5, 2019, the case was transferred from CALJ Simmons to Administrative Law Judge Toya Carmichael (“ALJ Carmichael”). *See id.* at 713. On May 10, 2019, ALJ Carmichael issued a Third Proposed Order on Damages. *See id.* at 744-73. ALJ Carmichael concluded that (1) the time frame for calculating Ms. Schofield’s damages should be from December 10, 2011

(the day after she was fired), to March 31, 2012 (the end of her contract), because the evidence did not support a finding that her contract would be renewed; (2) Ms. Schofield properly mitigated her damages; (3) Ms. Schofield is entitled to damages of \$57,374.30 under the DCFMLA; and (4) Ms. Schofield is not entitled to any damages under the DCHRA. *See id.* at 771. Ms. Schofield submitted her exceptions to the Third Proposed Order on Damages on May 30, 2019; MPD did not submit any exceptions. *See id.* at 720-743.

OHR issued a Final Order on Damages on August 19, 2019, adopting in part ALJ Carmichael's Third Proposed Order on Damages. *See id.* at 710-19. OHR adopted ALJ Carmichael's findings of fact, as well as her determinations that Ms. Schofield mitigated her damages and is not entitled to damages under the DCHRA. *See id.* at 710, 714-15, 718. OHR, however, found that the proper period for calculating Ms. Schofield's damages is from the day after she was fired to the date of her mandatory retirement -- December 10, 2011, to March 26, 2014. *See id.* at 713-714. Accordingly, OHR found that Ms. Schofield was entitled to damages under the DCFMLA totaling \$417,723.36, and consisting of \$166,007.58 for lost wages, annual leave, and sick time; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68. *See id.* at 716-18.

#### **APPLICABLE LAW**

When reviewing a decision from an administrative agency, there is a "presumption of correctness of the agency's decision" and the burden is placed on the petitioner to demonstrate agency error. *See Cooper v. District of Columbia Dep't of Emp't Servs.*, 588 A.2d 1172, 1174 (D.C. 1991); *see also* D.C. Code § 2-510(a) (authorizing judicial review of D.C. agency decisions); 4 DCMR § 1625.14 ("A party may appeal the final decision of OHR to the Superior Court of the District of Columbia"). The Court "must affirm OHR's action if it is supported by

substantial evidence and otherwise in accordance with law.” *See D.C. Dep’t of Pub. Works v. D.C. Office of Human Rights*, 195 A.3d 483, 490 (D.C. 2018). “Substantial evidence is relevant evidence that a reasonable mind might accept as adequate to support a conclusion.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490. “The corollary of this proposition, however, is that we are not obliged to stand aside and affirm an administrative determination which reflects a misconception of the relevant law or a faulty application of the law.” *See Zenian v. D.C. Office of Employee Appeals*, 598 A.2d 1161, 1166 (D.C. 1991). The Court “will disturb the administrative finding . . . only if the record compels a contrary conclusion, meaning that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490.

#### ANALYSIS

The issue before the Court is narrow: MPD argues that the Final Order on Damages should be reversed because the time period OHR used to calculate Ms. Schofield’s damages is incorrect and unsupported by the record. *See generally* MPD Brief. OHR and Ms. Schofield respond that OHR’s determination on damages is supported by substantial evidence. *See generally* OHR Resp.; Intervenor Resp. The Court finds that MPD has not met its burden to show agency error.

An employer that has violated the DCFMLA is required to pay the affected employee “[a]ny wages, salary, employment benefits, or other compensation denied or lost to the employee due to the violation plus interest.” *See* D.C. Code § 32-509(b)(6). The employer must also pay “[a]n amount equal to the greater of:” the employee’s denied or lost wages, salary, benefits, and other compensation; or “[c]onsequential damages not to exceed an amount equal to 3 times” the amount of lost or denied compensation “plus any medical expenses not covered by the health

insurance of the employee.” *See id.* Generally, a party must establish damages to a reasonable certainty. *See Magdalene Campbell & Fort Lincoln Civic Ass’n v. Fort Lincoln New Town Corp.*, 55 A.3d 379, 387 (D.C. 2012) (“[a party] must establish both the fact of damages and the amount of damages with reasonable certainty. . . . [W]hat is required is some evidence which allows the trier of fact to make a reasoned judgment”) (internal citations omitted).

OHR determined that Ms. Schofield is entitled to back pay for the period from December 10, 2011, to March 26, 2014 – *i.e.*, from the day after she was fired until the date of her mandatory retirement. *See* A.R. at 713-714. OHR found that MPD’s custom and practice of regularly renewing Ms. Schofield’s contract shows that Ms. Schofield had a reasonable expectation of having her contract renewed until March of 2014. *See id.* at 714 (citing *Howard v. Best*, 484 A.2d 958, 974 (D.C. 1984) (“custom and practice are relevant in the absence of an explicit [contract] provision” to determine whether an employee’s contract would be renewed)).

OHR relied on evidence that Ms. Schofield’s contract had been renewed yearly since 2005, and that she resumed the normal duties of her position when she returned to work after her surgery. *See id.* Because Ms. Schofield met her burden to show that her termination was discriminatory, OHR held that “any refusal, albeit ‘discretionary,’ to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate” Ms. Schofield’s recovery. *See id.*

OHR’s findings are supported by substantial evidence in the record. There is no dispute that Ms. Schofield’s contract was renewed annually from 2005 to 2011. *See* MPD Brief at 2; OHR Resp. at 7; A.R. at 750. The record also reflects that Ms. Schofield, her direct supervisor, her commanding officer, and other MPD employees all stated that Ms. Schofield returned to work and completed her normal duties following her surgery. *See* A.R. at 263 (Statement of

Lieutenant Derek Gray), 266 (Statement of Nathan Sims, MPD Evidence Control Branch Inspector), 270 (Statement of Diana Hains, MPD Human Resources Director), 273 (Statement of Leeann Turner, MPD Corporate Support Bureau Executive Director). Although she was officially on limited-duty status upon her return, Ms. Schofield explained that this only impacted her ability to carry a firearm. *See id.* at 723.

MPD argues that the record shows that Ms. Schofield would not have met the physical requirements necessary for her contract to be renewed. *See* MPD Brief at 9-13. MPD relies on the physical standards set forth in the Updated 2011 Medical Guidelines of the Police and Fire Clinic (“the Guidelines”). *See* MPD Brief at 9 (citing 6A DCMR § 106.4; A.R. 821); *see also* A.R. at 819-41 (Guidelines). The Guidelines classify Ms. Schofield’s conditions of arthritis and a hip replacement as conditions that “could preclude” Ms. Schofield from performing the essential functions of a police officer. *See* A.R. at 819-41. But the Guidelines are not “strict standards,” nor are they “so excessively stringent as to needlessly prevent . . . an Incumbent from continuing as an active Police Officer” without an individualized assessment of the officer’s condition. *See id.* at 820. MPD fails to address Ms. Schofield’s ability to work in her specific assignment, as an SPO in the courthouse evidence control room, or the evidence in the record that she successfully performed her duties after returning to work after the surgery. *See generally* MPD Brief. Nor has MPD provided any evidence that Ms. Schofield was assessed according to the Guidelines and found unfit for duty as a SPO. *See generally id.*; *see also* Intervenor Resp. at 4; OHR Resp. at 10; A.R. at 820 (Guidelines are “intended to permit and foster the individualized assessment of each individual”). Accordingly, the Guidelines do not contradict OHR’s finding that Ms. Schofield could have reasonably expected her contract to be renewed for two more years, until her mandatory retirement.



The record evidence on Ms. Schofield's health also reasonably supports OHR's decision. Ms. Schofield's own physician expected her to make a full recovery as early as January 2012, and no later than April 2012. *See* A.R. at 985. When Ms. Schofield visited the D.C. Police and Fire Clinic on November 22, 2011, the physician's assessment of Ms. Schofield was that her condition was "improved." *See id.* at 986. The physician noted that although Ms. Schofield had "difficulty with going up the stairs" and was "unable to squat" at that time, she had "no new complaint," and her "hip pain has continued to improve." *See id.* Thus, neither the Guidelines nor evidence of Ms. Schofield's health show that "that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole." *See D.C. Dep't of Pub. Works*, 195 A.3d at 490.

Given the substantial evidence in the record supporting OHR's conclusion, the Court affirms OHR's finding that Ms. Schofield is entitled to back pay and other relevant damages for the period of December 10, 2011, to March 26, 2014.

Accordingly, this 30<sup>th</sup> day of March, 2020, it is hereby

**ORDERED** that the Petition for Review of Agency Decision is **DENIED**; and it is further

**ORDERED** that all future events scheduled in this matter are vacated, and the case is closed.

**SO ORDERED.**



Judge Florence Y. Pan  
Superior Court of the District of Columbia

Copies to:

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Christopher Sousa, Esq.  
*Counsel for Respondent OHR*

Anita Schofield

2-534(a)(2)

*Intervenor, Pro Se*



8/19/19

**DISTRICT OF COLUMBIA  
OFFICE OF HUMAN RIGHTS**

-----  
ANITA SCHOFIELD, )  
)  
Complainant, )  
)  
v. )  
)  
D.C. GOV'T METROPOLITAN )  
POLICE DEPARTMENT, )  
)  
Respondent. )  
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OHR Docket No.: 12-252-DC(CN)  
EEOC No.: 10C-2012-00245  
Toya Carmichael, ALJ  
Sitting as Independent Hearing  
Examiner

**THE OFFICE OF HUMAN RIGHTS' FINAL ORDER ON DAMAGES,  
ADOPTING IN PART AND MODIFYING IN PART, THE INDEPENDENT HEARING  
EXAMINER'S THIRD PROPOSED DECISION AND ORDER ON DAMAGES**

The D.C. Office of Human Rights (OHR) has completed its review of Administrative Law Judge (ALJ) Carmichael's Third Proposed Decision and Order on Damages, dated May 10, 2019, submitted to the Director's attention pursuant to 4 DCMR §§ 119.1 and 1624.1. On May 30, 2019, Complainant submitted her Exceptions to Third Proposed Decision and Order Regarding Damages ("Compl.'s Exceptions"). Respondent did not submit any exceptions. Pursuant to 4 DCMR §§ 120.1-.3 and 1625.1-.3, OHR hereby issues its Final Order on Damages as follows:

**PROCEDURAL BACKGROUND**

On July 3, 2012, Anita Schofield ("Ms. Schofield" or "Complainant"), a former senior police officer ("SPO") at the Metropolitan Police Department ("MPD" or "Respondent"), filed a complaint with OHR. In it, she asserted that MPD (1) interfered with her rights under the District of Columbia Family Medical Leave Act ("DCFMLA") and the Family Medical Leave Act ("FMLA")<sup>1</sup>; (2) retaliated against her for asserting her DFMLA rights; and (3) discriminated against her on the basis of disability in violation of the Americans with Disabilities Act ("ADA") and the District of Columbia Human Rights Act ("DCHRA"). (Compl.'s Charge (July 3, 2012)). OHR investigated Complainant's allegations and found probable cause on all three claims. (Letter of Determination (Dec. 24, 2013) ["LOD"] at 23). On April 30, 2014, the matter was assigned to Chief Administrative Law Judge (CALJ) David C. Simmons of the D.C. Commission on Human Rights ("Commission") to sit as an Independent Hearing Examiner (IHE).

On April 14, 2015, the parties agreed to forfeit their rights to an administrative hearing and to resolve all claims through a summary determination proceeding. In cases against the government,

<sup>1</sup> OHR does not enforce the federal FMLA. Complainant's claims in relation to FMLA will not be discussed.

“[a]fter the probable cause determination and failure of the conciliation efforts, the Director may make a summary determination *on the merits* of a complaint based solely upon information in the complaint file.” 4 DCMR § 115.1 (emphasis added).<sup>2</sup> CALJ Simmons issued a Proposed Decision and Order recommending that the Director find on the merits in favor of Complainant with respect to her DCFMLA interference and retaliation claims. (Proposed Decision and Order (Feb. 15, 2017) [“PDO”]). As authorized by regulation, *see* 4 DCMR § 119.3, Complainant filed exceptions to the PDO on March 10, 2017, and added an addendum thereto on March 15, 2017.

On May 11, 2017, OHR issued a final order on the merits of Complainant’s claim. (Final Order Adopting in Part, and Modifying in Part, the Hearing Examiner’s Proposed Decision and Order (May 11, 2017) [“FO”]). In addition to adopting CALJ Simmons’ finding that Complainant succeeded on both of her DCFMLA claims, OHR also determined that Complainant succeeded on her DCHRA claim of illegal termination based on disability. (FO at 2-5). OHR ordered Complainant to provide information regarding her alternative employment, if any; her MPD salary; her filing costs, if applicable; and her additional medical expenses, if applicable. (FO at 6). Finally, OHR ordered MPD to submit its estimation of Complainant’s damages no later than 30 days following the date of the FO. (*Id.*).

On June 12, 2017, Complainant filed her damage calculations. (Complainant’s Damages and Calculation (June 12, 2017) [“Schofield’s Damages Calculations”]). The same day, MPD petitioned the Superior Court of the District of Columbia (“D.C. Superior Court”) to review OHR’s FO. (Response of the Metropolitan Police Department from Order Requiring a Response at Ex. A (June 30, 2017) [“MPD Response”]). Thereafter, on June 30, 2017, MPD filed its damages calculation. (MPD Response). On September 25, 2017, the parties jointly filed a motion in D.C. Superior Court to stay the proceedings pending the issuance of a final decision from OHR calculating damages. (Joint Motion to Stay Proceedings (Sept. 25, 2017)). Four days later, the D.C. Superior Court granted the parties’ joint motion to stay. (Order Granting Joint Motion to Stay Proceedings (Sept. 29, 2017)).

On February 1, 2018, CALJ Simmons issued a Proposed Decision and Order on Complainant’s Damages. (Proposed Decision and Order on Complainant’s Damages (Feb. 1, 2018) [“First Proposed Damages Order”]). He recommended the Director of OHR find that Complainant was entitled to recover her lost wages from December 10, 2011, to March 31, 2012, amounting to \$19,219.68;<sup>3</sup> the cash equivalent of annual leave she would have accumulated between December

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<sup>2</sup> Thus, at the summary determination stage, the OHR Director must determine whether the complainant has proven the claim by a preponderance of the evidence, in accordance with the Title VII burden-shifting analysis articulated in *McDonnell Douglas Corp. v. Green*, 411 U.S. 792 (1973). *See District of Columbia Housing Authority v. District of Columbia Office of Human Rights, et al.*, 881 A.2d 600, 614-16 (D.C. 2005) (finding that OHR’s summary determination on the merits of the claim was supported by substantial evidence because the OHR Director appropriately found, by a preponderance of the evidence, that respondent’s explanations for the adverse employment action were pretext for discrimination.). “A ‘preponderance of the evidence’ standard simply requires the fact finder to believe that the existence of the contested fact is more ‘plausible’ than its nonexistence.” *In re Dortch*, 860 A.2d 346, 358 (D.C. 2004). “[T]his burden cannot be successfully carried by speculation.” *Myrick v. Nat’l Sav. & Trust Co.*, 268 A.2d 526, 527 (D.C. 1970).

<sup>3</sup> MPD calculated Complainant’s backpay in its June 30, 2017, response based on wages across nine pay periods. *See* MPD Response at 10.

10, 2011, and March 31, 2012, amounting to \$4,114.99 as of June 30, 2017; and liquidated damages equal to \$25,232.91, the sum of her lost wages, annual leave, and interest. Accordingly, Complainant's total damages on her DCFMLA claims were \$50,465.82. (First Proposed Damages Order at 17). CALJ Simmons suggested the Director of OHR limit Complainant's recovery, in pertinent part, because (1) she failed to produce evidence of her efforts to mitigate her damages, (*see id.* at 12-13); and (2) her annual contract was not subject to automatic renewal. (*Id.* at 13-15). He also respectfully requested that the Director reconsider her ruling that Respondent's actions amounted to disability discrimination under the DCHRA. (*Id.* at 17-20).

On April 19, 2018, the Director remanded the case to CALJ Simmons to determine Complainant's mitigation efforts, because the parties had not had a meaningful opportunity to present evidence on that issue. (Order Remanding Matter to Independent Hearing Examiner (Apr. 19, 2018) at 1 ["First Remand Order"]).<sup>4</sup> The Director also reaffirmed her finding that MPD violated Complainant's rights under the DCHRA. (*Id.* at 2). On May 4, 2018, Complainant submitted evidence of her mitigation efforts. (Compl. Statement Regarding Her Efforts to Mitigate Her Damages (May 4, 2018) ["Mitigation Efforts"]).

On June 26, 2018, CALJ Simmons issued a Second Proposed Damages Order, finding Complainant successfully mitigated her damages and noting that Respondent did not present any contrary evidence.<sup>5</sup> (Second Proposed Decision and Order on Complainant's Damages (June 26, 2018) at 4-5 ["Second Proposed Damages Order"]). CALJ Simmons also concluded that Complainant was "entitled to the full extent of her [DCFMLA] back-pay award," until March 26, 2014 (the day of Complainant's mandatory retirement). (Second Proposed Damages Order at 5-6). However, CALJ Simmons held Complainant was not entitled to liquidated damages, concluding that MPD was entitled to a good-faith reduction for reasonably believing Complainant's employment contract would not have been renewed automatically from March 31, 2012 (the last day of her 2011-12 contract) through March 26, 2014 (the date she would have been subject to mandatory retirement). (*Id.* at 6-7). As for backpay under the DCHRA, CALJ Simmons found Complainant could not receive such an award because it would amount to double recovery since she already was entitled to backpay under the DCFMLA. (*Id.* at 7). Finally, regarding compensatory damages under the DCHRA, CALJ Simmons found Complainant was entitled to half of what she would have earned between December 9, 2011 (the date of her unlawful termination) and March 26, 2014 (the date of mandatory retirement). (*Id.* at 7-8).

On July 11, 2018, OHR became aware that MPD had neither received nor been given an opportunity to respond to the following documents: First Proposed Damages Order (Feb. 2, 2018), Complainant's Exceptions to the First Proposed Damages Order (Feb. 22, 2018), OHR's First Remand Order (Apr. 19, 2018), Complainant's Mitigation Efforts (May 4, 2018), and Second Proposed Damages Order (June 26, 2018). That same day, OHR remanded the case back to CALJ Simmons and sent the above documents to Complainant and MPD. (Order Remanding Matter to

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<sup>4</sup> On February 22, 2018, Complainant submitted Exceptions to Judge Simmons' First Proposed Damages Order in which she asserted she was unaware of her need to produce evidence of her mitigation efforts.

<sup>5</sup> However, as explained more fully below, the reason MPD did not present any other evidence is because OHR had inadvertently stopped serving the correct counsel for Respondent, beginning in February 2018.

Independent Hearing Examiner (July 16, 2018) [“Second Remand Order”] at 1; Order Setting Briefing Schedule at 2 (Aug. 6, 2018) [“Briefing Schedule”]).

On July 26, 2018, CALJ Simmons held a status conference with the parties to determine how to proceed. (Briefing Schedule at 1). During the conference, CALJ Simmons determined MPD needed an opportunity to respond to the following issues: (1) whether Complainant was entitled to damages under the DCFMLA including annual leave from December 11, 2011 through March 26, 2014, with 4% interest; (2) whether Complainant’s sick leave should be included in her DCFMLA award calculation; (3) whether Complainant was entitled to liquidated damages under the DCFMLA from April 1, 2012 through March 26, 2014; (4) whether Complainant was entitled to compensatory damages for her DCHRA disability discrimination claim, calculated at 50% of the wages benefits should would have received between December 9, 2011 and March 26, 2014; and (5) whether Complainant had successfully attempted to mitigate her damages. (Briefing Schedule at 2-3). On September 20, 2018, MPD filed its brief based on the Briefing Schedule. (Respondent Metropolitan Police Department’s Brief Regarding Unaddressed Issues (Sept. 20, 2018) [“MPD Brief”]). On October 25, 2018, Complainant filed her response to the MPD Brief. (Complainant’s Reply to Respondent’s Brief on Unaddressed Issues (Oct. 25, 2018) [“Schofield Brief”]).

### **MODIFICATION, IN PART, OF IHE’S THIRD PROPOSED DECISION AND ORDER**

#### ALJ Carmichael’s Third Proposed Order on Damages

On April 5, 2019, this case was transferred to ALJ Carmichael. On May 10, 2019, ALJ Carmichael submitted the Third Proposed Decision and Order on Complainant’s Damages (“Third Proposed Decision and Order”), and the parties were given 20 days to submit exceptions. On May 30, 2019, Complainant submitted her Exceptions to the Third Proposed Decision and Order On Damages (“Compl.’s Exceptions”). Respondent did not submit any exceptions.

ALJ Carmichael’s Third Proposed Decision and Order concluded the following: (1) the proper time-frames for calculating Complainant’s damages are from December 10, 2011 to March 31, 2012, for back pay, annual leave, and sick leave, and December 10, 2011, through June 26, 2018, for interest; (2) Complainant adequately mitigated her damages; (3) Complainant is entitled to damages amounting to \$57,374.30 under the DCFMLA; and (4) Complainant is not entitled to any additional damages under the DCHRA. (Third Proposed Decision and Order at 27). The instant Order adopts in part and modifies in part ALJ Carmichael’s proposed findings of fact and conclusions of law.

#### Findings of Fact

OHR adopts ALJ Carmichael’s findings of fact. (Third Proposed Decision and Order at 6-9).

#### Wage and Benefits Recovery Period

OHR modifies ALJ Carmichael’s recommendation with respect to the proper time period for calculation of damages. Although ALJ Carmichael recommended that the recovery period be

confined to a roughly three-month period, between December 10, 2011 (the day after Complainant's termination), until March 31, 2012 (the end of Complainant's term appointment),<sup>6</sup> OHR finds that Complainant's proper wage and benefits (sick and annual leave) recovery period is from December 10, 2011, to March 26, 2014 (the date when Complainant would have been mandatorily retire), as explained more fully below.<sup>7</sup>

In the absence of explicit language, courts may use custom and practice to determine whether an employee had a reasonable expectation of continued employment. *See generally Howard Univ. v. Best*, 484 A.2d 958, 974 (D.C. 1984). Complainant's yearly contract had been renewed at the discretion of the Chief of Police without challenge or controversy each year since 2005 (MPD Response at 6), thereby creating a reasonable expectation that Complainant's contract would be renewed again. Complainant returned to work on September 26, 2011. (LOD at 4). Although she had requested to work on limited duty status, Complainant had actually resumed the normal duties of her position that she had been performing before taking leave. (*Id.*)<sup>8</sup> OHR previously found, on the merits, that Complainant had met her burden to prove, by a preponderance of the evidence, that Respondent's asserted reason for her termination was pretext for disability discrimination. (FO at 5). Thus, any refusal, albeit "discretionary," to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate Complainant's recovery.<sup>9</sup> Ultimately, Respondent offers only speculation, and no legitimate reason, why it would not have renewed Complainant's contract after previously renewing it each year since 2005. Complainant is entitled to recover for the full period of time, until March 26, 2014, that she reasonably expected to continue working, were it but for the discriminatory act.

#### Complainant's Mitigation of Damages

OHR adopts ALJ Carmichael's finding that Complainant successfully mitigated her damages, including ALJ Carmichael's conclusion that Respondent has not proven that Complainant did not mitigate her damages. (Third Proposed Decision and Order at 12-14). Specifically, ALJ Carmichael found that Complainant was not required to apply for particular positions, *i.e.*, public school officer and Senior Police Officer via Special Order 101.12, as Respondent had contended in its MPD Brief, dated September 20, 2018,<sup>10</sup> noting that such opportunities were permissive but

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<sup>6</sup> (Third Proposed Decision and Order at 12).

<sup>7</sup> There appears to be no dispute that Complainant's mandatory retirement date was March 26, 2014. (Third Proposed Decision and Order at 4).

<sup>8</sup> Respondent contends that where an SPO is unable to perform "the full range of duties" required of a member of the Department, Respondent shall "retire the member as disabled regardless of whether the member is performing useful and efficient service that are less than the full range of duties." D.C. Code § 5-709(c). However, Ms. Schofield returned to work and performed "the normal duties of her position that she performed before taking leave," despite being advised to the contrary by her physician. (Third Proposed Decision and Order at 7).

<sup>9</sup> *See, e.g., Barnabas v. Bd. of Trs. of Univ. of D.C.*, 686 F. Supp. 2d 95, 105-06 (D.D.C. 2010) (jury could infer that University's reduction of the plaintiff's teaching load was the first opportunity it had to retaliate seven months later).

<sup>10</sup> Respondent contends that Complainant failed to mitigate her damages because Complainant failed to avail herself of the "statutorily-created [opportunities] for retired police officers," namely the Special Police Officer position for D.C. Public Schools and the Senior Police Officer position. (MPD Brief at 9).

not required. (*Id.* at 14).<sup>11</sup> ALJ Carmichael also noted that Complainant requested reinstatement; Respondent did not offer Complainant reinstatement; and Complainant had adequately searched for comparable jobs. (*Id.*).

In addition to adopting ALJ Carmichael's recommended finding regarding Complainant's mitigation of damages, OHR herein delineates more fully Complainant's mitigation efforts and also cites to an applicable legal standard for damages mitigation under the DCFMLA. Although OHR could not locate a D.C. Court of Appeals case regarding the duty to mitigate damages under the DCFMLA or out of the D.C. Circuit under the federal counterpart, The Family & Medical Leave Act of 1993 (FMLA), the Fourth Circuit has found that the duty to mitigate applies in FMLA actions. An FMLA plaintiff has a duty to mitigate his damages by diligently "seeking and accepting new employment substantially equivalent to that from which [they] were discharged" *Miller v. AT&T Corp.*, 250 F.3d 820, 838-39 (4th Cir. 2001) (adopting the duty to mitigate standard from Title VII, quoting *Brady v. Thurston Motor Lines, Inc.* 753 F.2d 1269, 1273 (4<sup>th</sup> Cir. 1985)); see also *McDonnell v. Miller Oil Co.*, 110 F.3d 60 (4th Cir. 1997).<sup>12</sup> Significantly, and as delineated by ALJ Carmichael, the [Respondent] bears the burden of demonstrating that [Complainant] has failed to fulfill the duty to mitigate. *Martin v. Cavalier Hotel Corp.*, 48 F.3d 1343, 1358 (4th Cir. 1995). Further, a Complainant in a discrimination action "need not go into another line of work, accept a demotion, or take a demeaning position," so as to mitigate. *Ford Motor Co. v. EEOC*, 458 U.S. 219, 231 (1982).

Complainant contends that pursuant to D.C.'s Department of Employment Services ("DOES") requirements, she contacted at least two to three employers each week, submitted detailed, certified written records outlining her job search to DOES, and signed a certificate with each report, so as to be eligible for unemployment benefits.<sup>13</sup> Complainant was paid unemployment insurance benefits from December 30, 2011, through April 20, 2013. (Mitigation Efforts at Exhibit A). Complainant states that she conducted daily searches for law enforcement and security positions in the employment section of the Washington Post (both online and in hard copy), Monster.com, Indeed.com, and Careerbuilder.com. (*Id.* at 2). Complainant submitted a copy of the resume she used with applications. (Mitigation Efforts at Exhibit C). Throughout 2013 and 2014, Complainant contends that she applied for several customer service, cashier, and security positions. (*Id.* at 3). Accordingly, based on the aforementioned efforts of Complainant, both CAIJ Simmons' and ALJ Carmichael's assessments, and the applicable legal standards, Complainant mitigated her damages as required.

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<sup>11</sup> Respondent also appears to argue that Complainant failed to mitigate by purportedly not applying for the same job from which she was fired, and yet Respondent does not contend that it offered to return her to work and acknowledges that Complainant alleges that she actually did request reinstatement. (MPD Brief at 9). Respondent also disputes the adequacy of Complainant's job search efforts, which ALJ Carmichael found to be sufficient (Third Proposed Order at 13-14) and which OHR herein describes more fully.

<sup>12</sup> While OHR is not bound by the legal decisions interpreting the federal statute, those decisions may be considered persuasive authority. See *Lenaerts v. District of Columbia Dept. of Employment Svs.*, 545 A.2d 1234, 1238 (D.C. 1988); see also *Chang v. Inst. For Public-Private P-ships, Inc.*, 846 A.2d 318 (D.C. 2004) (asserting a D.C. Court of Appeals opinion that the federal FMLA is used to interpret the DCFMLA).

<sup>13</sup> The certification that Ms. Schofield was required to sign when she submitted her weekly job search reports to DOES states: "I hereby certify that these statements are true and correct. I understand that the law provides penalties for false statements to obtain or increase benefits." (Mitigation Efforts at 2).

Damages Calculation under the DCFMLA

OHR adopts in part ALJ Carmichael's finding that Complainant is entitled to damages under the DCFMLA, including ALJ Carmichael's finding that Complainant is entitled to back pay, as well as the cash equivalent of annual and sick leave she would have accrued,<sup>14</sup> and ALJ Carmichael's finding that Complainant's recovery need not be offset for unemployment and annuity payments, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 15-22).

However, OHR modifies ALJ Carmichael's finding to the extent that, as explained *supra* at 5, the calculation must be made based on a longer recovery period. Specifically, based on the record, Complainant is entitled to wages and benefits based on a salary of \$61,698 from December 10, 2011, to March 31, 2013, and a salary of \$64,166 from April 1, 2013, to March 26, 2014.<sup>15</sup> Accordingly, Complainant's back pay and benefits awards are delineated below. OHR notes that the recovery period has been divided into six smaller periods, so that an accounting could be made for the change in salary, two-week pay period increments for annual and sick leave, and annual compounding of interest.

|  |                     |
|--|---------------------|
| <u>December 10, 2011 – December 9, 2012 (26 pay periods)</u>     |                     |
| \$61,698 (salary), \$6,169.80 (annual), and \$3,084.90 (sick)    | \$70,952.70         |
| <u>December 10, 2012 – March 31, 2013 (8 pay periods)</u>        |                     |
| \$18,984 (salary), \$1,898.4 (annual), and \$949.2 (sick)        | \$21,831.60         |
| <u>April 1, 2013 – December 8, 2013 (18 pay periods)</u>         |                     |
| \$44,422.62 (salary), \$4,442.26 (annual), and \$2,221.13 (sick) | \$51,086.01         |
| <u>December 9, 2013 (1/10 of a pay period)</u>                   |                     |
| \$246.79 (salary), \$24.68 (annual), and \$12.34 (sick)          | \$283.81            |
| <u>December 10, 2013 – March 17, 2014 (7 pay periods)</u>        |                     |
| \$17,275.46 (salary), \$1,727.55 (annual), and \$863.77 (sick)   | \$19,866.78         |
| <u>March 18, 2014 – March 26, 2014 (7/10 of a pay period)</u>    |                     |
| \$1,727.55 (salary), \$172.75 (annual), and \$86.38 (sick)       | \$1,986.68          |
| <b>Total back pay and benefits award:</b>                        | <b>\$166,007.58</b> |

<sup>14</sup> Annual leave at 8 hours per two-week pay period and sick leave at 4 hours per two-week pay period.

<sup>15</sup> (Complainant's Damages and Calculations, dated June 12, 2017, at 7-10). Respondent confirmed that the base salary numbers Complainant proffered were accurate for the requisite time periods, although Respondent listed the latter period's salary as one dollar higher. (MPD Response Brief at 3-4). OHR will use Complainant's number, as it is closer to an actual 4% increase on \$61,698, which would be \$64,165.92.

Prejudgment Interest

OHR adopts in part ALJ Carmichael’s finding that Complainant is entitled to prejudgment interest from December 10, 2011, through June 26, 2018 at 4% per annum (Third Proposed Decision and Order at 22), for the reasons explained by ALJ Carmichael, but OHR modifies the finding to calculate the interest to be compounded annually, pursuant to *Jean-Baptiste v. District of Columbia* 958 F. Supp. 2d 37, 48 (D.D.C. July 19, 2013), as follows.

|                |   |             |   |  |
|----------------|---|-------------|---|--|
| A              | = | \$70,952.70 | = | wage and benefits earnings from 12/10/11 through 12/9/12 |
| B              | = | \$73,201.42 | = | wage and benefits earnings from 12/10/12 through 12/9/13 |
| C              | = | \$21,853.46 | = | wage and benefits earnings from 12/10/13 through 3/26/14 |
| A <sub>i</sub> | = | \$2,838.11  | = | interest earned from 12/10/11 through 12/9/12            |
| B <sub>i</sub> | = | \$5,879.69  | = | interest earned from 12/10/12 through 12/9/13            |
| C <sub>i</sub> | = | \$6,989.02  | = | interest earned from 12/10/13 through 12/9/14            |
| D <sub>i</sub> | = | \$7,268.58  | = | interest earned from 12/10/14 through 12/9/15            |
| E <sub>i</sub> | = | \$7,559.32  | = | interest earned from 12/10/15 through 12/9/16            |
| F <sub>i</sub> | = | \$7,861.69  | = | interest earned from 12/10/16 through 12/9/17            |
| G <sub>i</sub> | = | \$4,457.69  | = | interest earned from 12/10/17 through 3/26/18            |

$$A_i = A \times 4\%$$

$$B_i = (A + A_i + B) \times 4\%$$

$$C_i = (A + A_i + B + B_i + C) \times 4\%$$

$$D_i = (A + A_i + B + B_i + C + C_i) \times 4\%$$

$$E_i = (A + A_i + B + B_i + C + C_i + D_i) \times 4\%$$

$$F_i = (A + A_i + B + B_i + C + C_i + D_i + E_i) \times 4\%$$

$$G_i = (A + A_i + B + B_i + C + C_i + D_i + E_i + F_i) \times 4\% \times 199/365$$

$$\text{Total interest} = A_i + B_i + C_i + D_i + E_i + F_i + G_i$$

**Total interest award = \$42,854.10**



Please note that the above compound interest total was manually calculated using algebra. Calculus may also be used. For example, a compound interest calculator, found at <https://www.calculatorsoup.com/calculators/financial/compound-interest-calculator.php>, arrives at nearly<sup>16</sup> the same result when annually compounding interest on A for 6 and 199/365 years, B for 5 and 199/365 years, and C for 4 and 199/365 years.

#### Liquidated Damages

OHR adopts ALJ Carmichael's finding that liquidated damages are appropriately awarded to Complainant under the DCFMLA, pursuant to D.C. Code § 32-509(b)(6)(B)(ii), for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23). Accordingly, based on the aforementioned calculations, Complainant is entitled to liquidated damages of \$208,861.68.

#### Additional Damages under the DCHRA

OHR adopts ALJ Carmichael's finding that Complainant is not entitled to any additional damages under the DCHRA, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23-26). However, OHR notes that in a DCHRA claim against the government, the applicable citations are 4 DCMR § 126.1(a) for back pay and § 126.1(d) for withheld benefits.

#### CONCLUSION

Based on the foregoing, and pursuant to 4 DCMR § 120.1-3 and 4 DCMR § 1625.1-3, it is hereby:

**ORDERED**, that Complainant is awarded \$417,723.36 in total damages, consisting of \$166,007.58 in actual damages, \$42,854.10 in prejudgment interest, and \$208,861.68 in liquidated damages, to be transferred to Complainant, less applicable state and federal tax withholdings,<sup>17</sup> pending judicial review.<sup>18</sup>

**IT IS SO ORDERED.**



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Mónica Palacio, Director  
D.C. Office of Human Rights

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<sup>16</sup> There is a \$39.80 discrepancy most likely due to the online calculator rounding the partial year fraction (199/365) to a particular decimal.

<sup>17</sup> The parties are expected to comply with all applicable income tax, reporting, and withholding laws. Any dispute regarding taxation, reporting, or withholding will not be handled by OHR. The parties may wish to consult tax professionals.

<sup>18</sup> This matter is already on appeal. If affirmed, post-judgment interest is to be awarded, and the parties are encouraged to calculate such award through mutual cooperation. See *Burke v. Groover*, 26 A.3d 292 (D.C. 2011).

**CERTIFICATE OF SERVICE**

The undersigned hereby certifies that on 8/19/19 (date), I  
caused **Final Order on Damages, Adopting in Part and Modifying in Part, the IHE's Third  
Proposed Decision and Order** to be served on the following individuals via email  
\_\_\_\_\_ (method of delivery):

Anita Schofield

2-534(a)(2)

*Complainant*

Teresa Quon Hyden  
Assistant General Counsel  
Office of the General Counsel  
Metropolitan Police Department  
Teresa.Quon@dc.gov  
*Counsel for Respondent*

Toya Carmichael  
Administrative Law Judge  
Toya.Carmichael2@dc.gov  
*Independent Hearing Examiner*

OHR Office of the General Counsel  
Ohr.ogc@dc.gov

Deidra Precia  
Name

Deidra Precia  
Signature

# Request for Taxpayer Identification Number and Certification

Give Form to the  
 requester. Do not  
 send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
 See Specific Instructions on page 3.

|  |   |
|--|---|
| 1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.<br><i>Arita L. Schofield</i>   |   |
| 2 Business name/disregarded entity name, if different from above   |   |
| 3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.<br><input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC<br><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____<br><small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small><br><input type="checkbox"/> Other (see instructions) ▶ _____<br><input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):<br>Exempt payee code (if any) _____<br>Exemption from FATCA reporting code (if any) _____<br><small>(Applies to accounts maintained outside the U.S.)</small> |
| 5 Address (number, street, and apt. or suite no.) See instructions.<br><i>2-534(a)(2)</i>  | Requester's name and address (optional)   |
| 6 _____  | Requester's name and address (optional)   |
| 7 List account number(s) here (optional)   |   |

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Notes:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

|                                |
|--------------------------------|
| Social security number         |
| <i>2-534(a)(2)</i>             |
| or                             |
| Employer identification number |
| -                              |

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

|                  |  |                        |
|------------------|--|------------------------|
| <b>Sign Here</b> | Signature of U.S. person ▶ <i>Arita L. Schofield</i> | Date ▶ <i>12-15-20</i> |
|------------------|--|------------------------|

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**OFFICE OF RISK MANAGEMENT**



**Jed Ross**  
**Chief Risk Officer**

**Payment Request to Agency for payment under \$10,000**  
**OR**  
**Settlements and Judgments Fund**

\$ \_\_\_\_\_ Amount Payable by Agency

**\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) Amount Payable by Settlements and Judgments Fund

Checks Payable to: Anita Schofield

Address: 2-534(a)(2)

City: 2-534(a)(2)

Agency CFO: \_\_\_\_\_ EMPLOYEE: \_\_\_\_\_

Claim ID Number: EP-20-006056 Type of Claim: PD:  BI:  Other:

|                       | Name               | Date            |
|-----------------------|--------------------|-----------------|
| Request Submitted By: | <i>Peter Clark</i> | January 4, 2021 |
| Responsible Agency:   | _____              |                 |
| Submitted to OFRM:    | _____              |                 |
| Supervisor Signature: | <i>Peter Clark</i> | January 4, 2021 |

Loss Date: 12/9/2011 Location: Metropolitan Police Department

Description: Ms. Schofield filed a discrimination complaint with the Office of Human Rights (OHR). OHR sustained a DCFMLA violation and awarded damages finding that, but for MPD's DCFLMA violation, Ms. Schofield's term position would have been renewed though her mandatory retirement age of 64.

Superior Court upheld OHR's damages award of \$417,723.36, consisting of \$166,007.58 for lost wages, annual leave, and sick leave; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68 (under D.C. Code § 32-509(6)(B)(6)(ii)). Current payment request is for prejudgment interest and liquidated damages only (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) = **\$246,715.78**

**RISK MANAGEMENT FOR SETTLEMENTS AND JUDGMENTS**

*In addition to any other authority to pay claims and judgments, and department, agency or instrumentality of the District government may pay the settlement or judgment of a claim or lawsuit in an amount less than \$10,000, in accordance with the Risk Management for Settlements and Judgments Amendment Act of 2000, effective October 19, 2000. (D.C. Law 13-72; D.C. Official Code sec. 2-402) D.C. Official Code sec. 2-402, in turn, requires agencies to make such payments, unless the Mayor waives the requirement for good cause shown.*





**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
Office of Risk Management



Jed Ross  
Chief Risk Officer

**MEMORANDUM**

**To:** Shilonda Wiggins, Agency Fiscal Officer  
SSD/Finance Section  
Office of the Attorney General

**From:** Peter Clark, Assistant Deputy General Counsel  
Tort Liability Program Administrator  
Office of Risk Management *Peter Clark*

**Date:** January 4, 2021

**Subject:** Settlements & Judgments Fund (ZHO)  
Payment Request

---

Attached is the certified S & J Fund check issuance request. Please issue payment as per the attached report and supporting documentation. The payment total **\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68). Should you need supporting documentation for other items listed but not included, contact Peter Clark at (202) 727-5686.

Received by: \_\_\_\_\_

Time: \_\_\_\_\_

Delivered by: \_\_\_\_\_

---

441 4<sup>th</sup> Street, NW, Suite 800S, Washington, D.C. 20001  
(202) 727-8600 - Main (202) 727-8319 - Fax  
Website: [orm.dc.gov](http://orm.dc.gov)



**From:** Peter Clark  
**Sent:** Mon, 4 Jan 2021 15:33:29 +0000  
**To:** oagdvpaymentrequest@dc.gov;Shilonda.Wiggins@dc.gov;Treshawn.Brown@dc.gov  
**Cc:** Peter.Clark@dc.gov;lana.craven@dc.gov;Ross, Jed (ORM);Yeung, Sam (ORM);Krainak, Michael (EOM);charles.barbera@dc.gov  
**Subject:** ORM Tort Liability Division - Request for Payment  
**Attachments:** Schofield Judgment.Orders .pdf, Schofield W-9 - Dec 15 2020 - 6-28 PM.pdf, Payment Request EP-20-006056 .pdf, Memo to OFRM.pdf  
**Importance:** High

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to phishing@dc.gov for additional analysis by OCTO Security Operations Center (SOC).

Name of Claimant: Schofield, Anita  
Date & Time of Loss: 12/9/2011  
Location of Loss:

2-534(a)(2)

Description of Loss:



2-534(a)(2)

Agency  
Claim  
Number: EP-20-006056

Office of Risk Management Tort Liability Division  
Request for Payment

**PRIVILEGED & CONFIDENTIAL**

Dear Agency Fiscal Officer:

Please find our FORMAL request to issue payment for the above-captioned claim.

*Please see attached pdf files for your reference. Please contact the below program analyst for additional information.*

Sincerely,

Office of Risk Management Tort Liability Division

Lana Craven  
Tort Liability Program Analyst  
DCORM Tort Liability Division  
(202) 727-9413 / [lane.craven@dc.gov](mailto:lane.craven@dc.gov)

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**IN THE SUPERIOR COURT OF THE DISTRICT OF COLUMBIA CIVIL DIVISION**


DISTRICT OF COLUMBIA :  
OFFICE OF HUMAN RIGHTS :  
v. :  
DISTRICT OF COLUMBIA :  
METROPOLITAN POLICE :  
DEPARTMENT :

Case No. 2020 CA 003727 2

**ORDER AND JUDGMENT**

On consideration of the District of Columbia Office of Human Rights' Motion for Entry of Judgment, and for the reasons stated on the record at the September 29, 2020 hearing, the Court orders that:

1. The Motion is granted.
2. Judgment for \$417,723.36 is entered against the District of Columbia Metropolitan Police Department on behalf of Anita Schofield.



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Anthony C. Epstein  
Judge

Date: September 29, 2020

Copies electronically to all parties



**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA  
CIVIL DIVISION**

DISTRICT OF COLUMBIA : Case Number: 2017 CA 004064 P(MPA)  
METROPOLITAN POLICE DEPARTMENT :

v. : Judge: Florence Y. Pan

DISTRICT OF COLUMBIA OFFICE :  
OF HUMAN RIGHTS :

**ORDER**

This matter comes before the Court on petitioner District of Columbia Metropolitan Police Department’s Petition for Review (“MPD Pet.”), filed on June 12, 2017; petitioner’s Brief in Support (“MPD Brief”), filed on December 16, 2019; respondent District of Columbia Office of Human Right’s Response Brief (“OHR Resp.”), filed on January 30, 2020; and Intervenor Anita Schofield’s Response Brief (“Intervenor Resp.”), filed on January 30, 2020. The Court has considered the papers, the relevant law, and the entire agency record. For the following reasons, the Petition for Review is denied.

**FACTUAL BACKGROUND**

Anita Schofield was hired as a Senior Police Officer (“SPO”) at the D.C. Metropolitan Police Department (“MPD”) on August 22, 2005, after retiring as an MPD Detective with 25 years of service. *See* Administrative Record (“A.R.”) at 155 (Proposed Decision and Order), 388-89; *see also id.* at 2 (Final Order on the merits) (adopting findings of fact in the Proposed Decision and Order). As an SPO, Ms. Schofield was assigned to work in the Court Property Office of the Evidence Control Branch, where she sorted evidence and transported evidence from MPD’s property office to local courts. *See id.* at 256.

On July 13, 2011, Ms. Schofield’s physician told her that she needed hip replacement surgery as soon as possible to address pain caused by arthritis. *See id.* at 158. On July 14 or 15,

2011, Ms. Schofield called her supervising Lieutenant at MPD, told him that she planned to have surgery on July 18, and informed him that she would need to miss two weeks of work. *See id.* On the call, the Lieutenant did not tell Ms. Schofield that she needed to complete paperwork related to her leave; but on July 18, 2011, he requested that she go to the office to fill out paperwork. *See id.* Ms. Schofield was unable to do so because her surgery was scheduled for that day. *See id.*<sup>1</sup>

Ms. Schofield received a medical certification and D.C. Family and Medical Leave Act (“DCFMLA”) paperwork from her physician on July 11, 2011, which she submitted to MPD no later than August 11, 2011, along with a signed request for DCFMLA leave. *See id.* at 159. On August 11, 2011, MPD sent two sergeants to Ms. Schofield’s home to take her service weapon. *See id.* Ms. Schofield was also given written notice that she was entitled to 16 weeks of DCFMLA leave, that her job would not be affected until she exhausted this leave, and that she needed to submit certain DCFMLA forms. *See id.* Ms. Schofield submitted an updated medical certification form to MPD between August 11 and September 1, 2011. *See id.*

Ms. Schofield returned to work on September 26, 2011. *See id.* Although she was officially placed on light-duty status and was not permitted to carry a weapon, she resumed her normal duties. *See id.* MPD did not respond to Ms. Schofield’s DCFMLA request until October of 2011, when it sent her a memorandum dated September 13, 2011, denying her request as untimely. *See id.* at 159-60. On November 23, 2011, MPD told Ms. Schofield that she needed to submit additional DCFMLA forms by November 25, 2011. *See id.* Ms. Schofield submitted the requested paperwork on November 25, 2011. *See id.* That same day, MPD informed Ms.

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<sup>1</sup> Although petitioner MPD disputes these facts, *see* MPD Brief at 2, the Court relies on the facts found by OHR Chief Administrative Law Judge David C. Simmons and Administrative Law Judge Toya Carmichael. *See* A.R. at 158-60, 750-53. These facts, though disputed, do not affect the outcome of the instant appeal.

Schofield that it would be placing her on sick leave effective November 28, 2011, and terminating her at the end of her leave on December 9, 2011. *See id.*

### **PROCEDURAL HISTORY**

On July 3, 2012, Ms. Schofield filed a discrimination complaint with the D.C. Office of Human Rights (“OHR”), asserting that MPD had violated her rights under the DCFMLA, the Americans with Disabilities Act, and the D.C. Human Rights Act (“DCHRA”). *See A.R.* at 155. OHR investigated the complaint, and issued a Letter of Determination on December 23, 2013, finding probable cause on all three allegations. *See id.* Ms. Schofield and MPD elected to have the case resolved by a summary determination. *See id.* at 156. On April 30, 2014, the case was forwarded to OHR Chief Administrative Law Judge David C. Simmons (“CALJ Simmons”), who reviewed the administrative record and made a recommendation for a final decision. *See id.*

CALJ Simmons issued a Proposed Decision and Order on February 15, 2017, finding that MPD interfered with Ms. Schofield’s DCFMLA rights by failing to timely inform her of her right to DCMLA leave, and then denying her leave request. *See id.* at 155-173. CALJ Simmons also found that MPD retaliated against Ms. Schofield when it notified her that she would be terminated on the same day that she attempted to exercise her DCFMLA rights. *See id.* CALJ Simmons did not find that MPD discriminated against Ms. Schofield because of a disability. *See id.* Ms. Schofield filed Exceptions to the Proposed Decision and Order on March 15, 2017, and an addendum thereto on March 15, 2017. *See id.* at 180-188.

On May 12, 2017, OHR issued a Final Order on the merits of Ms. Schofield’s claims. *See id.* at 1-7. OHR adopted CALJ Simmons’s Proposed Decision and Order, except for CALJ Simmons’s discussion and conclusion with respect to Ms. Schofield’s discrimination claim. *See id.* at 6. OHR found that Ms. Schofield met her burden to prove that MPD engaged in disability

discrimination by terminating her, instead of providing a reasonable accommodation for her disability of arthritis and a hip replacement. *See id.* OHR further ordered Ms. Schofield and MPD to file calculations of Ms. Schofield's damages. *See id.*

On June 12, 2017, MPD filed the instant Petition for Review of the Final Order. *See* MPD Pet. On September 9, 2017, Ms. Schofield filed a Notice of Intervention. On September 26, 2017, the parties jointly requested a stay of the instant proceedings until OHR issued a final decision on damages. The Court granted that request on September 29, 2017. *See* Order, dated September 29, 2017.

Ms. Schofield filed her damage calculations with OHR on June 12, 2017; and MPD filed its calculations on June 30, 2017. *See* A.R. at 8-34, 75-153. On February 1, 2018, CALJ Simmons's issued an initial Proposed Order on Damages, which recommended that Ms. Schofield recover for her DCFMLA claims (1) \$19,219.68 for lost wages from December 10, 2011 (the day after she was terminated), to March 31, 2012 (the end of her contract with MPD); (2) \$4,114.99 for the cash equivalent of annual leave that she would have accumulated before the end of her contract if she had not been terminated; and (3) \$25,232.91 in liquidated damages, for a total of \$50,465.82. *See id.* at 1075-98. CALJ Simmons found that Ms. Schofield failed to mitigate her damages by conducting a reasonably diligent search for substantially similar employment after her termination. *See id.* at 1086-87. Thus, CALJ Simmons determined that the appropriate period for calculating Ms. Schofield's damages was from December 10, 2011, to March 31, 2012, and not through March 26, 2014, the date of her mandatory retirement. *See id.*

On April 19, 2018, OHR remanded the case to CALJ Simmons for additional briefing and findings on Ms. Schofield's efforts to mitigate her damages. *See id.* at 1048-51. Ms. Schofield submitted evidence of her mitigation efforts on May 4, 2018. *See id.* at 1042-47.

CALJ Simmons issued a Second Proposed Order on Damages on June 26, 2018, finding that Ms. Schofield successfully mitigated her damages, and noting that MPD had not presented any contrary evidence. *See id.* at 1017-31. Accordingly, CALJ Simmons found that Ms. Schofield was entitled to “lost wages from April 1, 2012[,] until March 26, 2014, plus the value of her annual leave and interest (at 4% per annum) thereon;” as well as “lost wages from December 9, 2011[,] to March 31, 2012, interest thereon (at 4% per annum), plus liquidated damages equal to that entire amount” and 50% of her lost wages from December 9, 2011, to March 26, 2014, as compensation for her pain and suffering. *See id.* at 1028-29. Because CALJ Simmons was unable to calculate the monetary value of these damages based on the evidence in the record, he further found that Ms. Schofield should be required to produce a “worksheet” calculating her damages in accordance with his findings. *See id.*

On July 11, 2018, OHR learned that MPD had never received the first Proposed Order on Damages, OHR’s remand order from April 19, 2018, Ms. Schofield’s evidence of her mitigation efforts, and the Second Proposed Order on Damages. *See A.R.* at 1015-16. Accordingly, OHR sent the missing documents to MPD, and remanded the case back to CALJ Simmons. *See id.* On August 6, 2018, CALJ Simmons set a new briefing schedule to allow the parties to fully address Ms. Schofield’s damages. *See id.* at 1006-09. MPD filed a new brief on damages on September 20, 2018, and Ms. Schofield filed her response on October 25, 2018. *See id.* at 774-988.

On April 5, 2019, the case was transferred from CALJ Simmons to Administrative Law Judge Toya Carmichael (“ALJ Carmichael”). *See id.* at 713. On May 10, 2019, ALJ Carmichael issued a Third Proposed Order on Damages. *See id.* at 744-73. ALJ Carmichael concluded that (1) the time frame for calculating Ms. Schofield’s damages should be from December 10, 2011

(the day after she was fired), to March 31, 2012 (the end of her contract), because the evidence did not support a finding that her contract would be renewed; (2) Ms. Schofield properly mitigated her damages; (3) Ms. Schofield is entitled to damages of \$57,374.30 under the DCFMLA; and (4) Ms. Schofield is not entitled to any damages under the DCHRA. *See id.* at 771. Ms. Schofield submitted her exceptions to the Third Proposed Order on Damages on May 30, 2019; MPD did not submit any exceptions. *See id.* at 720-743.

OHR issued a Final Order on Damages on August 19, 2019, adopting in part ALJ Carmichael's Third Proposed Order on Damages. *See id.* at 710-19. OHR adopted ALJ Carmichael's findings of fact, as well as her determinations that Ms. Schofield mitigated her damages and is not entitled to damages under the DCHRA. *See id.* at 710, 714-15, 718. OHR, however, found that the proper period for calculating Ms. Schofield's damages is from the day after she was fired to the date of her mandatory retirement -- December 10, 2011, to March 26, 2014. *See id.* at 713-714. Accordingly, OHR found that Ms. Schofield was entitled to damages under the DCFMLA totaling \$417,723.36, and consisting of \$166,007.58 for lost wages, annual leave, and sick time; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68. *See id.* at 716-18.

#### **APPLICABLE LAW**

When reviewing a decision from an administrative agency, there is a "presumption of correctness of the agency's decision" and the burden is placed on the petitioner to demonstrate agency error. *See Cooper v. District of Columbia Dep't of Emp't Servs.*, 588 A.2d 1172, 1174 (D.C. 1991); *see also* D.C. Code § 2-510(a) (authorizing judicial review of D.C. agency decisions); 4 DCMR § 1625.14 ("A party may appeal the final decision of OHR to the Superior Court of the District of Columbia"). The Court "must affirm OHR's action if it is supported by



substantial evidence and otherwise in accordance with law.” *See D.C. Dep’t of Pub. Works v. D.C. Office of Human Rights*, 195 A.3d 483, 490 (D.C. 2018). “Substantial evidence is relevant evidence that a reasonable mind might accept as adequate to support a conclusion.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490. “The corollary of this proposition, however, is that we are not obliged to stand aside and affirm an administrative determination which reflects a misconception of the relevant law or a faulty application of the law.” *See Zenian v. D.C. Office of Employee Appeals*, 598 A.2d 1161, 1166 (D.C. 1991). The Court “will disturb the administrative finding . . . only if the record compels a contrary conclusion, meaning that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490.

#### ANALYSIS

The issue before the Court is narrow: MPD argues that the Final Order on Damages should be reversed because the time period OHR used to calculate Ms. Schofield’s damages is incorrect and unsupported by the record. *See generally* MPD Brief. OHR and Ms. Schofield respond that OHR’s determination on damages is supported by substantial evidence. *See generally* OHR Resp.; Intervenor Resp. The Court finds that MPD has not met its burden to show agency error.

An employer that has violated the DCFMLA is required to pay the affected employee “[a]ny wages, salary, employment benefits, or other compensation denied or lost to the employee due to the violation plus interest.” *See* D.C. Code § 32-509(b)(6). The employer must also pay “[a]n amount equal to the greater of:” the employee’s denied or lost wages, salary, benefits, and other compensation; or “[c]onsequential damages not to exceed an amount equal to 3 times” the amount of lost or denied compensation “plus any medical expenses not covered by the health

insurance of the employee.” *See id.* Generally, a party must establish damages to a reasonable certainty. *See Magdalene Campbell & Fort Lincoln Civic Ass’n v. Fort Lincoln New Town Corp.*, 55 A.3d 379, 387 (D.C. 2012) (“[a party] must establish both the fact of damages and the amount of damages with reasonable certainty. . . . [W]hat is required is some evidence which allows the trier of fact to make a reasoned judgment”) (internal citations omitted).

OHR determined that Ms. Schofield is entitled to back pay for the period from December 10, 2011, to March 26, 2014 – *i.e.*, from the day after she was fired until the date of her mandatory retirement. *See* A.R. at 713-714. OHR found that MPD’s custom and practice of regularly renewing Ms. Schofield’s contract shows that Ms. Schofield had a reasonable expectation of having her contract renewed until March of 2014. *See id.* at 714 (citing *Howard v. Best*, 484 A.2d 958, 974 (D.C. 1984) (“custom and practice are relevant in the absence of an explicit [contract] provision” to determine whether an employee’s contract would be renewed)).

OHR relied on evidence that Ms. Schofield’s contract had been renewed yearly since 2005, and that she resumed the normal duties of her position when she returned to work after her surgery. *See id.* Because Ms. Schofield met her burden to show that her termination was discriminatory, OHR held that “any refusal, albeit ‘discretionary,’ to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate” Ms. Schofield’s recovery. *See id.*

OHR’s findings are supported by substantial evidence in the record. There is no dispute that Ms. Schofield’s contract was renewed annually from 2005 to 2011. *See* MPD Brief at 2; OHR Resp. at 7; A.R. at 750. The record also reflects that Ms. Schofield, her direct supervisor, her commanding officer, and other MPD employees all stated that Ms. Schofield returned to work and completed her normal duties following her surgery. *See* A.R. at 263 (Statement of



Lieutenant Derek Gray), 266 (Statement of Nathan Sims, MPD Evidence Control Branch Inspector), 270 (Statement of Diana Hains, MPD Human Resources Director), 273 (Statement of Leeann Turner, MPD Corporate Support Bureau Executive Director). Although she was officially on limited-duty status upon her return, Ms. Schofield explained that this only impacted her ability to carry a firearm. *See id.* at 723.

MPD argues that the record shows that Ms. Schofield would not have met the physical requirements necessary for her contract to be renewed. *See* MPD Brief at 9-13. MPD relies on the physical standards set forth in the Updated 2011 Medical Guidelines of the Police and Fire Clinic (“the Guidelines”). *See* MPD Brief at 9 (citing 6A DCMR § 106.4; A.R. 821); *see also* A.R. at 819-41 (Guidelines). The Guidelines classify Ms. Schofield’s conditions of arthritis and a hip replacement as conditions that “could preclude” Ms. Schofield from performing the essential functions of a police officer. *See* A.R. at 819-41. But the Guidelines are not “strict standards,” nor are they “so excessively stringent as to needlessly prevent . . . an Incumbent from continuing as an active Police Officer” without an individualized assessment of the officer’s condition. *See id.* at 820. MPD fails to address Ms. Schofield’s ability to work in her specific assignment, as an SPO in the courthouse evidence control room, or the evidence in the record that she successfully performed her duties after returning to work after the surgery. *See generally* MPD Brief. Nor has MPD provided any evidence that Ms. Schofield was assessed according to the Guidelines and found unfit for duty as a SPO. *See generally id.*; *see also* Intervenor Resp. at 4; OHR Resp. at 10; A.R. at 820 (Guidelines are “intended to permit and foster the individualized assessment of each individual”). Accordingly, the Guidelines do not contradict OHR’s finding that Ms. Schofield could have reasonably expected her contract to be renewed for two more years, until her mandatory retirement.

The record evidence on Ms. Schofield's health also reasonably supports OHR's decision. Ms. Schofield's own physician expected her to make a full recovery as early as January 2012, and no later than April 2012. *See* A.R. at 985. When Ms. Schofield visited the D.C. Police and Fire Clinic on November 22, 2011, the physician's assessment of Ms. Schofield was that her condition was "improved." *See id.* at 986. The physician noted that although Ms. Schofield had "difficulty with going up the stairs" and was "unable to squat" at that time, she had "no new complaint," and her "hip pain has continued to improve." *See id.* Thus, neither the Guidelines nor evidence of Ms. Schofield's health show that "that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole." *See D.C. Dep't of Pub. Works*, 195 A.3d at 490.

Given the substantial evidence in the record supporting OHR's conclusion, the Court affirms OHR's finding that Ms. Schofield is entitled to back pay and other relevant damages for the period of December 10, 2011, to March 26, 2014.

Accordingly, this 30<sup>th</sup> day of March, 2020, it is hereby

**ORDERED** that the Petition for Review of Agency Decision is **DENIED**; and it is further

**ORDERED** that all future events scheduled in this matter are vacated, and the case is closed.

**SO ORDERED.**



Judge Florence Y. Pan  
Superior Court of the District of Columbia

Copies to:

Andrea G. Comentale, Esq.  
Joseph Mokodean, Esq.  
*Counsel for Petitioner MPD*

Christopher Sousa, Esq.  
*Counsel for Respondent OHR*

Anita Schofield

2-534(a)(2)

*Intervenor, Pro Se*

8/19/19

**DISTRICT OF COLUMBIA  
OFFICE OF HUMAN RIGHTS**

-----  
ANITA SCHOFIELD, )  
)  
Complainant, )  
)  
v. )  
)  
D.C. GOV'T METROPOLITAN )  
POLICE DEPARTMENT, )  
)  
Respondent. )  
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OHR Docket No.: 12-252-DC(CN)  
EEOC No.: 10C-2012-00245  
Toya Carmichael, ALJ  
Sitting as Independent Hearing  
Examiner

**THE OFFICE OF HUMAN RIGHTS' FINAL ORDER ON DAMAGES,  
ADOPTING IN PART AND MODIFYING IN PART, THE INDEPENDENT HEARING  
EXAMINER'S THIRD PROPOSED DECISION AND ORDER ON DAMAGES**

The D.C. Office of Human Rights (OHR) has completed its review of Administrative Law Judge (ALJ) Carmichael's Third Proposed Decision and Order on Damages, dated May 10, 2019, submitted to the Director's attention pursuant to 4 DCMR §§ 119.1 and 1624.1. On May 30, 2019, Complainant submitted her Exceptions to Third Proposed Decision and Order Regarding Damages ("Compl.'s Exceptions"). Respondent did not submit any exceptions. Pursuant to 4 DCMR §§ 120.1-.3 and 1625.1-.3, OHR hereby issues its Final Order on Damages as follows:

**PROCEDURAL BACKGROUND**

On July 3, 2012, Anita Schofield ("Ms. Schofield" or "Complainant"), a former senior police officer ("SPO") at the Metropolitan Police Department ("MPD" or "Respondent"), filed a complaint with OHR. In it, she asserted that MPD (1) interfered with her rights under the District of Columbia Family Medical Leave Act ("DCFMLA") and the Family Medical Leave Act ("FMLA")<sup>1</sup>; (2) retaliated against her for asserting her DFMLA rights; and (3) discriminated against her on the basis of disability in violation of the Americans with Disabilities Act ("ADA") and the District of Columbia Human Rights Act ("DCHRA"). (Compl.'s Charge (July 3, 2012)). OHR investigated Complainant's allegations and found probable cause on all three claims. (Letter of Determination (Dec. 24, 2013) ["LOD"] at 23). On April 30, 2014, the matter was assigned to Chief Administrative Law Judge (CALJ) David C. Simmons of the D.C. Commission on Human Rights ("Commission") to sit as an Independent Hearing Examiner (IHE).

On April 14, 2015, the parties agreed to forfeit their rights to an administrative hearing and to resolve all claims through a summary determination proceeding. In cases against the government,

<sup>1</sup> OHR does not enforce the federal FMLA. Complainant's claims in relation to FMLA will not be discussed.

“[a]fter the probable cause determination and failure of the conciliation efforts, the Director may make a summary determination *on the merits* of a complaint based solely upon information in the complaint file.” 4 DCMR § 115.1 (emphasis added).<sup>2</sup> CALJ Simmons issued a Proposed Decision and Order recommending that the Director find on the merits in favor of Complainant with respect to her DCFMLA interference and retaliation claims. (Proposed Decision and Order (Feb. 15, 2017) [“PDO”]). As authorized by regulation, *see* 4 DCMR § 119.3, Complainant filed exceptions to the PDO on March 10, 2017, and added an addendum thereto on March 15, 2017.

On May 11, 2017, OHR issued a final order on the merits of Complainant’s claim. (Final Order Adopting in Part, and Modifying in Part, the Hearing Examiner’s Proposed Decision and Order (May 11, 2017) [“FO”]). In addition to adopting CALJ Simmons’ finding that Complainant succeeded on both of her DCFMLA claims, OHR also determined that Complainant succeeded on her DCHRA claim of illegal termination based on disability. (FO at 2-5). OHR ordered Complainant to provide information regarding her alternative employment, if any; her MPD salary; her filing costs, if applicable; and her additional medical expenses, if applicable. (FO at 6). Finally, OHR ordered MPD to submit its estimation of Complainant’s damages no later than 30 days following the date of the FO. (*Id.*).

On June 12, 2017, Complainant filed her damage calculations. (Complainant’s Damages and Calculation (June 12, 2017) [“Schofield’s Damages Calculations”]). The same day, MPD petitioned the Superior Court of the District of Columbia (“D.C. Superior Court”) to review OHR’s FO. (Response of the Metropolitan Police Department from Order Requiring a Response at Ex. A (June 30, 2017) [“MPD Response”]). Thereafter, on June 30, 2017, MPD filed its damages calculation. (MPD Response). On September 25, 2017, the parties jointly filed a motion in D.C. Superior Court to stay the proceedings pending the issuance of a final decision from OHR calculating damages. (Joint Motion to Stay Proceedings (Sept. 25, 2017)). Four days later, the D.C. Superior Court granted the parties’ joint motion to stay. (Order Granting Joint Motion to Stay Proceedings (Sept. 29, 2017)).

On February 1, 2018, CALJ Simmons issued a Proposed Decision and Order on Complainant’s Damages. (Proposed Decision and Order on Complainant’s Damages (Feb. 1, 2018) [“First Proposed Damages Order”]). He recommended the Director of OHR find that Complainant was entitled to recover her lost wages from December 10, 2011, to March 31, 2012, amounting to \$19,219.68;<sup>3</sup> the cash equivalent of annual leave she would have accumulated between December

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<sup>2</sup> Thus, at the summary determination stage, the OHR Director must determine whether the complainant has proven the claim by a preponderance of the evidence, in accordance with the Title VII burden-shifting analysis articulated in *McDonnell Douglas Corp. v. Green*, 411 U.S. 792 (1973). *See District of Columbia Housing Authority v. District of Columbia Office of Human Rights, et al.*, 881 A.2d 600, 614-16 (D.C. 2005) (finding that OHR’s summary determination on the merits of the claim was supported by substantial evidence because the OHR Director appropriately found, by a preponderance of the evidence, that respondent’s explanations for the adverse employment action were pretext for discrimination.). “A ‘preponderance of the evidence’ standard simply requires the fact finder to believe that the existence of the contested fact is more ‘plausible’ than its nonexistence.” *In re Dortch*, 860 A.2d 346, 358 (D.C. 2004). “[T]his burden cannot be successfully carried by speculation.” *Myrick v. Nat’l Sav. & Trust Co.*, 268 A.2d 526, 527 (D.C. 1970).

<sup>3</sup> MPD calculated Complainant’s backpay in its June 30, 2017, response based on wages across nine pay periods. *See* MPD Response at 10.

10, 2011, and March 31, 2012, amounting to \$4,114.99 as of June 30, 2017; and liquidated damages equal to \$25,232.91, the sum of her lost wages, annual leave, and interest. Accordingly, Complainant's total damages on her DCFMLA claims were \$50,465.82. (First Proposed Damages Order at 17). CALJ Simmons suggested the Director of OHR limit Complainant's recovery, in pertinent part, because (1) she failed to produce evidence of her efforts to mitigate her damages, (*see id.* at 12-13); and (2) her annual contract was not subject to automatic renewal. (*Id.* at 13-15). He also respectfully requested that the Director reconsider her ruling that Respondent's actions amounted to disability discrimination under the DCHRA. (*Id.* at 17-20).

On April 19, 2018, the Director remanded the case to CALJ Simmons to determine Complainant's mitigation efforts, because the parties had not had a meaningful opportunity to present evidence on that issue. (Order Remanding Matter to Independent Hearing Examiner (Apr. 19, 2018) at 1 ["First Remand Order"]).<sup>4</sup> The Director also reaffirmed her finding that MPD violated Complainant's rights under the DCHRA. (*Id.* at 2). On May 4, 2018, Complainant submitted evidence of her mitigation efforts. (Compl. Statement Regarding Her Efforts to Mitigate Her Damages (May 4, 2018) ["Mitigation Efforts"]).

On June 26, 2018, CALJ Simmons issued a Second Proposed Damages Order, finding Complainant successfully mitigated her damages and noting that Respondent did not present any contrary evidence.<sup>5</sup> (Second Proposed Decision and Order on Complainant's Damages (June 26, 2018) at 4-5 ["Second Proposed Damages Order"]). CALJ Simmons also concluded that Complainant was "entitled to the full extent of her [DCFMLA] back-pay award," until March 26, 2014 (the day of Complainant's mandatory retirement). (Second Proposed Damages Order at 5-6). However, CALJ Simmons held Complainant was not entitled to liquidated damages, concluding that MPD was entitled to a good-faith reduction for reasonably believing Complainant's employment contract would not have been renewed automatically from March 31, 2012 (the last day of her 2011-12 contract) through March 26, 2014 (the date she would have been subject to mandatory retirement). (*Id.* at 6-7). As for backpay under the DCHRA, CALJ Simmons found Complainant could not receive such an award because it would amount to double recovery since she already was entitled to backpay under the DCFMLA. (*Id.* at 7). Finally, regarding compensatory damages under the DCHRA, CALJ Simmons found Complainant was entitled to half of what she would have earned between December 9, 2011 (the date of her unlawful termination) and March 26, 2014 (the date of mandatory retirement). (*Id.* at 7-8).

On July 11, 2018, OHR became aware that MPD had neither received nor been given an opportunity to respond to the following documents: First Proposed Damages Order (Feb. 2, 2018), Complainant's Exceptions to the First Proposed Damages Order (Feb. 22, 2018), OHR's First Remand Order (Apr. 19, 2018), Complainant's Mitigation Efforts (May 4, 2018), and Second Proposed Damages Order (June 26, 2018). That same day, OHR remanded the case back to CALJ Simmons and sent the above documents to Complainant and MPD. (Order Remanding Matter to

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<sup>4</sup> On February 22, 2018, Complainant submitted Exceptions to Judge Simmons' First Proposed Damages Order in which she asserted she was unaware of her need to produce evidence of her mitigation efforts.

<sup>5</sup> However, as explained more fully below, the reason MPD did not present any other evidence is because OHR had inadvertently stopped serving the correct counsel for Respondent, beginning in February 2018.

Independent Hearing Examiner (July 16, 2018) [“Second Remand Order”] at 1; Order Setting Briefing Schedule at 2 (Aug. 6, 2018) [“Briefing Schedule”]).

On July 26, 2018, CALJ Simmons held a status conference with the parties to determine how to proceed. (Briefing Schedule at 1). During the conference, CALJ Simmons determined MPD needed an opportunity to respond to the following issues: (1) whether Complainant was entitled to damages under the DCFMLA including annual leave from December 11, 2011 through March 26, 2014, with 4% interest; (2) whether Complainant’s sick leave should be included in her DCFMLA award calculation; (3) whether Complainant was entitled to liquidated damages under the DCFMLA from April 1, 2012 through March 26, 2014; (4) whether Complainant was entitled to compensatory damages for her DCHRA disability discrimination claim, calculated at 50% of the wages benefits should would have received between December 9, 2011 and March 26, 2014; and (5) whether Complainant had successfully attempted to mitigate her damages. (Briefing Schedule at 2-3). On September 20, 2018, MPD filed its brief based on the Briefing Schedule. (Respondent Metropolitan Police Department’s Brief Regarding Unaddressed Issues (Sept. 20, 2018) [“MPD Brief”]). On October 25, 2018, Complainant filed her response to the MPD Brief. (Complainant’s Reply to Respondent’s Brief on Unaddressed Issues (Oct. 25, 2018) [“Schofield Brief”]).

### **MODIFICATION, IN PART, OF IHE’S THIRD PROPOSED DECISION AND ORDER**

#### ALJ Carmichael’s Third Proposed Order on Damages

On April 5, 2019, this case was transferred to ALJ Carmichael. On May 10, 2019, ALJ Carmichael submitted the Third Proposed Decision and Order on Complainant’s Damages (“Third Proposed Decision and Order”), and the parties were given 20 days to submit exceptions. On May 30, 2019, Complainant submitted her Exceptions to the Third Proposed Decision and Order On Damages (“Compl.’s Exceptions”). Respondent did not submit any exceptions.

ALJ Carmichael’s Third Proposed Decision and Order concluded the following: (1) the proper time-frames for calculating Complainant’s damages are from December 10, 2011 to March 31, 2012, for back pay, annual leave, and sick leave, and December 10, 2011, through June 26, 2018, for interest; (2) Complainant adequately mitigated her damages; (3) Complainant is entitled to damages amounting to \$57,374.30 under the DCFMLA; and (4) Complainant is not entitled to any additional damages under the DCHRA. (Third Proposed Decision and Order at 27). The instant Order adopts in part and modifies in part ALJ Carmichael’s proposed findings of fact and conclusions of law.

#### Findings of Fact

OHR adopts ALJ Carmichael’s findings of fact. (Third Proposed Decision and Order at 6-9).

#### Wage and Benefits Recovery Period

OHR modifies ALJ Carmichael’s recommendation with respect to the proper time period for calculation of damages. Although ALJ Carmichael recommended that the recovery period be

confined to a roughly three-month period, between December 10, 2011 (the day after Complainant's termination), until March 31, 2012 (the end of Complainant's term appointment),<sup>6</sup> OHR finds that Complainant's proper wage and benefits (sick and annual leave) recovery period is from December 10, 2011, to March 26, 2014 (the date when Complainant would have been mandatorily retire), as explained more fully below.<sup>7</sup>

In the absence of explicit language, courts may use custom and practice to determine whether an employee had a reasonable expectation of continued employment. *See generally Howard Univ. v. Best*, 484 A.2d 958, 974 (D.C. 1984). Complainant's yearly contract had been renewed at the discretion of the Chief of Police without challenge or controversy each year since 2005 (MPD Response at 6), thereby creating a reasonable expectation that Complainant's contract would be renewed again. Complainant returned to work on September 26, 2011. (LOD at 4). Although she had requested to work on limited duty status, Complainant had actually resumed the normal duties of her position that she had been performing before taking leave. (*Id.*)<sup>8</sup> OHR previously found, on the merits, that Complainant had met her burden to prove, by a preponderance of the evidence, that Respondent's asserted reason for her termination was pretext for disability discrimination. (FO at 5). Thus, any refusal, albeit "discretionary," to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate Complainant's recovery.<sup>9</sup> Ultimately, Respondent offers only speculation, and no legitimate reason, why it would not have renewed Complainant's contract after previously renewing it each year since 2005. Complainant is entitled to recover for the full period of time, until March 26, 2014, that she reasonably expected to continue working, were it but for the discriminatory act.

#### Complainant's Mitigation of Damages

OHR adopts ALJ Carmichael's finding that Complainant successfully mitigated her damages, including ALJ Carmichael's conclusion that Respondent has not proven that Complainant did not mitigate her damages. (Third Proposed Decision and Order at 12-14). Specifically, ALJ Carmichael found that Complainant was not required to apply for particular positions, *i.e.*, public school officer and Senior Police Officer via Special Order 101.12, as Respondent had contended in its MPD Brief, dated September 20, 2018,<sup>10</sup> noting that such opportunities were permissive but

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<sup>6</sup> (Third Proposed Decision and Order at 12).

<sup>7</sup> There appears to be no dispute that Complainant's mandatory retirement date was March 26, 2014. (Third Proposed Decision and Order at 4).

<sup>8</sup> Respondent contends that where an SPO is unable to perform "the full range of duties" required of a member of the Department, Respondent shall "retire the member as disabled regardless of whether the member is performing useful and efficient service that are less than the full range of duties." D.C. Code § 5-709(c). However, Ms. Schofield returned to work and performed "the normal duties of her position that she performed before taking leave," despite being advised to the contrary by her physician. (Third Proposed Decision and Order at 7).

<sup>9</sup> *See, e.g., Barnabas v. Bd. of Trs. of Univ. of D.C.*, 686 F. Supp. 2d 95, 105-06 (D.D.C. 2010) (jury could infer that University's reduction of the plaintiff's teaching load was the first opportunity it had to retaliate seven months later).

<sup>10</sup> Respondent contends that Complainant failed to mitigate her damages because Complainant failed to avail herself of the "statutorily-created [opportunities] for retired police officers," namely the Special Police Officer position for D.C. Public Schools and the Senior Police Officer position. (MPD Brief at 9).



not required. (*Id.* at 14).<sup>11</sup> ALJ Carmichael also noted that Complainant requested reinstatement; Respondent did not offer Complainant reinstatement; and Complainant had adequately searched for comparable jobs. (*Id.*).

In addition to adopting ALJ Carmichael's recommended finding regarding Complainant's mitigation of damages, OHR herein delineates more fully Complainant's mitigation efforts and also cites to an applicable legal standard for damages mitigation under the DCFMLA. Although OHR could not locate a D.C. Court of Appeals case regarding the duty to mitigate damages under the DCFMLA or out of the D.C. Circuit under the federal counterpart, The Family & Medical Leave Act of 1993 (FMLA), the Fourth Circuit has found that the duty to mitigate applies in FMLA actions. An FMLA plaintiff has a duty to mitigate his damages by diligently "seeking and accepting new employment substantially equivalent to that from which [they] were discharged" *Miller v. AT&T Corp.*, 250 F.3d 820, 838-39 (4th Cir. 2001) (adopting the duty to mitigate standard from Title VII, quoting *Brady v. Thurston Motor Lines, Inc.* 753 F.2d 1269, 1273 (4<sup>th</sup> Cir. 1985)); see also *McDonnell v. Miller Oil Co.*, 110 F.3d 60 (4th Cir. 1997).<sup>12</sup> Significantly, and as delineated by ALJ Carmichael, the [Respondent] bears the burden of demonstrating that [Complainant] has failed to fulfill the duty to mitigate. *Martin v. Cavalier Hotel Corp.*, 48 F.3d 1343, 1358 (4th Cir. 1995). Further, a Complainant in a discrimination action "need not go into another line of work, accept a demotion, or take a demeaning position," so as to mitigate. *Ford Motor Co. v. EEOC*, 458 U.S. 219, 231 (1982).

Complainant contends that pursuant to D.C.'s Department of Employment Services ("DOES") requirements, she contacted at least two to three employers each week, submitted detailed, certified written records outlining her job search to DOES, and signed a certificate with each report, so as to be eligible for unemployment benefits.<sup>13</sup> Complainant was paid unemployment insurance benefits from December 30, 2011, through April 20, 2013. (Mitigation Efforts at Exhibit A). Complainant states that she conducted daily searches for law enforcement and security positions in the employment section of the Washington Post (both online and in hard copy), Monster.com, Indeed.com, and Careerbuilder.com. (*Id.* at 2). Complainant submitted a copy of the resume she used with applications. (Mitigation Efforts at Exhibit C). Throughout 2013 and 2014, Complainant contends that she applied for several customer service, cashier, and security positions. (*Id.* at 3). Accordingly, based on the aforementioned efforts of Complainant, both CAIJ Simmons' and ALJ Carmichael's assessments, and the applicable legal standards, Complainant mitigated her damages as required.

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<sup>11</sup> Respondent also appears to argue that Complainant failed to mitigate by purportedly not applying for the same job from which she was fired, and yet Respondent does not contend that it offered to return her to work and acknowledges that Complainant alleges that she actually did request reinstatement. (MPD Brief at 9). Respondent also disputes the adequacy of Complainant's job search efforts, which ALJ Carmichael found to be sufficient (Third Proposed Order at 13-14) and which OHR herein describes more fully.

<sup>12</sup> While OHR is not bound by the legal decisions interpreting the federal statute, those decisions may be considered persuasive authority. See *Lenaerts v. District of Columbia Dept. of Employment Svs.*, 545 A.2d 1234, 1238 (D.C. 1988); see also *Chang v. Inst. For Public-Private P-ships, Inc.*, 846 A.2d 318 (D.C. 2004) (asserting a D.C. Court of Appeals opinion that the federal FMLA is used to interpret the DCFMLA).

<sup>13</sup> The certification that Ms. Schofield was required to sign when she submitted her weekly job search reports to DOES states: "I hereby certify that these statements are true and correct. I understand that the law provides penalties for false statements to obtain or increase benefits." (Mitigation Efforts at 2).

Damages Calculation under the DCFMLA

OHR adopts in part ALJ Carmichael's finding that Complainant is entitled to damages under the DCFMLA, including ALJ Carmichael's finding that Complainant is entitled to back pay, as well as the cash equivalent of annual and sick leave she would have accrued,<sup>14</sup> and ALJ Carmichael's finding that Complainant's recovery need not be offset for unemployment and annuity payments, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 15-22).

However, OHR modifies ALJ Carmichael's finding to the extent that, as explained *supra* at 5, the calculation must be made based on a longer recovery period. Specifically, based on the record, Complainant is entitled to wages and benefits based on a salary of \$61,698 from December 10, 2011, to March 31, 2013, and a salary of \$64,166 from April 1, 2013, to March 26, 2014.<sup>15</sup> Accordingly, Complainant's back pay and benefits awards are delineated below. OHR notes that the recovery period has been divided into six smaller periods, so that an accounting could be made for the change in salary, two-week pay period increments for annual and sick leave, and annual compounding of interest.

|  |                     |
|--|---------------------|
| <u>December 10, 2011 – December 9, 2012 (26 pay periods)</u>     |                     |
| \$61,698 (salary), \$6,169.80 (annual), and \$3,084.90 (sick)    | \$70,952.70         |
| <u>December 10, 2012 – March 31, 2013 (8 pay periods)</u>        |                     |
| \$18,984 (salary), \$1,898.4 (annual), and \$949.2 (sick)        | \$21,831.60         |
| <u>April 1, 2013 – December 8, 2013 (18 pay periods)</u>         |                     |
| \$44,422.62 (salary), \$4,442.26 (annual), and \$2,221.13 (sick) | \$51,086.01         |
| <u>December 9, 2013 (1/10 of a pay period)</u>                   |                     |
| \$246.79 (salary), \$24.68 (annual), and \$12.34 (sick)          | \$283.81            |
| <u>December 10, 2013 – March 17, 2014 (7 pay periods)</u>        |                     |
| \$17,275.46 (salary), \$1,727.55 (annual), and \$863.77 (sick)   | \$19,866.78         |
| <u>March 18, 2014 – March 26, 2014 (7/10 of a pay period)</u>    |                     |
| \$1,727.55 (salary), \$172.75 (annual), and \$86.38 (sick)       | \$1,986.68          |
| <b>Total back pay and benefits award:</b>                        | <b>\$166,007.58</b> |

<sup>14</sup> Annual leave at 8 hours per two-week pay period and sick leave at 4 hours per two-week pay period.

<sup>15</sup> (Complainant's Damages and Calculations, dated June 12, 2017, at 7-10). Respondent confirmed that the base salary numbers Complainant proffered were accurate for the requisite time periods, although Respondent listed the latter period's salary as one dollar higher. (MPD Response Brief at 3-4). OHR will use Complainant's number, as it is closer to an actual 4% increase on \$61,698, which would be \$64,165.92.

Prejudgment Interest

OHR adopts in part ALJ Carmichael's finding that Complainant is entitled to prejudgment interest from December 10, 2011, through June 26, 2018 at 4% per annum (Third Proposed Decision and Order at 22), for the reasons explained by ALJ Carmichael, but OHR modifies the finding to calculate the interest to be compounded annually, pursuant to *Jean-Baptiste v. District of Columbia* 958 F. Supp. 2d 37, 48 (D.D.C. July 19, 2013), as follows.

|                |   |             |   |  |
|----------------|---|-------------|---|--|
| A              | = | \$70,952.70 | = | wage and benefits earnings from 12/10/11 through 12/9/12 |
| B              | = | \$73,201.42 | = | wage and benefits earnings from 12/10/12 through 12/9/13 |
| C              | = | \$21,853.46 | = | wage and benefits earnings from 12/10/13 through 3/26/14 |
| A <sub>i</sub> | = | \$2,838.11  | = | interest earned from 12/10/11 through 12/9/12            |
| B <sub>i</sub> | = | \$5,879.69  | = | interest earned from 12/10/12 through 12/9/13            |
| C <sub>i</sub> | = | \$6,989.02  | = | interest earned from 12/10/13 through 12/9/14            |
| D <sub>i</sub> | = | \$7,268.58  | = | interest earned from 12/10/14 through 12/9/15            |
| E <sub>i</sub> | = | \$7,559.32  | = | interest earned from 12/10/15 through 12/9/16            |
| F <sub>i</sub> | = | \$7,861.69  | = | interest earned from 12/10/16 through 12/9/17            |
| G <sub>i</sub> | = | \$4,457.69  | = | interest earned from 12/10/17 through 3/26/18            |

$$A_i = A \times 4\%$$

$$B_i = (A + A_i + B) \times 4\%$$

$$C_i = (A + A_i + B + B_i + C) \times 4\%$$

$$D_i = (A + A_i + B + B_i + C + C_i) \times 4\%$$

$$E_i = (A + A_i + B + B_i + C + C_i + D_i) \times 4\%$$

$$F_i = (A + A_i + B + B_i + C + C_i + D_i + E_i) \times 4\%$$

$$G_i = (A + A_i + B + B_i + C + C_i + D_i + E_i + F_i) \times 4\% \times 199/365$$

$$\text{Total interest} = A_i + B_i + C_i + D_i + E_i + F_i + G_i$$

**Total interest award = \$42,854.10**

Please note that the above compound interest total was manually calculated using algebra. Calculus may also be used. For example, a compound interest calculator, found at <https://www.calculatorsoup.com/calculators/financial/compound-interest-calculator.php>, arrives at nearly<sup>16</sup> the same result when annually compounding interest on A for 6 and 199/365 years, B for 5 and 199/365 years, and C for 4 and 199/365 years.

#### Liquidated Damages

OHR adopts ALJ Carmichael's finding that liquidated damages are appropriately awarded to Complainant under the DCFMLA, pursuant to D.C. Code § 32-509(b)(6)(B)(ii), for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23). Accordingly, based on the aforementioned calculations, Complainant is entitled to liquidated damages of \$208,861.68.

#### Additional Damages under the DCHRA

OHR adopts ALJ Carmichael's finding that Complainant is not entitled to any additional damages under the DCHRA, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23-26). However, OHR notes that in a DCHRA claim against the government, the applicable citations are 4 DCMR § 126.1(a) for back pay and § 126.1(d) for withheld benefits.

#### CONCLUSION

Based on the foregoing, and pursuant to 4 DCMR § 120.1-3 and 4 DCMR § 1625.1-3, it is hereby:

**ORDERED**, that Complainant is awarded \$417,723.36 in total damages, consisting of \$166,007.58 in actual damages, \$42,854.10 in prejudgment interest, and \$208,861.68 in liquidated damages, to be transferred to Complainant, less applicable state and federal tax withholdings,<sup>17</sup> pending judicial review.<sup>18</sup>

**IT IS SO ORDERED.**



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Mónica Palacio, Director  
D.C. Office of Human Rights

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<sup>16</sup> There is a \$39.80 discrepancy most likely due to the online calculator rounding the partial year fraction (199/365) to a particular decimal.

<sup>17</sup> The parties are expected to comply with all applicable income tax, reporting, and withholding laws. Any dispute regarding taxation, reporting, or withholding will not be handled by OHR. The parties may wish to consult tax professionals.

<sup>18</sup> This matter is already on appeal. If affirmed, post-judgment interest is to be awarded, and the parties are encouraged to calculate such award through mutual cooperation. See *Burke v. Groover*, 26 A.3d 292 (D.C. 2011).

**CERTIFICATE OF SERVICE**

The undersigned hereby certifies that on 8/19/19 (date), I  
caused **Final Order on Damages, Adopting in Part and Modifying in Part, the IHE's Third  
Proposed Decision and Order** to be served on the following individuals via email  
\_\_\_\_\_ (method of delivery):

Anita Schofield  
2-534(a)(2)  
*Complainant*

Teresa Quon Hyden  
Assistant General Counsel  
Office of the General Counsel  
Metropolitan Police Department  
Teresa.Quon@dc.gov  
*Counsel for Respondent*

Toya Carmichael  
Administrative Law Judge  
Toya.Carmichael2@dc.gov  
*Independent Hearing Examiner*

OHR Office of the General Counsel  
Ohr.ogc@dc.gov

Deidra Precia  
Name

Deidra Precia  
Signature

# Request for Taxpayer Identification Number and Certification

Give Form to the  
 requester. Do not  
 send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
 See Specific Instructions on page 3.

|   |  |  |   |   |
|---|--|--|---|---|
| 1 | Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.<br><i>Arita L. Schofield</i>   |  |   |   |
| 2 | Business name/disregarded entity name, if different from above   |  |   |   |
| 3 | Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.<br><input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC<br><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____<br><small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small><br><input type="checkbox"/> Other (see instructions) ▶ _____<br><input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate |  | 4                                       | Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):<br>Exempt payee code (if any) _____<br>Exemption from FATCA reporting code (if any) _____<br><small>(Applies to accounts maintained outside the U.S.)</small> |
| 5 | Address (number, street, and city, state, and ZIP code)  |  | Requester's name and address (optional) |   |
| 6 | 2-534(a)(2)  |  | 7                                       |   |

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Notes:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

|   |  |  |  |  |  |
|---|--|--|--|--|--|
| Social security number  |  |  |  |  |  |
| 2-534(a)(2)   |  |  |  |  |  |
| OR  |  |  |  |  |  |
| Employer identification number  |  |  |  |  |  |
| <table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 20%;"></td> <td style="width: 20%;"></td> <td style="width: 20%;"></td> <td style="width: 20%;"></td> <td style="width: 20%;"></td> </tr> </table> |  |  |  |  |  |
|   |  |  |  |  |  |

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

|                  |  |                 |
|------------------|--|-----------------|
| <b>Sign Here</b> | Signature of U.S. person ▶ <i>Arita L. Schofield</i> | Date ▶ 12-15-20 |
|------------------|--|-----------------|

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**OFFICE OF RISK MANAGEMENT**



**Jed Ross**  
**Chief Risk Officer**

**Payment Request to Agency for payment under \$10,000**  
**OR**  
**Settlements and Judgments Fund**

\$ \_\_\_\_\_ Amount Payable by Agency

**\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) Amount Payable by Settlements and Judgments Fund

Checks Payable to: Anita Schofield

Address: 2-534(a)(2)

City: 2-534(a)(2)

Agency CFO: \_\_\_\_\_ EMPLOYEE: \_\_\_\_\_

Claim ID Number: EP-20-006056 Type of Claim: PD:  BI:  Other:

|                       | Name               | Date            |
|-----------------------|--------------------|-----------------|
| Request Submitted By: | <i>Peter Clark</i> | January 4, 2021 |
| Responsible Agency:   | _____              |                 |
| Submitted to OFRM:    | _____              |                 |
| Supervisor Signature: | <i>Peter Clark</i> | January 4, 2021 |

Loss Date: 12/9/2011 Location: Metropolitan Police Department

Description: Ms. Schofield filed a discrimination complaint with the Office of Human Rights (OHR). OHR sustained a DCFMLA violation and awarded damages finding that, but for MPD's DCFLMA violation, Ms. Schofield's term position would have been renewed though her mandatory retirement age of 64.

Superior Court upheld OHR's damages award of \$417,723.36, consisting of \$166,007.58 for lost wages, annual leave, and sick leave; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68 (under D.C. Code § 32-509(6)(B)(6)(ii)). Current payment request is for prejudgment interest and liquidated damages only (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) = **\$246,715.78**

**RISK MANAGEMENT FOR SETTLEMENTS AND JUDGMENTS**

*In addition to any other authority to pay claims and judgments, and department, agency or instrumentality of the District government may pay the settlement or judgment of a claim or lawsuit in an amount less than \$10,000, in accordance with the Risk Management for Settlements and Judgments Amendment Act of 2000, effective October 19, 2000. (D.C. Law 13-72; D.C. Official Code sec. 2-402) D.C. Official Code sec. 2-402, in turn, requires agencies to make such payments, unless the Mayor waives the requirement for good cause shown.*





**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
Office of Risk Management



Jed Ross  
Chief Risk Officer

**MEMORANDUM**

**To:** Shilonda Wiggins, Agency Fiscal Officer  
SSD/Finance Section  
Office of the Attorney General

**From:** Peter Clark, Assistant Deputy General Counsel  
Tort Liability Program Administrator  
Office of Risk Management *Peter Clark*

**Date:** January 4, 2021

**Subject:** Settlements & Judgments Fund (ZHO)  
Payment Request

---

Attached is the certified S & J Fund check issuance request. Please issue payment as per the attached report and supporting documentation. The payment total **\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68). Should you need supporting documentation for other items listed but not included, contact Peter Clark at (202) 727-5686.

Received by: \_\_\_\_\_

Time: \_\_\_\_\_

Delivered by: \_\_\_\_\_

---

441 4<sup>th</sup> Street, NW, Suite 800S, Washington, D.C. 20001  
(202) 727-8600 - Main (202) 727-8319 - Fax  
Website: [orm.dc.gov](http://orm.dc.gov)





**From:** Peter Clark  
**Sent:** Mon, 4 Jan 2021 15:33:29 +0000  
**To:** oagdvpaymentrequest@dc.gov;Shilonda.Wiggins@dc.gov;Treshawn.Brown@dc.gov  
**Cc:** Peter.Clark@dc.gov; lana.craven@dc.gov; Ross, Jed (ORM); Yeung, Sam (ORM); Krainak, Michael (EOM); charles.barbera@dc.gov  
**Subject:** ORM Tort Liability Division - Request for Payment  
**Attachments:** Schofield Judgment.Orders .pdf, Schofield W-9 - Dec 15 2020 - 6-28 PM.pdf, Payment Request EP-20-006056 .pdf, Memo to OFRM.pdf  
**Importance:** High

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Name of Claimant: Schofield, Anita  
Date & Time of Loss: 12/9/2011  
Location of Loss:

2-534(a)(2)

Description of Loss:

2-534(a)(2)

Agency  
Claim  
Number: EP-20-006056

Office of Risk Management Tort Liability Division  
Request for Payment

**PRIVILEGED & CONFIDENTIAL**

Dear Agency Fiscal Officer:

Please find our FORMAL request to issue payment for the above-captioned claim.

*Please see attached pdf files for your reference. Please contact the below program analyst for additional information.*

Sincerely,

Office of Risk Management Tort Liability Division

Lana Craven  
Tort Liability Program Analyst  
DCORM Tort Liability Division  
(202) 727-9413 / [lane.craven@dc.gov](mailto:lane.craven@dc.gov)

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**IN THE SUPERIOR COURT OF THE DISTRICT OF COLUMBIA CIVIL DIVISION**

DISTRICT OF COLUMBIA :  
OFFICE OF HUMAN RIGHTS :  
v. :  
DISTRICT OF COLUMBIA :  
METROPOLITAN POLICE :  
DEPARTMENT :

Case No. 2020 CA 003727 2

**ORDER AND JUDGMENT**

On consideration of the District of Columbia Office of Human Rights' Motion for Entry of Judgment, and for the reasons stated on the record at the September 29, 2020 hearing, the Court orders that:

1. The Motion is granted.
2. Judgment for \$417,723.36 is entered against the District of Columbia Metropolitan Police Department on behalf of Anita Schofield.



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Anthony C. Epstein  
Judge

Date: September 29, 2020

Copies electronically to all parties

**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA  
CIVIL DIVISION**

DISTRICT OF COLUMBIA : Case Number: 2017 CA 004064 P(MPA)  
METROPOLITAN POLICE DEPARTMENT :

v. : Judge: Florence Y. Pan

DISTRICT OF COLUMBIA OFFICE :  
OF HUMAN RIGHTS :

**ORDER**

This matter comes before the Court on petitioner District of Columbia Metropolitan Police Department’s Petition for Review (“MPD Pet.”), filed on June 12, 2017; petitioner’s Brief in Support (“MPD Brief”), filed on December 16, 2019; respondent District of Columbia Office of Human Right’s Response Brief (“OHR Resp.”), filed on January 30, 2020; and Intervenor Anita Schofield’s Response Brief (“Intervenor Resp.”), filed on January 30, 2020. The Court has considered the papers, the relevant law, and the entire agency record. For the following reasons, the Petition for Review is denied.

**FACTUAL BACKGROUND**

Anita Schofield was hired as a Senior Police Officer (“SPO”) at the D.C. Metropolitan Police Department (“MPD”) on August 22, 2005, after retiring as an MPD Detective with 25 years of service. *See* Administrative Record (“A.R.”) at 155 (Proposed Decision and Order), 388-89; *see also id.* at 2 (Final Order on the merits) (adopting findings of fact in the Proposed Decision and Order). As an SPO, Ms. Schofield was assigned to work in the Court Property Office of the Evidence Control Branch, where she sorted evidence and transported evidence from MPD’s property office to local courts. *See id.* at 256.

On July 13, 2011, Ms. Schofield’s physician told her that she needed hip replacement surgery as soon as possible to address pain caused by arthritis. *See id.* at 158. On July 14 or 15,

2011, Ms. Schofield called her supervising Lieutenant at MPD, told him that she planned to have surgery on July 18, and informed him that she would need to miss two weeks of work. *See id.* On the call, the Lieutenant did not tell Ms. Schofield that she needed to complete paperwork related to her leave; but on July 18, 2011, he requested that she go to the office to fill out paperwork. *See id.* Ms. Schofield was unable to do so because her surgery was scheduled for that day. *See id.*<sup>1</sup>

Ms. Schofield received a medical certification and D.C. Family and Medical Leave Act (“DCFMLA”) paperwork from her physician on July 11, 2011, which she submitted to MPD no later than August 11, 2011, along with a signed request for DCFMLA leave. *See id.* at 159. On August 11, 2011, MPD sent two sergeants to Ms. Schofield’s home to take her service weapon. *See id.* Ms. Schofield was also given written notice that she was entitled to 16 weeks of DCFMLA leave, that her job would not be affected until she exhausted this leave, and that she needed to submit certain DCFMLA forms. *See id.* Ms. Schofield submitted an updated medical certification form to MPD between August 11 and September 1, 2011. *See id.*

Ms. Schofield returned to work on September 26, 2011. *See id.* Although she was officially placed on light-duty status and was not permitted to carry a weapon, she resumed her normal duties. *See id.* MPD did not respond to Ms. Schofield’s DCFMLA request until October of 2011, when it sent her a memorandum dated September 13, 2011, denying her request as untimely. *See id.* at 159-60. On November 23, 2011, MPD told Ms. Schofield that she needed to submit additional DCFMLA forms by November 25, 2011. *See id.* Ms. Schofield submitted the requested paperwork on November 25, 2011. *See id.* That same day, MPD informed Ms.

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<sup>1</sup> Although petitioner MPD disputes these facts, *see* MPD Brief at 2, the Court relies on the facts found by OHR Chief Administrative Law Judge David C. Simmons and Administrative Law Judge Toya Carmichael. *See* A.R. at 158-60, 750-53. These facts, though disputed, do not affect the outcome of the instant appeal.

Schofield that it would be placing her on sick leave effective November 28, 2011, and terminating her at the end of her leave on December 9, 2011. *See id.*

### **PROCEDURAL HISTORY**

On July 3, 2012, Ms. Schofield filed a discrimination complaint with the D.C. Office of Human Rights (“OHR”), asserting that MPD had violated her rights under the DCFMLA, the Americans with Disabilities Act, and the D.C. Human Rights Act (“DCHRA”). *See A.R.* at 155. OHR investigated the complaint, and issued a Letter of Determination on December 23, 2013, finding probable cause on all three allegations. *See id.* Ms. Schofield and MPD elected to have the case resolved by a summary determination. *See id.* at 156. On April 30, 2014, the case was forwarded to OHR Chief Administrative Law Judge David C. Simmons (“CALJ Simmons”), who reviewed the administrative record and made a recommendation for a final decision. *See id.*

CALJ Simmons issued a Proposed Decision and Order on February 15, 2017, finding that MPD interfered with Ms. Schofield’s DCFMLA rights by failing to timely inform her of her right to DCMLA leave, and then denying her leave request. *See id.* at 155-173. CALJ Simmons also found that MPD retaliated against Ms. Schofield when it notified her that she would be terminated on the same day that she attempted to exercise her DCFMLA rights. *See id.* CALJ Simmons did not find that MPD discriminated against Ms. Schofield because of a disability. *See id.* Ms. Schofield filed Exceptions to the Proposed Decision and Order on March 15, 2017, and an addendum thereto on March 15, 2017. *See id.* at 180-188.

On May 12, 2017, OHR issued a Final Order on the merits of Ms. Schofield’s claims. *See id.* at 1-7. OHR adopted CALJ Simmons’s Proposed Decision and Order, except for CALJ Simmons’s discussion and conclusion with respect to Ms. Schofield’s discrimination claim. *See id.* at 6. OHR found that Ms. Schofield met her burden to prove that MPD engaged in disability



discrimination by terminating her, instead of providing a reasonable accommodation for her disability of arthritis and a hip replacement. *See id.* OHR further ordered Ms. Schofield and MPD to file calculations of Ms. Schofield's damages. *See id.*

On June 12, 2017, MPD filed the instant Petition for Review of the Final Order. *See* MPD Pet. On September 9, 2017, Ms. Schofield filed a Notice of Intervention. On September 26, 2017, the parties jointly requested a stay of the instant proceedings until OHR issued a final decision on damages. The Court granted that request on September 29, 2017. *See* Order, dated September 29, 2017.

Ms. Schofield filed her damage calculations with OHR on June 12, 2017; and MPD filed its calculations on June 30, 2017. *See* A.R. at 8-34, 75-153. On February 1, 2018, CALJ Simmons's issued an initial Proposed Order on Damages, which recommended that Ms. Schofield recover for her DCFMLA claims (1) \$19,219.68 for lost wages from December 10, 2011 (the day after she was terminated), to March 31, 2012 (the end of her contract with MPD); (2) \$4,114.99 for the cash equivalent of annual leave that she would have accumulated before the end of her contract if she had not been terminated; and (3) \$25,232.91 in liquidated damages, for a total of \$50,465.82. *See id.* at 1075-98. CALJ Simmons found that Ms. Schofield failed to mitigate her damages by conducting a reasonably diligent search for substantially similar employment after her termination. *See id.* at 1086-87. Thus, CALJ Simmons determined that the appropriate period for calculating Ms. Schofield's damages was from December 10, 2011, to March 31, 2012, and not through March 26, 2014, the date of her mandatory retirement. *See id.*

On April 19, 2018, OHR remanded the case to CALJ Simmons for additional briefing and findings on Ms. Schofield's efforts to mitigate her damages. *See id.* at 1048-51. Ms. Schofield submitted evidence of her mitigation efforts on May 4, 2018. *See id.* at 1042-47.

CALJ Simmons issued a Second Proposed Order on Damages on June 26, 2018, finding that Ms. Schofield successfully mitigated her damages, and noting that MPD had not presented any contrary evidence. *See id.* at 1017-31. Accordingly, CALJ Simmons found that Ms. Schofield was entitled to “lost wages from April 1, 2012[,] until March 26, 2014, plus the value of her annual leave and interest (at 4% per annum) thereon;” as well as “lost wages from December 9, 2011[,] to March 31, 2012, interest thereon (at 4% per annum), plus liquidated damages equal to that entire amount” and 50% of her lost wages from December 9, 2011, to March 26, 2014, as compensation for her pain and suffering. *See id.* at 1028-29. Because CALJ Simmons was unable to calculate the monetary value of these damages based on the evidence in the record, he further found that Ms. Schofield should be required to produce a “worksheet” calculating her damages in accordance with his findings. *See id.*

On July 11, 2018, OHR learned that MPD had never received the first Proposed Order on Damages, OHR’s remand order from April 19, 2018, Ms. Schofield’s evidence of her mitigation efforts, and the Second Proposed Order on Damages. *See A.R.* at 1015-16. Accordingly, OHR sent the missing documents to MPD, and remanded the case back to CALJ Simmons. *See id.* On August 6, 2018, CALJ Simmons set a new briefing schedule to allow the parties to fully address Ms. Schofield’s damages. *See id.* at 1006-09. MPD filed a new brief on damages on September 20, 2018, and Ms. Schofield filed her response on October 25, 2018. *See id.* at 774-988.

On April 5, 2019, the case was transferred from CALJ Simmons to Administrative Law Judge Toya Carmichael (“ALJ Carmichael”). *See id.* at 713. On May 10, 2019, ALJ Carmichael issued a Third Proposed Order on Damages. *See id.* at 744-73. ALJ Carmichael concluded that (1) the time frame for calculating Ms. Schofield’s damages should be from December 10, 2011



(the day after she was fired), to March 31, 2012 (the end of her contract), because the evidence did not support a finding that her contract would be renewed; (2) Ms. Schofield properly mitigated her damages; (3) Ms. Schofield is entitled to damages of \$57,374.30 under the DCFMLA; and (4) Ms. Schofield is not entitled to any damages under the DCHRA. *See id.* at 771. Ms. Schofield submitted her exceptions to the Third Proposed Order on Damages on May 30, 2019; MPD did not submit any exceptions. *See id.* at 720-743.

OHR issued a Final Order on Damages on August 19, 2019, adopting in part ALJ Carmichael's Third Proposed Order on Damages. *See id.* at 710-19. OHR adopted ALJ Carmichael's findings of fact, as well as her determinations that Ms. Schofield mitigated her damages and is not entitled to damages under the DCHRA. *See id.* at 710, 714-15, 718. OHR, however, found that the proper period for calculating Ms. Schofield's damages is from the day after she was fired to the date of her mandatory retirement -- December 10, 2011, to March 26, 2014. *See id.* at 713-714. Accordingly, OHR found that Ms. Schofield was entitled to damages under the DCFMLA totaling \$417,723.36, and consisting of \$166,007.58 for lost wages, annual leave, and sick time; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68. *See id.* at 716-18.

#### **APPLICABLE LAW**

When reviewing a decision from an administrative agency, there is a "presumption of correctness of the agency's decision" and the burden is placed on the petitioner to demonstrate agency error. *See Cooper v. District of Columbia Dep't of Emp't Servs.*, 588 A.2d 1172, 1174 (D.C. 1991); *see also* D.C. Code § 2-510(a) (authorizing judicial review of D.C. agency decisions); 4 DCMR § 1625.14 ("A party may appeal the final decision of OHR to the Superior Court of the District of Columbia"). The Court "must affirm OHR's action if it is supported by

substantial evidence and otherwise in accordance with law.” *See D.C. Dep’t of Pub. Works v. D.C. Office of Human Rights*, 195 A.3d 483, 490 (D.C. 2018). “Substantial evidence is relevant evidence that a reasonable mind might accept as adequate to support a conclusion.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490. “The corollary of this proposition, however, is that we are not obliged to stand aside and affirm an administrative determination which reflects a misconception of the relevant law or a faulty application of the law.” *See Zenian v. D.C. Office of Employee Appeals*, 598 A.2d 1161, 1166 (D.C. 1991). The Court “will disturb the administrative finding . . . only if the record compels a contrary conclusion, meaning that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole.” *D.C. Dep’t of Pub. Works*, 195 A.3d at 490.

#### ANALYSIS

The issue before the Court is narrow: MPD argues that the Final Order on Damages should be reversed because the time period OHR used to calculate Ms. Schofield’s damages is incorrect and unsupported by the record. *See generally* MPD Brief. OHR and Ms. Schofield respond that OHR’s determination on damages is supported by substantial evidence. *See generally* OHR Resp.; Intervenor Resp. The Court finds that MPD has not met its burden to show agency error.

An employer that has violated the DCFMLA is required to pay the affected employee “[a]ny wages, salary, employment benefits, or other compensation denied or lost to the employee due to the violation plus interest.” *See* D.C. Code § 32-509(b)(6). The employer must also pay “[a]n amount equal to the greater of:” the employee’s denied or lost wages, salary, benefits, and other compensation; or “[c]onsequential damages not to exceed an amount equal to 3 times” the amount of lost or denied compensation “plus any medical expenses not covered by the health

insurance of the employee.” *See id.* Generally, a party must establish damages to a reasonable certainty. *See Magdalene Campbell & Fort Lincoln Civic Ass’n v. Fort Lincoln New Town Corp.*, 55 A.3d 379, 387 (D.C. 2012) (“[a party] must establish both the fact of damages and the amount of damages with reasonable certainty. . . . [W]hat is required is some evidence which allows the trier of fact to make a reasoned judgment”) (internal citations omitted).

OHR determined that Ms. Schofield is entitled to back pay for the period from December 10, 2011, to March 26, 2014 – *i.e.*, from the day after she was fired until the date of her mandatory retirement. *See* A.R. at 713-714. OHR found that MPD’s custom and practice of regularly renewing Ms. Schofield’s contract shows that Ms. Schofield had a reasonable expectation of having her contract renewed until March of 2014. *See id.* at 714 (citing *Howard v. Best*, 484 A.2d 958, 974 (D.C. 1984) (“custom and practice are relevant in the absence of an explicit [contract] provision” to determine whether an employee’s contract would be renewed)).

OHR relied on evidence that Ms. Schofield’s contract had been renewed yearly since 2005, and that she resumed the normal duties of her position when she returned to work after her surgery. *See id.* Because Ms. Schofield met her burden to show that her termination was discriminatory, OHR held that “any refusal, albeit ‘discretionary,’ to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate” Ms. Schofield’s recovery. *See id.*

OHR’s findings are supported by substantial evidence in the record. There is no dispute that Ms. Schofield’s contract was renewed annually from 2005 to 2011. *See* MPD Brief at 2; OHR Resp. at 7; A.R. at 750. The record also reflects that Ms. Schofield, her direct supervisor, her commanding officer, and other MPD employees all stated that Ms. Schofield returned to work and completed her normal duties following her surgery. *See* A.R. at 263 (Statement of

Lieutenant Derek Gray), 266 (Statement of Nathan Sims, MPD Evidence Control Branch Inspector), 270 (Statement of Diana Hains, MPD Human Resources Director), 273 (Statement of Leeann Turner, MPD Corporate Support Bureau Executive Director). Although she was officially on limited-duty status upon her return, Ms. Schofield explained that this only impacted her ability to carry a firearm. *See id.* at 723.

MPD argues that the record shows that Ms. Schofield would not have met the physical requirements necessary for her contract to be renewed. *See* MPD Brief at 9-13. MPD relies on the physical standards set forth in the Updated 2011 Medical Guidelines of the Police and Fire Clinic (“the Guidelines”). *See* MPD Brief at 9 (citing 6A DCMR § 106.4; A.R. 821); *see also* A.R. at 819-41 (Guidelines). The Guidelines classify Ms. Schofield’s conditions of arthritis and a hip replacement as conditions that “could preclude” Ms. Schofield from performing the essential functions of a police officer. *See* A.R. at 819-41. But the Guidelines are not “strict standards,” nor are they “so excessively stringent as to needlessly prevent . . . an Incumbent from continuing as an active Police Officer” without an individualized assessment of the officer’s condition. *See id.* at 820. MPD fails to address Ms. Schofield’s ability to work in her specific assignment, as an SPO in the courthouse evidence control room, or the evidence in the record that she successfully performed her duties after returning to work after the surgery. *See generally* MPD Brief. Nor has MPD provided any evidence that Ms. Schofield was assessed according to the Guidelines and found unfit for duty as a SPO. *See generally id.*; *see also* Intervenor Resp. at 4; OHR Resp. at 10; A.R. at 820 (Guidelines are “intended to permit and foster the individualized assessment of each individual”). Accordingly, the Guidelines do not contradict OHR’s finding that Ms. Schofield could have reasonably expected her contract to be renewed for two more years, until her mandatory retirement.

The record evidence on Ms. Schofield's health also reasonably supports OHR's decision. Ms. Schofield's own physician expected her to make a full recovery as early as January 2012, and no later than April 2012. *See* A.R. at 985. When Ms. Schofield visited the D.C. Police and Fire Clinic on November 22, 2011, the physician's assessment of Ms. Schofield was that her condition was "improved." *See id.* at 986. The physician noted that although Ms. Schofield had "difficulty with going up the stairs" and was "unable to squat" at that time, she had "no new complaint," and her "hip pain has continued to improve." *See id.* Thus, neither the Guidelines nor evidence of Ms. Schofield's health show that "that the administrative finding was contrary to the overwhelming weight of the evidence in the record as a whole." *See D.C. Dep't of Pub. Works*, 195 A.3d at 490.

Given the substantial evidence in the record supporting OHR's conclusion, the Court affirms OHR's finding that Ms. Schofield is entitled to back pay and other relevant damages for the period of December 10, 2011, to March 26, 2014.

Accordingly, this 30<sup>th</sup> day of March, 2020, it is hereby

**ORDERED** that the Petition for Review of Agency Decision is **DENIED**; and it is further

**ORDERED** that all future events scheduled in this matter are vacated, and the case is closed.

**SO ORDERED.**



Judge Florence Y. Pan  
Superior Court of the District of Columbia

Copies to:

Andrea G. Comentale, Esq.  
Joseph Mokodean, Esq.  
*Counsel for Petitioner MPD*

Christopher Sousa, Esq.  
*Counsel for Respondent OHR*

Anita Schofield

2-534(a)(2)

*Intervenor, Pro Se*

8/19/19

**DISTRICT OF COLUMBIA  
OFFICE OF HUMAN RIGHTS**

-----  
ANITA SCHOFIELD, )  
)  
Complainant, )  
)  
v. )  
)  
D.C. GOV'T METROPOLITAN )  
POLICE DEPARTMENT, )  
)  
Respondent. )  
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OHR Docket No.: 12-252-DC(CN)  
EEOC No.: 10C-2012-00245  
Toya Carmichael, ALJ  
Sitting as Independent Hearing  
Examiner

**THE OFFICE OF HUMAN RIGHTS' FINAL ORDER ON DAMAGES,  
ADOPTING IN PART AND MODIFYING IN PART, THE INDEPENDENT HEARING  
EXAMINER'S THIRD PROPOSED DECISION AND ORDER ON DAMAGES**

The D.C. Office of Human Rights (OHR) has completed its review of Administrative Law Judge (ALJ) Carmichael's Third Proposed Decision and Order on Damages, dated May 10, 2019, submitted to the Director's attention pursuant to 4 DCMR §§ 119.1 and 1624.1. On May 30, 2019, Complainant submitted her Exceptions to Third Proposed Decision and Order Regarding Damages ("Compl.'s Exceptions"). Respondent did not submit any exceptions. Pursuant to 4 DCMR §§ 120.1-.3 and 1625.1-.3, OHR hereby issues its Final Order on Damages as follows:

**PROCEDURAL BACKGROUND**

On July 3, 2012, Anita Schofield ("Ms. Schofield" or "Complainant"), a former senior police officer ("SPO") at the Metropolitan Police Department ("MPD" or "Respondent"), filed a complaint with OHR. In it, she asserted that MPD (1) interfered with her rights under the District of Columbia Family Medical Leave Act ("DCFMLA") and the Family Medical Leave Act ("FMLA")<sup>1</sup>; (2) retaliated against her for asserting her DFMLA rights; and (3) discriminated against her on the basis of disability in violation of the Americans with Disabilities Act ("ADA") and the District of Columbia Human Rights Act ("DCHRA"). (Compl.'s Charge (July 3, 2012)). OHR investigated Complainant's allegations and found probable cause on all three claims. (Letter of Determination (Dec. 24, 2013) ["LOD"] at 23). On April 30, 2014, the matter was assigned to Chief Administrative Law Judge (CALJ) David C. Simmons of the D.C. Commission on Human Rights ("Commission") to sit as an Independent Hearing Examiner (IHE).

On April 14, 2015, the parties agreed to forfeit their rights to an administrative hearing and to resolve all claims through a summary determination proceeding. In cases against the government,

<sup>1</sup> OHR does not enforce the federal FMLA. Complainant's claims in relation to FMLA will not be discussed.

“[a]fter the probable cause determination and failure of the conciliation efforts, the Director may make a summary determination *on the merits* of a complaint based solely upon information in the complaint file.” 4 DCMR § 115.1 (emphasis added).<sup>2</sup> CALJ Simmons issued a Proposed Decision and Order recommending that the Director find on the merits in favor of Complainant with respect to her DCFMLA interference and retaliation claims. (Proposed Decision and Order (Feb. 15, 2017) [“PDO”]). As authorized by regulation, *see* 4 DCMR § 119.3, Complainant filed exceptions to the PDO on March 10, 2017, and added an addendum thereto on March 15, 2017.

On May 11, 2017, OHR issued a final order on the merits of Complainant’s claim. (Final Order Adopting in Part, and Modifying in Part, the Hearing Examiner’s Proposed Decision and Order (May 11, 2017) [“FO”]). In addition to adopting CALJ Simmons’ finding that Complainant succeeded on both of her DCFMLA claims, OHR also determined that Complainant succeeded on her DCHRA claim of illegal termination based on disability. (FO at 2-5). OHR ordered Complainant to provide information regarding her alternative employment, if any; her MPD salary; her filing costs, if applicable; and her additional medical expenses, if applicable. (FO at 6). Finally, OHR ordered MPD to submit its estimation of Complainant’s damages no later than 30 days following the date of the FO. (*Id.*).

On June 12, 2017, Complainant filed her damage calculations. (Complainant’s Damages and Calculation (June 12, 2017) [“Schofield’s Damages Calculations”]). The same day, MPD petitioned the Superior Court of the District of Columbia (“D.C. Superior Court”) to review OHR’s FO. (Response of the Metropolitan Police Department from Order Requiring a Response at Ex. A (June 30, 2017) [“MPD Response”]). Thereafter, on June 30, 2017, MPD filed its damages calculation. (MPD Response). On September 25, 2017, the parties jointly filed a motion in D.C. Superior Court to stay the proceedings pending the issuance of a final decision from OHR calculating damages. (Joint Motion to Stay Proceedings (Sept. 25, 2017)). Four days later, the D.C. Superior Court granted the parties’ joint motion to stay. (Order Granting Joint Motion to Stay Proceedings (Sept. 29, 2017)).

On February 1, 2018, CALJ Simmons issued a Proposed Decision and Order on Complainant’s Damages. (Proposed Decision and Order on Complainant’s Damages (Feb. 1, 2018) [“First Proposed Damages Order”]). He recommended the Director of OHR find that Complainant was entitled to recover her lost wages from December 10, 2011, to March 31, 2012, amounting to \$19,219.68;<sup>3</sup> the cash equivalent of annual leave she would have accumulated between December

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<sup>2</sup> Thus, at the summary determination stage, the OHR Director must determine whether the complainant has proven the claim by a preponderance of the evidence, in accordance with the Title VII burden-shifting analysis articulated in *McDonnell Douglas Corp. v. Green*, 411 U.S. 792 (1973). *See District of Columbia Housing Authority v. District of Columbia Office of Human Rights, et al.*, 881 A.2d 600, 614-16 (D.C. 2005) (finding that OHR’s summary determination on the merits of the claim was supported by substantial evidence because the OHR Director appropriately found, by a preponderance of the evidence, that respondent’s explanations for the adverse employment action were pretext for discrimination.). “A ‘preponderance of the evidence’ standard simply requires the fact finder to believe that the existence of the contested fact is more ‘plausible’ than its nonexistence.” *In re Dortch*, 860 A.2d 346, 358 (D.C. 2004). “[T]his burden cannot be successfully carried by speculation.” *Myrick v. Nat’l Sav. & Trust Co.*, 268 A.2d 526, 527 (D.C. 1970).

<sup>3</sup> MPD calculated Complainant’s backpay in its June 30, 2017, response based on wages across nine pay periods. *See* MPD Response at 10.



10, 2011, and March 31, 2012, amounting to \$4,114.99 as of June 30, 2017; and liquidated damages equal to \$25,232.91, the sum of her lost wages, annual leave, and interest. Accordingly, Complainant's total damages on her DCFMLA claims were \$50,465.82. (First Proposed Damages Order at 17). CALJ Simmons suggested the Director of OHR limit Complainant's recovery, in pertinent part, because (1) she failed to produce evidence of her efforts to mitigate her damages, (*see id.* at 12-13); and (2) her annual contract was not subject to automatic renewal. (*Id.* at 13-15). He also respectfully requested that the Director reconsider her ruling that Respondent's actions amounted to disability discrimination under the DCHRA. (*Id.* at 17-20).

On April 19, 2018, the Director remanded the case to CALJ Simmons to determine Complainant's mitigation efforts, because the parties had not had a meaningful opportunity to present evidence on that issue. (Order Remanding Matter to Independent Hearing Examiner (Apr. 19, 2018) at 1 ["First Remand Order"]).<sup>4</sup> The Director also reaffirmed her finding that MPD violated Complainant's rights under the DCHRA. (*Id.* at 2). On May 4, 2018, Complainant submitted evidence of her mitigation efforts. (Compl. Statement Regarding Her Efforts to Mitigate Her Damages (May 4, 2018) ["Mitigation Efforts"]).

On June 26, 2018, CALJ Simmons issued a Second Proposed Damages Order, finding Complainant successfully mitigated her damages and noting that Respondent did not present any contrary evidence.<sup>5</sup> (Second Proposed Decision and Order on Complainant's Damages (June 26, 2018) at 4-5 ["Second Proposed Damages Order"]). CALJ Simmons also concluded that Complainant was "entitled to the full extent of her [DCFMLA] back-pay award," until March 26, 2014 (the day of Complainant's mandatory retirement). (Second Proposed Damages Order at 5-6). However, CALJ Simmons held Complainant was not entitled to liquidated damages, concluding that MPD was entitled to a good-faith reduction for reasonably believing Complainant's employment contract would not have been renewed automatically from March 31, 2012 (the last day of her 2011-12 contract) through March 26, 2014 (the date she would have been subject to mandatory retirement). (*Id.* at 6-7). As for backpay under the DCHRA, CALJ Simmons found Complainant could not receive such an award because it would amount to double recovery since she already was entitled to backpay under the DCFMLA. (*Id.* at 7). Finally, regarding compensatory damages under the DCHRA, CALJ Simmons found Complainant was entitled to half of what she would have earned between December 9, 2011 (the date of her unlawful termination) and March 26, 2014 (the date of mandatory retirement). (*Id.* at 7-8).

On July 11, 2018, OHR became aware that MPD had neither received nor been given an opportunity to respond to the following documents: First Proposed Damages Order (Feb. 2, 2018), Complainant's Exceptions to the First Proposed Damages Order (Feb. 22, 2018), OHR's First Remand Order (Apr. 19, 2018), Complainant's Mitigation Efforts (May 4, 2018), and Second Proposed Damages Order (June 26, 2018). That same day, OHR remanded the case back to CALJ Simmons and sent the above documents to Complainant and MPD. (Order Remanding Matter to

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<sup>4</sup> On February 22, 2018, Complainant submitted Exceptions to Judge Simmons' First Proposed Damages Order in which she asserted she was unaware of her need to produce evidence of her mitigation efforts.

<sup>5</sup> However, as explained more fully below, the reason MPD did not present any other evidence is because OHR had inadvertently stopped serving the correct counsel for Respondent, beginning in February 2018.

Independent Hearing Examiner (July 16, 2018) [“Second Remand Order”] at 1; Order Setting Briefing Schedule at 2 (Aug. 6, 2018) [“Briefing Schedule”]).

On July 26, 2018, CALJ Simmons held a status conference with the parties to determine how to proceed. (Briefing Schedule at 1). During the conference, CALJ Simmons determined MPD needed an opportunity to respond to the following issues: (1) whether Complainant was entitled to damages under the DCFMLA including annual leave from December 11, 2011 through March 26, 2014, with 4% interest; (2) whether Complainant’s sick leave should be included in her DCFMLA award calculation; (3) whether Complainant was entitled to liquidated damages under the DCFMLA from April 1, 2012 through March 26, 2014; (4) whether Complainant was entitled to compensatory damages for her DCHRA disability discrimination claim, calculated at 50% of the wages benefits should would have received between December 9, 2011 and March 26, 2014; and (5) whether Complainant had successfully attempted to mitigate her damages. (Briefing Schedule at 2-3). On September 20, 2018, MPD filed its brief based on the Briefing Schedule. (Respondent Metropolitan Police Department’s Brief Regarding Unaddressed Issues (Sept. 20, 2018) [“MPD Brief”]). On October 25, 2018, Complainant filed her response to the MPD Brief. (Complainant’s Reply to Respondent’s Brief on Unaddressed Issues (Oct. 25, 2018) [“Schofield Brief”]).

### **MODIFICATION, IN PART, OF IHE’S THIRD PROPOSED DECISION AND ORDER**

#### ALJ Carmichael’s Third Proposed Order on Damages

On April 5, 2019, this case was transferred to ALJ Carmichael. On May 10, 2019, ALJ Carmichael submitted the Third Proposed Decision and Order on Complainant’s Damages (“Third Proposed Decision and Order”), and the parties were given 20 days to submit exceptions. On May 30, 2019, Complainant submitted her Exceptions to the Third Proposed Decision and Order On Damages (“Compl.’s Exceptions”). Respondent did not submit any exceptions.

ALJ Carmichael’s Third Proposed Decision and Order concluded the following: (1) the proper time-frames for calculating Complainant’s damages are from December 10, 2011 to March 31, 2012, for back pay, annual leave, and sick leave, and December 10, 2011, through June 26, 2018, for interest; (2) Complainant adequately mitigated her damages; (3) Complainant is entitled to damages amounting to \$57,374.30 under the DCFMLA; and (4) Complainant is not entitled to any additional damages under the DCHRA. (Third Proposed Decision and Order at 27). The instant Order adopts in part and modifies in part ALJ Carmichael’s proposed findings of fact and conclusions of law.

#### Findings of Fact

OHR adopts ALJ Carmichael’s findings of fact. (Third Proposed Decision and Order at 6-9).

#### Wage and Benefits Recovery Period

OHR modifies ALJ Carmichael’s recommendation with respect to the proper time period for calculation of damages. Although ALJ Carmichael recommended that the recovery period be

confined to a roughly three-month period, between December 10, 2011 (the day after Complainant's termination), until March 31, 2012 (the end of Complainant's term appointment),<sup>6</sup> OHR finds that Complainant's proper wage and benefits (sick and annual leave) recovery period is from December 10, 2011, to March 26, 2014 (the date when Complainant would have been mandatorily retire), as explained more fully below.<sup>7</sup>

In the absence of explicit language, courts may use custom and practice to determine whether an employee had a reasonable expectation of continued employment. *See generally Howard Univ. v. Best*, 484 A.2d 958, 974 (D.C. 1984). Complainant's yearly contract had been renewed at the discretion of the Chief of Police without challenge or controversy each year since 2005 (MPD Response at 6), thereby creating a reasonable expectation that Complainant's contract would be renewed again. Complainant returned to work on September 26, 2011. (LOD at 4). Although she had requested to work on limited duty status, Complainant had actually resumed the normal duties of her position that she had been performing before taking leave. (*Id.*)<sup>8</sup> OHR previously found, on the merits, that Complainant had met her burden to prove, by a preponderance of the evidence, that Respondent's asserted reason for her termination was pretext for disability discrimination. (FO at 5). Thus, any refusal, albeit "discretionary," to renew her contract shortly thereafter would likely constitute discrimination or retaliation and thus cannot legitimately truncate Complainant's recovery.<sup>9</sup> Ultimately, Respondent offers only speculation, and no legitimate reason, why it would not have renewed Complainant's contract after previously renewing it each year since 2005. Complainant is entitled to recover for the full period of time, until March 26, 2014, that she reasonably expected to continue working, were it but for the discriminatory act.

#### Complainant's Mitigation of Damages

OHR adopts ALJ Carmichael's finding that Complainant successfully mitigated her damages, including ALJ Carmichael's conclusion that Respondent has not proven that Complainant did not mitigate her damages. (Third Proposed Decision and Order at 12-14). Specifically, ALJ Carmichael found that Complainant was not required to apply for particular positions, *i.e.*, public school officer and Senior Police Officer via Special Order 101.12, as Respondent had contended in its MPD Brief, dated September 20, 2018,<sup>10</sup> noting that such opportunities were permissive but

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<sup>6</sup> (Third Proposed Decision and Order at 12).

<sup>7</sup> There appears to be no dispute that Complainant's mandatory retirement date was March 26, 2014. (Third Proposed Decision and Order at 4).

<sup>8</sup> Respondent contends that where an SPO is unable to perform "the full range of duties" required of a member of the Department, Respondent shall "retire the member as disabled regardless of whether the member is performing useful and efficient service that are less than the full range of duties." D.C. Code § 5-709(c). However, Ms. Schofield returned to work and performed "the normal duties of her position that she performed before taking leave," despite being advised to the contrary by her physician. (Third Proposed Decision and Order at 7).

<sup>9</sup> *See, e.g., Barnabas v. Bd. of Trs. of Univ. of D.C.*, 686 F. Supp. 2d 95, 105-06 (D.D.C. 2010) (jury could infer that University's reduction of the plaintiff's teaching load was the first opportunity it had to retaliate seven months later).

<sup>10</sup> Respondent contends that Complainant failed to mitigate her damages because Complainant failed to avail herself of the "statutorily-created [opportunities] for retired police officers," namely the Special Police Officer position for D.C. Public Schools and the Senior Police Officer position. (MPD Brief at 9).

not required. (*Id.* at 14).<sup>11</sup> ALJ Carmichael also noted that Complainant requested reinstatement; Respondent did not offer Complainant reinstatement; and Complainant had adequately searched for comparable jobs. (*Id.*).

In addition to adopting ALJ Carmichael's recommended finding regarding Complainant's mitigation of damages, OHR herein delineates more fully Complainant's mitigation efforts and also cites to an applicable legal standard for damages mitigation under the DCFMLA. Although OHR could not locate a D.C. Court of Appeals case regarding the duty to mitigate damages under the DCFMLA or out of the D.C. Circuit under the federal counterpart, The Family & Medical Leave Act of 1993 (FMLA), the Fourth Circuit has found that the duty to mitigate applies in FMLA actions. An FMLA plaintiff has a duty to mitigate his damages by diligently "seeking and accepting new employment substantially equivalent to that from which [they] were discharged" *Miller v. AT&T Corp.*, 250 F.3d 820, 838-39 (4th Cir. 2001) (adopting the duty to mitigate standard from Title VII, quoting *Brady v. Thurston Motor Lines, Inc.* 753 F.2d 1269, 1273 (4<sup>th</sup> Cir. 1985)); see also *McDonnell v. Miller Oil Co.*, 110 F.3d 60 (4th Cir. 1997).<sup>12</sup> Significantly, and as delineated by ALJ Carmichael, the [Respondent] bears the burden of demonstrating that [Complainant] has failed to fulfill the duty to mitigate. *Martin v. Cavalier Hotel Corp.*, 48 F.3d 1343, 1358 (4th Cir. 1995). Further, a Complainant in a discrimination action "need not go into another line of work, accept a demotion, or take a demeaning position," so as to mitigate. *Ford Motor Co. v. EEOC*, 458 U.S. 219, 231 (1982).

Complainant contends that pursuant to D.C.'s Department of Employment Services ("DOES") requirements, she contacted at least two to three employers each week, submitted detailed, certified written records outlining her job search to DOES, and signed a certificate with each report, so as to be eligible for unemployment benefits.<sup>13</sup> Complainant was paid unemployment insurance benefits from December 30, 2011, through April 20, 2013. (Mitigation Efforts at Exhibit A). Complainant states that she conducted daily searches for law enforcement and security positions in the employment section of the Washington Post (both online and in hard copy), Monster.com, Indeed.com, and Careerbuilder.com. (*Id.* at 2). Complainant submitted a copy of the resume she used with applications. (Mitigation Efforts at Exhibit C). Throughout 2013 and 2014, Complainant contends that she applied for several customer service, cashier, and security positions. (*Id.* at 3). Accordingly, based on the aforementioned efforts of Complainant, both CAIJ Simmons' and ALJ Carmichael's assessments, and the applicable legal standards, Complainant mitigated her damages as required.

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<sup>11</sup> Respondent also appears to argue that Complainant failed to mitigate by purportedly not applying for the same job from which she was fired, and yet Respondent does not contend that it offered to return her to work and acknowledges that Complainant alleges that she actually did request reinstatement. (MPD Brief at 9). Respondent also disputes the adequacy of Complainant's job search efforts, which ALJ Carmichael found to be sufficient (Third Proposed Order at 13-14) and which OHR herein describes more fully.

<sup>12</sup> While OHR is not bound by the legal decisions interpreting the federal statute, those decisions may be considered persuasive authority. See *Lenaerts v. District of Columbia Dept. of Employment Svs.*, 545 A.2d 1234, 1238 (D.C. 1988); see also *Chang v. Inst. For Public-Private P-ships, Inc.*, 846 A.2d 318 (D.C. 2004) (asserting a D.C. Court of Appeals opinion that the federal FMLA is used to interpret the DCFMLA).

<sup>13</sup> The certification that Ms. Schofield was required to sign when she submitted her weekly job search reports to DOES states: "I hereby certify that these statements are true and correct. I understand that the law provides penalties for false statements to obtain or increase benefits." (Mitigation Efforts at 2).

Damages Calculation under the DCFMLA

OHR adopts in part ALJ Carmichael's finding that Complainant is entitled to damages under the DCFMLA, including ALJ Carmichael's finding that Complainant is entitled to back pay, as well as the cash equivalent of annual and sick leave she would have accrued,<sup>14</sup> and ALJ Carmichael's finding that Complainant's recovery need not be offset for unemployment and annuity payments, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 15-22).

However, OHR modifies ALJ Carmichael's finding to the extent that, as explained *supra* at 5, the calculation must be made based on a longer recovery period. Specifically, based on the record, Complainant is entitled to wages and benefits based on a salary of \$61,698 from December 10, 2011, to March 31, 2013, and a salary of \$64,166 from April 1, 2013, to March 26, 2014.<sup>15</sup> Accordingly, Complainant's back pay and benefits awards are delineated below. OHR notes that the recovery period has been divided into six smaller periods, so that an accounting could be made for the change in salary, two-week pay period increments for annual and sick leave, and annual compounding of interest.

|  |                     |
|--|---------------------|
| <u>December 10, 2011 – December 9, 2012 (26 pay periods)</u>     |                     |
| \$61,698 (salary), \$6,169.80 (annual), and \$3,084.90 (sick)    | \$70,952.70         |
| <u>December 10, 2012 – March 31, 2013 (8 pay periods)</u>        |                     |
| \$18,984 (salary), \$1,898.4 (annual), and \$949.2 (sick)        | \$21,831.60         |
| <u>April 1, 2013 – December 8, 2013 (18 pay periods)</u>         |                     |
| \$44,422.62 (salary), \$4,442.26 (annual), and \$2,221.13 (sick) | \$51,086.01         |
| <u>December 9, 2013 (1/10 of a pay period)</u>                   |                     |
| \$246.79 (salary), \$24.68 (annual), and \$12.34 (sick)          | \$283.81            |
| <u>December 10, 2013 – March 17, 2014 (7 pay periods)</u>        |                     |
| \$17,275.46 (salary), \$1,727.55 (annual), and \$863.77 (sick)   | \$19,866.78         |
| <u>March 18, 2014 – March 26, 2014 (7/10 of a pay period)</u>    |                     |
| \$1,727.55 (salary), \$172.75 (annual), and \$86.38 (sick)       | \$1,986.68          |
| <b>Total back pay and benefits award:</b>                        | <b>\$166,007.58</b> |

<sup>14</sup> Annual leave at 8 hours per two-week pay period and sick leave at 4 hours per two-week pay period.

<sup>15</sup> (Complainant's Damages and Calculations, dated June 12, 2017, at 7-10). Respondent confirmed that the base salary numbers Complainant proffered were accurate for the requisite time periods, although Respondent listed the latter period's salary as one dollar higher. (MPD Response Brief at 3-4). OHR will use Complainant's number, as it is closer to an actual 4% increase on \$61,698, which would be \$64,165.92.

Prejudgment Interest

OHR adopts in part ALJ Carmichael’s finding that Complainant is entitled to prejudgment interest from December 10, 2011, through June 26, 2018 at 4% per annum (Third Proposed Decision and Order at 22), for the reasons explained by ALJ Carmichael, but OHR modifies the finding to calculate the interest to be compounded annually, pursuant to *Jean-Baptiste v. District of Columbia* 958 F. Supp. 2d 37, 48 (D.D.C. July 19, 2013), as follows.

|                |   |             |   |  |
|----------------|---|-------------|---|--|
| A              | = | \$70,952.70 | = | wage and benefits earnings from 12/10/11 through 12/9/12 |
| B              | = | \$73,201.42 | = | wage and benefits earnings from 12/10/12 through 12/9/13 |
| C              | = | \$21,853.46 | = | wage and benefits earnings from 12/10/13 through 3/26/14 |
| A <sub>i</sub> | = | \$2,838.11  | = | interest earned from 12/10/11 through 12/9/12            |
| B <sub>i</sub> | = | \$5,879.69  | = | interest earned from 12/10/12 through 12/9/13            |
| C <sub>i</sub> | = | \$6,989.02  | = | interest earned from 12/10/13 through 12/9/14            |
| D <sub>i</sub> | = | \$7,268.58  | = | interest earned from 12/10/14 through 12/9/15            |
| E <sub>i</sub> | = | \$7,559.32  | = | interest earned from 12/10/15 through 12/9/16            |
| F <sub>i</sub> | = | \$7,861.69  | = | interest earned from 12/10/16 through 12/9/17            |
| G <sub>i</sub> | = | \$4,457.69  | = | interest earned from 12/10/17 through 3/26/18            |

$$A_i = A \times 4\%$$

$$B_i = (A + A_i + B) \times 4\%$$

$$C_i = (A + A_i + B + B_i + C) \times 4\%$$

$$D_i = (A + A_i + B + B_i + C + C_i) \times 4\%$$

$$E_i = (A + A_i + B + B_i + C + C_i + D_i) \times 4\%$$

$$F_i = (A + A_i + B + B_i + C + C_i + D_i + E_i) \times 4\%$$

$$G_i = (A + A_i + B + B_i + C + C_i + D_i + E_i + F_i) \times 4\% \times 199/365$$

$$\text{Total interest} = A_i + B_i + C_i + D_i + E_i + F_i + G_i$$

**Total interest award = \$42,854.10**

Please note that the above compound interest total was manually calculated using algebra. Calculus may also be used. For example, a compound interest calculator, found at <https://www.calculatorsoup.com/calculators/financial/compound-interest-calculator.php>, arrives at nearly<sup>16</sup> the same result when annually compounding interest on A for 6 and 199/365 years, B for 5 and 199/365 years, and C for 4 and 199/365 years.

#### Liquidated Damages

OHR adopts ALJ Carmichael's finding that liquidated damages are appropriately awarded to Complainant under the DCFMLA, pursuant to D.C. Code § 32-509(b)(6)(B)(ii), for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23). Accordingly, based on the aforementioned calculations, Complainant is entitled to liquidated damages of \$208,861.68.

#### Additional Damages under the DCHRA

OHR adopts ALJ Carmichael's finding that Complainant is not entitled to any additional damages under the DCHRA, for the reasons explained by ALJ Carmichael. (Third Proposed Decision and Order at 23-26). However, OHR notes that in a DCHRA claim against the government, the applicable citations are 4 DCMR § 126.1(a) for back pay and § 126.1(d) for withheld benefits.

#### CONCLUSION

Based on the foregoing, and pursuant to 4 DCMR § 120.1-3 and 4 DCMR § 1625.1-3, it is hereby:

**ORDERED**, that Complainant is awarded \$417,723.36 in total damages, consisting of \$166,007.58 in actual damages, \$42,854.10 in prejudgment interest, and \$208,861.68 in liquidated damages, to be transferred to Complainant, less applicable state and federal tax withholdings,<sup>17</sup> pending judicial review.<sup>18</sup>

IT IS SO ORDERED.



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Mónica Palacio, Director  
D.C. Office of Human Rights

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<sup>16</sup> There is a \$39.80 discrepancy most likely due to the online calculator rounding the partial year fraction (199/365) to a particular decimal.

<sup>17</sup> The parties are expected to comply with all applicable income tax, reporting, and withholding laws. Any dispute regarding taxation, reporting, or withholding will not be handled by OHR. The parties may wish to consult tax professionals.

<sup>18</sup> This matter is already on appeal. If affirmed, post-judgment interest is to be awarded, and the parties are encouraged to calculate such award through mutual cooperation. See *Burke v. Groover*, 26 A.3d 292 (D.C. 2011).

**CERTIFICATE OF SERVICE**

The undersigned hereby certifies that on 8/19/19 (date), I  
caused **Final Order on Damages, Adopting in Part and Modifying in Part, the IHE's Third**  
**Proposed Decision and Order** to be served on the following individuals via email  
\_\_\_\_\_ (method of delivery):

Anita Schofield  
2-534(a)(2)  
*Complainant*

Teresa Quon Hyden  
Assistant General Counsel  
Office of the General Counsel  
Metropolitan Police Department  
Teresa.Quon@dc.gov  
*Counsel for Respondent*

Toya Carmichael  
Administrative Law Judge  
Toya.Carmichael2@dc.gov  
*Independent Hearing Examiner*

OHR Office of the General Counsel  
Ohr.ogc@dc.gov

Deidra Precia  
Name

Deidra Precia  
Signature



# Request for Taxpayer Identification Number and Certification

Give Form to the  
 requester. Do not  
 send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
 See Specific instructions on page 3.

|  |   |
|--|---|
| 1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.<br><i>Arita L. Schofield</i>   |   |
| 2 Business name/disregarded entity name, if different from above   |   |
| 3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.<br><input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC<br><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____<br><small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small><br><input type="checkbox"/> Other (see instructions) ▶ _____<br><input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):<br>Exempt payee code (if any) _____<br>Exemption from FATCA reporting code (if any) _____<br><small>(Applies to accounts maintained outside the U.S.)</small> |
| 5 Address (number, street, and apt. or suite no.) See instructions.<br><i>2-534(a)(2)</i>  | Requester's name and address (optional)   |
| 6  |   |
| 7 List account number(s) here (optional)   |   |

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Notes:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

|                                |
|--------------------------------|
| Social security number         |
| <i>2-534(a)(2)</i>             |
| OR                             |
| Employer identification number |
| -                              |

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

|                  |  |                        |
|------------------|--|------------------------|
| <b>Sign Here</b> | Signature of U.S. person ▶ <i>Arita L. Schofield</i> | Date ▶ <i>12-15-20</i> |
|------------------|--|------------------------|

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**OFFICE OF RISK MANAGEMENT**



**Jed Ross**  
**Chief Risk Officer**

**Payment Request to Agency for payment under \$10,000**  
**OR**  
**Settlements and Judgments Fund**

\$ \_\_\_\_\_ Amount Payable by Agency

**\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) Amount Payable by Settlements and Judgments Fund

Checks Payable to: Anita Schofield  
 Address: 2-534(a)(2)  
 City: 2-534(a)(2)  
 Agency CFO: \_\_\_\_\_ EMPLOYEE: \_\_\_\_\_

Claim ID Number: EP-20-006056 Type of Claim: PD:  BI:  Other:

|                       |                    |                 |
|-----------------------|--------------------|-----------------|
| Request Submitted By: | Name               | Date            |
|                       | <i>Peter Clark</i> | January 4, 2021 |
| Responsible Agency:   | _____              |                 |
| Submitted to OFRM:    | _____              |                 |
| Supervisor Signature: | <i>Peter Clark</i> | January 4, 2021 |

Loss Date: 12/9/2011 Location: Metropolitan Police Department

Description: Ms. Schofield filed a discrimination complaint with the Office of Human Rights (OHR). OHR sustained a DCFMLA violation and awarded damages finding that, but for MPD's DCFLMA violation, Ms. Schofield's term position would have been renewed though her mandatory retirement age of 64.

Superior Court upheld OHR's damages award of \$417,723.36, consisting of \$166,007.58 for lost wages, annual leave, and sick leave; \$42,854.10 in prejudgment interest at a rate of 4% per annum (compounded annually); and liquidated damages of \$203,861.68 (under D.C. Code § 32-509(6)(B)(6)(ii)). Current payment request is for prejudgment interest and liquidated damages only (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68) = **\$246,715.78**

**RISK MANAGEMENT FOR SETTLEMENTS AND JUDGMENTS**

*In addition to any other authority to pay claims and judgments, and department, agency or instrumentality of the District government may pay the settlement or judgment of a claim or lawsuit in an amount less than \$10,000, in accordance with the Risk Management for Settlements and Judgments Amendment Act of 2000, effective October 19, 2000. (D.C. Law 13-72; D.C. Official Code sec. 2-402) D.C. Official Code sec. 2-402, in turn, requires agencies to make such payments, unless the Mayor waives the requirement for good cause shown.*





**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
Office of Risk Management



Jed Ross  
Chief Risk Officer

**MEMORANDUM**

**To:** Shilonda Wiggins, Agency Fiscal Officer  
SSD/Finance Section  
Office of the Attorney General

**From:** Peter Clark, Assistant Deputy General Counsel  
Tort Liability Program Administrator  
Office of Risk Management *Peter Clark*

**Date:** January 4, 2021

**Subject:** Settlements & Judgments Fund (ZHO)  
Payment Request

---

Attached is the certified S & J Fund check issuance request. Please issue payment as per the attached report and supporting documentation. The payment total **\$246,715.78** (\$42,854.10 in prejudgment interest + liquidated damages of \$203,861.68). Should you need supporting documentation for other items listed but not included, contact Peter Clark at (202) 727-5686.

Received by: \_\_\_\_\_

Time: \_\_\_\_\_

Delivered by: \_\_\_\_\_

---

441 4<sup>th</sup> Street, NW, Suite 800S, Washington, D.C. 20001  
(202) 727-8600 - Main (202) 727-8319 - Fax  
Website: [orm.dc.gov](http://orm.dc.gov)



**From:** Waters, Jane (EOM)  
**Sent:** Mon, 4 Jan 2021 15:33:18 +0000  
**To:** Ross, Jed (ORM)  
**Cc:** Preston, Robert (EOM);Healy, Patrick (EOM);Gatton, Roger (EOM)  
**Subject:** FW: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

Jed – and so it begins.....

This is what I was trying to prevent.

- They want this process to begin ASAP (and it should) and it is indeed totally separate from the construction.
- How quickly we proceed and how cooperative we are will impact the ultimate dollar amount. They are appalled at the lack of urgency. We should immediately respond to this email.
- DGS is determined to use Salut and want to see Zurich's report. They also asked if Zurich will pay the mark up for minority vendors.
- Zurich honestly believe that this process should be under ORM's jurisdiction – I have already explained to them that that's not the District's process.

Are you available for a call?

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

**From:** Gervasio, Jeffrey J. <Jeff.Gervasio@sedgwick.com>

**Sent:** Monday, January 04, 2021 10:16 AM

**To:** Waters, Jane (EOM) <jane.waters@dc.gov>

**Cc:** Preston, Robert (EOM) <robert.preston@dc.gov>; Healy, Patrick (EOM) <Patrick.Healy3@dc.gov>; Gatton, Roger (EOM) <roger.gatton@dc.gov>; Terri Bauer <TBauer@rcmd.com>; wkable@rcmd.com; James Parris <james.parris@zurichna.com>; Chris Antinora <cantinora@jsheld.com>; Bob Martin <bob@meridian-consultants.net>; Timothy Swift <tswift@jsheld.com>

**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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I wanted to circle back on this as we begin a new week.

My understanding is Meridian was on site last week and provided 3 vendors BMS CAT, Belfor and Interstate who are on Zurich's approved list for remediation/restoration. How would you like to proceed on your end with starting the process of engaging a firm? I understand there may be a need for multiple bids as DC protocol so the sooner this process begins the better.

Also, with regard to the damaged contents, thank you for the inventory. For now we request any damaged content remain on site. I'm working with Zurich to see how they want to proceed with further evaluation of these items.

Any questions please let me know or if you'd like to schedule a site meeting/call with the consultants let me know.

Thanks again for your help.

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



---

**From:** Gervasio, Jeffrey J.  
**Sent:** Tuesday, December 22, 2020 12:25 PM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>; Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation  
Sedgwick # MEC20108870

Ok thanks

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®





---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Tuesday, December 22, 2020 12:23 PM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>; Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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Thanks much – I will be onsite Monday.

Regards - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Sent:** Tuesday, December 22, 2020 12:14 PM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>; Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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Thank you, Meridian will move forward with their 12/28 site visit.

To confirm we have advised all involved consultants to only discuss the claim with members of the Risk Management team when they are on site, whether it be Mr. Preston or Mr. Healy. Apologies for the confusion earlier today.

As always an concerns please call me directly to discuss. We will update Zurich as necessary.

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Tuesday, December 22, 2020 9:43 AM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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---

Absolutely Jeffrey.

Please schedule.

Thanks much - Jane

**Jane C. Waters**  
*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)



---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Sent:** Monday, December 21, 2020 3:01 PM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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Looks like Meridian would like to be on site a week from today Monday 12/28 at 8:30am to start the moisture mapping.

Can someone from RM be on site to meet them at that time?

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Monday, December 21, 2020 9:01 AM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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---

Jeff,

Understood – will follow up and advise.

Regards - Jane



**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>

**Sent:** Monday, December 21, 2020 8:51 AM

**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>

**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Bob Martin <[bob@meridian-consultants.net](mailto:bob@meridian-consultants.net)>

**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation  
Sedgwick # MEC20108870

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With regard to the other additional consultant Meridian, they would like to wait for the IH final report before inspecting the location. Our understanding is the IH should have their final findings over either this week or next per comments in our meeting Thursday.  
Please provide a copy of this report for review upon receipt.

Thanks

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
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---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>

**Sent:** Friday, December 18, 2020 4:17 PM

**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>

**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>;

Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com);  
Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation  
Sedgwick # MEC20108870

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Thanks much Jeff,

Both Robert Preston and Pat Healy from ORM will be onsite – the same gentlemen that you met earlier this week.

Thanks much - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>

**Sent:** Friday, December 18, 2020 2:39 PM

**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>

**Cc:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>;  
Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com);  
Timothy Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>; Chris Antinora <[cantinora@jsheld.com](mailto:cantinora@jsheld.com)>

**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation  
Sedgwick # MEC20108870

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The Held person contact information is below

Chris Antinora | Senior Vice President-Regional Lead  
J.S. Held LLC  
Six Drummond Place, Suite 1, Red Bank, NJ 07701  
Office 732-219-9660 | Mobile 609-217-0741

Chris is copied and can be on site as early as 8-10 am on Tuesday 12/22. Please let us know what time works best on your end.

I don't believe he will need to speak to anyone in particular just have someone on site that is familiar with the location.

Thanks

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
Office/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
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**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Friday, December 18, 2020 11:29 AM  
**To:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Cc:** [tswift@jsheld.com](mailto:tswift@jsheld.com); Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

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Thanks Jeffrey,

Tuesday is fine for JS Held. ORM will meet him at Peabody. We just need a timeframe for arrival and also need to know if he needs to speak with anyone special.

Appreciate your diligence. We promise to be very responsive.

Regards - Jane

**Jane C. Waters**  
*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)



**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>  
**Sent:** Friday, December 18, 2020 10:45 AM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Cc:** [tswift@jsheld.com](mailto:tswift@jsheld.com); Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Terri Bauer <[TBauer@rcmd.com](mailto:TBauer@rcmd.com)>; [wkable@rcmd.com](mailto:wkable@rcmd.com); James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>  
**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870  
**Importance:** High

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Jane,

Thanks for discussing this with me yesterday. As the claim progresses we will have requests for information that will be sent.

As discussed Zurich is engaging additional consultants to evaluate the potential moisture to the building and the technology impacted.

Chris Antinora, also with JS Held, will be the technology expert. He would like to visit the location Tuesday 12/22 or Weds 12/23 of this coming week. Please let me know the availability of your staff to accommodate this inspection. Chris will be traveling from NJ but could be on site in the AM.

Zurich has engaged Meridian to moisture map the location. We are corresponding with them now and will reach out to schedule their site visit once I have some feedback.

I'm in the process of reviewing the submitted support. As the claim progresses we will have requests for information that will be sent to this thread only. We will not be commenting to any other involved party from DC Govt per your request.

Thanks again for your help any questions let me know.

Jeff Gervasio | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®









**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>

**Sent:** Wednesday, December 16, 2020 12:58 PM

**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>

**Cc:** James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Tim Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>

**Subject:** RE: NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation  
Sedgwick # MEC20108870

**Importance:** High

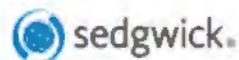
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Both Tim from Held and myself will be on site tomorrow, weather permitting, around 10am.

If you could please provide the contact names for your risk management ppl and any supporting documentation you may have ASAP so we can review prior to our inspection.

Any questions please let me know. Thanks

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



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**From:** Gervasio, Jeffrey J.

**Sent:** Wednesday, December 16, 2020 10:34 AM

**To:** [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

**Cc:** James Parris <[james.parris@zurichna.com](mailto:james.parris@zurichna.com)>; Tim Swift <[tswift@jsheld.com](mailto:tswift@jsheld.com)>

**Subject:** NEW LOSS Zurich claim #5630058569 District of Columbia, a Municipal Corporation Sedgwick # MEC20108870

Thank you for taking time this AM to discuss this loss with me. I will be the primary local contact for Zurich and report directly to Mr. Parris. As requested all contact on my end will come thru you.

Tim Swift with JS Held will be the new building consultant engaged by Zurich.

Either Tim or myself will try to be present tomorrow on site (weather permitting).

I understand you won't be present, can you provide the names of the insurance persons that will be?

As discussed, we don't yet have the supporting document so until we can complete a full review I don't want to schedule any calls with the involved parties. Once we are in a position to discuss I'll reach out to you so we can arrange as call.

Any questions please let me know.

**Jeff Gervasio** | Executive General Adjuster  
10411 Motor City Drive Ste. 320 | Bethesda, MD 20817  
OFFICE/CELL 301.922.0666 | EMAIL: [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com)  
[WWW.VERICLAIM.COM](http://WWW.VERICLAIM.COM) | Caring counts®



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**From:** [Sandra.Ralph@sedgwick.com](mailto:Sandra.Ralph@sedgwick.com) <[Sandra.Ralph@sedgwick.com](mailto:Sandra.Ralph@sedgwick.com)>

**Sent:** Wednesday, December 16, 2020 8:16 AM

**To:** [james.parris@zurichna.com](mailto:james.parris@zurichna.com)

**Cc:** Gervasio, Jeffrey J. <[Jeff.Gervasio@sedgwick.com](mailto:Jeff.Gervasio@sedgwick.com)>

**Subject:** 5630058569 ACKNOWLEDGEMENT OF ASSIGNMENT District of Columbia, a Municipal Corporation MEC20108870

Dear James,

On behalf of [Jeffrey Gervasio](mailto:Jeffrey.Gervasio), this email will serve as a formal notification of receipt of the following new claim:

**Insured:**

**District of Columbia, a Municipal**



|                             |                                      |
|-----------------------------|--------------------------------------|
|                             | <b>Corporation</b>                   |
| <b>Policy Number:</b>       | 0162703                              |
| <b>Date of Loss:</b>        | 9/29/2020                            |
| <b>Loss Location:</b>       | 425 C St NE<br>Washington, DC, 20002 |
| <b>Description of Loss:</b> | WATER                                |
| <b>Your Claim Ref#:</b>     | 5630058569                           |
| <b>Our Claim Ref#:</b>      | MEC20108870                          |

If you have any comments or questions regarding this claim, please contact Jeffrey at [Jeffrey.Gervasio@sedgwick.com](mailto:Jeffrey.Gervasio@sedgwick.com) or by phone at 301-922-0666.

Thank you for this opportunity to be of service.

Kind Regards,

Sandra Ralph

Administrative Assistant

We understand the challenges that exist with any claim in which the insured or claimant doesn't believe they have been compensated fairly or when there is a dispute regarding coverage afforded under the policy. Sedgwick takes its direction from its client and does not make coverage decisions. When there are disputes regarding claims, including but not limited to disputes over coverage, Sedgwick will look to its client for the defense and indemnification of claims arising out of the client's actions, decisions or directions.

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Any personal data acquired, processed or shared by us will be lawfully processed in line with applicable data protection legislation. If you have any questions regarding how we process personal data refer to our Privacy Notice <https://www.sedgwick.com/global-privacy-policy>. Any communication including this email and files/attachments transmitted with it are confidential and are intended solely for the use of the individual or entity to whom they are addressed. If this message has been sent to you in error, you must not copy, distribute or disclose of the information it contains and you must notify us immediately (contact is within the privacy policy) and delete the message from your system.

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://www.coronavirus.dc.gov).

**From:** OCP PASS ADMIN  
**Sent:** Mon, 4 Jan 2021 10:19:27 -0500  
**To:** JED ROSS  
**Subject:** CW86864 - FY21\_GDO\_CIO\_Staff Augmentation (IT TEchnical Support) :  
'Approval for Insurance Documents' requires your approval because "Action is Required"



**CW86864 - FY21\_GDO\_CIO\_Staff Augmentation (IT TEchnical Support) : 'Approval for Insurance Documents' requires your approval because "Action is Required"**

**Task title :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

You are being sent this email because you are an approver for a task attached to a document that has been submitted for approval.  
[Click here to view the project](#)

**From:** Stewart, Shaneah (EOM)  
**Sent:** Mon, 4 Jan 2021 15:06:01 +0000  
**To:** Ross, Jed (ORM)  
**Cc:** Yeung, Sam (ORM)  
**Subject:** FW: MOU - Request for Signature  
**Attachments:** MOU Amendment Gooding Elem swing site.pdf, MOU Amendment Gooding Elem swing site.doc

Good morning Jed,

Please review and sign the attached MOU (amendment) for Gooding Elementary Swing Site.

**Summary:**

This was prepared by **Roger Gatton & Charles Barbera on 1/04/2021**. ORM General Counsel Charles Barbera conducted a legal sufficiency review after the subject matter expert reviewed the document on **1/04/2021**.

1. **Introduction & Issue:** DGS has requested that coverage of the Builders Risk Insurance for construction of the Goding Elementary School Swing site be extended from 12/31/2020 through 3/01/2021.
2. **Background:** The project team is dealing with utility companies' delays, including PEPCO and DC Water, in providing power and water to the swing site. There is a need to extend the completion date until these utility companies complete their services.
3. **Analysis:** Signature requested

Thanks,  
Neah

---

**From:** Gatton, Roger (EOM) <roger.gatton@dc.gov>  
**Sent:** Monday, January 4, 2021 9:53 AM  
**To:** Stewart, Shaneah (EOM) <Shaneah.Stewart@dc.gov>  
**Cc:** Barbera, Charles (EOM) <charles.barbera@dc.gov>; Waters, Jane (EOM) <jane.waters@dc.gov>  
**Subject:** MOU - Request for Signature

Good morning Neah:

This was prepared by **Roger Gatton & Charles Barbera on 1/04/2021**. ORM General Counsel Charles Barbera conducted a legal sufficiency review after the subject matter expert reviewed the document on **1/04/2021**.

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**2. Background:** The project team is dealing with utility companies' delays, including PEPCO and DC Water, in providing power and water to the swing site. There is a need to extend the completion date until these utility companies complete their services.

**3. Analysis:** Signature requested

Request Date: ASAP Final Dead line: \_\_\_\_\_

**Comments and/or Proposed Changes: None**

Thank you,

Roger

Roger Gatton, CPCU, AAI  
*Senior Insurance Program Analyst*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 500S  
Washington DC 20001

Office: (202) 727-6352  
Cell: (202) 716-7987  
E-mail: [roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)

-



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**From:** DCPIC (HSEMA)  
**Sent:** Mon, 4 Jan 2021 15:01:11 +0000  
**To:** DCPIC (HSEMA);Akins, Lamont (EOM);Anderson, Keith (DGS);Ashley, Patrick (DOH);Brown, Dorothy (EOM);Carroll, Jeffery W. (MPD);Cavendish, Betsy (EOM);Chrappah, Ernest (DCRA);Foster, LaToya (EOM);Geldart, Chris (DPW);Gibson, Ventris (DCHR);Glover, Robert (MPD);Hapeman, Nancy (OCP);Holmes, Karima (OUC);Hudson, Julia (EOM);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mims, Keisha (EOM);Mitchell, Tanya (HSEMA);Moskowitz, Benjamin (EOM);Nesbitt, LaQuandra S. (DOH);Newsham, Peter (MPD);Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);Perry, Beverly (EOM);Racine, Karl (OAG);Robinson, Gabriel (DMV);Rodriguez, Chris (HSEMA);Ross, Jed (ORM);Schutter, George (OCP);Swaruup, Vikram (OAG);Walker, William;Zeilinger, Laura (DHS);Falcicchio, John (EOM);Carter, Michael (DPW);Parker, Vincent (DCRA);Rice, Angelique (OFRM);Brown, Justin (DH5);Harrison, Carol (OCTO);Nguyen, Phuong (EOM);Harrison, Daniel (DPW);Scott, Marc (OCP);Donnelly, John (FEMS);Dean, Aaron R II BG USARMY NG DCARNG (USA);Adams, Eugene (EOM);Nitz, John (OCFO);JEREMY BROWN (DPD;assata.lee@uscg.gov;Paxton, Jenny (WMATA) (jepaxton@wmata.com);Stanwich, John;Russell Fennelly;Lamond, David J;Leonard Lee (leonard\_lee@nps.gov);deborah\_deas@nps.gov;Marisa Richardson (marisa\_richardson@nps.gov);Robbin Owen;Wagner, Michael D CIV NORAD-USNC JFHQ - NCR (USA;Hinds, Thomas S (Scott) CIV USARMY MDW (USA;Downs, Jason (OAG)  
**Cc:** Natale, Vanessa (EOM);vanessa.natale2@dc.gov;Martinez, Gloria (EOM);Mccoy, Daniel (FEMS);Klein, Naomi (DDOT);Rapoza, Samantha;Simpson, Greg (DMV);Dawson, Wesley (DDOT);Lott, Everett (DDOT);Osborn, Clint (HSEMA);Al-Ghuiyy, Monamma N;Zimmerman, Justin (DCHR)  
**Subject:** January 2021 PIC Press Release for Situational Awareness  
**Attachments:** PIC January 3 2021 Press Release.pdf

Please review the attached press release for your situational awareness. Thank you.

V/r,



DC PRESIDENTIAL INAUGURAL COMMITTEE

301 7<sup>TH</sup> STREET SW SUITE 4004 | WASHINGTON DC

20024

[dc.pic@dc.gov](mailto:dc.pic@dc.gov)

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**FOR IMMEDIATE RELEASE**

January 3, 2021

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"We are excited about the possibilities and opportunities this moment presents to allow all Americans to participate in our country's sacred inaugural traditions. This innovative

programming will keep people safe and use new ways to bring in Americans across the country — from rural towns and urban cities to younger and older Americans to everybody and everywhere in between. This is an ambitious goal but we are committed to an inclusive and accessible celebration that brings Americans together and unifies our nation, especially during such a tough time for our country," **said PIC Executive Director Maju Varghese.**

As announced last week, **Dr. Kessler** will continue advising the PIC on how best to hold inaugural events that prioritize health and safety. Additionally, PIC Executive Producers **Stephanie Cutter** and **Ricky Kirshner** and Senior Advisor **Rod O'Connor** will play key roles in creating and producing the virtual parade across America.

The PIC will announce further details about events and how Americans can participate as it becomes available in the coming weeks.

###

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**Subject:** January 2021 PIC Press Release for Situational Awareness  
**Attachments:** PIC January 3 2021 Press Release.pdf

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V/r,



**DC PRESIDENTIAL INAUGURAL COMMITTEE**

301 7<sup>TH</sup> STREET SW SUITE 4004 | WASHINGTON DC

20024

[dc.pic@dc.gov](mailto:dc.pic@dc.gov)

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**From:** DCPIC (HSEMA)  
**Sent:** Mon, 4 Jan 2021 15:01:11 +0000  
**To:** DCPIC (HSEMA);Akins, Lamont (EOM);Anderson, Keith (DGS);Ashley, Patrick (DOH);Brown, Dorothy (EOM);Carroll, Jeffery W. (MPD);Cavendish, Betsy (EOM);Chrappah, Ernest (DCRA);Foster, LaToya (EOM);Geldart, Chris (DPW);Gibson, Ventris (DCHR);Glover, Robert (MPD);Hapeman, Nancy (OCP);Holmes, Karima (OUC);Hudson, Julia (EOM);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mims, Keisha (EOM);Mitchell, Tanya (HSEMA);Moskowitz, Benjamin (EOM);Nesbitt, LaQuandra S. (DOH);Newsham, Peter (MPD);Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);Perry, Beverly (EOM);Racine, Karl (OAG);Robinson, Gabriel (DMV);Rodriguez, Chris (HSEMA);Ross, Jed (ORM);Schutter, George (OCP);Swaruup, Vikram (OAG);Walker, William;Zeilinger, Laura (DHS);Falcicchio, John (EOM);Carter, Michael (DPW);Parker, Vincent (DCRA);Rice, Angelique (OFRM);Brown, Justin (DHS);Harrison, Carol (OCTO);Nguyen, Phuong (EOM);Harrison, Daniel (DPW);Scott, Marc (OCP);Donnelly, John (FEMS);Dean, Aaron R II BG USARMY NG DCARNG (USA);Adams, Eugene (EOM);Nitz, John (OCFO);JEREMY BROWN (DPD;assata.lee@uscg.gov;Paxton, Jenny (WMATA) (jepaxton@wmata.com);Stanwich, John;Russell Fennelly;Lamond, David J;Leonard Lee (leonard\_lee@nps.gov);deborah\_deas@nps.gov;Marisa Richardson (marisa\_richardson@nps.gov);Robbin Owen;Wagner, Michael D CIV NORAD-USNC JFHQ - NCR (USA;Hinds, Thomas S (Scott) CIV USARMY MDW (USA;Downs, Jason (OAG)  
**Cc:** Natale, Vanessa (EOM);vanessa.natale2@dc.gov;Martinez, Gloria (EOM);Mccoy, Daniel (FEMS);Klein, Naomi (DDOT);Rapoza, Samantha;Simpson, Greg (DMV);Dawson, Wesley (DDOT);Lott, Everett (DDOT);Osborn, Clint (HSEMA);Al-Ghuiyy, Monamma N;Zimmerman, Justin (DCHR)  
**Subject:** January 2021 PIC Press Release for Situational Awareness  
**Attachments:** PIC January 3 2021 Press Release.pdf

Please review the attached press release for your situational awareness. Thank you.

V/r,



**DC PRESIDENTIAL INAUGURAL COMMITTEE**

301 7<sup>TH</sup> STREET SW SUITE 4004 | WASHINGTON DC

20024

[dc.pic@dc.gov](mailto:dc.pic@dc.gov)

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**FOR IMMEDIATE RELEASE**

January 3, 2021

**Presidential Inaugural Committee Announces Programming to Honor  
Inaugural Traditions, Safely Engage Americans Across the Country**

*PIC Announces Inaugural Activities to Include Pass in Review, Presidential Escort,  
and Virtual Parade Across America*

WASHINGTON — Today, the Presidential Inaugural Committee (PIC) announced additional details about inauguration that will follow the official swearing-in ceremony on January 20, which will include a Pass in Review on the East Front of the Capitol, a Presidential Escort to the White House, and a virtual parade across America.

"This is an exciting opportunity to work with Americans across the country to showcase President-elect Biden and Vice President-elect Harris' steadfast commitment to a diverse, inclusive, and unified nation. There are many grand traditions to the inaugural and we plan to honor them by highlighting more of our nation's people than ever before while keeping everyone safe," **said PIC CEO Tony Allen.**

Below are additional details regarding these inaugural activities:

- **Pass in Review:** After the official swearing-in ceremony on the West front of the U.S. Capitol, the President-elect, First Lady, Vice President-elect, and Second Gentleman will participate in a Pass in Review on the East front with members of the military. Pass in Reviews are a long-standing military tradition that reflect the peaceful transfer of power to a new Commander-in-Chief, during which the President-elect, hosted by the Commander of Joint Task Force-National Capital Region, will review the readiness of military troops. Every branch of the military will be represented in this event. Participants will be socially distanced and PIC will have vigorous health and safety protocols in place.
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**From:** Risk Channel  
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Risk Channel

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To sign up to Risk Channel for free [click here](#).

**Monday, 4th January 2021**

## THE HOT STORY

### **Derivatives regulator uses Dodd-Frank to target foreign bribery**

The Commodity Futures Trading Commission (CFTC) has started to investigate and police bribery by multinational corporations despite not having the statutory authority to enforce antibribery laws directly. Earlier this month, it reached a \$95m settlement with Swiss energy firm **Vitol** for alleged misconduct stemming from bribes paid to state-controlled oil companies in Brazil, Ecuador and Mexico. The basis for the CFTC's enforcement action against Vitol is an antimanipulation rule that was introduced as a result of the 2010 Dodd-Frank Act and modeled after a securities law prohibiting insider trading. The rule prohibits the use of a "manipulative device, scheme, or artifice to defraud" in connection with the U.S. derivatives markets. Trading on material nonpublic information isn't prohibited by U.S. commodities laws. But it may violate the CFTC's rules if it is done in breach of a pre-existing duty or if the information is obtained fraudulently.

[Wall Street Journal](#)

## CYBERSECURITY

## **IRS taxpayer data wasn't exposed in SolarWinds hack, says TIGTA**

TIGTA has to date not uncovered any evidence that taxpayer data was accessed during the **SolarWinds** hack at federal agencies, including the Treasury Department and the Internal Revenue Service. "We are heartened that initial findings suggest that the recent cyber-attack on our government did not compromise taxpayer information lodged with the IRS," House Ways and Means Subcommittee Chairman Bill Pascrell, D-New Jersey, and ranking member Mike Kelly, R-Pennsylvania, said in a joint statement. "Americans should have confidence that their personal data is protected and secure. We continue to urge TIGTA, the IRS and the Treasury to be as transparent as possible with the American public on any breaches that they might subsequently find as they continue their investigations."

[Accounting Today](#)

## **GoDaddy scams own staff with bonus email**

Workers have hit out at **GoDaddy** after the Scottsdale, Arizona headquartered internet domain giant sent an email to staff offering them a \$650 one-time holiday bonus if they submitted location details by reply. But the email turned out to be a security test sent out by the company to see if employees would fall for a phishing scam. After the holiday email was sent out, the company hosted a town hall where employees told higher ups that the test was tone deaf.

[Forbes Daily Mail](#)

## **STRATEGY**

### **How 2020 accelerated digitization**

The *Wall Street Journal* examines how businesses have accelerated plans to embrace digitization over 2020, implementing strategies within months after the pandemic struck rather than bringing in change over several years. Shifts that began as temporary fixes are likely to become permanent, says the *Journal's* Greg Ip. Loren Padelford, vice president at **Shopify**, says: "Covid has acted like a time machine: it brought 2030 to 2020," adding: "All those trends, where organizations thought they had more time, got rapidly accelerated." However, the shift from physical to virtual could partially reverse once a vaccine is widely administered and fear of the virus fades, says Mr Ip, who goes on to cite Joel Mokyr, an economic historian at Northwestern University, who cautions that dematerialization can't continue indefinitely. "Diminishing returns works here as well. We can mimic reality, but we are not digital creatures ourselves, and..., our evolutionary background will continue to demand physical experiences," says Mokyr.

[Wall Street Journal](#)

## **REGULATION**

### **China launches investigation into Alibaba**



China's State Administration of Market Regulation has launched an investigation into **Alibaba**, the country's biggest tech company, for suspected monopolistic behavior. The probe comes a month after authorities halted sister company **Ant Group's** \$37bn initial public offering. China's market regulator said it was investigating practices including Alibaba's tactic of forcing merchants to sell exclusively on its platform, among other issues. The People's Bank of China, China Banking Regulatory Commission, China Securities Regulatory Commission and State Administration of Foreign Exchange said they would also meet Ant Group for "supervisory and guidance" talks. Ant Group is the developer of the **Alipay** mobile payment system. An editorial in the *People's Daily* state newspaper said: "This investigation does not mean that the country's attitude towards the encouragement and support of the platform economy has changed."

Reuters [Bloomberg Financial Times](#)

## OPERATIONAL

### **Consumer brands expect home working to continue post-pandemic**

Many food-and-consumer-products companies across the U.S. are expanding factories and revamping production lines to cater for the change in consumer habits brought about by the pandemic. Brands are predicting that shifts in behavior will be long-lasting as working from home becomes routine even post-pandemic, with companies involved in food production, toilet paper manufacturing and grooming making strategic adjustments.

[Wall Street Journal](#)

## ECONOMY

### **U.S. consumer confidence down in December**

U.S. consumer confidence unexpectedly fell in December to a four-month low amid surging COVID-19 cases that are spurring more states to tighten restrictions on businesses and travel. The Conference Board's index of consumer confidence dropped to 88.6 in the first two weeks of December, from a revised 92.9 in November, missing estimates in a Bloomberg survey of economists that had called for 97. The measure of sentiment about current conditions fell the most since April, while the expectations gauge rose from a four-year low. "Overall, it appears that growth has weakened further in [the fourth quarter], and consumers do not foresee the economy gaining any significant momentum in early 2021", said Lyn Franco, senior director of economic indicators at the Conference Board.

[Bloomberg Market Watch Wall Street Journal](#)

### **U.S. credit card applications tumble**

Demand for consumer credit in the U.S. has fallen dramatically during the COVID-19 crisis, with credit card applications hitting multiyear lows, according to the New York



Federal Reserve. Between February and October, the proportion of households applying for any form of credit over the past 12 months fell by 11 percentage points, to 35%. The drop in demand was most acute for new credit cards, where the application rate fell 10 points to just under 16%.

[\*Financial Times American Banker\*](#)

## LEGAL

### **N.Y. prosecutor hires forensic accounting experts**

Forensic accounting specialists have been brought in to help with the ongoing investigation by the Manhattan District Attorney's Office into President Trump's business transactions. District Attorney Cyrus R. Vance Jr. asked FTI Consulting to advise prosecutors on whether or not Mr. Trump or his company altered the value of some assets for tax purposes. Washington-headquartered FTI provides a "complete range of forensic, investigative, data analytic and litigation services," according to a corporate brochure. Jason Zirkle of the Association of Certified Fraud Examiners observes that Mr. Vance, who is a Democrat, may hope that the inclusion of an outside firm may help deflect criticism that his investigation is politically motivated.

[\*Washington Post\*](#)

## WORKFORCE

### **Remote workers rethink tasks that feel like a waste of time**

Remote workers are ditching previously routine tasks that now feel like a waste of time. Jennifer Chatman, a professor of management at the University of California Berkeley's Haas School of Business, observes: "Employees are in a position where they are calling more of the shots than they did before . . . That has shifted the power balance a little bit." Jessica Calarco, a sociology professor at Indiana University, says those remote staffers who are re-evaluating their workday should prioritize tasks that advance a company's core mission and demote reports or projects that are being done solely for tracking purposes.

[\*Wall Street Journal\*](#)

## CORPORATE

### **Wirecard is a scar on Germany's corporate landscape**

Robert Peres, head of the Minority Shareholders Initiative, says the **Wirecard** scandal highlights Germany's struggle to protect investors, with the erosion of shareholders' rights "a scar" on the country's corporate landscape.

[\*Financial Times\*](#)

## OTHER

### **EY launches social distancing 'proximity monitor'**

EY has developed a wireless-enabled technology solution designed to address social distancing concerns. The Big Four firm's "proximity monitor" measures the effectiveness of events' social distancing and awareness communications and highlights any pinch points for those fans attending that may lead to social distancing restrictions not being adhered to. It can be worn as a tag on a lanyard, as a wristband or downloaded as an app to use through most smartphones. Once the tag is activated, the user is effectively in their own Bluetooth bubble and the system monitors their proximity to other fans in the venue.

[Accountancy Daily](#)

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**Membership Type: Government Member**  
**Membership Amount: \$ 385.00**



Hi Jed Ross,  
**HAPPY NEW YEAR!** It's time to renew your PRIMA organization membership! You are listed as the point of contact for your organization (**DC Gov't- Risk Management**), so log in today and renew your organization's membership.

If you would prefer a paper invoice, please reply to this email.

If you would like to pay over the phone, please contact me at the number at (703) 253-1266.

If you have already renewed your PRIMA organization membership, please disregard this email.

**Thank you for your continuing support!**

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3. **Follow prompts** to complete both individual and/or primary contact information and your organization's information.
4. When finished, click on "**Join/Renew**" located at the top of the page and begin your online transaction to join.

*For organizational membership*, please be sure to select the name of the organization from the drop-down menu and "Shop For" the organization.

Each organization membership includes FIVE additional roster member at no EXTRA COST to YOU or the organization. Email me and I will forward you the PRIMA roster form.

**Melvin Bodmer, Jr.**  
**Director, Administrative & Member Services**

**Public Risk Management Association (PRIMA)**

700 South Washington Street

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## SET MANAGEMENT

Monday, January 4, 2021



### TOP NEWS

#### **ERISA Arbitration, New Legal Theories To Be Tested In 2021**

In 2021, courts stand poised to consider whether employers can kick benefit plan mismanagement suits to arbitration and whether two novel theories in class actions over retirement plans hold water. Here, Law360 highlights six ERISA cases to watch in the new year.

[Read full article »](#)

#### **Devil's In The Details As Union Pension Crisis Awaits Biden**

President-elect Joe Biden is expected to eventually sign a legislative fix for the funding crisis currently threatening union retirees' pensions, but exactly what that solution will look like will depend on Congress, experts say. Here, Law360 looks at the prospects for pension reform and other benefits changes in 2021

[Read full article »](#)

#### **Analysis**

#### **The Next Wave Of COVID-19 Securities Litigation Is Building**

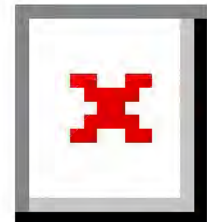
After nine months of securities litigation that targeted the travel, pharmaceutical and other industries hardest-hit by COVID-19, the next wave of pandemic-tied filings is building as the economy pushes into a lean winter.

[Read full article »](#)

#### **Analysis**

#### **Pandemic Response, ESG To Drive 2021 Shareholder Activism**

Shareholder activism is expected to ramp up in 2021 after a slowdown during the pandemic, with companies' COVID-19 responses among the themes that could feature heavily in activist campaigns. Here, Law360



### COMPANIES

AMAG  
Pharmaceuticals, Inc.  
Abbott Laboratories  
Airbnb Inc.  
Altman Weil Inc.  
American Airlines  
Group Inc.  
American Civil Liberties  
Union  
American Federation of  
State County &  
Municipal Employees  
Amgen Inc.  
Apple Inc.



recaps the major trends attorneys should watch in the investor activism space in 2021.

[Read full article »](#)

## POLICY & REGULATION

### Climate Regs Expected To Lead CFTC Policy Agenda In 2021

The U.S. Commodity Futures Trading Commission is expected to focus on mitigating climate risks under Democratic leadership in 2021, an agenda consistent with Biden administration priorities that will likely require collaboration with other regulators.

[Read full article »](#)

## LITIGATION

### Analysis

#### Fintech Litigation To Watch In 2021

Economic tumult in 2020 resulting from the coronavirus pandemic drove the adoption of fintech and prompted additional scrutiny of the burgeoning sector. These rapid-fire fintech developments, combined with the coming changing of the guard in Washington and a potentially new enforcement framework, will inform both enforcement cases and private litigation in 2021, attorneys told Law360.

[Read full article »](#)

### Analysis

#### 5 Litigation Areas For Banks To Watch In 2021

If what's past is prologue, then 2021 is shaping up to be no exception for the banking industry, as fallout from the coronavirus pandemic and regulatory fights of 2020 continue to ripple through the courts and shape the legal landscape for financial services providers in the coming year.

[Read full article »](#)

### Analysis

#### Real Estate Cases To Watch In 2021

Real estate lawyers this year will be keeping close tabs on a variety of disputes between landlords and tenants, and in doing so will look for clues to the broader question of how courts will rule on lease disputes centered around COVID-19. Here, Law360 looks at various real estate disputes that lawyers will be watching in 2021.

[Read full article »](#)

## DEALS

### Analysis

#### 3 Questions Looming For The 2021 IPO Market

Following an explosive finish for the initial public offerings market in 2020, capital markets lawyers are expecting that momentum to carry into the new year independent of the pandemic and changes in the presidential

Bank of America Corp.  
British Broadcasting Corp.

Brookfield Property Partners LP

Burford Capital LLC

Cablevision Systems Corporation

Carnival Corp. & PLC

Coinbase Inc.

Cornell University

Dealogic LLC

DoorDash Inc.

DraftKings Inc.

Ernst & Young LLP

Exxon Mobil Corp.

Facebook Inc.

Federal National Mortgage Association

Fifth Third Bancorp

George Washington University

Georgetown University

GoodRx Inc.

Google Inc.

HDR Global Trading Ltd.

Halliburton Co.

Hamline University

Harvard University

Heitman LLC

Hudson City Bancorp Inc.

Huntington Ingalls Industries Inc.

Inovio

Pharmaceuticals, Inc.

Instagram Inc.

Intel Corp.

International Business Machines Corp.

JPMorgan Chase & Co.

Jackson State University

Lambda Legal Defense



administration. Here are three questions to consider as the year unfolds.  
[Read full article »](#)

## EXPERT ANALYSIS

### 2020 ERISA Litigation Trends Hint At What's Ahead This Year

Trends from a record-setting year for Employee Retirement Income Security Act litigation show no signs of slowing down in 2021, with more excessive fee claims targeting smaller plans, health coverage continuation notice lawsuits, and challenges to defined benefit plans' actuarial assumptions likely on the horizon, say attorneys at Groom Law.

[Read full article »](#)

### Securities Litigation Trends That Will Matter Most In 2021

As the pandemic rages on, 2021 promises more COVID-19-related securities litigation, as well as significant developments in the law related to federal forum provisions; environmental, social and governance-based derivative lawsuits; disclosure standards; and the presumption of reliance in class certification, say attorneys at Willkie.

[Read full article »](#)

### Law Firm Merger Predictions For 2021

After a brief break in the multiyear streak of increasing law firm mergers, 2021 seems poised for a return to normal, with acquisitions involving small firms — those with under 400 lawyers — likely to dominate, says Peter Zeughauser at Zeughauser Group.

[Read full article »](#)

## LEGAL INDUSTRY

### 3 Things Keeping Managing Partners Up At Night In 2021

Just as law firm leaders are massaging their temples and coming to grips with the past year, 2021 is upon us, bringing new challenges like managing pandemic fatigue, facing down a recession and grappling with the idea that there may never be a complete return to normal.

[Read full article »](#)

### Expect A Law Firm Merger Uptick In 2021, But Nothing Epic

It won't be hard for the industry to outdo the merger totals logged in 2020 amid a global pandemic: Preliminary data shows there was a near decade-low 61 U.S. law firm combinations last year.

[Read full article »](#)

### 5 BigLaw Discrimination Cases To Watch In 2021

Cases where powerhouse law firms stand accused of subjecting lawyers and other staff to discrimination were closely watched in 2020. Here's where five suits against BigLaw heavyweights stand going into the new year.

& Educational Fund  
Lockheed Martin Corp.  
M&T Bank Corp.  
Maplebear Inc.  
MetLife Inc.  
NAACP Legal Defense and Educational Fund Inc.  
National Association for the Advancement of Colored People  
New York University  
NortonLifeLock Inc.  
Norwegian Cruise Line  
OSI Systems Inc.  
Oracle Corp.  
PNC Financial Services Group Inc.  
PepsiCo Inc.  
Pershing Square Capital Management LP  
Pharmaceutical Care Management Association  
Princeton University  
QUALCOMM Inc.  
RD Legal Funding LLC  
Renaissance Capital  
Robinhood Markets Inc.  
Royal Caribbean Cruises Ltd.  
Royal Dutch Shell PLC  
Simon Property Group Inc.  
Sorrento Therapeutics Inc.  
Southern Coalition for Social Justice  
Southwest Airlines Co.  
Starboard Value LP  
Teladoc Health Inc.  
The Charles Schwab Corp.  
The Cheesecake



[Read full article »](#)

#### Analysis

### 4 Worries That Will Keep GCs Awake At Night In 2021

As general counsel plan for the new year, they are expecting sleepless nights over the coronavirus vaccine rollout and diversity efforts, among other issues. Here, Law360 looks at the biggest concerns for top in-house leaders going into 2021.

[Read full article »](#)

### 65 Names To Watch When Biden Picks Circuit Judges

President-elect Joe Biden will take office with just one or two vacancies on the nation's appeals courts after a Republican drive to reshape the judiciary, but more than a third of the nearly 180 circuit judges are eligible to retire. After surveying dozens of appellate advocates and experts around the country, Law360 has identified 65 people Biden is likely to consider naming circuit judges.

[Read full article »](#)

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**israel Dept of AMLAW 200 NY branch office seeks mid-level corp fin/securities assoc**

Schoen Legal Search  
NYC, New York

**Affordable Housing Partner wanted by Top ranked RE firm NYC office**

Schoen Legal Search  
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**Corporate partner for NY office of well-known NY/NJ mid-sized firm**

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Factory Inc.  
The Gap Inc.  
The Goldman Sachs Group Inc.  
The Gores Group LLC  
The Western Union Co.  
U.S. Bancorp  
UBS AG  
UCLA School of Law  
Uber Technologies Inc.  
UnitedHealth Group Inc.  
University of Georgia  
University of Iowa  
University of Virginia  
Virgin Galactic LLC  
Washington Post Co.  
Watanabe Nason & Schwartz  
Whatsapp Inc.  
Yale University  
Zeughauser Group LLC  
ZipRecruiter Inc.  
Zoom Video Communications Inc.

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Akerman LLP  
Alston & Bird  
Austin LLP  
Bailey & Glasser  
Baker Botts  
Bennett Hartman  
Bingham McCutchen  
Bradley Arant  
Bryan Cave Leighton Paisner  
Butler Wooten  
Cooley LLP  
Covington & Burling  
Cravath Swaine  
DLA Piper  
Davis Brown  
Davis Polk

Dentons  
Duane Morris LLP  
Fish & Richardson  
Foley & Lardner  
Fox Rothschild  
Freshfields  
Fried Frank  
Gibson Dunn  
Goulston & Storrs  
Greene Espel  
Groom Law Group  
Gupta Wessler  
Hangley Aronchick  
Haynes & Boone  
Hillis Clark  
Hogan Lovells  
Ice Miller  
Jenner & Block  
Jones Day  
Kaplan Saunders  
Kelley Kronenberg  
King & Spalding  
Kirkland & Ellis  
Kobre & Kim  
Linklaters  
Mayer Brown  
McDermott Will  
McGuireWoods  
Morgan Lewis  
Morris James  
Morris Nichols  
Morrison & Foerster  
Moses & Singer  
Nelson Mullins  
Nixon Peabody  
Norton Rose  
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O'Melveny & Myers  
Ogletree Deakins  
Olshan Frome  
Paul Hastings  
Potter Anderson

Reed Weitkamp  
Robins Kaplan  
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Schnader Harrison  
Schulte Roth  
Scott & Corley  
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Simpson Thacher  
Sirote & Permutt  
Skadden Arps  
Squire Patton  
Steptoe & Johnson LLP  
Stueve Siegel Hanson  
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**GOVERNMENT  
AGENCIES**

Administrative  
Conference of the  
United States  
California Supreme  
Court  
Centers for Disease  
Control and Prevention  
Colorado Supreme  
Court  
Commodity Futures  
Trading Commission  
Consumer Financial  
Protection Bureau  
Delaware Court of  
Chancery  
Equal Employment  
Opportunity  
Commission  
European Union  
Federal Housing  
Finance Agency  
Federal Reserve  
System

Federal Trade  
Commission  
Financial Stability  
Oversight Council  
Florida Supreme Court  
North Dakota Supreme  
Court  
Ohio Supreme Court  
Pension Benefit  
Guaranty Corp.  
U.S. Army  
U.S. Attorney's Office  
U.S. Court of Appeals  
for the First Circuit  
U.S. Court of Appeals  
for the Ninth Circuit  
U.S. Court of Appeals  
for the Second Circuit  
U.S. Court of Appeals  
for the Seventh Circuit  
U.S. Court of Appeals  
for the Third Circuit  
U.S. Department of  
Education  
U.S. Department of  
Homeland Security  
U.S. Department of  
Justice  
U.S. Department of  
Labor  
U.S. District Court for  
the District of Columbia  
U.S. District Court for  
the District of Delaware  
U.S. District Court for  
the District of  
Minnesota  
U.S. District Court for  
the District of New  
Jersey  
U.S. District Court for  
the Eastern District of  
Pennsylvania  
U.S. District Court for  
the Eastern District of  
Texas  
U.S. District Court for



[the Eastern District of Virginia](#)  
[U.S. District Court for the Middle District of Florida](#)  
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**From:** Transportation Law360  
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**To:** jed.ross2@dc.gov  
**Subject:** Transportation Cases To Watch In 2021

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## TRANSPORTATION

Monday, January 4, 2021



### TOP NEWS

#### Transportation Cases To Watch In 2021

A personal jurisdiction battle affecting the legal exposure of automakers and other product manufacturers, delivery drivers' feud with gig-economy companies over their independent contractor status and clashes over the scope of federal preemption are among the court battles that transportation attorneys are watching in 2021.

[Read full article »](#)

#### Transportation Legislation And Regulation To Watch In 2021

Infrastructure funding legislation, autonomous vehicle rules, consumer protection regulations for air travel and proposed reforms to the government's aircraft certification process are some of the transportation industry's top legislative and regulatory priorities to watch in 2021.

[Read full article »](#)

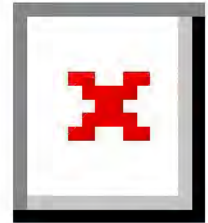
#### Labor Cases And Trends To Watch In 2021

The U.S. Supreme Court is set to decide whether a California regulation requiring farms to allow organizers onto their properties violates the Fifth Amendment, a new wave of litigation over profane outbursts by workers could find its way to the National Labor Relations Board and the board doctrine that shields unions from being ousted while collective bargaining agreements are in effect is under the microscope in 2021.

[Read full article »](#)

#### Environmental Cases To Watch In 2021

This year will bring a new presidential administration and potentially head-spinning changes to the government's position in pending litigation on crucial issues like Clean Water Act jurisdiction and greenhouse gas



### COMPANIES

AMAG  
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Abbott Laboratories  
Altman Weil Inc.  
Amazon.com Inc.  
American Airlines  
Group Inc.  
American Civil Liberties  
Union  
American Electric  
Power Co. Inc.  
American Federation of  
Labor & Congress of  
Industrial Organizations



emissions from vehicles, oil and gas operations and power plants.

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### **Environmental Regulations To Watch In 2021**

The new Biden administration will have its hands full attempting to implement an environmental regulatory agenda that in many ways will be the polar opposite of what the Trump administration has accomplished, from finding effective ways to address climate change to ensuring projects can get faster reviews that don't skimp on environmental protections.

[Read full article »](#)

## **ENERGY**

### **Energy Cases To Watch In 2021**

Climate change once again dominates the list of court cases that the energy industry will be closely watching in 2021, including the U.S. Supreme Court wading in on the future of climate torts against fossil fuel companies and legal battles over greenhouse gas emissions regulations for power plants and vehicles. Here are five energy-related cases to watch in the new year.

[Read full article »](#)

### **Energy Regulation And Legislation To Watch In 2021**

The new Biden administration will drastically shift U.S. energy policy from the previous four years under President Donald Trump, but continued division on Capitol Hill means most major moves will come via regulation and executive action rather than legislation. Here, Law360 breaks down four regulatory and legislative issues energy lawyers should keep tabs on in 2021.

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## **EXPERT ANALYSIS**

### **2020 ERISA Litigation Trends Hint At What's Ahead This Year**

Trends from a record-setting year for Employee Retirement Income Security Act litigation show no signs of slowing down in 2021, with more excessive fee claims targeting smaller plans, health coverage continuation notice lawsuits, and challenges to defined benefit plans' actuarial assumptions likely on the horizon, say attorneys at Groom Law.

[Read full article »](#)

### **Securities Litigation Trends That Will Matter Most In 2021**

As the pandemic rages on, 2021 promises more COVID-19-related securities litigation, as well as significant developments in the law related to federal forum provisions; environmental, social and governance-based derivative lawsuits; disclosure standards; and the presumption of reliance in class certification, say attorneys at Willkie.

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American Federation of State County & Municipal Employees

Amgen Inc.

BP p.l.c.

Bank of America Corp.

Bristol-Myers Squibb Co.

British Broadcasting Corp.

Cablevision Systems Corporation

Carnival Corp. & PLC

Chevron Corp.

Cornell University

Facebook Inc.

Fifth Third Bancorp

Ford Motor Co.

George Washington University

Georgetown University

Google Inc.

Halliburton Co.

Hamline University

Harvard University

Hudson City Bancorp Inc.

Inovio

Pharmaceuticals, Inc.

Intel Corp.

International Brotherhood of Teamsters

International Business Machines Corp.

International Union Of Operating Engineers

JPMorgan Chase & Co.

Jackson State University

LCI Industries

Lambda Legal Defense & Educational Fund

Lockheed Martin Corp.

M&T Bank Corp.



## Law Firm Merger Predictions For 2021

After a brief break in the multiyear streak of increasing law firm mergers, 2021 seems poised for a return to normal, with acquisitions involving small firms — those with under 400 lawyers — likely to dominate, says Peter Zeughauser at Zeughauser Group.

[Read full article »](#)

## LEGAL INDUSTRY

### 3 Things Keeping Managing Partners Up At Night In 2021

Just as law firm leaders are massaging their temples and coming to grips with the past year, 2021 is upon us, bringing new challenges like managing pandemic fatigue, facing down a recession and grappling with the idea that there may never be a complete return to normal.

[Read full article »](#)

### Expect A Law Firm Merger Uptick In 2021, But Nothing Epic

It won't be hard for the industry to outdo the merger totals logged in 2020 amid a global pandemic: Preliminary data shows there was a near decade-low 61 U.S. law firm combinations last year.

[Read full article »](#)

### 5 BigLaw Discrimination Cases To Watch In 2021

Cases where powerhouse law firms stand accused of subjecting lawyers and other staff to discrimination were closely watched in 2020. Here's where five suits against BigLaw heavyweights stand going into the new year.

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#### Analysis

### 4 Worries That Will Keep GCs Awake At Night In 2021

As general counsel plan for the new year, they are expecting sleepless nights over the coronavirus vaccine rollout and diversity efforts, among other issues. Here, Law360 looks at the biggest concerns for top in-house leaders going into 2021.

[Read full article »](#)

### 65 Names To Watch When Biden Picks Circuit Judges

President-elect Joe Biden will take office with just one or two vacancies on the nation's appeals courts after a Republican drive to reshape the judiciary, but more than a third of the nearly 180 circuit judges are eligible to retire. After surveying dozens of appellate advocates and experts around the country, Law360 has identified 65 people Biden is likely to consider naming circuit judges.

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Social Justice

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Corp.

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Group Inc.

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Uber Technologies Inc.

Union of Concerned  
Scientists

United Food &



Commercial Workers  
International Union  
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Schwartz  
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Bennett Hartman  
Bingham McCutchen  
Bradley Arant  
Bryan Cave Leighton  
Paisner  
Butler Wooten  
Clark Hill  
Cohen Weiss  
Cooley LLP  
Covington & Burling  
Cozen O'Connor  
Cravath Swaine  
Crowell & Moring  
DLA Piper  
Davis Brown  
Davis Polk  
Davis Wright Tremaine  
Dentons  
Duane Morris LLP  
Fish & Richardson  
Fox Rothschild  
Fried Frank

Gibson Dunn  
Godwin Morris  
Greenberg Traurig  
Greene Espel  
Groom Law Group  
Gupta Wessler  
Hangley Aronchick  
Hillis Clark  
Hogan Lovells  
Holland & Hart  
Hunton Andrews Kurth  
Ice Miller  
Jenner & Block  
Jones Day  
King & Spalding  
Kirkland & Ellis  
Kreindler & Kreindler  
Linklaters  
Mayer Brown  
McDermott Will  
McGuireWoods  
Morris Nichols  
Morrison & Foerster  
Neal Gerber  
Nelson Mullins  
Norton Rose  
Nutter McClennen  
O'Melveny & Myers  
Paul Hastings  
Reed Weitkamp  
Schnader Harrison  
Scott & Corley  
Selendy & Gay  
Sidley Austin  
Sirote & Permutt  
Skadden Arps  
Slack Davis  
Squire Patton  
Stoel Rives  
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Thompson & Knight  
Troutman Pepper

Venable LLP  
Wiggin and Dana  
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Bureau of Ocean  
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California Labor  
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Workforce  
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California Supreme  
Court  
Centers for Disease  
Control and Prevention  
Colorado Supreme  
Court  
Congressional Budget  
Office  
Consumer Financial  
Protection Bureau  
Council on  
Environmental Quality  
Equal Employment  
Opportunity  
Commission  
European Union  
Executive Office of the  
President  
Federal Aviation  
Administration  
Federal Energy  
Regulatory  
Commission  
Federal Motor Carrier  
Safety Administration  
Federal Reserve  
System  
Federal Trade  
Commission  
Fish and Wildlife  
Service

Florida Supreme Court  
National Highway  
Traffic Safety  
Administration  
National Labor  
Relations Board  
National Marine  
Fisheries Service  
North Dakota Supreme  
Court  
Ohio Supreme Court  
U.S. Army  
U.S. Army Corps of  
Engineers  
U.S. Attorney's Office  
U.S. Court of Appeals  
for the District of  
Columbia Circuit  
U.S. Court of Appeals  
for the First Circuit  
U.S. Court of Appeals  
for the Ninth Circuit  
U.S. Court of Appeals  
for the Second Circuit  
U.S. Court of Appeals  
for the Seventh Circuit  
U.S. Court of Appeals  
for the Third Circuit  
U.S. Department of  
Education  
U.S. Department of  
Energy  
U.S. Department of  
Homeland Security  
U.S. Department of  
Justice  
U.S. Department of  
Labor  
U.S. Department of  
Transportation  
U.S. Department of the  
Interior  
U.S. District Court for  
the District of Columbia  
U.S. District Court for  
the District of Delaware  
U.S. District Court for

the District of New Jersey  
U.S. District Court for the District of South Carolina  
U.S. District Court for the Eastern District of Pennsylvania  
U.S. District Court for the Middle District of Florida  
U.S. District Court for the Northern District of California  
U.S. District Court for the Northern District of Illinois  
U.S. District Court for the Northern District of Texas  
U.S. District Court for the Southern District of California  
U.S. District Court for the Southern District of Florida  
U.S. District Court for the Southern District of New York  
U.S. District Court for the Western District of Virginia  
U.S. Environmental Protection Agency  
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U.S. Securities and Exchange Commission  
U.S. Sentencing Commission  
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**Sent:** Mon, 4 Jan 2021 00:02:27 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

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 **CW4545** - **Risk Assessment and Impact Analysis**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4320** - **Drupal Platform Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
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 **CW4308** - **DCSS Application for Engineering and Logistics-NORTH ARROW INC.**  
5

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**Task description :** Approval for Insurance Documents


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 **CW4223** - **CW35004- Midtown Personnel Inc. - Do not use Closed**  
2

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents No changes necessary. select button to clear.

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 **CW4247** - **Quality Plan Administrators FY 16**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4311** - **Alabama Clinical Schools-Residential Treatment Services**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4556 - McAfee Professional Services (On-Site Support)**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4160 - DCSS - Furniture and Furniture Management Services - American Business Supplies, LLC**  
5


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**Task description :** Approval for Insurance Documents

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 **CW4420 - FY16-T00-Splunk Dashboard**  
1


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 **CW4276 - Water Quality Monitoring at Two (2) District Engine Houses**  
6


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 **CW4426 - FY16\_GD0\_PostSec\_LiteracyPro**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** COI ATTACHED TO CW. THEY MEET ALL REQUIREMENTS OF THE CONTRACT.

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 **CW4665 - District of Columbia Science Assessment Scoring**  
4

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**Task description :** Approval for Insurance Documents


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 **CW4712 - DCPS DCSS CRS - Temp Services**  
9

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**Task description :** Approval for Insurance Documents

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 **CW4562** - **DataMetrix RAC Contract Workspace (Procurement)**  
7

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**Task description :** Approval for Insurance Documents

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 **CW4805** - **NextGen Enterprise Archiving**  
5

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**Task description :** Approval for Insurance Documents

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 **CW4721** - **Network Access Control Implementation**  
3

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
 **CW4856** - **Internet Service Provider**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

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
 **CW4919** - **Redesign for Long-Term Care Administration**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

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 **CW4774** - **Life and Disability Insurance**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

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 **CW4764** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Vaden**  
9

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**Task description :** Approval for Insurance Documents

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
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 **CW4638** - **OCTO Temporary Resources - ANC**  
0

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 **CW4859** - Provider Certification Review DDS DDA Liberty Healthcare  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4902** - DCAS Knowledge Transfer  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents  
7/1/16 - 7/1/17

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Blount  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Ruff  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4611** - DOT Trip Ticket Scanning Services  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents:  
Documents Systems Inc.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4768** - FY17\_GD0\_ODR Impartial Hearing Officer\_Seat  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4928** - SecureAuth IdP Multifactor Authentication  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5006** - **OCTO Blue Coat- Internet Proxy and SSL inspection**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5246** - **Additional Medicaid Data Warehouse Development**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4995** - **Monitoring Services - Outlying Hotels**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5054** - **Enlightened- OCTO HBX Competitive for Temporary Pesonnel**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5583** - **IBM Mainframe License and Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5560** - **Home Care Chore Aides**  
1

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5705** - **OSSE-Teaching & Learning-Restorative Practices**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

**From:** Stewart, Shaneah (EOM)  
**Sent:** Tue, 22 Dec 2020 20:19:31 +0000  
**To:** Ross, Jed (ORM)  
**Cc:** Yeung, Sam (ORM)  
**Subject:** November 2020 FRP  
**Attachments:** FRP - BGO - FY21 02 NOVEMBER - Executive Summary.pdf 12.22.2020.pdf, FRP - RK0 - FY21 02 NOVEMBER - Executive Summary.pdf 12.22.2020.pdf, FRP - RJO - FY21 02 NOVEMBER - Executive Summary.pdf 12.22.2020.pdf, FRP - BGO - FY21 02 NOVEMBER.xlsx, FRP - RK0 - FY21 02 - NOVEMBER.xlsx, FRP - RJO - FY21 02 - NOVEMBER.xlsx

Hi Jed,

Please review and sign the FRP's for Nov 2020.

2-534(e)

Thanks,  
Neah

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

































































































































































































































































**From:** The Well News  
**Sent:** Tue, 22 Dec 2020 15:05:25 -0500  
**To:** jed.ross@dc.gov  
**Subject:** SAVED BY THE WELL | Michigan Passes \$465 Million Covid-19 Relief Stimulus Package

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

[View in browser](#)

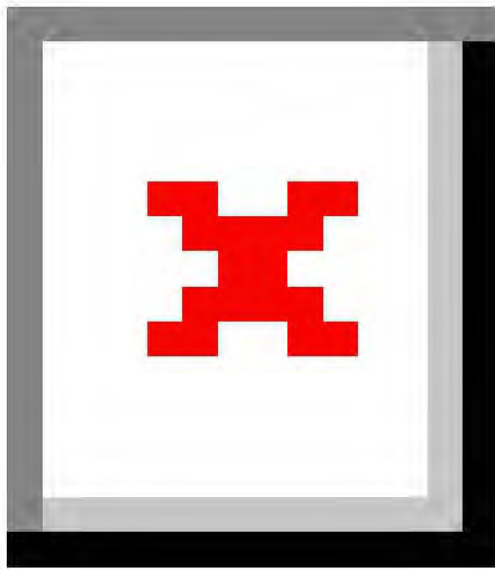


## Saved by The Well

SPONSORED BY PHILIP MORRIS INTERNATIONAL  
Tuesday, December 22, 2020

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**Michigan Passes \$465 Million Covid-19 Relief Stimulus Package**



LANSING, Mich. – Today, the Michigan state legislature passed [Senate Bill 748](#), a bipartisan bill that provides \$465 million in COVID-19 economic relief from state and federal tax revenues. The spending plan was passed earlier today in Michigan's state House of Representatives after being passed 35-2 in Michigan's GOP-controlled state Senate [last week](#).

The package will include relief payments for furloughed workers and struggling businesses, as well as funds for vaccine distribution and more. The bill is expected to be approved by Michigan governor Gretchen Whitmer in the coming days.

According to the text of the bill, approximately \$443 million will be appropriated from

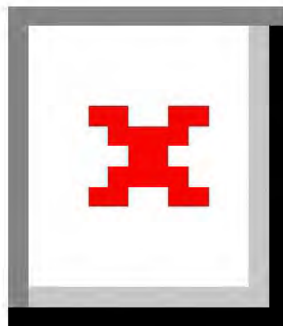


Michigan's state general fund while nearly \$22 million will come from federal revenues.

Of the major appropriations outlined in the bill, some of the stimulus funding will include:

- \$220 million for unemployment
- \$55 million in small business survival grants
- \$51 million for COVID vaccine distribution and testing
- \$45 million in grants for workers laid off or furloughed in business impacted by restrictions

When broken down further, the \$220 million for unemployment will include an extension of unemployment benefits up to 26 weeks for struggling Michiganders, a six-week increase from the previous cap of 20 weeks.



The \$55 million allocated for small business survival grants will benefit Michigan businesses who have experienced income loss as a result of Michigan's recent [Gatherings and Face Mask Order](#), the state's latest measure of restricting the spread of COVID-19.

Survival grants given to small businesses will vary in amount depending on how long they have been closed due to the state's order.

For businesses that have been closed for the duration of the gatherings and face mask order can receive up to \$20,000 in grant money from the state. On the other hand, if they have only been partially closed during the order, then businesses can receive a maximum of \$15,000 in grants.

According to S.B. 748, businesses receiving a survival grant will be expected to spend the grant on "payroll expenses, rent, mortgage payments, utility expenses or other similar expenses."

Besides the \$51 million allocated for vaccine strategy use, the Michigan legislature also approved a continuation of the state's \$2 hourly wage hike for health care workers at hospitals and nursing homes. The wage hike will help frontline workers starting January 1, 2021 through to February 28, 2021.

For workers who have been laid off or have been furloughed in recent months due to the pandemic, individuals will be eligible to receive up to \$1,650 from the employee assistance fund under the Michigan Department of Treasury.

In addition to these line items, the legislation will also provide \$3.5 million in grants for concert and live-entertainment venues, with a maximum of \$40,000 allocated to eligible venues.

The latest round of COVID-19 relief is an expansion of Whitmer's [previous ask](#) of \$100 million last month.

"I proposed this stimulus plan to the legislature in November because I know how much our families, frontline workers, and small businesses need relief as we head into the winter," stated Whitmer in a public statement.

“This bipartisan relief bill will provide families and businesses the support they need to stay afloat as we continue working to distribute the safe and effective vaccine and eradicate COVID-19 once and for all.

“There is still more work to do to beat this virus and grow our economy,” continued Whitmer.

“This bill does not mark the end of the fight against COVID-19, but it is another critical step in helping Michiganders battle the virus and survive the repeated shutdowns of our economy,” said the legislation’s sponsor, Michigan Senate Appropriations Committee Chairman Jim Stamas, in a public [statement](#).

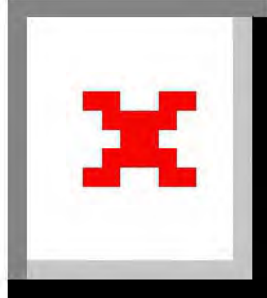
“This budget bill provides critical support to the workers and small, family businesses who have been left behind by their government and extends a lifeline right when they need it the most,” said Michigan Republican House Speaker Lee Chatfield in a public [statement](#).

“People are worried about the effects of the latest shutdown and what it means for their families,” continued Chatfield.

“We are listening and looking for ways to help. Of course, the best way to help people is to follow the science and safely and securely reopen Michigan’s schools and small businesses.

“Until that happens, we will continue to fight for the people we represent, support working families with our votes and ensure everyone can continue to make ends meet,” stated Chatfield.

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## MOST READ THIS WEEK

- [Consumer Relief: COVID Bill to End 'Surprise' Medical Bills](#)  
By Ricardo Alonso-Zaldivar
- [Rita Hart Challenges Iowa Congressional Race Results in US House](#)  
By Dan McCue
- [Report Shows Women Ran, Won, and Donated in Record Numbers in 2020](#)  
By Sara Wilkerson

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**From:** Smith, Trista (OFRM)  
**Sent:** Tue, 22 Dec 2020 19:49:08 +0000  
**To:** Yeung, Sam (ORM); Ross, Jed (ORM); Evans, Valerie (EOM)  
**Cc:** Awas, Alemayehu (OFRM); Bolden, Michael (OFRM); Mukolwe, Christine (OFRM)  
**Subject:** RK0 November 2020 FRP  
**Attachments:** FRP - RK0 - FY21 02 NOVEMBER - Executive Summary.docx, FRP - RK0 - FY21 02 - NOVEMBER.xlsx

Good Afternoon,  
Attached is the November 200 FRP for RK0. I have made the agreed upon adjustments. Please review, sign and return to me.  
Thanks  
Trista

Trista J. Smith  
Budget Analyst | OFRM  
Office of the Chief Financial Officer | Government Operations Cluster  
441 4th Street, NW, Suite 890N  
Washington DC 20001  
Phone: 202|727|9930  
Email: [Trista.smith@dc.gov](mailto:Trista.smith@dc.gov)



*Government Operations Cluster: Embrace the Mission, Live the Culture*

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



|    | A   | B                                | C                             | D  | E                                     | F                                      | G  | H                       | I                         |
|----|---|----------------------------------|-------------------------------|--|---------------------------------------|--|--|-------------------------|---------------------------|
| 1  | <b>FY 2021 FRP</b>  |                                  |                               |  |                                       |  |  |                         |                           |
| 2  | <b>November 30, 2020</b>  |                                  |                               |  |                                       |  |  |                         |                           |
| 3  | Agency Name:  | <b>Office of Risk Management</b> |                               |  |                                       |  |  |                         |                           |
| 4  | Agency Code:  | <b>RK0</b>                       |                               |  |                                       |  |  |                         |                           |
| 5  | <b>1. Summary Table and Signatures</b>  |                                  |                               |  |                                       |  |  |                         |                           |
| 6  | <b>A. Comparison Of Projected Expenditures To Budget (Sources are Tables 1 and 5):</b>  |                                  |                               |  |                                       |  |  |                         |                           |
| 7  | (\$ 000s)   |                                  |                               |  |                                       |  |  |                         |                           |
| 8  | <b>Fund Name</b>  | <b>Approp. Fund Code</b>         | <b>Table 1 Revised Budget</b> | <b>Table 1 Projected Surplus (Deficit)</b> | <b>Spending Pressure</b>              | <b>Policy Initiative</b>               | <b>Gap-Closing Planned</b>                                     | <b>Gap Not Resolved</b> | <b>Gap Closed to Date</b> |
| 9  | Local Funds   | 0100                             | \$4,266                       | (\$0)                                      |                                       |  |  | \$0                     |                           |
| 10 | Dedicated Taxes   | 0110                             | 0                             | 0  |                                       |  |  |                         |                           |
| 11 | O-type Funds  | 0600                             | 0                             | 0  |                                       |  |  |                         |                           |
| 12 | Subtotal  |                                  | \$4,266                       | (\$0)                                      | \$0                                   | \$0                                    | \$0  | \$0                     | \$0                       |
| 13 | Federal Payments  | 0150                             | 0                             | 0  |                                       |  |  |                         |                           |
| 14 | Federal Grants  | 0200                             | 0                             | 0  |                                       |  |  |                         |                           |
| 15 | Medicaid  | 0250                             | 0                             | 0  |                                       |  |  |                         |                           |
| 16 | Private Grants  | 0400                             | 0                             | 0  |                                       |  |  |                         |                           |
| 17 | Private Donations   | 0450                             | 0                             | 0  |                                       |  |  |                         |                           |
| 18 | Intra-District Funds  | 0700                             | 0                             | 0  |                                       |  |  |                         |                           |
| 19 | Subtotal  |                                  | \$0                           | \$0  | \$0                                   | \$0                                    | \$0  | \$0                     | \$0                       |
| 20 | Enterprise and Other Funds - Dedicated Taxes  | 0610                             | 0                             | 0  |                                       |  |  |                         |                           |
| 21 | Enterprise and Other Funds  | 0620                             | 0                             | 0  |                                       |  |  |                         |                           |
| 22 | Total, All Funds  |                                  | \$4,266                       | (\$0)                                      | \$0                                   | \$0                                    | \$0  | \$0                     | \$0                       |
| 23 | Confirm Total All Funds   |                                  | \$4,266                       | (\$0)                                      |                                       |  |  |                         |                           |
| 24 | <b>B. Comparison Of Projected Resources To Projected Expenditures:</b>  |                                  |                               |  |                                       |  |  |                         |                           |
| 25 | <b>Source: Table 4 - Columns E, G, and I</b> (\$ 000s)  |                                  |                               |  |                                       |  |  |                         |                           |
| 26 | <b>Fund Name</b>  | <b>Approp. Fund Code</b>         |                               |  | <b>Projected Year - End Resources</b> | <b>Projected Year-End Expenditures</b> | <b>Projected Excess of Resources over (under) Expenditures</b> |                         |                           |
| 27 | Dedicated Taxes   | 0110                             |                               |  |                                       |  |  |                         |                           |
| 28 | Special Purpose Revenue   | 0600                             |                               |  |                                       |  |  |                         |                           |
| 29 | <b>The undersigned certifies that the attached Executive Summary and the above tables are complete and accurate and have been discussed with the Agency Director.</b> |                                  |                               |  |                                       |  |  |                         |                           |
| 30 | Signature of Agency Fiscal Officer or Budget Officer:   |                                  |                               |  |                                       | Date:                                  |  |                         |                           |
| 31 | Signature of Associate CFO:   |                                  |                               |  |                                       | Date:                                  |  |                         |                           |
| 32 | Signature of Agency Director:   |                                  |                               |  |                                       | Date:                                  |  |                         |                           |

TABLE 1

FY 2021 YEAR-TO-DATE and FORECASTED YEAR-END EXPENDITURES COMPARED TO BUDGET

November 30, 2020

OFFICE OF RISK MANAGEMENT (RK0)

Wednesday, December 16, 2020

Fund Type: Local (0100)

| Object Class (CSG)          | Revised Budget | Projected Year-End Forecast | (Over)/Under Variance | YTD Exp.   | YTD Intra-District Oblig. | YTD Encumbrances | YTD Exp., Intra-District & Encumb. | Uncommitted Current Year Balance | YTD Exp. & Oblig. As % of Budget |
|-----------------------------|----------------|-----------------------------|-----------------------|------------|---------------------------|------------------|------------------------------------|----------------------------------|----------------------------------|
| <b>Personal Services</b>    |                |                             |                       |            |                           |                  |                                    |                                  |                                  |
| Continuing Full Time        | 11             | 2,966,948                   | 2,911,266             | 55,682     | 446,466                   |                  | 446,466                            | 2,520,482                        | 15%                              |
| Regular Pay - Other         | 12             | 69,684                      | 186,448               | (116,764)  | 30,382                    |                  | 30,382                             | 39,302                           | 44%                              |
| Additional Gross Pay        | 13             |                             |                       | -          |                           |                  | -                                  | -                                | #DIV/0!                          |
| Fringe Benefits             | 14             | 739,694                     | 678,613               | 61,082     | 105,151                   |                  | 105,151                            | 634,543                          | 14%                              |
| Overtime                    | 15             |                             |                       | -          |                           |                  | -                                  | -                                | #DIV/0!                          |
| Default Payroll             | 99             |                             |                       | -          |                           |                  | -                                  | -                                | #DIV/0!                          |
| <b>Subtotal, PS</b>         |                | <b>3,776,326</b>            | <b>3,776,326</b>      | <b>(0)</b> | <b>581,999</b>            | <b>-</b>         | <b>581,999</b>                     | <b>3,194,327</b>                 | <b>15%</b>                       |
| <b>Nonpersonal Services</b> |                |                             |                       |            |                           |                  |                                    |                                  |                                  |
| Supplies & Materials        | 20             | 19,000                      | 19,000                | -          |                           | 5,000            | 5,000                              | 14,000                           | 26%                              |
| Energy, Water, Sewer        | 30             |                             |                       | -          |                           |                  | -                                  | -                                | #DIV/0!                          |
| Telecommunications          | 31             |                             |                       | -          |                           |                  | -                                  | -                                | #DIV/0!                          |
| Rental - Land & Buildings   | 32             |                             |                       | -          |                           |                  | -                                  | -                                | #DIV/0!                          |
| Custodial Services          | 33             |                             |                       | -          |                           |                  | -                                  | -                                | #DIV/0!                          |
| Protective Services         | 34             |                             |                       | -          |                           |                  | -                                  | -                                | #DIV/0!                          |
| Occupancy Fixed Costs       | 35             |                             |                       | -          |                           |                  | -                                  | -                                | #DIV/0!                          |
| Other Services & Charges    | 40             | 361,635                     | 361,635               | -          | 14,981                    | 10,000           | 127,460                            | 152,441                          | 42%                              |
| Contractual Services        | 41             | 89,423                      | 89,423                | -          |                           |                  | 400                                | 400                              | 0%                               |
| Subsidies & Transfers       | 50             |                             |                       | -          |                           |                  | -                                  | -                                | #DIV/0!                          |
| Land and Buildings          | 60             |                             |                       | -          |                           |                  | -                                  | -                                | #DIV/0!                          |
| Equipment, Rentals          | 70             | 20,000                      | 20,000                | -          |                           |                  | -                                  | 20,000                           | 0%                               |
| Debt Service (Master Lease) | 80             |                             |                       | -          |                           |                  | -                                  | -                                | #DIV/0!                          |
| <b>Subtotal, NPS</b>        |                | <b>490,058</b>              | <b>490,058</b>        | <b>-</b>   | <b>14,981</b>             | <b>15,000</b>    | <b>127,860</b>                     | <b>157,841</b>                   | <b>32%</b>                       |
| <b>Total Fund</b>           |                | <b>4,266,384</b>            | <b>4,266,384</b>      | <b>(0)</b> | <b>596,980</b>            | <b>15,000</b>    | <b>127,860</b>                     | <b>739,840</b>                   | <b>17%</b>                       |

FTEs by Month

FTEs:

| Months    | Beginning | Additions | Separations | End |
|-----------|-----------|-----------|-------------|-----|
| October   | 27        | 0         | 0           | 27  |
| November  | 27        | 0         | 0           | 27  |
| December  |           |           |             | 0   |
| January   |           |           |             | 0   |
| February  |           |           |             | 0   |
| March     |           |           |             | 0   |
| April     |           |           |             | 0   |
| May       |           |           |             | 0   |
| June      |           |           |             | 0   |
| July      |           |           |             | 0   |
| August    |           |           |             | 0   |
| September |           |           |             | 0   |

Fund Type: Dedicated Taxes (0110):

| Object Class (CSG)       | Revised Budget | Projected Year-End Forecast | (Over)/Under Variance | YTD Exp. | YTD Intra-District Oblig. | YTD Encumbrances | YTD Exp., Intra-District & Encumb. | Uncommitted Current Year Balance | YTD Exp. & Oblig. As % of Budget |
|--------------------------|----------------|-----------------------------|-----------------------|----------|---------------------------|------------------|------------------------------------|----------------------------------|----------------------------------|
| <b>Personal Services</b> |                |                             |                       |          |                           |                  |                                    |                                  |                                  |



**TABLE 1**  
**FY 2021 YEAR-TO-DATE and FORECASTED YEAR-END EXPENDITURES COMPARED TO BUDGET**

November 30, 2020

**OFFICE OF RISK MANAGEMENT (RK0)**

|    |                      |    |   |   |   |   |   |   |   |         |
|----|----------------------|----|---|---|---|---|---|---|---|---------|
| 53 | Continuing Full Time | 11 | - | - | - | - | - | - | - | #DIV/0! |
| 54 | Regular Pay - Other  | 12 | - | - | - | - | - | - | - | #DIV/0! |
| 55 | Additional Gross Pay | 13 | - | - | - | - | - | - | - | #DIV/0! |
| 56 | Fringe Benefits      | 14 | - | - | - | - | - | - | - | #DIV/0! |
| 57 | Overtime             | 15 | - | - | - | - | - | - | - | #DIV/0! |
| 58 | Default Payroll      | 99 | - | - | - | - | - | - | - | #DIV/0! |
| 59 | <b>Subtotal, PS</b>  | -  | - | - | - | - | - | - | - | #DIV/0! |

**Nonpersonal Services**

|    |                             |    |   |   |   |   |   |   |   |         |
|----|-----------------------------|----|---|---|---|---|---|---|---|---------|
| 61 | Supplies & Materials        | 20 | - | - | - | - | - | - | - | #DIV/0! |
| 62 | Energy, Water, Sewer        | 30 | - | - | - | - | - | - | - | #DIV/0! |
| 63 | Telecommunications          | 31 | - | - | - | - | - | - | - | #DIV/0! |
| 64 | Rental - Land & Buildings   | 32 | - | - | - | - | - | - | - | #DIV/0! |
| 65 | Custodial Services          | 33 | - | - | - | - | - | - | - | #DIV/0! |
| 66 | Protective Services         | 34 | - | - | - | - | - | - | - | #DIV/0! |
| 67 | Occupancy Fixed Costs       | 35 | - | - | - | - | - | - | - | #DIV/0! |
| 68 | Other Services & Charges    | 40 | - | - | - | - | - | - | - | #DIV/0! |
| 69 | Contractual Services        | 41 | - | - | - | - | - | - | - | #DIV/0! |
| 70 | Subsidies & Transfers       | 50 | - | - | - | - | - | - | - | #DIV/0! |
| 71 | Land and Buildings          | 60 | - | - | - | - | - | - | - | #DIV/0! |
| 72 | Equipment, Rentals          | 70 | - | - | - | - | - | - | - | #DIV/0! |
| 73 | Debt Service (Master Lease) | 80 | - | - | - | - | - | - | - | #DIV/0! |
| 74 | <b>Subtotal, NPS</b>        | -  | - | - | - | - | - | - | - | #DIV/0! |

**Total Fund**

|    |                   |   |   |   |   |   |   |   |   |         |
|----|-------------------|---|---|---|---|---|---|---|---|---------|
| 75 | <b>Total Fund</b> | - | - | - | - | - | - | - | - | #DIV/0! |
|----|-------------------|---|---|---|---|---|---|---|---|---------|

**FTEs by Month**

**FTEs:**

| Months | Beginning | Additions | Separations | End |
|--------|-----------|-----------|-------------|-----|
| 80     |           |           |             | 0   |
| 81     |           |           |             | 0   |
| 82     |           |           |             | 0   |
| 83     |           |           |             | 0   |
| 84     |           |           |             | 0   |
| 85     |           |           |             | 0   |
| 86     |           |           |             | 0   |
| 87     |           |           |             | 0   |
| 88     |           |           |             | 0   |
| 89     |           |           |             | 0   |
| 90     |           |           |             | 0   |
| 91     |           |           |             | 0   |

**Fund Type: Federal Payments (0150)**

| Object Class (CSG) | Revised Budget | Projected Year-End Forecast | (Over)/Under Variance | YTD Exp. | YTD Intra-District Oblig. | YTD Encumbrances | YTD Exp., Intra-District & Encumb. | Uncommitted Current Year Balance | YTD Exp. & Oblig. As % of Budget |
|--------------------|----------------|-----------------------------|-----------------------|----------|---------------------------|------------------|------------------------------------|----------------------------------|----------------------------------|
|--------------------|----------------|-----------------------------|-----------------------|----------|---------------------------|------------------|------------------------------------|----------------------------------|----------------------------------|

|    |                          |    |   |   |   |   |   |   |         |
|----|--------------------------|----|---|---|---|---|---|---|---------|
| 96 | <b>Personal Services</b> |    |   |   |   |   |   |   |         |
| 97 | Continuing Full-Time     | 11 | - | - | - | - | - | - | #DIV/0! |
| 98 | Regular Pay - Other      | 12 | - | - | - | - | - | - | #DIV/0! |

TABLE 1

FY 2021 YEAR-TO-DATE and FORECASTED YEAR-END EXPENDITURES COMPARED TO BUDGET

November 30, 2020

**OFFICE OF RISK MANAGEMENT (RK0)**

|     |                             |    |   |   |   |   |   |   |   |         |
|-----|-----------------------------|----|---|---|---|---|---|---|---|---------|
| 99  | Additional Gross Pay        | 13 | - | - | - | - | - | - | - | #DIV/0! |
| 100 | Fringe Benefits             | 14 | - | - | - | - | - | - | - | #DIV/0! |
| 101 | Overtime                    | 15 | - | - | - | - | - | - | - | #DIV/0! |
| 102 | Default Payroll             | 99 | - | - | - | - | - | - | - | #DIV/0! |
| 103 | <b>Subtotal, PS</b>         | -  | - | - | - | - | - | - | - | #DIV/0! |
| 105 | <b>Nonpersonal Services</b> |    |   |   |   |   |   |   |   |         |
| 106 | Supplies & Materials        | 20 | - | - | - | - | - | - | - | #DIV/0! |
| 107 | Energy, Water, Sewer        | 30 | - | - | - | - | - | - | - | #DIV/0! |
| 108 | Telecommunications          | 31 | - | - | - | - | - | - | - | #DIV/0! |
| 109 | Rental - Land & Buildings   | 32 | - | - | - | - | - | - | - | #DIV/0! |
| 110 | Custodial Services          | 33 | - | - | - | - | - | - | - | #DIV/0! |
| 111 | Protective Services         | 34 | - | - | - | - | - | - | - | #DIV/0! |
| 112 | Occupancy Fixed Costs       | 35 | - | - | - | - | - | - | - | #DIV/0! |
| 113 | Other Services & Charges    | 40 | - | - | - | - | - | - | - | #DIV/0! |
| 114 | Contractual Services        | 41 | - | - | - | - | - | - | - | #DIV/0! |
| 115 | Subsidies & Transfers       | 50 | - | - | - | - | - | - | - | #DIV/0! |
| 116 | Land and Buildings          | 60 | - | - | - | - | - | - | - | #DIV/0! |
| 117 | Equipment, Rentals          | 70 | - | - | - | - | - | - | - | #DIV/0! |
| 118 | Debt Service (Master Lease) | 80 | - | - | - | - | - | - | - | #DIV/0! |
| 119 | <b>Subtotal, NPS</b>        | -  | - | - | - | - | - | - | - | #DIV/0! |
| 120 | <b>Total Fund</b>           | -  | - | - | - | - | - | - | - | #DIV/0! |

**FTEs by Month**

|        |           | FTEs:     |             |     |   |
|--------|-----------|-----------|-------------|-----|---|
| Months | Beginning | Additions | Separations | End |   |
| 124    | October   |           |             |     | 0 |
| 125    | November  |           |             |     | 0 |
| 126    | December  |           |             |     | 0 |
| 127    | January   |           |             |     | 0 |
| 128    | February  |           |             |     | 0 |
| 129    | March     |           |             |     | 0 |
| 130    | April     |           |             |     | 0 |
| 131    | May       |           |             |     | 0 |
| 132    | June      |           |             |     | 0 |
| 133    | July      |           |             |     | 0 |
| 134    | August    |           |             |     | 0 |
| 135    | September |           |             |     | 0 |

**Fund Type: Federal Grant Funds (0200)**

|     | Object Class (CSG)       | Revised Budget | Projected Year-End Forecast | (Over)/Under Variance | YTD Exp. | YTD Intra-District Oblig. | YTD Encumbrances | YTD Exp., Intra-District & Encumb. | Uncommitted Current Year Balance | YTD Exp. & Oblig. As % of Budget |
|-----|--------------------------|----------------|-----------------------------|-----------------------|----------|---------------------------|------------------|------------------------------------|----------------------------------|----------------------------------|
| 140 | <b>Personal Services</b> |                |                             |                       |          |                           |                  |                                    |                                  |                                  |
| 141 | Continuing Full-Time     | 11             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 142 | Regular Pay - Other      | 12             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 143 | Additional Gross Pay     | 13             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 144 | Fringe Benefits          | 14             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 145 | Overtime                 | 15             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |

TABLE 1

FY 2021 YEAR-TO-DATE and FORECASTED YEAR-END EXPENDITURES COMPARED TO BUDGET

November 30, 2020

**OFFICE OF RISK MANAGEMENT (RK0)**

|     |                             |    |   |   |   |   |   |   |   |   |         |
|-----|-----------------------------|----|---|---|---|---|---|---|---|---|---------|
| 146 | Default Payroll             | 99 | - | - | - | - | - | - | - | - | #DIV/0! |
| 147 | <b>Subtotal, PS</b>         |    | - | - | - | - | - | - | - | - | #DIV/0! |
| 149 | <b>Nonpersonal Services</b> |    |   |   |   |   |   |   |   |   |         |
| 150 | Supplies & Materials        | 20 | - | - | - | - | - | - | - | - | #DIV/0! |
| 151 | Energy, Water, Sewer        | 30 | - | - | - | - | - | - | - | - | #DIV/0! |
| 152 | Telecommunications          | 31 | - | - | - | - | - | - | - | - | #DIV/0! |
| 153 | Rental - Land & Buildings   | 32 | - | - | - | - | - | - | - | - | #DIV/0! |
| 154 | Custodial Services          | 33 | - | - | - | - | - | - | - | - | #DIV/0! |
| 155 | Protective Services         | 34 | - | - | - | - | - | - | - | - | #DIV/0! |
| 156 | Occupancy Fixed Costs       | 35 | - | - | - | - | - | - | - | - | #DIV/0! |
| 157 | Other Services & Charges    | 40 | - | - | - | - | - | - | - | - | #DIV/0! |
| 158 | Contractual Services        | 41 | - | - | - | - | - | - | - | - | #DIV/0! |
| 159 | Subsidies & Transfers       | 50 | - | - | - | - | - | - | - | - | #DIV/0! |
| 160 | Land and Buildings          | 60 | - | - | - | - | - | - | - | - | #DIV/0! |
| 161 | Equipment, Rentals          | 70 | - | - | - | - | - | - | - | - | #DIV/0! |
| 162 | Debt Service (Master Lease) | 80 | - | - | - | - | - | - | - | - | #DIV/0! |
| 163 | <b>Subtotal, NPS</b>        |    | - | - | - | - | - | - | - | - | #DIV/0! |
| 164 | <b>Total Fund</b>           |    | - | - | - | - | - | - | - | - | #DIV/0! |

**FTEs by Month**

| FTEs:  |           |           |             |     |
|--------|-----------|-----------|-------------|-----|
| Months | Beginning | Additions | Separations | End |
| 168    | October   |           |             | 0   |
| 169    | November  |           |             | 0   |
| 170    | December  |           |             | 0   |
| 171    | January   |           |             | 0   |
| 172    | February  |           |             | 0   |
| 173    | March     |           |             | 0   |
| 174    | April     |           |             | 0   |
| 175    | May       |           |             | 0   |
| 176    | June      |           |             | 0   |
| 177    | July      |           |             | 0   |
| 178    | August    |           |             | 0   |
| 179    | September |           |             | 0   |

**Fund Type: Federal Medicaid Payments (0250)**

|     | Object Class (CSG)       | Revised Budget | Projected Year-End Forecast | (Over)/Under Variance | YTD Exp. | YTD Intra-District Oblig. | YTD Encumbrances | YTD Exp., Intra-District & Encumb. | Uncommitted Current Year Balance | YTD Exp. & Oblig. As % of Budget |
|-----|--------------------------|----------------|-----------------------------|-----------------------|----------|---------------------------|------------------|------------------------------------|----------------------------------|----------------------------------|
| 184 | <b>Personal Services</b> |                |                             |                       |          |                           |                  |                                    |                                  |                                  |
| 185 | Continuing Full-Time     | 11             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 186 | Regular Pay - Other      | 12             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 187 | Additional Gross Pay     | 13             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 188 | Fringe Benefits          | 14             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 189 | Overtime                 | 15             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 190 | Default Payroll          | 99             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 191 | <b>Subtotal, PS</b>      |                | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |



TABLE 1

FY 2021 YEAR-TO-DATE and FORECASTED YEAR-END EXPENDITURES COMPARED TO BUDGET

November 30, 2020

OFFICE OF RISK MANAGEMENT (RK0)

|     |                             |    |  |   |  |  |  |   |  |         |
|-----|-----------------------------|----|--|---|--|--|--|---|--|---------|
| 193 | <b>Nonpersonal Services</b> |    |  |   |  |  |  |   |  |         |
| 194 | Supplies & Materials        | 20 |  | - |  |  |  | - |  | #DIV/0! |
| 195 | Energy, Water, Sewer        | 30 |  | - |  |  |  | - |  | #DIV/0! |
| 196 | Telecommunications          | 31 |  | - |  |  |  | - |  | #DIV/0! |
| 197 | Rental - Land & Buildings   | 32 |  | - |  |  |  | - |  | #DIV/0! |
| 198 | Custodial Services          | 33 |  | - |  |  |  | - |  | #DIV/0! |
| 199 | Protective Services         | 34 |  | - |  |  |  | - |  | #DIV/0! |
| 200 | Occupancy Fixed Costs       | 35 |  | - |  |  |  | - |  | #DIV/0! |
| 201 | Other Services & Charges    | 40 |  | - |  |  |  | - |  | #DIV/0! |
| 202 | Contractual Services        | 41 |  | - |  |  |  | - |  | #DIV/0! |
| 203 | Subsidies & Transfers       | 50 |  | - |  |  |  | - |  | #DIV/0! |
| 204 | Land and Buildings          | 60 |  | - |  |  |  | - |  | #DIV/0! |
| 205 | Equipment, Rentals          | 70 |  | - |  |  |  | - |  | #DIV/0! |
| 206 | Debt Service (Master Lease) | 80 |  | - |  |  |  | - |  | #DIV/0! |
| 207 | <b>Subtotal, NPS</b>        |    |  | - |  |  |  | - |  | #DIV/0! |
| 208 | <b>Total Fund</b>           |    |  | - |  |  |  | - |  | #DIV/0! |

FTEs by Month

|        |           | FTEs:     |             |     |   |
|--------|-----------|-----------|-------------|-----|---|
| Months | Beginning | Additions | Separations | End |   |
| 212    | October   |           |             |     | 0 |
| 213    | November  |           |             |     | 0 |
| 214    | December  |           |             |     | 0 |
| 215    | January   |           |             |     | 0 |
| 216    | February  |           |             |     | 0 |
| 217    | March     |           |             |     | 0 |
| 218    | April     |           |             |     | 0 |
| 219    | May       |           |             |     | 0 |
| 220    | June      |           |             |     | 0 |
| 221    | July      |           |             |     | 0 |
| 222    | August    |           |             |     | 0 |
| 223    | September |           |             |     | 0 |

Fund Type: Private Grants (0400)

|     | Object Class (CSG)          | Revised Budget | Projected Year-End Forecast | (Over)/Under Variance | YTD Exp. | YTD Intra-District Oblig. | YTD Encumbrances | YTD Exp., Intra-District & Encumb. | Uncommitted Current Year Balance | YTD Exp. & Oblig. As % of Budget |  |
|-----|-----------------------------|----------------|-----------------------------|-----------------------|----------|---------------------------|------------------|------------------------------------|----------------------------------|----------------------------------|--|
| 228 | <b>Personal Services</b>    |                |                             |                       |          |                           |                  |                                    |                                  |                                  |  |
| 229 | Continuing Full-Time        | 11             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |  |
| 230 | Regular Pay - Other         | 12             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |  |
| 231 | Additional Gross Pay        | 13             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |  |
| 232 | Fringe Benefits             | 14             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |  |
| 233 | Overtime                    | 15             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |  |
| 234 | Default Payroll             | 99             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |  |
| 235 | <b>Subtotal, PS</b>         |                | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |  |
| 236 | <b>Nonpersonal Services</b> |                |                             |                       |          |                           |                  |                                    |                                  |                                  |  |
| 237 | Supplies & Materials        | 20             |                             | -                     |          |                           |                  | -                                  |                                  | #DIV/0!                          |  |
| 238 | Energy, Water, Sewer        | 30             |                             | -                     |          |                           |                  | -                                  |                                  | #DIV/0!                          |  |
| 239 | Telecommunications          | 31             |                             | -                     |          |                           |                  | -                                  |                                  | #DIV/0!                          |  |

TABLE 1

FY 2021 YEAR-TO-DATE and FORECASTED YEAR-END EXPENDITURES COMPARED TO BUDGET

November 30, 2020

OFFICE OF RISK MANAGEMENT (RK0)

|     |                             |    |   |   |   |   |   |   |   |         |
|-----|-----------------------------|----|---|---|---|---|---|---|---|---------|
| 240 | Rental - Land& Buildings    | 32 | - | - | - | - | - | - | - | #DIV/0! |
| 241 | Custodial Services          | 33 | - | - | - | - | - | - | - | #DIV/0! |
| 242 | Protective Services         | 34 | - | - | - | - | - | - | - | #DIV/0! |
| 243 | Occupancy Fixed Costs       | 35 | - | - | - | - | - | - | - | #DIV/0! |
| 244 | Other Services & Charges    | 40 | - | - | - | - | - | - | - | #DIV/0! |
| 245 | Contractual Services        | 41 | - | - | - | - | - | - | - | #DIV/0! |
| 246 | Subsidies & Transfers       | 50 | - | - | - | - | - | - | - | #DIV/0! |
| 247 | Land and Buildings          | 60 | - | - | - | - | - | - | - | #DIV/0! |
| 248 | Equipment, Rentals          | 70 | - | - | - | - | - | - | - | #DIV/0! |
| 249 | Debt Service (Master Lease) | 80 | - | - | - | - | - | - | - | #DIV/0! |
| 250 | <b>Subtotal, NPS</b>        | -  | - | - | - | - | - | - | - | #DIV/0! |
| 251 | <b>Total Fund</b>           | -  | - | - | - | - | - | - | - | #DIV/0! |

FTEs by Month

| FTEs:  |           |           |             |     |
|--------|-----------|-----------|-------------|-----|
| Months | Beginning | Additions | Separations | End |
| 255    | October   |           |             | 0   |
| 256    | November  |           |             | 0   |
| 257    | December  |           |             | 0   |
| 258    | January   |           |             | 0   |
| 259    | February  |           |             | 0   |
| 260    | March     |           |             | 0   |
| 261    | April     |           |             | 0   |
| 262    | May       |           |             | 0   |
| 263    | June      |           |             | 0   |
| 264    | July      |           |             | 0   |
| 265    | August    |           |             | 0   |
| 266    | September |           |             | 0   |

Fund Type: Private Donations (0450)

| Object Class (CSG)          | Revised Budget           | Projected Year-End Forecast | (Over)/Under Variance | YTD Exp. | YTD Intra-District Oblig. | YTD Encumbrances | YTD Exp., Intra-District & Encumb. | Uncommitted Current Year Balance | YTD Exp. & Oblig. As % of Budget |
|-----------------------------|--------------------------|-----------------------------|-----------------------|----------|---------------------------|------------------|------------------------------------|----------------------------------|----------------------------------|
| <b>Personal Services</b>    |                          |                             |                       |          |                           |                  |                                    |                                  |                                  |
| 271                         | Continuing Full-Time     | 11                          | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 272                         | Regular Pay - Other      | 12                          | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 273                         | Additional Gross Pay     | 13                          | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 274                         | Fringe Benefits          | 14                          | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 275                         | Overtime                 | 15                          | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 276                         | Default Payroll          | 99                          | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 277                         | <b>Subtotal, PS</b>      | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| <b>Nonpersonal Services</b> |                          |                             |                       |          |                           |                  |                                    |                                  |                                  |
| 279                         | Supplies & Materials     | 20                          | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 280                         | Energy, Water, Sewer     | 30                          | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 281                         | Telecommunications       | 31                          | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 282                         | Rental - Land& Buildings | 32                          | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 283                         | Custodial Services       | 33                          | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 284                         | Protective Services      | 34                          | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 285                         | Occupancy Fixed Costs    | 35                          | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 286                         |                          |                             |                       |          |                           |                  |                                    |                                  | #DIV/0!                          |





TABLE 1

FY 2021 YEAR-TO-DATE and FORECASTED YEAR-END EXPENDITURES COMPARED TO BUDGET

November 30, 2020

OFFICE OF RISK MANAGEMENT (RK0)

|     |                             |    |   |   |   |   |   |   |   |         |
|-----|-----------------------------|----|---|---|---|---|---|---|---|---------|
| 334 | Subsidies & Transfers       | 50 | - | - | - | - | - | - | - | #DIV/0! |
| 335 | Land and Buildings          | 60 | - | - | - | - | - | - | - | #DIV/0! |
| 336 | Equipment, Rentals          | 70 | - | - | - | - | - | - | - | #DIV/0! |
| 337 | Debt Service (Master Lease) | 80 | - | - | - | - | - | - | - | #DIV/0! |
| 338 | <b>Subtotal, NPS</b>        |    | - | - | - | - | - | - | - | #DIV/0! |
| 340 | <b>Total Fund</b>           |    | - | - | - | - | - | - | - | #DIV/0! |

FTEs by Month

| Months | Beginning | Additions | Separations | End |
|--------|-----------|-----------|-------------|-----|
| 345    | October   |           |             | 0   |
| 346    | November  |           |             | 0   |
| 347    | December  |           |             | 0   |
| 348    | January   |           |             | 0   |
| 349    | February  |           |             | 0   |
| 350    | March     |           |             | 0   |
| 351    | April     |           |             | 0   |
| 352    | May       |           |             | 0   |
| 353    | June      |           |             | 0   |
| 354    | July      |           |             | 0   |
| 355    | August    |           |             | 0   |
| 356    | September |           |             | 0   |

Fund Type: Enterprise and Other Funds - Dedicated Taxes (0610)

|     | Object Class (CSG)          | Revised Budget | Projected Year-End Forecast | (Over)/Under Variance | YTD Exp. | YTD Intra-District Oblig. | YTD Encumbrances | YTD Exp., Intra-District & Encumb. | Uncommitted Current Year Balance | YTD Exp. & Oblig. As % of Budget |
|-----|-----------------------------|----------------|-----------------------------|-----------------------|----------|---------------------------|------------------|------------------------------------|----------------------------------|----------------------------------|
| 361 | <b>Personal Services</b>    |                |                             |                       |          |                           |                  |                                    |                                  |                                  |
| 362 | Continuing Full-Time        | 11             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 363 | Regular Pay - Other         | 12             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 364 | Additional Gross Pay        | 13             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 365 | Fringe Benefits             | 14             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 366 | Overtime                    | 15             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 367 | Default Payroll             | 99             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 368 | <b>Subtotal, PS</b>         |                | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 369 | <b>Nonpersonal Services</b> |                |                             |                       |          |                           |                  |                                    |                                  |                                  |
| 370 | Supplies & Materials        | 20             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 371 | Energy, Water, Sewer        | 30             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 372 | Telecommunications          | 31             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 373 | Rental - Land & Buildings   | 32             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 374 | Custodial Services          | 33             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 375 | Protective Services         | 34             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 376 | Occupancy Fixed Costs       | 35             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 377 | Other Services & Charges    | 40             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 378 | Contractual Services        | 41             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 379 | Subsidies & Transfers       | 50             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 380 | Land and Buildings          | 60             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |

TABLE 1

FY 2021 YEAR-TO-DATE and FORECASTED YEAR-END EXPENDITURES COMPARED TO BUDGET

November 30, 2020

OFFICE OF RISK MANAGEMENT (RK0)

|     |                             |    |   |   |   |   |   |   |   |   |         |
|-----|-----------------------------|----|---|---|---|---|---|---|---|---|---------|
| 381 | Equipment, Rentals          | 70 | - | - | - | - | - | - | - | - | #DIV/0! |
| 382 | Debt Service (Master Lease) | 80 | - | - | - | - | - | - | - | - | #DIV/0! |
| 383 | <b>Subtotal, NPS</b>        |    | - | - | - | - | - | - | - | - | #DIV/0! |
| 384 | <b>Total Fund</b>           |    | - | - | - | - | - | - | - | - | #DIV/0! |

FTEs by Month

FTEs:

| Months | Beginning | Additions | Separations | End |
|--------|-----------|-----------|-------------|-----|
| 388    | October   |           |             | 0   |
| 389    | November  |           |             | 0   |
| 390    | December  |           |             | 0   |
| 391    | January   |           |             | 0   |
| 392    | February  |           |             | 0   |
| 393    | March     |           |             | 0   |
| 394    | April     |           |             | 0   |
| 395    | May       |           |             | 0   |
| 396    | June      |           |             | 0   |
| 397    | July      |           |             | 0   |
| 398    | August    |           |             | 0   |
| 399    | September |           |             | 0   |

Fund Type: Enterprise and Other Funds (0620)

|     | Object Class (CSG)          | Revised Budget | Projected Year-End Forecast | (Over)/Under Variance | YTD Exp. | YTD Intra-District Oblig. | YTD Encumbrances | YTD Exp., Intra-District & Encumb. | Uncommitted Current Year Balance | YTD Exp. & Oblig. As % of Budget |
|-----|-----------------------------|----------------|-----------------------------|-----------------------|----------|---------------------------|------------------|------------------------------------|----------------------------------|----------------------------------|
| 405 | <b>Personal Services</b>    |                |                             |                       |          |                           |                  |                                    |                                  |                                  |
| 406 | Continuing Full-Time        | 11             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 407 | Regular Pay - Other         | 12             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 408 | Additional Gross Pay        | 13             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 409 | Fringe Benefits             | 14             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 410 | Overtime                    | 15             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 411 | Default Payroll             | 99             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 412 | <b>Subtotal, PS</b>         |                | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 413 | <b>Nonpersonal Services</b> |                |                             |                       |          |                           |                  |                                    |                                  |                                  |
| 414 | Supplies & Materials        | 20             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 415 | Energy, Water, Sewer        | 30             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 416 | Telecommunications          | 31             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 417 | Rental - Land & Buildings   | 32             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 418 | Custodial Services          | 33             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 419 | Protective Services         | 34             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 420 | Occupancy Fixed Costs       | 35             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 421 | Other Services & Charges    | 40             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 422 | Contractual Services        | 41             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 423 | Subsidies & Transfers       | 50             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 424 | Land and Buildings          | 60             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 425 | Equipment, Rentals          | 70             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 426 | Debt Service (Master Lease) | 80             | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 427 | <b>Subtotal, NPS</b>        |                | -                           | -                     | -        | -                         | -                | -                                  | -                                | #DIV/0!                          |



TABLE 1

FY 2021 YEAR-TO-DATE and FORECASTED YEAR-END EXPENDITURES COMPARED TO BUDGET

November 30, 2020

OFFICE OF RISK MANAGEMENT (RK0)

428 Total Fund - - - - - #DIV/0!

429 FTEs by Month

| FTEs:         |           |           |             |     |
|---------------|-----------|-----------|-------------|-----|
| Months        | Beginning | Additions | Separations | End |
| 432 October   |           |           |             | 0   |
| 433 November  |           |           |             | 0   |
| 434 December  |           |           |             | 0   |
| 435 January   |           |           |             | 0   |
| 436 February  |           |           |             | 0   |
| 437 March     |           |           |             | 0   |
| 438 April     |           |           |             | 0   |
| 439 May       |           |           |             | 0   |
| 440 June      |           |           |             | 0   |
| 441 July      |           |           |             | 0   |
| 442 August    |           |           |             | 0   |
| 443 September |           |           |             | 0   |

444 Fund Type: Intra-District Funds (0700)

| Object Class (CSG)              | Revised Budget | Projected Year-End Forecast | (Over)/Under Variance | YTD Exp. | YTD Intra-District Oblig. | YTD Encumbrances | YTD Exp., Intra-District & Encumb. | Uncommitted Current Year Balance | YTD Exp. & Oblig. As % of Budget |
|---------------------------------|----------------|-----------------------------|-----------------------|----------|---------------------------|------------------|------------------------------------|----------------------------------|----------------------------------|
| 448 <b>Personal Services</b>    |                |                             |                       |          |                           |                  |                                    |                                  |                                  |
| 449 Continuing Full-Time        | 11             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 450 Regular Pay - Other         | 12             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 451 Additional Gross Pay        | 13             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 452 Fringe Benefits             | 14             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 453 Overtime                    | 15             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 454 Default Payroll             | 99             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 455 <b>Subtotal, PS</b>         |                |                             |                       |          |                           |                  |                                    |                                  | #DIV/0!                          |
| 456 <b>Nonpersonal Services</b> |                |                             |                       |          |                           |                  |                                    |                                  |                                  |
| 457 Supplies & Materials        | 20             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 458 Energy, Water, Sewer        | 30             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 459 Telecommunications          | 31             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 460 Rental - Land & Buildings   | 32             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 461 Custodial Services          | 33             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 462 Protective Services         | 34             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 463 Occupancy Fixed Costs       | 35             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 464 Other Services & Charges    | 40             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 465 Contractual Services        | 41             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 466 Subsidies & Transfers       | 50             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 467 Land and Buildings          | 60             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 468 Equipment, Rentals          | 70             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 469 Debt Service (Master Lease) | 80             |                             | -                     |          |                           |                  | -                                  | -                                | #DIV/0!                          |
| 470 <b>Subtotal, NPS</b>        |                |                             |                       |          |                           |                  |                                    |                                  | #DIV/0!                          |
| 471 <b>Total Fund</b>           |                |                             |                       |          |                           |                  |                                    |                                  | #DIV/0!                          |

472 FTEs by Month

| FTEs:  |           |           |             |     |
|--------|-----------|-----------|-------------|-----|
| Months | Beginning | Additions | Separations | End |

**TABLE 1**  
**FY 2021 YEAR-TO-DATE and FORECASTED YEAR-END EXPENDITURES COMPARED TO BUDGET**  
**November 30, 2020**

**OFFICE OF RISK MANAGEMENT (RK0)**

|     |           |  |  |  |   |
|-----|-----------|--|--|--|---|
| 475 | October   |  |  |  | 0 |
| 476 | November  |  |  |  | 0 |
| 477 | December  |  |  |  | 0 |
| 478 | January   |  |  |  | 0 |
| 479 | February  |  |  |  | 0 |
| 480 | March     |  |  |  | 0 |
| 481 | April     |  |  |  | 0 |
| 482 | May       |  |  |  | 0 |
| 483 | June      |  |  |  | 0 |
| 484 | July      |  |  |  | 0 |
| 485 | August    |  |  |  | 0 |
| 486 | September |  |  |  | 0 |

**TOTAL ALL FUNDS:**

|     | Object Class (CSG)          | Revised Budget | Projected Year-End Forecast | (Over)/Under Variance | YTD Exp.   | YTD Intra-District Oblig. | YTD Encumbrances | YTD Exp., Intra-District & Encumb. | Uncommitted Current Year Balance | YTD Exp. & Oblig. As % of Budget |
|-----|-----------------------------|----------------|-----------------------------|-----------------------|------------|---------------------------|------------------|------------------------------------|----------------------------------|----------------------------------|
| 491 | <b>Personal Services</b>    |                |                             |                       |            |                           |                  |                                    |                                  |                                  |
| 492 | Continuing Full-Time        | 11             | 2,966,948                   | 2,911,266             | 55,682     | 446,466                   | -                | 446,466                            | 2,620,482                        | 15%                              |
| 493 | Regular Pay - Other         | 12             | 69,684                      | 186,448               | (116,764)  | 30,382                    | -                | 30,382                             | 39,302                           | 44%                              |
| 494 | Additional Gross Pay        | 13             | -                           | -                     | -          | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 495 | Fringe Benefits             | 14             | 739,694                     | 678,613               | 61,082     | 105,151                   | -                | 105,151                            | 634,543                          | 14%                              |
| 496 | Overtime                    | 15             | -                           | -                     | -          | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 497 | Default Payroll             | 99             | -                           | -                     | -          | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 498 | <b>Subtotal, PS</b>         |                | <b>3,776,326</b>            | <b>3,776,326</b>      | <b>(0)</b> | <b>581,999</b>            | <b>-</b>         | <b>581,999</b>                     | <b>3,194,327</b>                 | <b>15%</b>                       |
| 499 | <b>Nonpersonal Services</b> |                |                             |                       |            |                           |                  |                                    |                                  |                                  |
| 500 | Supplies & Materials        | 20             | 19,000                      | 19,000                | -          | -                         | 5,000            | 5,000                              | 14,000                           | 26%                              |
| 501 | Energy, Water, Sewer        | 30             | -                           | -                     | -          | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 502 | Telecommunications          | 31             | -                           | -                     | -          | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 503 | Rental - Land & Buildings   | 32             | -                           | -                     | -          | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 504 | Custodial Services          | 33             | -                           | -                     | -          | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 505 | Protective Services         | 34             | -                           | -                     | -          | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 506 | Occupancy Fixed Costs       | 35             | -                           | -                     | -          | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 507 | Other Services & Charges    | 40             | 361,635                     | 361,635               | -          | 14,981                    | 10,000           | 127,460                            | 152,441                          | 209,194 42%                      |
| 508 | Contractual Services        | 41             | 89,423                      | 89,423                | -          | -                         | -                | 400                                | 400                              | 89,023 0%                        |
| 509 | Subsidies & Transfers       | 50             | -                           | -                     | -          | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 510 | Land and Buildings          | 60             | -                           | -                     | -          | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 511 | Equipment, Rentals          | 70             | 20,000                      | 20,000                | -          | -                         | -                | -                                  | 20,000                           | 0%                               |
| 512 | Debt Service (Master Lease) | 80             | -                           | -                     | -          | -                         | -                | -                                  | -                                | #DIV/0!                          |
| 513 | <b>Subtotal, NPS</b>        |                | <b>490,058</b>              | <b>490,058</b>        | <b>-</b>   | <b>14,981</b>             | <b>15,000</b>    | <b>127,860</b>                     | <b>157,841</b>                   | <b>332,217 32%</b>               |
| 514 | <b>Total All Funds</b>      |                | <b>4,266,384</b>            | <b>4,266,384</b>      | <b>(0)</b> | <b>596,980</b>            | <b>15,000</b>    | <b>127,860</b>                     | <b>739,840</b>                   | <b>3,526,544 17%</b>             |

**FTEs by Month**

| Months | FTEs:     |           |             |     |    |
|--------|-----------|-----------|-------------|-----|----|
|        | Beginning | Additions | Separations | End |    |
| 518    | October   | 27        | -           | -   | 27 |
| 519    | November  | 27        | -           | -   | 27 |
| 520    | December  | -         | -           | -   | 0  |
| 521    | January   | -         | -           | -   | 0  |

**TABLE 1**

**FY 2021 YEAR-TO-DATE and FORECASTED YEAR-END EXPENDITURES COMPARED TO BUDGET**

**November 30, 2020**

**OFFICE OF RISK MANAGEMENT (RK0)**

|     |           |   |   |   |   |
|-----|-----------|---|---|---|---|
| 522 | February  | - | - | - | 0 |
| 523 | March     | - | - | - | 0 |
| 524 | April     | - | - | - | 0 |
| 525 | May       | - | - | - | 0 |
| 526 | June      | - | - | - | 0 |
| 527 | July      | - | - | - | 0 |
| 528 | August    | - | - | - | 0 |
| 529 | September | - | - | - | 0 |



**TABLE 2**  
**FY 2021 PERSONAL SERVICES EXPENDITURE FORECAST**  
 November 30, 2020

**OFFICE OF RISK MANAGEMENT (RK0)**

**Fund Type: Local (0100)**

| A  | B           | C | D                                     | E                 | F                           | G                         | H                      | I                                  | J                         | K  | L                               | M                                   | N                               | O                      | P                                      | Q                                     |  |
|--|-------------|---|---------------------------------------|-------------------|-----------------------------|---------------------------|------------------------|------------------------------------|---------------------------|--|---------------------------------|-------------------------------------|---------------------------------|------------------------|--|---------------------------------------|--|
|  |             |   | PS Forecast for Remaining Pay Periods |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  | Variance, Year End                    |  |
| Pay Period End Dates:                          |             |   | Budgeted FTEs                         | Revised PS Budget | YTD PS Expenditures Actuals | Current No. On-Board FTEs | Vacant Positions (D-G) | Current Pay Period PS Expenditures | No. Pay Periods Remaining | Expenditures for Remaining Pay Periods (Straight Line) | Straight-Line YE Forecast (F+K) | Adjustment To Remaining Pay Periods | Adjusted YE PS Forecast (L + M) | Add'l YE On-Board FTEs | FTE (Over) Under Budgeted FTEs (D-G-O) | PS Forecast (Over) Under Budget (E-N) |  |
| Pay Group 1:                                   | 11/7/20     |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |  |
| Pay Group 2:                                   |             |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |  |
| Pay Group 6:                                   |             |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |  |
| CSG 11, 12, 13, 14<br>Permanent, Temp, Fringe) |             |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |  |
|  | Pay Group 1 |   | 32.0                                  | 3,776,326         | 581,999                     | 27.0                      | 5.0                    | 134,039                            | 21.7                      | 2,909,992  | 3,491,991                       | 284,335                             | 3,776,326                       | -                      | 5.0                                    | (0)                                   |  |
|  | Pay Group 2 |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                      | -                                     |  |
|  | Pay Group 6 |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                      | -                                     |  |
| Subtotal, CSG 11, 12, 13, 14                   |             |   | 32.0                                  | 3,776,326         | 581,999                     | 27.0                      | 5.0                    | 134,039                            | -                         | 2,909,992  | 3,491,991                       | 284,335                             | 3,776,326                       | -                      | 5.0                                    | (0)                                   |  |
| CSG 15 (Overtime)                              |             |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |  |
| CSG 99 (Payroll Default)                       |             |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |  |
| Total Fund                                     |             |   | 32.0                                  | 3,776,326         | 581,999                     | 27.0                      | 5.0                    | 134,039                            | -                         | 2,909,992  | 3,491,991                       | 284,335                             | 3,776,326                       | -                      | 5.0                                    | (0)                                   |  |
| corresponding totals in Table 1                |             |   |                                       | 3,776,326         |                             |                           |                        |                                    |                           |  |                                 | 284,335                             | 3,776,326                       |                        |  | -0.42                                 |  |
| variance                                       |             |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     | (0)                             |                        |  | 0                                     |  |

**Adjustment to Remaining Pay Period Worksheet**

| Item                               | Amount         | Explanation (Organize your Items by CSG to better reflect them in Table 1)        |
|------------------------------------|----------------|---|
| FY21 Step Increases                | 31,151         |   |
| Forecasted Vacancy fill 01/16/2021 | 253,185        |   |
|                                    | -              |   |
| <b>Total</b>                       | <b>284,335</b> | <b>(This total should = the Total Fund amount of column M in the above table)</b> |

**Fund Type: Dedicated Taxes (0110)**

| A | B | C | D                                     | E          | F   | G       | H | I       | J   | K                | L                | M                       | N              | O        | P          | Q                  |  |
|---|---|---|---------------------------------------|------------|-----|---------|---|---------|-----|------------------|------------------|-------------------------|----------------|----------|------------|--------------------|--|
|   |   |   | PS Forecast for Remaining Pay Periods |            |     |         |   |         |     |                  |                  |                         |                |          |            | Variance, Year End |  |
|   |   |   | Budgeted                              | Revised PS | YTD | Current |   | Current | No. | Expenditures for | Straight-Line YE | Adjustment To Remaining | Adjusted YE PS | Add'l YE | FTE (Over) | PS Forecast (Over) |  |

**TABLE 2**  
**FY 2021 PERSONAL SERVICES EXPENDITURE FORECAST**  
 November 30, 2020

**OFFICE OF RISK MANAGEMENT (RK0)**

| Pay Period End Dates:                          | FTEs | Budget | PS Expenditures Actuals | No. On-Board FTEs | Vacant Positions (D-G) | Pay Period PS Expenditures | Pay Periods Remaining | Remaining Pay Periods (Straight Line) | Forecast (F+K) | Pay Periods | Forecast (L + M) | On-Board FTEs | Under Budgeted FTEs (D-G-O) | Under Budget (E-N) |
|--|------|--------|-------------------------|-------------------|------------------------|----------------------------|-----------------------|---------------------------------------|----------------|-------------|------------------|---------------|-----------------------------|--------------------|
| Pay Group 1:                                   |      |        |                         |                   |                        |                            |                       |                                       |                |             |                  |               |                             |                    |
| Pay Group 2:                                   |      |        |                         |                   |                        |                            |                       |                                       |                |             |                  |               |                             |                    |
| Pay Group 6:                                   |      |        |                         |                   |                        |                            |                       |                                       |                |             |                  |               |                             |                    |
| CSG 11, 12, 13, 14<br>Permanent, Temp, Fringe) |      |        |                         |                   |                        |                            |                       |                                       |                |             |                  |               |                             |                    |
| Pay Group 1                                    | -    | -      | -                       | -                 | -                      | -                          | -                     | -                                     | -              | -           | -                | -             | -                           | -                  |
| Pay Group 2                                    | -    | -      | -                       | -                 | -                      | -                          | -                     | -                                     | -              | -           | -                | -             | -                           | -                  |
| Pay Group 6                                    | -    | -      | -                       | -                 | -                      | -                          | -                     | -                                     | -              | -           | -                | -             | -                           | -                  |
| Subtotal, CSG 11, 12, 13, 14                   | -    | -      | -                       | -                 | -                      | -                          | -                     | -                                     | -              | -           | -                | -             | -                           | -                  |
| CSG 15 (Overtime)                              |      |        |                         |                   |                        |                            |                       |                                       |                |             |                  |               |                             |                    |
| CSG 99 (Payroll Default)                       |      |        |                         |                   |                        |                            |                       |                                       |                |             |                  |               |                             |                    |
| Total Fund                                     | -    | -      | -                       | -                 | -                      | -                          | -                     | -                                     | -              | -           | -                | -             | -                           | -                  |
| corresponding totals in Table 1                |      |        |                         |                   |                        |                            |                       |                                       |                |             |                  |               |                             |                    |
| variance                                       |      |        |                         |                   |                        |                            |                       |                                       |                |             |                  |               |                             |                    |

**Adjustment to Remaining Pay Period Worksheet**

| Item         | Amount | Explanation (Organize your items by CSG to better reflect them in Table 1) |
|--------------|--------|--|
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
| <b>Total</b> | -      | (This total should = the Total Fund amount of column M in the above table) |

**Fund Type: Federal Payment Funds (0150)**

| A                     | B            | C            | D                                     | E                 | F                           | G                         | H                      | I                                  | J                         | K  | L                               | M                                   | N                               | O                      | P                                      | Q                                     |
|-----------------------|--------------|--------------|---------------------------------------|-------------------|-----------------------------|---------------------------|------------------------|------------------------------------|---------------------------|--|---------------------------------|-------------------------------------|---------------------------------|------------------------|--|---------------------------------------|
|                       |              |              | PS Forecast for Remaining Pay Periods |                   |                             |                           |                        |                                    |                           |  |                                 |                                     | Variance, Year End              |                        |  |                                       |
| Pay Period End Dates: |              |              | Budgeted FTEs                         | Revised PS Budget | YTD PS Expenditures Actuals | Current No. On-Board FTEs | Vacant Positions (D-G) | Current Pay Period PS Expenditures | No. Pay Periods Remaining | Expenditures for Remaining Pay Periods (Straight Line) | Straight-Line YE Forecast (F+K) | Adjustment To Remaining Pay Periods | Adjusted YE PS Forecast (L + M) | Add'l YE On-Board FTEs | FTE (Over) Under Budgeted FTEs (D-G-O) | PS Forecast (Over) Under Budget (E-N) |
| Pay Group 1:          | Pay Group 2: | Pay Group 6: |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |
| CSG 11, 12, 13, 14    |              |              |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |





**TABLE 2**  
**FY 2021 PERSONAL SERVICES EXPENDITURE FORECAST**  
 November 30, 2020

**OFFICE OF RISK MANAGEMENT (RK0)**

|                                     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|-------------------------------------|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Pay Group 2                         | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Pay Group 6                         | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| <b>Subtotal, CSG 11, 12, 13, 14</b> | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| CSG 15 (Overtime)                   | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| CSG 99 (Payroll Default)            | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |

|                                 |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|---------------------------------|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| <b>Total Fund</b>               | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| corresponding totals in Table 1 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| variance                        | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |

**Adjustment to Remaining Pay Period Worksheet**

| Item         | Amount | Explanation (Organize your items by CSG to better reflect them in Table 1) |
|--------------|--------|--|
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
| <b>Total</b> | -      | (This total should = the Total Fund amount of column M in the above table) |

**Fund Type: Medicaid Funds (0250)**

| A                                   | B | C | D                                     | E                 | F                           | G                         | H                      | I                                  | J                         | K  | L                               | M                                   | N                               | O                      | P                                      | Q                                     |  |
|-------------------------------------|---|---|---------------------------------------|-------------------|-----------------------------|---------------------------|------------------------|------------------------------------|---------------------------|--|---------------------------------|-------------------------------------|---------------------------------|------------------------|--|---------------------------------------|--|
|                                     |   |   | PS Forecast for Remaining Pay Periods |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  | Variance, Year End                    |  |
| Pay Period End Dates:               |   |   | Budgeted FTEs                         | Revised PS Budget | YTD PS Expenditures Actuals | Current No. On-Board FTEs | Vacant Positions (D-G) | Current Pay Period PS Expenditures | No. Pay Periods Remaining | Expenditures for Remaining Pay Periods (Straight Line) | Straight-Line YE Forecast (F+K) | Adjustment To Remaining Pay Periods | Adjusted YE PS Forecast (L + M) | Add'l YE On-Board FTEs | FTE (Over) Under Budgeted FTEs (D-G-O) | PS Forecast (Over) Under Budget (E-N) |  |
| Pay Group 1:                        |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |  |
| Pay Group 2:                        |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |  |
| Pay Group 6:                        |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |  |
| CSG 11, 12, 13, 14                  |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |  |
| Permanent, Temp, Fringe)            |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |  |
| Pay Group 1                         |   |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                      | -                                     |  |
| Pay Group 2                         |   |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                      | -                                     |  |
| Pay Group 6                         |   |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                      | -                                     |  |
| <b>Subtotal, CSG 11, 12, 13, 14</b> |   |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                      | -                                     |  |





**TABLE 2**  
**FY 2021 PERSONAL SERVICES EXPENDITURE FORECAST**  
 November 30, 2020

**OFFICE OF RISK MANAGEMENT (RK0)**

|   |               |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|---|---------------|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Total Fund  | -             | -   | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| corresponding totals in Table 1                     |               |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| variance  |               |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| <b>Adjustment to Remaining Pay Period Worksheet</b> |               |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| <b>Item</b>   | <b>Amount</b> | <b>Explanation (Organize your Items by CSG to better reflect them in Table 1)</b> |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|   | -             |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|   | -             |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|   | -             |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|   | -             |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|   | -             |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|   | -             |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|   | -             |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| <b>Total</b>  | -             | <b>(This total should = the Total Fund amount of column M in the above table)</b> |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |

**Fund Type: Private Donations (0450)**

| A  | B | C | D                                     | E                 | F                           | G                         | H                      | I                                  | J                         | K  | L                               | M                                   | N                               | O                      | P                                      | Q                                     |
|--|---|---|---------------------------------------|-------------------|-----------------------------|---------------------------|------------------------|------------------------------------|---------------------------|--|---------------------------------|-------------------------------------|---------------------------------|------------------------|--|---------------------------------------|
|  |   |   | PS Forecast for Remaining Pay Periods |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |
|  |   |   | Budgeted FTEs                         | Revised PS Budget | YTD PS Expenditures Actuals | Current No. On-Board FTEs | Vacant Positions (D-G) | Current Pay Period PS Expenditures | No. Pay Periods Remaining | Expenditures for Remaining Pay Periods (Straight Line) | Straight-Line YE Forecast (F+K) | Adjustment To Remaining Pay Periods | Adjusted YE PS Forecast (L + M) | Add'l YE On-Board FTEs | FTE (Over) Under Budgeted FTEs (D-G-O) | PS Forecast (Over) Under Budget (E-N) |
| <b>Pay Period End Dates:</b>                   |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |
| Pay Group 1:                                   |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |
| Pay Group 2:                                   |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |
| Pay Group 6:                                   |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |
| CSG 11, 12, 13, 14<br>Permanent, Temp, Fringe) |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |
| Pay Group 1                                    |   |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                      | -                                     |
| Pay Group 2                                    |   |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                      | -                                     |
| Pay Group 6                                    |   |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                      | -                                     |
| <b>Subtotal, CSG 11, 12, 13, 14</b>            |   |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                      | -                                     |
| CSG 15 (Overtime)                              |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |
| CSG 99 (Payroll Default)                       |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |
| <b>Total Fund</b>                              |   |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                      | -                                     |
| corresponding totals in Table 1                |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |
| variance                                       |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |  |                                       |

**Adjustment to Remaining Pay Period Worksheet**



**TABLE 2  
FY 2021 PERSONAL SERVICES EXPENDITURE FORECAST  
November 30, 2020**

**OFFICE OF RISK MANAGEMENT (RK0)**

|              |   |
|--------------|---|
|              | -   |
|              | -   |
|              | -   |
|              | -   |
| <b>Total</b> | <b>2,913</b> (This total should = the Total Fund amount of column M in the above table) |

**Fund Type: Enterprise and Other Fund-Dedicated Taxes (0610)**

| A  | B | C | D                                     | E                 | F                           | G                         | H                      | I                                  | J                         | K  | L                               | M                                   | N                               | O                      | P                                 | Q                                     |  |
|--|---|---|---------------------------------------|-------------------|-----------------------------|---------------------------|------------------------|------------------------------------|---------------------------|--|---------------------------------|-------------------------------------|---------------------------------|------------------------|-----------------------------------|---------------------------------------|--|
|  |   |   | PS Forecast for Remaining Pay Periods |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   | Variance, Year End                    |  |
| Pay Period End Dates:                          |   |   | Budgeted FTEs                         | Revised PS Budget | YTD PS Expenditures Actuals | Current No. On-Board FTEs | Vacant Positions (D-G) | Current Pay Period PS Expenditures | No. Pay Periods Remaining | Expenditures for Remaining Pay Periods (Straight Line) | Straight-Line YE Forecast (F+K) | Adjustment To Remaining Pay Periods | Adjusted YE PS Forecast (L + M) | Add'l YE On-Board FTEs | FTE (Over) Under Budgeted (D-G-O) | PS Forecast (Over) Under Budget (E-N) |  |
| Pay Group 1:                                   |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   |                                       |  |
| Pay Group 2:                                   |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   |                                       |  |
| Pay Group 6:                                   |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   |                                       |  |
| CSG 11, 12, 13, 14<br>Permanent, Temp, Fringe) |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   |                                       |  |
| Pay Group 1                                    |   |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                 | -                                     |  |
| Pay Group 2                                    |   |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                 | -                                     |  |
| Pay Group 6                                    |   |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                 | -                                     |  |
| Subtotal, CSG 11, 12, 13, 14                   |   |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                 | -                                     |  |
| CSG 15 (Overtime)                              |   |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                 | -                                     |  |
| CSG 99 (Payroll Default)                       |   |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                 | -                                     |  |
| Total Fund                                     |   |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                 | -                                     |  |
| corresponding totals in Table 1                |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   |                                       |  |
| variance                                       |   |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   |                                       |  |

**Adjustment to Remaining Pay Period Worksheet**

| Item | Amount | Explanation (Organize your Items by CSG to better reflect them in Table 1) |
|------|--------|--|
|      | -      |  |
|      | -      |  |
|      | -      |  |
|      | -      |  |
|      | -      |  |
|      | -      |  |
|      | -      |  |
|      | -      |  |
|      | -      |  |
|      | -      |  |



**TABLE 2**  
**FY 2021 PERSONAL SERVICES EXPENDITURE FORECAST**  
 November 30, 2020

**OFFICE OF RISK MANAGEMENT (RK0)**

| <b>Total</b>  |             |   | -                                     |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   | (This total should = the Total Fund amount of column M in the above table) |  |
|---|-------------|---|---------------------------------------|-------------------|-----------------------------|---------------------------|------------------------|------------------------------------|---------------------------|--|---------------------------------|-------------------------------------|---------------------------------|------------------------|-----------------------------------|--|--|
| <b>Fund Type: Enterprise and Other Funds (0620)</b> |             |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   |  |  |
| A   | B           | C | D                                     | E                 | F                           | G                         | H                      | I                                  | J                         | K  | L                               | M                                   | N                               | O                      | P                                 | Q  |  |
|   |             |   | PS Forecast for Remaining Pay Periods |                   |                             |                           |                        |                                    |                           |  |                                 |                                     | Variance, Year End              |                        |                                   |  |  |
| Pay Period End Dates:                               |             |   | Budgeted FTEs                         | Revised PS Budget | YTD PS Expenditures Actuals | Current No. On-Board FTEs | Vacant Positions (D-G) | Current Pay Period PS Expenditures | No. Pay Periods Remaining | Expenditures for Remaining Pay Periods (Straight Line) | Straight-Line YE Forecast (F+K) | Adjustment To Remaining Pay Periods | Adjusted YE PS Forecast (L + M) | Add'l YE On-Board FTEs | FTE (Over) Under Budgeted (D-G-O) | PS Forecast (Over) Under Budget (E-N)                                      |  |
| Pay Group 1:  |             |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   |  |  |
| Pay Group 2:  |             |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   |  |  |
| Pay Group 6:  |             |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   |  |  |
| CSG 11, 12, 13, 14<br>Permanent, Temp, Fringe)      |             |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   |  |  |
|   | Pay Group 1 |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                 | -  |  |
|   | Pay Group 2 |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                 | -  |  |
|   | Pay Group 6 |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                 | -  |  |
| <b>Subtotal, CSG 11, 12, 13, 14</b>                 |             |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   |  |  |
| CSG 15 (Overtime)                                   |             |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   |  |  |
| CSG 99 (Payroll Default)                            |             |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   |  |  |
| <b>Total Fund</b>                                   |             |   | -                                     | -                 | -                           | -                         | -                      | -                                  | -                         | -  | -                               | -                                   | -                               | -                      | -                                 | -  |  |
| corresponding totals in Table 1                     |             |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   |  |  |
| variance  |             |   |                                       |                   |                             |                           |                        |                                    |                           |  |                                 |                                     |                                 |                        |                                   |  |  |

**Adjustment to Remaining Pay Period Worksheet**

| Item         | Amount | Explanation (Organize your Items by CSG to better reflect them in Table 1) |
|--------------|--------|--|
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
|              | -      |  |
| <b>Total</b> | -      | (This total should = the Total Fund amount of column M in the above table) |

**Fund Type: Intra-District (0700)**

| A | B | C | D                                     | E | F | G | H | I | J | K            | L             | M          | N                  | O     | P   | Q           |
|---|---|---|---------------------------------------|---|---|---|---|---|---|--------------|---------------|------------|--------------------|-------|-----|-------------|
|   |   |   | PS Forecast for Remaining Pay Periods |   |   |   |   |   |   |              |               |            | Variance, Year End |       |     |             |
|   |   |   |                                       |   |   |   |   |   |   | Expenditures | Straight-Line | Adjustment | Adjusted           | Add'l | FTE | PS Forecast |



**TABLE 2**  
**FY 2021 PERSONAL SERVICES EXPENDITURE FORECAST**  
 November 30, 2020

**OFFICE OF RISK MANAGEMENT (RK0)**

| Pay Group 6:                        |             |                    |                  |             |            |                |          |          |                |                |                  | (D-G-O)        | (E-N)      |                  |                  |
|-------------------------------------|-------------|--------------------|------------------|-------------|------------|----------------|----------|----------|----------------|----------------|------------------|----------------|------------|------------------|------------------|
| <b>CSG 11, 12, 13, 14</b>           |             |                    |                  |             |            |                |          |          |                |                |                  |                |            |                  |                  |
| Permanent, Temp, Fringe)            |             |                    |                  |             |            |                |          |          |                |                |                  |                |            |                  |                  |
| Pay Group 1                         | 34.0        | 3,987,513.0        | 619,402.0        | 29.0        | 5.0        | 142,096.3      |          |          | -              | 619,402        | 287,248.6        | 906,651        | -          | 5.0              | 3,080,862        |
| Pay Group 2                         | -           | -                  | -                | -           | -          | -              |          |          | -              | -              | -                | -              | -          | -                | -                |
| Pay Group 5                         | -           | -                  | -                | -           | -          | -              |          |          | -              | -              | -                | -              | -          | -                | -                |
| <b>Subtotal, CSG 11, 12, 13, 14</b> | <b>34.0</b> | <b>3,987,513.0</b> | <b>619,402.0</b> | <b>29.0</b> | <b>5.0</b> | <b>142,096</b> |          |          | <b>-</b>       | <b>619,402</b> | <b>287,248.6</b> | <b>906,651</b> | <b>-</b>   | <b>5.0</b>       | <b>3,080,862</b> |
| <b>CSG 15 (Overtime)</b>            |             |                    |                  |             |            |                |          |          |                |                |                  |                |            |                  |                  |
| <b>CSG 99 (Payroll Default)</b>     |             |                    |                  |             |            |                |          |          |                |                |                  |                |            |                  |                  |
| <b>Total All Funds</b>              | <b>34.0</b> | <b>3,987,513</b>   | <b>619,402</b>   | <b>29.0</b> | <b>5.0</b> | <b>142,096</b> | <b>-</b> | <b>-</b> | <b>619,402</b> | <b>287,249</b> | <b>906,651</b>   | <b>-</b>       | <b>5.0</b> | <b>3,080,862</b> |                  |
| corresponding totals in Table 1     |             | 3,776,326          |                  |             |            |                |          |          |                |                | 3,776,326        |                | (0)        |                  |                  |

**TABLE 3  
FY 2021 NONPERSONAL SERVICES EXPENDITURE FORECAST  
November 30, 2020**

**OFFICE OF RISK MANAGEMENT (RK0)**

**Date of CFO\$olve Report: Wednesday, December 16, 2020**

**Fund Type: LOCAL (0100)**

| Comp Source Group Description (CSG) | CSG | Revised Budget | Projected Year-End Forecast | (Over)/Under Variance | YTD Exp.      | YTD Intra-District Oblig. | YTD Encumbrances | YTD Exp., Intra-District, & Oblig. | As % of Budget | As % of Budget |
|-------------------------------------|-----|----------------|-----------------------------|-----------------------|---------------|---------------------------|------------------|------------------------------------|----------------|----------------|
| <b>Nonpersonal Services</b>         |     |                |                             |                       |               |                           |                  |                                    |                |                |
| Supplies & Materials                | 20  | 19,000         | 19,000                      | 0                     | -             | 5,000                     | -                | 5,000                              | 26.32%         | 26.3%          |
| Energy, Water, Sewer                | 30  | -              | -                           | 0                     | -             | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Telecommunications                  | 31  | -              | -                           | 0                     | -             | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Rental - Land & Buildings           | 32  | -              | -                           | 0                     | -             | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Custodial Services                  | 33  | -              | -                           | 0                     | -             | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Protective Services                 | 34  | -              | -                           | 0                     | -             | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Occupancy Fixed Costs               | 35  | -              | -                           | 0                     | -             | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Other Services & Charges            | 40  | 361,635        | 361,635                     | 0                     | 14,981        | 10,000                    | 127,460          | 152,441                            | 42.15%         | 42.2%          |
| Contractual Services                | 41  | 89,423         | 89,423                      | 0                     | -             | -                         | 400              | 400                                | 0.45%          | 0.4%           |
| Subsidies & Transfers               | 50  | -              | -                           | 0                     | -             | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Land and Buildings                  | 60  | -              | -                           | 0                     | -             | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Equipment, Rentals                  | 70  | 20,000         | 20,000                      | 0                     | -             | -                         | -                | -                                  | 0.00%          | 0.0%           |
| Debt Service (Master Lease)         | 80  | -              | -                           | 0                     | -             | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| <b>Total NPS of this Fund</b>       |     | <b>490,058</b> | <b>490,058</b>              | <b>-</b>              | <b>14,981</b> | <b>15,000</b>             | <b>127,860</b>   | <b>157,841</b>                     | <b>32.21%</b>  | <b>32.2%</b>   |

**Explanations and calculations related to Year-End Spending Forecast :**

| CSG and Item                | (Over)/Under Variance | Explanation and Calculation(s) |
|-----------------------------|-----------------------|--------------------------------|
| Supplies & Materials        | -                     |                                |
| Energy, Water, Sewer        | -                     |                                |
| Telecommunications          | -                     |                                |
| Rental - Land & Buildings   | -                     |                                |
| Custodial Services          | -                     |                                |
| Protective Services         | -                     |                                |
| Occupancy Fixed Costs       | -                     |                                |
| Other Services & Charges    | -                     |                                |
| Contractual Services        | -                     |                                |
| Subsidies & Transfers       | -                     |                                |
| Land and Buildings          | -                     |                                |
| Equipment, Rentals          | -                     |                                |
| Debt Service (Master Lease) | -                     |                                |

TABLE 3  
FY 2021 NONPERSONAL SERVICES EXPENDITURE FORECAST  
November 30, 2020

OFFICE OF RISK MANAGEMENT (RK0)



TABLE 3  
FY 2021 NONPERSONAL SERVICES EXPENDITURE FORECAST  
November 30, 2020

OFFICE OF RISK MANAGEMENT (RK0)

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FY 2021 NONPERSONAL SERVICES EXPENDITURE FORECAST  
November 30, 2020

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November 30, 2020

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TABLE 3  
FY 2021 NONPERSONAL SERVICES EXPENDITURE FORECAST  
November 30, 2020

OFFICE OF RISK MANAGEMENT (RK0)

**TABLE 3  
 FY 2021 NONPERSONAL SERVICES EXPENDITURE FORECAST  
 November 30, 2020**

**OFFICE OF RISK MANAGEMENT (RK0)**

**Fund Type: Special Purpose Revenue Funds (0600)**

| Comp Source Group Description (CSG) | CSG | Revised Budget | Projected Year-End Forecast | (Over)/Under Variance | YTD Exp. | YTD Intra-District Oblig. | YTD Encumbrances | YTD Exp., intra-District, & Oblig. | As % of Budget | As % of Budget |
|-------------------------------------|-----|----------------|-----------------------------|-----------------------|----------|---------------------------|------------------|------------------------------------|----------------|----------------|
| <b>Nonpersonal Services</b>         |     |                |                             |                       |          |                           |                  |                                    |                |                |
| Supplies & Materials                | 20  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Energy, Water, Sewer                | 30  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Telecommunications                  | 31  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Rental - Land & Buildings           | 32  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Custodial Services                  | 33  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Protective Services                 | 34  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Occupancy Fixed Costs               | 35  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Other Services & Charges            | 40  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Contractual Services                | 41  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |

**TABLE 3  
FY 2021 NONPERSONAL SERVICES EXPENDITURE FORECAST  
November 30, 2020**

**OFFICE OF RISK MANAGEMENT (RK0)**

|                               |    |   |   |   |   |   |   |   |                |             |
|-------------------------------|----|---|---|---|---|---|---|---|----------------|-------------|
| Subsidies & Transfers         | 50 | - | - | 0 | - | - | - | - | #DIV/0!        | 0.0%        |
| Land and Buildings            | 60 | - | - | 0 | - | - | - | - | #DIV/0!        | 0.0%        |
| Equipment, Rentals            | 70 | - | - | 0 | - | - | - | - | #DIV/0!        | 0.0%        |
| Debt Service (Master Lease)   | 80 | - | - | 0 | - | - | - | - | #DIV/0!        | 0.0%        |
| <b>Total NPS of this Fund</b> |    | - | - | - | - | - | - | - | <b>#DIV/0!</b> | <b>0.0%</b> |

**Explanations and calculations related to Year-End Spending Forecast :**

| CSG and Item                | (Over)/Under Variance | Explanation and Calculation(s) |
|-----------------------------|-----------------------|--------------------------------|
| Supplies & Materials        | 20                    | -                              |
| Energy, Water, Sewer        | 30                    | -                              |
| Telecommunications          | 31                    | -                              |
| Rental - Land & Buildings   | 32                    | -                              |
| Custodial Services          | 33                    | -                              |
| Protective Services         | 34                    | -                              |
| Occupancy Fixed Costs       | 35                    | -                              |
| Other Services & Charges    | 40                    | -                              |
| Contractual Services        | 41                    | -                              |
| Subsidies & Transfers       | 50                    | -                              |
| Land and Buildings          | 60                    | -                              |
| Equipment, Rentals          | 70                    | -                              |
| Debt Service (Master Lease) | 80                    | -                              |

**Fund Type: Enterprise and Other Funds - Dedicated Taxes (0610)**

| Comp Source Group Description (CSG) | CSG | Revised Budget | Projected Year-End Forecast | (Over)/Under Variance | YTD Exp. | YTD Intra-District Oblig. | YTD Encumbrances | YTD Exp., Intra-District, & Oblig. | As % of Budget | As % of Budget |
|-------------------------------------|-----|----------------|-----------------------------|-----------------------|----------|---------------------------|------------------|------------------------------------|----------------|----------------|
| <b>Nonpersonal Services</b>         |     |                |                             |                       |          |                           |                  |                                    |                |                |
| Supplies & Materials                | 20  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Energy, Water, Sewer                | 30  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Telecommunications                  | 31  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Rental - Land & Buildings           | 32  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Custodial Services                  | 33  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Protective Services                 | 34  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Occupancy Fixed Costs               | 35  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Other Services & Charges            | 40  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Contractual Services                | 41  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Subsidies & Transfers               | 50  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Land and Buildings                  | 60  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |

**TABLE 3  
FY 2021 NONPERSONAL SERVICES EXPENDITURE FORECAST  
November 30, 2020**

**OFFICE OF RISK MANAGEMENT (RK0)**

|                               |    |   |   |   |   |   |   |   |                |             |
|-------------------------------|----|---|---|---|---|---|---|---|----------------|-------------|
| Equipment, Rentals            | 70 | - | - | 0 | - | - | - | - | #DIV/0!        | 0.0%        |
| Debt Service (Master Lease)   | 80 | - | - | 0 | - | - | - | - | #DIV/0!        | 0.0%        |
| <b>Total NPS of this Fund</b> |    | - | - | - | - | - | - | - | <b>#DIV/0!</b> | <b>0.0%</b> |

**Explanations and calculations related to Year-End Spending Forecast :**

| CSG and Item                | (Over)/Under Variance | Explanation and Calculation(s) |
|-----------------------------|-----------------------|--------------------------------|
| Supplies & Materials        | 20                    | -                              |
| Energy, Water, Sewer        | 30                    | -                              |
| Telecommunications          | 31                    | -                              |
| Rental - Land & Buildings   | 32                    | -                              |
| Custodial Services          | 33                    | -                              |
| Protective Services         | 34                    | -                              |
| Occupancy Fixed Costs       | 35                    | -                              |
| Other Services & Charges    | 40                    | -                              |
| Contractual Services        | 41                    | -                              |
| Subsidies & Transfers       | 50                    | -                              |
| Land and Buildings          | 60                    | -                              |
| Equipment, Rentals          | 70                    | -                              |
| Debt Service (Master Lease) | 80                    | -                              |

**Fund Type: Enterprise and Other Funds (0620)**

| Comp Source Group Description (CSG) | CSG | Revised Budget | Projected Year-End Forecast | (Over)/Under Variance | YTD Exp. | YTD Intra-District Oblig. | YTD Encumbrances | YTD Exp., Intra-District, & Oblig. | As % of Budget | As % of Budget |
|-------------------------------------|-----|----------------|-----------------------------|-----------------------|----------|---------------------------|------------------|------------------------------------|----------------|----------------|
| <b>Nonpersonal Services</b>         |     |                |                             |                       |          |                           |                  |                                    |                |                |
| Supplies & Materials                | 20  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Energy, Water, Sewer                | 30  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Telecommunications                  | 31  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Rental - Land & Buildings           | 32  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Custodial Services                  | 33  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Protective Services                 | 34  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Occupancy Fixed Costs               | 35  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Other Services & Charges            | 40  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Contractual Services                | 41  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Subsidies & Transfers               | 50  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Land and Buildings                  | 60  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Equipment, Rentals                  | 70  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |
| Debt Service (Master Lease)         | 80  | -              | -                           | 0                     | -        | -                         | -                | -                                  | #DIV/0!        | 0.0%           |







**TABLE 3  
 FY 2021 NONPERSONAL SERVICES EXPENDITURE FORECAST  
 November 30, 2020**

**OFFICE OF RISK MANAGEMENT (RK0)**

| CSG and Item                |    | (Over)/Under Variance | Explanation and Calculation(s) |
|-----------------------------|----|-----------------------|--------------------------------|
| Supplies & Materials        | 20 | -                     |                                |
| Energy, Water, Sewer        | 30 | -                     |                                |
| Telecommunications          | 31 | -                     |                                |
| Rental - Land & Buildings   | 32 | -                     |                                |
| Custodial Services          | 33 | -                     |                                |
| Protective Services         | 34 | -                     |                                |
| Occupancy Fixed Costs       | 35 | -                     |                                |
| Other Services & Charges    | 40 | -                     |                                |
| Contractual Services        | 41 | -                     |                                |
| Subsidies & Transfers       | 50 | -                     |                                |
| Land and Buildings          | 60 | -                     |                                |
| Equipment, Rentals          | 70 | -                     |                                |
| Debt Service (Master Lease) | 80 | -                     |                                |

**TABLE 4**  
**FY 2021 Projected Dedicated Taxes and/or Special Purpose Revenue Assumptions**  
**November 30, 2020**

OFFICE OF RISK MANAGEMENT (RK0)

Appropriated Fund Type: 0640

| A                               | B                        | C                                | D                                   | E  | F  | G                                      | H  | I   |
|---------------------------------|--------------------------|----------------------------------|-------------------------------------|--|--|--|--|---|
| Agency Fund<br>Detail Code      | Agency Fund Detail Title | Projected Year End Resources     |                                     |  | Projected Year End Expenditures vs. Budget |  |  | Projected Year End  |
|                                 |                          | Projected<br>Year End<br>Revenue | Certified<br>Fund<br>Balance<br>Use | Projected<br>Year-End<br>Resources<br><b>(C+D)</b> | Revised<br>Budget                          | Projected Year-<br>End<br>Expenditures | Projected<br>Surplus (Deficit)<br><b>(F-G)</b> | Projected Excess of<br>Resources over<br>(under)<br>Expenditures <b>(E-G)</b> |
|                                 |                          |                                  |                                     | 0  |  |  | 0  | 0   |
|                                 |                          |                                  |                                     | 0  |  |  | 0  | 0   |
|                                 |                          |                                  |                                     | 0  |  |  | 0  | 0   |
|                                 |                          |                                  |                                     | 0  |  |  | 0  | 0   |
|                                 |                          |                                  |                                     | 0  |  |  | 0  | 0   |
| <b>Total Fund</b>               |                          | <b>\$0</b>                       | <b>\$0</b>                          | <b>\$0</b>   | <b>\$0</b>                                 | <b>\$0</b>                             | <b>\$0</b>                                     | <b>\$0</b>  |
| corresponding totals in Table 1 |                          |                                  |                                     |  | 0  |  |  |   |
| Edits Totals Should Be Zero     |                          |                                  |                                     |  | 0  |  |  |   |

Additional Comments, if necessary

**Notes:**

1. Copy table for each appropriated fund needed. Within each table, insert rows for as many agency fund detail lines needed.
2. Manually key totals from columns **E** , **G** , and **I** to the Summary Table.

**TABLE 5**  
**SOLUTIONS FOR FY 2021 SPENDING PRESSURES/POLICY INITIATIVES**  
 (Include District-wide savings initiatives)  
 November 30, 2020

**Fund 0100**

| Spending Pressure/Policy Initiative |                           |                    |
|-------------------------------------|---------------------------|--------------------|
| Summary Description                 | Projected Budget Pressure | Gap-Closing Action |
|                                     | 0                         |                    |
|                                     | 0                         |                    |
|                                     | 0                         |                    |
| <b>TOTAL</b>                        | -                         |                    |

**Notes:**

1. Carryforward totals for Appropriated Fund 0100 to the Summary Table manually.
2. If pressures exist for other funds, copy over the fund 0100 tables to begin below: print as a second page, identify the fund, and manually carry over the pertinent totals to the Summary Table.

**From:** Yeung, Sam (ORM)  
**Sent:** Tue, 22 Dec 2020 18:58:48 +0000  
**To:** Ross, Jed (ORM)  
**Cc:** Waters, Jane (EOM)  
**Subject:** RE: Residential Flood Insurance Program Memo  
**Attachments:** Residential Flood Insurance Program Memo 121720 (sy edit).docx

Jed,

Attached is the draft flood insurance memo with my edits and one comment. I and/or Jane are available at your convenience to discuss.

Thanks,  
Sam

---

**From:** Yeung, Sam (ORM)  
**Sent:** Thursday, December 17, 2020 2:24 PM  
**To:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>; Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>; Jed Ross ([jed.ross@dc.gov](mailto:jed.ross@dc.gov)) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** FW: Residential Flood Insurance Program Memo

Robert and Jane

Thanks for sending over the revised draft memo. I'm including Jed with attachment. I will reach out if there are any questions.

Thanks,  
Sam

---

**From:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>  
**Sent:** Thursday, December 17, 2020 1:47 PM  
**To:** Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Subject:** Residential Flood Insurance Program Memo

Hi, Sam.

Attached please find the Residential Flood Insurance Program in the provided memo format.

We also added context regarding the District's Resilient Strategy as well as an alternatives section at the end. The last sentence is highlighted as a reminder that a contact person needs to be inserted based on the format (was not sure whether that should stay on top or be at the end).

Please let us know if you have any questions or need something else.

Regards,

Robert

**Robert Preston**

Senior Insurance Program Analyst  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 727-4215

Cell: (202) 716-5042

E-mail: [robert.preston@dc.gov](mailto:robert.preston@dc.gov)



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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).













**From:** Vass, Chris (EOM)  
**Sent:** Tue, 22 Dec 2020 18:42:27 +0000  
**To:** House, Delino (OSSE)  
**Cc:** King, Kenneth (OSSE); Healy, Patrick (EOM); Ross, Jed (ORM); Yeung, Sam (ORM)  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Fantastic Del! I really appreciate this. I'm sorry if there was any confusion previously. We look forward to the contacts.

Thanks,

*Chris Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

**From:** House, Delino (OSSE) <delino.house@dc.gov>  
**Sent:** Tuesday, December 22, 2020 1:41 PM  
**To:** Vass, Chris (EOM) <Christopher.Vass@dc.gov>  
**Cc:** King, Kenneth (OSSE) <Kenneth.King@dc.gov>; Healy, Patrick (EOM) <Patrick.Healy3@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Please see the response below:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s). Yes
- Are there video recorders in your assigned fleet vehicles? There is video surveillance camera in the newer additions to the fleet If so, is there a process on when the recordings are download/stored? We are currently working through this component as a part of a of larger system enhancement. Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving? For fleet vehicles, vehicles are signed in/out daily for each user. For school buses, keys are stored on the active fleet and locked for fleet not in use.
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of? No.

We will send copies of the contracts as soon as possible. Please let me know if you have any additional questions.

Best Regards,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Tuesday, December 15, 2020 3:05 PM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Sure can! I am good between now and 4PM. If that doesn't work, we can try tomorrow. I am wide up, except from 10-11 AM.

---

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Tuesday, December 15, 2020 3:01 PM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Thank you for the opportunity to work with you and your team to explore technology and software. Before we proceed with the questions below my team and I would like to meet to discuss in detail. Are you open to meeting soon? If so I have included Stacia Ellis on this communication so that she can work with you to schedule a meeting.

WE look forward to your response,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:19 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Perfect, thank you Gretchen!

Delino, if you have any questions or need anything, let me know.

---

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:18 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)  
**Importance:** High

Good Morning Chris,  
Delino House, our Associate Director of Fleet and Facilities, is the POC for this project and has gather the information you requested. I believe he's tried contacting you but if you haven't connected I've copied him on this correspondence.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

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**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Gretchen & Sara,

I wanted to follow-up on this request and see if you all had any updates?

Thanks,

*Christopher Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*



---

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**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Chris,  
Thanks for your email. Our team is reviewing the request and will provide a response to your question ASAP.

Best,  
Gretchen

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Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

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**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Thursday, December 3, 2020 3:45 PM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Director Brumley & Deputy Meyers,

I hope you are doing well. I am Chris Vass, Management Analyst with the DC Office of Risk Management (ORM). On behalf of Jed Ross, Director/Chief Risk Officer, I am reaching out to you and other District agencies in order to undertake a review and analysis of city-wide fleet safety programs that are being used by District agencies. In order for me to begin the review and analysis, I need your assistance to compile all data and information related to your safety program:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s).
- Are there video recorders in your assigned fleet vehicles? If so, is there a process on when the recordings are download/stored? Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving?

- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of?

The goal of this project is to ultimately bring all agencies under one city-wide management system for GPS, liability documentation (video), safe driving training, data collection (life of vehicle, miles driven, speeding, dangerous driving, possible maintenance needs, performance metrics, etc....). We are in the early stages of this endeavor but feel it could lead to monumental change for the District. One procurement, one system, economies of scale, and better data for everyone.

Please let know if you have any question or concerns.

Thanks,

*Chris Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

*Open Enrollment for 2021 employee benefits runs Monday, November 9, 2020 through Monday, December 14, 2020. This is your annual opportunity to review your current benefit elections and make any necessary changes.*

Visit <https://dchr.dc.gov/page/open-enrollment> for details!

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** House, Delino (OSSE)  
**Sent:** Tue, 22 Dec 2020 18:40:52 +0000  
**To:** Vass, Chris (EOM)  
**Cc:** King, Kenneth (OSSE);Healy, Patrick (EOM);Ross, Jed (ORM);Yeung, Sam (ORM)  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Please see the response below:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s). Yes
- Are there video recorders in your assigned fleet vehicles? There is video surveillance camera in the newer additions to the fleet If so, is there a process on when the recordings are download/stored? We are currently working through this component as a part of a of larger system enhancement. Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving? For fleet vehicles, vehicles are signed in/out daily for each user. For school buses, keys are stored on the active fleet and locked for fleet not in use.
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of? No.

We will send copies of the contracts as soon as possible. Please let me know if you have any additional questions.

Best Regards,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Tuesday, December 15, 2020 3:05 PM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Sure can! I am good between now and 4PM. If that doesn't work, we can try tomorrow. I am wide up, except from 10-11 AM.

---

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Tuesday, December 15, 2020 3:01 PM



**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Thank you for the opportunity to work with you and your team to explore technology and software. Before we proceed with the questions below my team and I would like to meet to discuss in detail. Are you open to meeting soon? If so I have included Stacia Ellis on this communication so that she can work with you to schedule a meeting.

WE look forward to your response,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:19 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
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**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Perfect, thank you Gretchen!

Delino, if you have any questions or need anything, let me know.

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DC Office of Risk Management  
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*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

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**From:** Walker, Steven (EOM)  
**Sent:** Tue, 22 Dec 2020 18:27:36 +0000  
**Bcc:** Contee, Robert (MPD);Morris-Hughes, Unique (DOES);Hunter, Delano (DPR);Kihn, Paul (EOM);Ferebee, Lewis (DCPS);Young, Shana (OSSE);Smith, Ahnna (EOM);Donald, Brenda (CFSA);Bazron, Barbara (DBH);Reese, Andrew (DDS);Nesbitt, LaQuandra S. (DOH);Turnage, Wayne (DHCF);Zeilinger, Laura (DHS);Newland, Laura (DACL);GibsonHubbard, Faith (EOM);Chrappah, Ernest (DCRA);Wells, Tommy (DOEE);Do, David (DFHV);Woods, Karima (DISB);Robinson, Gabriel (DMV);Geldart, Chris (DPW);Babers, Lucinda (EOM);Marootian, Jeffrey M. (DDOT);Donaldson, Polly (DHCD);Whitfield, Kristi (DSLBD);Falcicchio, John (EOM);Gates, Angie (OCTFME);Trueblood, Andrew (OP);Booth, Quincy (DOC);Smith, Jenifer (DFS);Lacey, Clinton (DYRS);Donnelly, John (FEMS);Rodriguez, Chris (HSEMA);Garcia, Michelle (EOM);Newsham, Peter (MPD);McFadden, Delbert (EOM);Mitchell, Roger (OCME);Holmes, Karima (OUC);Talamante, Tomás (EOM);Slattery, Jim (EOM);Kaba, Aly (EOM);DeGuzman, Ben (EOM);Akins, Lamont (EOM);Irving, Julia (EOM);Wallace, Jason (EOM);Cavendish, Betsy (EOM);Reid, Sheila A. (EOM);Townsend, Shawn (EOM);Rivera, Gianelle (EOM);Fink, Jason (EOM);Walker, Steven (EOM);Tommingo, Elliot (EOM);Porter, Jennifer (EOM);Lawson, Julie (EOM);Reyes, Jackie (EOM);Bowen, Thomas (EOM);Carey, Lamont (EOM);Scales, Ayris (EOM);Foster, LaToya (EOM);Moosally, Fred (ABRA);Sereke-Brhan, Heran (CAH);Loud, Marc D. Sr (CAB);Isaac, Donald (CIC);Butler, Mannone (CJCC);Reyes-Gavilan, Richard (DCPL);Morgan-Johnson, Sheila (DCRB);Kofman, Mila (DCHBX);Nutall, Tracy (JNC);Currie, M. Colleen (OAH);Ford, Rochelle (BEGA);Allen, Niquelle (BEGA);Tobin, Michael (DCPC);Lucas, Daniel W. (OIG);Shreve, Johanna (OTA);Barfield, Sheila (OEA);Bardin, Sara (DCOZ);Martin, Clarene P. (PERB);Phillips, Willie (PSC);Andargeh, Gizachew (RPTAC);Spencer, Michael T. (RHC);Anderson, Keith (DGS);Gibson, Ventris (DCHR);Melder, Jay (EOM);Schutter, George (OCP);McCollough, Mathew (EOM);Maxwell, Lindsey (EOM);Ross, Jed (ORM);Parker, Lindsey (OCTO);Adams, Eugene (OAH);Reed, Jennifer (EOM);Donahue, Kevin (EOM);Kreiswirth, Barry (EOM);Kinlow, Eugene (EOM);Gulstone, Ronan (EOM);Bassett, Kimberly (EOM);Perry, Beverly (EOM);EOM - Cabinet Members (EOM)  
**Subject:** Cabinet Update: MPD and OUC

On behalf of Mayor Bowser, we want to announce the following transitions of executive leadership in the Cabinet:

#### Appointment

#### **Robert Contee, appointed Acting Chief of Police, Metropolitan Police Department (MPD)**

A native Washingtonian and 31 year MPD veteran, **Acting Chief Contee** began his career joined MPD as a police cadet in November 1989. He became a sworn member of the Department three years later and quickly rose through the ranks, serving in a variety of assignments. Most recently, Acting Chief Contee served as the Assistant Chief of the Investigative Services Bureau at MPD, which works with the community to solve crimes, bring offenders to justice, support the recovery of victims, and protect witnesses. Assistant Chief Contee holds a Bachelor's Degree in Professional Studies with a concentration in Police Science from George Washington University. He has also completed the Management College at the Institute for Law Enforcement Administration and the Senior Management Institute for Police (SMIP) of the Police Executive Research Forum in Boston, Massachusetts.



Departure

Director **Karima Holmes** will step down from her role in late January 2021, after leading the Office of Unified Communications (OUC) since 2016. Among her accomplishments, Director Holmes created infrastructural redundancy for the OUC emergency operations and launched the Office of Professional Standards and Development. This office modernized the agency's workforce by creating pathways full time staff and a training and quality assurance program following national best practices.

Please join us in congratulating Acting Chief Contee as he takes on this new role. We also thank outgoing Chief Peter Newsham for his long tenure of service and leadership at MPD. His dedication to DC is noteworthy, and we appreciate his leadership during this trying time. We also applaud Director Holmes for her work at OUC over the years and wish her the best as she transitions to her next opportunity. As always, thank you for your service and commitment to DC!

Sincerely,

Kevin Donahue  
Interim City Administrator

John Falcicchio  
Chief of Staff to the Mayor  
Deputy Mayor for Planning and Economic  
Development



For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Carlos, Melbert (EOM)  
**Sent:** Tue, 22 Dec 2020 17:04:12 +0000  
**To:** Ross, Jed (ORM);Yeung, Sam (ORM)  
**Cc:** Evans, Valerie (EOM)  
**Subject:** DRAFT: [2-534\(a\)\(2\)](#) Suspension Notice  
**Attachments:** DRAFT Suspension Notice.pdf

Jed and Sam,

Good morning.

I finalized the packet I about to send to DCHR for [2-534](#) suspension action.

But before I send it over I would like for your review and feedback.

Also, I haven't named a Deciding Official, I would like to recommend Morgan Dowe if that's okay.

I look forward to hearing from you.

*Thank you,  
Melbert Carlos  
Program Manager  
District of Columbia Office of Risk Management  
441 4th Street, N.W., Suite 8005  
Washington, D.C. 20001  
Direct: [\(202\) 727-7723](tel:2027277723)*



For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).











**ACKNOWLEDGMENT OF RECEIPT**

Pursuant to section 1608.6 of Chapter 16 of the D.C. Personnel Regulations, General Discipline, and Grievances, by my signature below, I acknowledge that I accepted service of an *Advance Written Notice on a Proposed Five-day suspension, and Enclosures*, by hand delivery on the date below.

Date: \_\_\_\_\_

\_\_\_\_\_  
Employee's Full Name (Signature)

**ACKNOWLEDGMENT OF EMPLOYEE'S REFUSAL  
TO SIGN ACKNOWLEDGEMENT OF RECEIPT**

Pursuant to section 1608.6 of Chapter 16 of the D.C. Personnel Regulations, General Discipline, and Grievances, by my signature below, I acknowledge that I observed hand delivery service of an *Advance Written Notice on a Proposed Five-day Suspension, and Enclosures*, and I observed Employee's refusal to sign the Acknowledgment of Receipt, as requested

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Printed Name of Witness















*By signing this form, you confirm that you reviewed and considered the preceding factors and that you conclude the above proposed action is reasonable and appropriate to the circumstances.*

**Francine White**

**12/21/2020**

---

*Proposing Official*

*Date*

---







**ACKNOWLEDGMENT OF RECEIPT**

1244.8 of Chapter 12 of the D.C. personnel regulations Hours of Work, Legal Holiday and Leave, by my signature below, I acknowledge that I accepted service of a *Leave Restriction Letter*, by hand delivery on the date below.

2-534(a)(2)

**ACKNOWLEDGMENT OF EMPLOYEE'S REFUSAL  
TO SIGN ACKNOWLEDGEMENT OF RECEIPT**

Pursuant to section 1244.8 of Chapter 12 of the D.C. personnel regulations Hours of Work, Legal Holiday and Leave, by my signature below, I acknowledge that I observed hand delivery service of a *Leave Restriction Letter*, and I observed \_\_\_\_\_'s refusal to sign the Acknowledgment of Receipt, as requested.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Printed Name of Witness































**From:** The Presidential Transition  
**Sent:** Tue, 22 Dec 2020 12:01:24 -0500  
**To:** Jed Ross  
**Subject:** Reinventing the economy and IT, responding to COVID, Trump's resistance

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

Problems viewing? [View as a web page](#)



## The Presidential Transition

Tuesday, December 22, 2020

### [The New Plans to Remake Appalachia's Economy](#)// Bill Lucia

Mayors from the region and others want the Biden administration to embrace their proposals for billions of dollars of spending, with a heavy emphasis on clean energy projects, as a way to reinvent the region as coal declines.

### [Tech Industry Group Recommends Biden Admin Reimagine How Government Does IT](#)// Frank Konkel

The Alliance for Digital Innovation unveiled a series of legislative and policy proposals for President-elect Joe Biden to consider.

#### Sponsored by AWS

##### [What you missed at re:Invent 2020](#)

At re:Invent 2020, Teresa Carlson, vice president and leader of Amazon Web Services (AWS) public sector and industry business units, shared cloud technology stories, use cases, and successes of customers like UK Biobank, Capella Space, and Wefarm, who are solving some of the world's most pressing challenges using the cloud. Review the 10 key takeaways that show what's next for the public sector.

##### [Check it out](#)

### [Biden Team Says It's Facing 'Pockets of Resistance' in Transition](#)// Eric Katz

Officials praise "valiant efforts" of career employees to ensure smooth process.

### [Democratic Lawmakers Seek to Increase Oversight of 'Midnight' Regulations](#)// Courtney Bubl 

Bill would require the Government Accountability Office to submit various reports to Congress.

**[Shirley Sherrod Holds 'No Ill Will' Against USDA Nominee Who Ousted Her](#)**// Errin Haines

Shirley Sherrod hopes that if Tom Vilsack is confirmed, he will put a focus on Black farmers.

**[Local Health Departments Are Understaffed. Would Biden's 'Public Health Jobs Corps' Help?](#)**// Emma Coleman

Public health leaders say the president-elect's idea for a corps to help with contact tracing would miss the mark of current needs on the ground, saying they are looking for broader, and more long lasting, federal support.

**[How the Biden Administration Can Supercharge Results by Using Evidence](#)**// Andrew Feldman and Jed Herrmann

Believe it or not, there has been progress over the last four years in the use of evidence and data to inform decision-making. The new administration can build on those gains.

**[Amid Massive Hack, Lawmakers Urge Trump to Sign Defense Bill with New Cybersecurity Legislation](#)**// Patrick Tucker

As the government scrambles to understand the widening compromise, legislation to shore up the nation's cyber defenses sits unsigned on the President's desk.

**[Trump Officials Deliver Plan to Split Up Cyber Command, NSA](#)**// Katie Bo Williams

An end to the "dual hat" arrangement has been debated for years — but the timing raises questions. The plan requires Milley's certification to move ahead.

**[Groups Request Reminder of Federal Employees' Whistleblower Rights](#)**// Courtney Bublé

They are concerned agency heads could be scaring employees away from disclosing wrongdoing.

**[Transition Roundup: Biden Says COVID Deal is 'Just the Beginning,' Barr Advises Next AG](#)** // Courtney Bublé

Here's today's list of news updates and stories you may have missed.

**[Biden Must Prioritize Missile Defense](#)** // Rebecca L. Heinrichs

The new president will be pressed to choose between short- and long-term improvements. The rise in threats mean he must pursue both.

**[We Need a Goldwater-Nichols Act for Emerging Technology](#)**// John Shanahan and Laura Junor

The 1986 law made joint experience a prerequisite for high rank. We must do the same for technological facility.

**Sponsored by AWS**

[What you missed at re:Invent 2020](#)

At re:Invent 2020, Teresa Carlson, vice president and leader of Amazon Web Services (AWS) public sector and industry business units, shared cloud technology stories, use cases, and successes of customers like UK Biobank, Capella Space, and Wefarm, who are solving some of the world's most pressing challenges using the cloud. Review the 10 key takeaways that show what's next for the public sector.

[Check it out](#)

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Thank you for reading *The Presidential Transition*.


**Government Executive Media Group, 600 New Hampshire Avenue NW, Washington, DC 20037**





**From:** OCP PASS ADMIN  
**Sent:** Tue, 22 Dec 2020 12:00:24 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).


 **CW3609** - **FY15-DOH HIV AIDS AND TB Control Human Car Agreement**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents is in anticipation

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW3770** - **AIS Implementation - DFS - FY15 - It Group**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4135** - **Verizon Telecommunication Services**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4395** - **Oracle SOA Licenses**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4428** - **Pre & Post Transitional Care Homes (PTCH) - Sasha Bruce Youthwork**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4550** - **Alger Park Stream Restoration Project**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents



This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4213 - FY16\_OSSE\_ODM-ELA-MATH-ALT-MSAA-OPERATIONAL\_(MEASURED\_PROGRESS)**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4188 - NFPA Class 4 Fireboat**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4326 - FY17\_GD0\_Data\_SEDS Management and Maintenance**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4558 - CW37399 Environmental Services (Option Year 1)**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4472 - Pre & Post Transitional Care Homes (PTCH) - Associates for Renewal in Education**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4369 - Springhouse Run Stream Restoration & Stormwater Management Retrofit Project**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4688 - Third Party BLS Medical Transport Services**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856 - FY17-OCTO-cGOV360 Maintenance and Support**  
0



**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4870** - **NFF; OCTO Temporary Personnel**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4651** - **DHS - Temp Services - AVID Systems**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4644** - **Enrollment Audit**  
0


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4661** - **Dell VDI (DESKTOP VIRTUALIZATION)**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4716** - **FY16-DOH Youth Social Marketing-Public Education and Communication**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4656** - **DHS - Temporary Services**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4767** - **FY17\_OSSE\_DAR\_Science Test Administration**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Telecommunications Services Wireless Digital & Data Services, Associated**  
**8** - **Services Equipment**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4588** - **FY16-Power Equipment (DCPS)**  
**4**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4687** - **FY16-17 DOH HCA with Lab Corp for HAHSTA Laboratory Services**  
**3**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4915** - **FY17-OCTO-BOX LICENSES AND SUPPORT**  
**4**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4837** - **FY17\_GDO\_Data Analysts**  
**0**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4918** - **Cisco Equipment**  
**8**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Cisco Switches and Wireless Access Points**  
**3**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4634** - **Temp Services - OCTO - NFF**




8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4806** - OSSE-DOT\_FY17\_Emergency\_Attendants for Vehicles BATTLE

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5239** - SECURITY SERVICES FOR DCPS


**The following** Approval for Insurance Documents

**task is overdue :**

**Task description :** Approval for Insurance Documents Required and is attached in the document section.

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5742** - ELC Web-Based Licensure Application

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5710** - MMIS IV&V

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

**From:** Carlos, Melbert (EOM)  
**Sent:** Tue, 22 Dec 2020 15:37:03 +0000  
**To:** Ross, Jed (ORM);Yeung, Sam (ORM);Evans, Valerie (EOM);Krainak, Michael (EOM)  
**Subject:** DRAFT: Email Communication for Mayor's Order 2020-127

Jed and Sam,

Good morning.

I am writing to quickly send over the draft email/Teams for your review and feedback.

I also incorporated the language from a recent email from DCHR which I thought came in at the right time.

Please see below.

---

2-534(e)

2-534(e)

2-534(e)

Thank you,  
Jed

---

*Thank you,  
Melbert Carlos  
Program Manager  
District of Columbia Office of Risk Management  
441 4th Street, N.W., Suite 800S  
Washington, D.C. 20001  
Main: [\(202\) 727-8600](tel:(202)727-8600)  
Direct: [\(202\) 727-7723](tel:(202)727-7723)*



For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).











**From:** Preston, Robert (EOM)  
**Sent:** Tue, 22 Dec 2020 14:21:43 +0000  
**To:** Arnic, Jennifer (EOM); Clark, Peter (EOM); Dowe, Morgan (EOM); Gatton, Roger (EOM); Healy, Patrick (EOM); Mandel, Angela (EOM); Moon, Beth (EOM); Ross, Jed (ORM); Waters, Jane (EOM); Yeung, Sam (ORM)  
**Subject:** FW: 12.22.20 AM Clips  
**Attachments:** 12.22.20 AM Clips.docx, Situational-Update-Presentation-12-21-20.pdf

Of particular interest:

**[Bowser Administration Imposes New Restrictions](#)**

**December 21, 2020**

**The Washington City Paper // Amanda Michelle Gomez**

Amid calls to do something about the rising COVID-19 cases and hospitalizations, Mayor Muriel Bowser's administration imposed new restrictions on restaurants, museums, and libraries that take effect Wednesday night. The restrictions last three weeks.

**[A dozen CARE classrooms now reporting COVID cases in D.C.](#)**

**December 22, 2020**

**WJLA 7 // Anna-Lysa Gayle**

On Monday, Mayor Muriel Bowser was asked if she was concerned about the latest COVID numbers in schools.

**[Staff, Residents at Nursing Homes in DC Will Receive COVID-19 Vaccine Early](#)**

**December 21, 2020**

**NBC 4 // Mark Segraves**

Staff and residents at long-term care facilities will now be included in the first wave of coronavirus inoculations in D.C., thanks to the expected arrival of thousands of doses of the Moderna vaccine this week, D.C. Mayor Muriel Bowser announced Monday.

**[Mayor chooses veteran officer Robert J. Contee as District's next police chief](#)**

**December 22, 2020**

**The Washington Post // Peter Hermann**

D.C. Mayor Muriel E. Bowser has chosen Robert J. Contee III as the city's newest police chief, forgoing a national search and picking a veteran officer and native Washingtonian to lead the force amid a period of rising homicides and social justice reckoning.

## [DC 911 Director Stepping Down](#)

**December 21, 2020**

**NBC 4 // Mark Segraves**

An official announcement will be made Tuesday at a press conference with Mayor Muriel Bowser, sources said.

## [Outgoing D.C. Council member Brandon T. Todd to lobby for Washington Gas](#)

**December 21, 2020**

**The Washington Post // Michael Brice-Saddler**

Todd was elected to the council five years ago to replace Muriel E. Bowser after she was elected mayor. As a council member, his critics often blasted him as being too loyal to Bowser — though he has received praise from some Ward 4 residents for his focus on constituent services.

### **Robert Preston**

*Public Information Officer*

Office of Risk Management (ORM)

Government of the District of Columbia

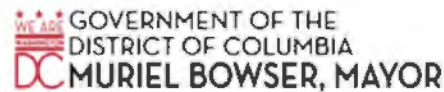
441 4<sup>th</sup> Street NW, 800S

Washington DC 20001

Office: (202) 727-4215

Cell: (202) 716-5042

E-mail: [robert.preston@dc.gov](mailto:robert.preston@dc.gov)



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---

**From:** Yun, Ramona (EOM) <ramona.yun1@dc.gov>

**Sent:** Tuesday, December 22, 2020 7:00 AM

**To:** Yun, Ramona (EOM) <ramona.yun1@dc.gov>

**Subject:** 12.22.20 AM Clips

**MMB**

*COVID-19*

**[Mayor chooses veteran officer Robert J. Contee as District's next police chief](#)**

**December 22, 2020**

**The Washington Post // Peter Hermann**

D.C. Mayor Muriel E. Bowser has chosen Robert J. Contee III as the city's newest police chief, forgoing a national search and picking a veteran officer and native Washingtonian to lead the force amid a period of rising homicides and social justice reckoning.

**[Hundreds of thousands of doses of virus vaccine headed to Virginia, Maryland, D.C. this week](#)**

**December 21, 2020**

**The Washington Post // Patricia Sullivan, Julie Zauzmer and Lola Fadulu**

Meanwhile, the demand for coronavirus tests that spiked in the fall has remained high in the city. Mayor Muriel E. Bowser (D) said Monday that the city tested 20,700 people last week, an increase of 2,000 from the week before.

**[Staff, Residents at Nursing Homes in DC Will Receive COVID-19 Vaccine Early](#)**

**December 21, 2020**

**NBC 4 // Mark Segraves**

Staff and residents at long-term care facilities will now be included in the first wave of coronavirus inoculations in D.C., thanks to the expected arrival of thousands of doses of the Moderna vaccine this week, D.C. Mayor Muriel Bowser announced Monday.

**[Covid Christmas: Packed church wait-lists, live-streamed services and increased giving](#)**

**December 21, 2020**

**The Washington Post // Michelle Boorstein**

For Catholics in the Archdiocese of Washington, expanded access to church — and thus the core sacrament of Communion, wherein Catholicism teaches Jesus is present in the bread and wine — came only after a lawsuit challenging the city's 50-person cap per church as unconstitutional. A few days after the suit was filed, D.C. Mayor Muriel E. Bowser (D) raised the cap to 250 people, or 25 percent capacity, whichever is smaller.

**[Praying apart isn't the same as praying together. That's why we sued D.C.](#)**

**December 21, 2020**

**The Washington Post // Cardinal Wilton Gregory**

But praying apart is not the same as praying together. We recently brought legal action to protect the free exercise of religion in the nation's capital. This was a last resort, as we could no longer bear the burden of turning away the faithful from Mass due to D.C.'s 50-person cap on religious



services when big-box stores, retailers, and even liquor stores and many other venues continued to operate without similar limits. The right of the faithful to assemble for religious services is one of our most cherished constitutional legacies, and we maintain it should be treated as an “essential” activity — just as D.C. regards shopping and so many other activities as essential. We simply ask that religious worship be treated in the same way so that we may continue to worship together and serve those in need. (D.C. Mayor Muriel E. Bowser subsequently eased the 50-person cap on Dec. 16.)

### **[Bowser Administration Imposes New Restrictions](#)**

**December 21, 2020**

**The Washington City Paper // Amanda Michelle Gomez**

Amid calls to do something about the rising COVID-19 cases and hospitalizations, Mayor Muriel Bowser’s administration imposed new restrictions on restaurants, museums, and libraries that take effect Wednesday night. The restrictions last three weeks.

### **[Outgoing D.C. Council member Brandon T. Todd to lobby for Washington Gas](#)**

**December 21, 2020**

**The Washington Post // Michael Brice-Saddler**

Todd was elected to the council five years ago to replace Muriel E. Bowser after she was elected mayor. As a council member, his critics often blasted him as being too loyal to Bowser — though he has received praise from some Ward 4 residents for his focus on constituent services.

### **[Brandon Todd To Take Lobbying Job At Washington Gas After Leaving D.C. Council](#)**

**December 21, 2020**

**DCist // Hannah Schuster**

Todd was first elected in a 2015 special election to fill Mayor Muriel Bowser’s seat. He was Bowser’s handpicked successor and one of her allies on the council. But in June he lost to George, who racked up a series of progressive endorsements.

### **[DC joins vehicle emissions pact to lower pollution along with New England states](#)**

**December 21, 2020**

**WJLA 7 // Tom Roussey**

DDOT director Jeff Marootian says DC mayor Muriel Bowser does not need city council approval to move forward with the plan because the council already gave her authority to do so under the Clean Energy DC Act, which she signed into law early last year.

### **[Patrons supportive, restaurant owners frustrated – DC braces for another indoor dining ban](#)**

**December 21, 2020**

**FOX 5 // Stephanie Ramirez**

According to D.C. Mayor Muriel Bowser at her Monday COVID-19 news update, they do not plan to extend the temporary ban past the 5 a.m., January 15th deadline. That's when the Mayor says dining would then return to what it is now: 25% capacity.

### **DC 911 Director Stepping Down**

**December 21, 2020**

**NBC 4 // Mark Segraves**

An official announcement will be made Tuesday at a press conference with Mayor Muriel Bowser, sources said.

### **A dozen CARE classrooms now reporting COVID cases in D.C.**

**December 22, 2020**

**WJLA 7 // Anna-Lysa Gayle**

On Monday, Mayor Muriel Bowser was asked if she was concerned about the latest COVID numbers in schools.

### **Holiday Reminder: a negative COVID-19 test could give false sense of security**

**December 21, 2020**

**WJLA 7 // Heather Graf**

"Getting tested is not a replacement for exercising good judgement, wearing your mask, washing your hands, staying six feet socially distanced, and limiting your activities," DC Mayor Muriel Bowser said on Monday. "We're asking everyone to protect themselves and their families by staying home, not traveling, and limiting your activities with other households for the Christmas holiday and New Year's Eve and everything in between."

## **LOCAL**

### **Washington Gas fined \$750,000 after failing to replace regulators like the one blamed in Flower Branch blast**

**December 22, 2020**

**The Washington Post // Steve Thompson**

Washington Gas has been ordered to pay a \$750,000 fine for failing to notify officials it had not replaced mercury gas regulators such as the one blamed in a deadly 2016 explosion in Silver Spring, Md. The utility pledged more than a decade ago to replace all of its indoor mercury gas regulators, but never did.

### **New Federal, Local Relief For Indie Venues Could Save Some Beloved District Stages**

**December 21, 2020**

**WAMU/DCist // Mikaela Lefrak**

The owners of independent music venues and theaters in D.C. received two pieces of good news Monday, one from the national level and one from the local.

**Metro Could Get Hundreds Of Millions In Federal Relief, Avoid Most Drastic Service Cuts**

**December 21, 2020**

**WAMU/DCist // Jordan Pascale**

Metro will likely be able to avoid some of the most drastic service cuts in its budget that begins in July if the Senate approves coronavirus relief funding this week.

**Arrest made in cold case murder 10 years after DC mother vanished**

**December 21, 2020**

**FOX 5 // Lindsay Watts**

D.C. police have made an arrest in a cold case murder 10 years after a mother vanished from her home as her kids were sleeping.

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**MMB**

*COVID-19*

**Hundreds of thousands of doses of virus vaccine headed to Virginia, Maryland, D.C. this week**

**December 21, 2020**

**The Washington Post // Patricia Sullivan, Julie Zauzmer and Lola Fadulu**

Hundreds of thousands of doses of coronavirus vaccines are beginning to come into the greater Washington area as the number of infections and death continues to build.

The District expects to receive more than 30,000 doses this week, substantially increasing the city's ability to vaccinate front-line workers as the arrival of the newly approved Moderna vaccine helps offset reductions in the number of Pfizer vaccine doses being distributed this week.

In the first days of vaccine delivery last week, the city administered more than 4,500 of the 6,825 doses of the Pfizer-BioNTech vaccine that it received from the federal government, D.C. coronavirus vaccine program leader Ankoor Shah said at a news conference Monday. This week, the federal government will allot an additional 4,875 doses of the Pfizer vaccine and 12,600 doses of the newly approved Moderna vaccine to the city.

The District will also receive 8,775 doses of the Pfizer vaccine from Virginia and 8,000 doses of the Moderna vaccine from Maryland, Shah said, after they agreed to share their supply to help vaccinate health-care workers, many of whom live outside the city, at their places of work in the District.

The District does not have any agreement in place for receiving further batches from its neighboring states, said John Falcicchio, deputy mayor for planning and economic development.

Altogether, Maryland was allocated more than 191,000 doses of the Pfizer and Moderna vaccines, which will allow it to vaccinate 90 percent of the state's front-line hospital staff, according to a Monday news release.

The state anticipates that this week it will receive 104,300 doses of the Moderna vaccine, which was authorized by the Food and Drug Administration on Friday. Officials also expect an additional 36,075 doses of the Pfizer vaccine; the state received 50,700 doses of that vaccine last week.

Maryland nursing home staffers and residents also can expect to get vaccinated in coming days, officials said.

Alena Yarmosky, a spokeswoman for Virginia Gov. Ralph Northam (D), said that the state received 72,125 doses from Pfizer last week and that some of its expected 146,000 Moderna doses began arriving Monday.

The coronavirus's deadly march through D.C., Maryland and Virginia continues, with 32 deaths reported Monday and an additional 6,446 people reported to have tested positive for the virus, according to numbers released by the three jurisdictions.

Virginia reported 4,042 new cases, Maryland reported 2,265 and D.C. 139, slightly higher than the rolling seven-day average. Maryland had the most deaths reported Monday, with 23, followed by D.C.'s five and Virginia's four.

Since the pandemic began, the greater Washington region has had 590,703 reported coronavirus cases and 10,867 deaths due to covid-19, the disease caused by the virus. Virginia has reported 310,890 cases and 4,654 deaths. Maryland has tallied 253,073 total cases and 5,471 deaths. The District has counted 26,740 cases and 742 deaths.

Since the Pfizer vaccine is much more difficult to store than the Moderna vaccine, the District's Pfizer doses will go to hospitals to treat their workers, Shah said.

The Moderna vaccine will go to several nonprofit organizations and for-profit companies — including Bread for the City, Mary's Center, Community of Hope, Giant Food and Safeway — where workers such as home health aides can register to receive the vaccine. CVS and Walgreens pharmacists will visit long-term care facilities to administer the vaccine to residents and staffers.

The general public will not be able to receive the vaccine at pharmacies like those at Safeway and Walgreens until prioritized populations have received it first.

Meanwhile, the demand for coronavirus tests that spiked in the fall has remained high in the city. Mayor Muriel E. Bowser (D) said Monday that the city tested 20,700 people last week, an increase of 2,000 from the week before.

The city also clarified some of its requirements for restaurants after Bowser issued a late-night order Friday to shut down indoor dining and indoor visits to libraries and museums for three weeks, beginning Wednesday. Tents and awnings at outdoor seating locations must be open on at least two sides, officials said. Restaurants will no longer be asked to close outdoor dining when temperatures drop below 32 degrees, only during snow emergencies, Falcicchio said.

"Some of the protocols that we put in place were a little more stringent than they needed to be," he said. "The temperature could drop while somebody is in the middle of a meal."

Bowser said that the city health department advised a three-week shutdown, and Falcicchio said he did not expect the hiatus on indoor dining would be extended further into January.

"We have every intention to lift it after the 15th," he said.

## **Mayor chooses veteran officer Robert J. Contee as District's next police chief**

**December 22, 2020**

**The Washington Post // Peter Hermann**

D.C. Mayor Muriel E. Bowser has chosen Robert J. Contee III as the city's newest police chief, forgoing a national search and picking a veteran officer and native Washingtonian to lead the force amid a period of rising homicides and social justice reckoning.

Contee, a 31-year veteran who joined the force as a cadet while still in high school, will take over from Police Chief Peter Newsham in early January, and will serve on an acting basis pending confirmation by the D.C. Council. He has a wife and two children.

Contee, 48, grew up in a Northeast Washington neighborhood battered by violence during the crack cocaine epidemic of the late 1980s and has talked of seeing officers using brute force. That perspective has given him added credibility at a time when the city is working to overhaul policing.

Newsham announced his departure last month to take the police chief's job in Prince William County, Va. He initially said he would work through the Jan. 20 presidential inauguration.

Bowser (D) tapped Newsham, who also has been on the force three decades, as police chief in 2017. Contee was a top candidate for the job at that time.

Bowser is scheduled to name Contee at a news conference Tuesday.

"I'm a hometown kid; this is the city that birthed me," Contee said in an interview with The Washington Post ahead of the formal announcement. "I went to school here. I raised my family here."

Contee will immediately face challenges that include a spike in homicides, which have reached a 15-year high, and demands from lawmakers and social justice activists to shift funds away from police and into alternative programs that take a public health approach to fighting crime.

"I don't think it has to be an either-or approach," Contee said Monday night. "We have way too many people dying in our city. ... We need focused, balanced and fair law enforcement. I also see the value in some of the public health approaches that have been discussed."

Contee said all voices should be heard — including lawmakers, advocates and community members. "They are all important lenses that need to be taken into consideration," he said, "to formulate the blueprint of what law enforcement will look like in the future."

Newsham is among many police chiefs in the Washington area and across the country departing amid social change. Many D.C. Council members felt that predominantly African American neighborhoods were overpoliced, and that Newsham did not readily embrace changes they felt were needed. Newsham accused lawmakers of not fully grasping the devastating toll of violence that he was charged with curbing.



Contee also probably will have to confront demonstrations in the days leading up to the Jan. 20 presidential inauguration. Loyalists to President Trump who do not accept his defeat in the election have come to the city for protests, which have turned violent at times.

Contee's name surfaced as a possible chief almost as soon as Newsham's retirement became public last month.

By selecting Contee without conducting a national search, Bowser all but ignored a plea from the ACLU, which said hiring an outsider is the only way to repair what it described as the "toxic culture" of D.C. police. It was not immediately clear whether Bowser considered other candidates, but quickly naming Newsham's replacement renders moot a call by the Police Reform Commission — appointed by the council — that urged community meetings and public participation in the selection process.

Bowser has accepted some changes pushed through by council members to improve transparency and alter some tactics viewed as overly harsh. But she objected to cutting the police budget by \$15 million, which she said would make the District less safe. The cuts are forcing the department to halt hirings and lower the size of the 3,700-member force by as many as 200 officers through attrition.

In an interview, Contee said he is "concerned about the number of police officers," noting the rise in shooting and homicides, and the strain of demonstrations that have become routine.

Contee said he joined the police department at a time when it was underfunded, when D.C. police officers fatally shot more people than any other agency in the country. He said too few officers and not enough money can lead to a strained department where officers more often use force.

"I don't want to regress to that time because of lacking of funding," Contee said.

At the same time, Contee said he agrees that alternatives to policing should be explored. The council, for instance, has discussed sending health professionals instead of police to calls involving people experiencing mental-health crises.

"I believe the community wants to be safe," Contee said. "I believe the community wants a police department that is well funded." He said it's important the police "have the pulse of the community."

Contee grew up in the Carver-Langston neighborhood in Northeast Washington, nicknamed "Little Vietnam" in the 1980s because of rampant crime. It remains a hot spot for violence.

In July, he described to The Washington Post the challenges of growing up in such a neighborhood, and of being a Black police officer during this year of protest and unrest stemming from the killing of George Floyd by police in Minneapolis. He also talked about how police 30 years ago were more likely to use force.

“This is not the department I joined 30 years ago,” Contee said during the July interview, referring to changes over the years. “I think we’ve gotten smarter about things in terms of the way that we deal with the communities that we serve. We’ve learned that you can’t arrest your way out of problems.”

In that article, Contee talked of how police now enroll every recruit in a curriculum at the National Museum of African American History and Culture. “Officers coming here need to understand not just the city, but the people in this city,” Contee said.

Contee is currently the assistant chief of the investigative services bureau, which includes overseeing commanders of the homicide unit and several other branches dealing with violent and nonviolent crime.

He started his career as a patrol officer in the 3rd District, which includes Adams Morgan, Shaw, Columbia Heights and Dupont Circle. He has worked as a district commander in some of the District’s wealthiest communities and overseen patrol officers in the most violent neighborhoods. He has overseen police discipline, human resources and training.

Contee has a bachelor’s degree in professional studies from George Washington University. He completed a management program at the Institute for Law Enforcement Administration and at the Police Executive Research Forum.

## Staff, Residents at Nursing Homes in DC Will Receive COVID-19 Vaccine Early

December 21, 2020

NBC 4 // Mark Segraves

Staff and residents at long-term care facilities will now be included in the first wave of coronavirus inoculations in D.C., thanks to the expected arrival of thousands of doses of the Moderna vaccine this week, D.C. Mayor Muriel Bowser announced Monday.

Those now included in the first wave of vaccinations include:

- Staff and residents at assisted living facilities
- Front line hospital workers
- Urgent care workers
- Pharmacy staff
- Home health aides
- D.C. Fire and EMS staff

The District has already administered more than 4,500 doses of the vaccine. Those doses have gone to front line hospital workers and D.C. Fire and EMS staff.

“Now we are able to spread the vaccine to other high-risk healthcare workers,” said Dr. Ankoor Shah, of D.C.’s Department of Health.

In order to coordinate the vaccination of these groups, those who have been added to Group 1A will have to register online. That process will begin later this week.

District officials say 12,600 doses of the Moderna vaccine are arriving from the federal government and 8,000 doses will come from Maryland.

The Moderna shipments will be allocated among the following sites:

- Long-Term Care Facilities (30+ sites, 4,500 doses)
- Bread for the City (1 site, 400 doses)
- Bridgepoint (2 sites, 600 doses per site)
- Community of Hope (2 sites, 200 doses per site)
- Giant Food and Pharmacy (5 sites, 600 doses per site)
- Kaiser Permanente (1 site, 3100 doses)
- Mary's Center (1 site, 600 doses)
- Safeway Pharmacy (10 sites, 500 doses per site)
- Saint Elizabeth's Hospital (1 site, 500 doses)
- United Medical Center (1 site, 500 doses)
- Unity Healthcare (2 sites, 700 doses per site)
- The second and third shipments of the Pfizer vaccine are also expected to arrive this week – 8,775 doses from Virginia and 4,875 from the federal government.

The Pfizer vaccine shipments will be allocated as follows:

- Children's National Hospital (2,925 doses)
- The George Washington University Hospital (1,950, 975)
- Howard University Hospital (1,950 doses, 975 doses)
- MedStar Georgetown University Hospital (1,950 doses, 975 doses)
- MedStar Washington Hospital Center and the National Rehabilitation Hospital (2,925 doses, 975 doses)
- Sibley Memorial Hospital (1,950 doses, 975 doses)

Meanwhile, as local hospitals bare the burden of a new winter surge in COVID-19 cases, D.C. is preparing to enter a phase of renewed restrictions to slow down the spread.

D.C. is suspending indoor dining effective Dec. 23 at 10 p.m., Bowser announced last week. The restrictions will remain in place until Jan. 15.

Bowser said Monday she thinks three weeks of a pause is enough time to have an impact on slowing the spread of the virus.

“We have to sacrifice so hospital workers won’t be overwhelmed during the holidays,” said Mayor Muriel Bowser.

The pressure on hospitals is a real concern. Over the past month, the percentage of COVID-19 patients in D.C. hospitals has more than doubled and the number of people dying is also going up.



**Covid Christmas: Packed church wait-lists, live-streamed services and increased giving**  
**December 21, 2020**

**The Washington Post // Michelle Boorstein**

The usual Christmas pageants, carols and midnight Masses are being replaced during the 2020 coronavirus pandemic with fast-filling attendance registration forms, services on demand and efforts by an exhausted America to get creative for what's usually one of the biggest holidays of the year.

As in the rest of the country, rules in the D.C. region about gathering vary from place to place. The District and counties in Maryland and Virginia each have different attendance limits on in-person services. Restrictions can also vary by denomination and, in some cases, by church.

Generally, religious leaders in the region predict a minority of people will physically be in church on Christmas Eve and Christmas Day, but the ones who attend will in some instances have circumvented wait-lists and long lines. Other faith leaders have urged Christians to stay away from gatherings to reduce the spread of the virus, and they say the most apt way in 2020 to mark the narrative of Jesus' birth is to focus on improving housing and health care.

For Catholics in the Archdiocese of Washington, expanded access to church — and thus the core sacrament of Communion, wherein Catholicism teaches Jesus is present in the bread and wine — came only after a lawsuit challenging the city's 50-person cap per church as unconstitutional. A few days after the suit was filed, D.C. Mayor Muriel E. Bowser (D) raised the cap to 250 people, or 25 percent capacity, whichever is smaller.

"At Christmas we celebrate the birth of Christ, and no city requirement is going to affect that. But it's still disheartening that I have to think about city requirements when considering my religious obligations and attendance," said Emily Lataif, 26, who lives in the Brookland neighborhood in Northeast Washington and will mark her first Christmas away from her big family in Georgia.

She has friends who were turned away from worship elsewhere in the archdiocese and said she hoped once she decided where to sign up, there would be spots on Christmas.

At the Basilica of the National Shrine, the country's largest Catholic church building, Bowser's new rules mean the 3,000-seat church can host 1,750 people total over seven Masses on Christmas Eve and Christmas Day, said Monsignor Walter Rossi, the rector there. Last year over the holiday, 13,650 people came to worship.

By Sunday evening, all three Christmas Eve Masses were full, as was noon Mass on Christmas Day. There were limited spots available for sign-up on Christmas Day. The Mass at 10:30 p.m. on Christmas Eve and the one at noon on Christmas Day will be live-streamed.

Given the recent surge in coronavirus infections, though, the Rev. Tom Bowen, director of the Mayor's Office of Religious Affairs and a social justice minister at Shiloh Baptist Church, said his sense is that most people in the District won't be inside a church on Christmas this year.



“Many folks tell me, ‘I don’t care if church opened back up, we’re not coming back until there is a vaccine,’” he said. He noted a trend other religious leaders have observed around the country during the pandemic: While some people are falling out of the habit of attending regular in-person worship, others are browsing additional services. Some congregations have described a significantly larger online audience since March.

With some churches putting their services on-demand, he said, “we may have some binge-watching.” Bowen said he hopes people will consider not going to communal in-person worship.

“I hope people will look at the science. And at the same time will have their spiritual needs met,” he said.

The lack of a regular Christmas routine — be it church or traditions of seeing certain family and friends — plus the powerful need for positive news have many Americans pouring new energy into making the holiday uplifting. Christmas trees and decorations were up earlier than usual this year, and some clergy say many are reflecting on the season’s meaning in a new way.

“Christmas is going to come whether there’s a pandemic or not. Whether we have restrictions or not. People are looking for something to celebrate, and Christmas brings people hope, joy and also new life,” Rossi said.

The Rev. William Lamar IV is pastor of the Metropolitan African Methodist Episcopal Church in Washington, which has been closed since March and has no plans to immediately reopen. However, he said the predominantly Black church, during a year that has seen intense focus on racism and inequity — as well as the first Black woman elected vice president — has come together.

“People have stepped it up. We have doubled our budget for food relief this year. And we are giving more gifts to kids than ever — by far,” he said. “People want to help.”

Lamar’s is far from the only church that is experiencing more charitable giving. While needs are up due to the pandemic shutdown’s impact on the economy, multiple denominations in the region said people who can afford to donate are donating more than usual this holiday season.

On Christmas, the congregation will have its usual services online. In his sermons, Lamar will continue his pre-pandemic effort to bring the story back to its ancient narrative.

“The Christmas narrative has been sanitized for mass consumption. This is a story of an Afroasiatic young woman, a preteen who is an unwed mother. She is refused housing and health care. Who gives birth among animals,” Lamar said. “If you start from that, the work of Christmas is health care. The work of Christmas is housing. ... If you care about Christmas, what we want to do is alleviate the suffering of the Marys out there, the ones among us who we drive past and give no thought to.”

In a way, the pandemic has pushed suffering more into our vision this Christmas, he said. For people who can quarantine in the “comfort of their own warm home,” it might mean you’re likely to give less thought to the “Marys.”

Some congregations are doing a hybrid of in-person and virtual services. The Episcopal Diocese of Washington, which includes D.C. and suburban Maryland, has about 12 of its 88 churches doing a hybrid. An example would be the Church of the Epiphany on G Street NW, which will host two sidewalk services on Christmas Eve, complete with Communion.

Catholics, for whom Communion is a sacrament that signals their union with the Church, have been given dispensation during the pandemic, including in this region by the two bishops. People who can attend are still encouraged to do so. In the Diocese of Arlington, with 460,000 Catholics, all 70 parishes will be holding public Christmas Masses.

Mass attendance has been fluctuating, the diocese said, at about 30 to 40 percent of what it was before the pandemic.

According to Pew Research, about half of Americans in 2017 said they planned to go to church on Christmas. Eighty-two percent said they planned to gather with family or friends.

Ron Jacobs, a 45-year-old lawyer from Chevy Chase, had wanted to attend his regular Christmas Eve services at Blessed Sacrament parish with his wife and three children. However, his wife and children haven’t felt comfortable in church since the pandemic, and he said he realized a few days ago that he had waited too long to reserve one of the limited number of spots.

With all of them filled, he was trying to hatch a meaningful plan for the family out of TV Mass — which his kids jokingly call “TV church” — and other activities. They will also be missing their usual routine of driving Christmas Day to New Jersey to see his in-laws.

“To have missed Easter was incredibly difficult,” Jacobs said, “and now, to have Christmas be just out of reach.”

**Praying apart isn't the same as praying together. That's why we sued D.C.**

**December 21, 2020**

**The Washington Post // Cardinal Wilton Gregory**

*Cardinal Wilton Gregory is the Archbishop of the Roman Catholic Archdiocese of Washington*

A year that has taken so many we love from us in suffering, sickness and death will soon be coming to an end. We are grateful for the skill and determination of those who have worked so diligently to discover effective treatments and to create a vaccine, as well as all the front-line workers who keep us safe and perform so many essential functions. Their efforts have created untold and tangible hope in a moment of darkness and challenge.

As people of faith and goodwill, we often strive to maintain our hope in the face of difficulty in our lives. In this season of Advent, we may also be searching for reasons to rejoice and reasons to be grateful.

I am particularly grateful to our Catholic community and our dedicated priests, teachers, staff and lay leaders who have accompanied our people in prayer as we work together to love and care for each other. This is the charge to which we are called, despite the presence of all kinds of evil, including racism, injustice and inequalities that existed before this pandemic and have only intensified since. I am grateful for the work of Catholic Charities and the outreach ministries of all of our parishes.

Since arriving in Washington from Atlanta 20 months ago, I have found a richly diverse community of deep faith and many dedicated citizens working in all facets of our government, education and the private sector. Washingtonians are connected in their common desire for a better tomorrow, regardless of where they are from, their economic status or their particular faith tradition.

When the pandemic arrived in early spring, we joined the efforts to slow the spread of this terrible virus. While the stay-at-home orders were in place, we suspended public Mass and switched to virtual services. Once these orders were lifted, we gradually returned to in-person Mass, with many new precautions to keep people safe as they pray and worship: requiring that masks be worn at all times, limiting seating to every other pew, maintaining six feet between worshippers, creating new traffic patterns to maintain social distancing, additional sanitizing and the like.

We appreciate that our local officials have had to make difficult decisions in the face of unprecedented challenges.

But praying apart is not the same as praying together. We recently brought legal action to protect the free exercise of religion in the nation's capital. This was a last resort, as we could no longer bear the burden of turning away the faithful from Mass due to D.C.'s 50-person cap on religious services when big-box stores, retailers, and even liquor stores and many other venues continued to operate without similar limits. The right of the faithful to assemble for religious services is one of our most cherished constitutional legacies, and we maintain it should be treated as an

“essential” activity — just as D.C. regards shopping and so many other activities as essential. We simply ask that religious worship be treated in the same way so that we may continue to worship together and serve those in need. (D.C. Mayor Muriel E. Bowser subsequently eased the 50-person cap on Dec. 16.)

We trust that our local authorities will act prudently in crafting policies that benefit the health and safety of our communities, while recognizing that the public welfare is served when people of faith gather to worship, pray and receive spiritual nourishment — particularly in times of crisis. We continue to pray that officials’ decisions will be guided by wisdom and charity.

In a year of social distancing, we have all faced isolation in some form. It is my hope that the Christmas season will draw Christians closer to Jesus, and that all people of goodwill continue to come together to support each other during these challenging times.

May this season of hope and joy fill our hearts with gladness and renewal.



## **Bowser Administration Imposes New Restrictions**

**December 21, 2020**

**The Washington City Paper // Amanda Michelle Gomez**

Amid calls to do something about the rising COVID-19 cases and hospitalizations, Mayor Muriel Bowser's administration imposed new restrictions on restaurants, museums, and libraries that take effect Wednesday night. The restrictions last three weeks.

City Paper broke the news Friday morning that Bowser was going to close indoor dining. "From a public health perspective, it is absolutely the right decision," says Grand Duchess bar manager Sam Ward, in reaction to the news. "For keeping people alive, it's the right decision. But it's unconscionable that it could happen without additional support from the city. It's hard not to feel forsaken to a degree."

Later that Friday, at 10 p.m., Bowser announced a new mayoral order that calls for a "holiday pause." "Taken together, legal restrictions, self-limitation of activity, and the vaccine's employment can prevent disease, save lives, and prevent a crisis at our hospitals," the order says. The order restricts the following activities between 10 p.m. on Wednesday, Dec. 23 and 5 a.m. on Friday, Jan. 15:

- Restaurants can only offer outdoor dining, along with carry out and delivery services.
- Museums are closed.
- Libraries can only offer curbside pickup services.
- Circulator route on the National Mall is suspended.
- Departments of Parks and Recreation can only operate under reservations for swim and fitness.
- Non-essential businesses are required to telework, except if staff is needed to support minimal operations.

The new order also repeals an occupancy limit on food sellers like grocery stores. In a mayoral order issued last Wednesday, food sellers were capped at 25 percent capacity or 250 people. The order attempted to resolve a lawsuit from the Roman Catholic Archdiocese of Washington, which sued the District over an occupancy limit on houses of worship. "Stores must make plans that provide for safe social distancing between persons and limit occupancy to the extent necessary for safety," the latest order says.

During a Monday press conference, Bowser said she does not expect to extend restrictions past Jan. 15. "We know and the health department tells us that three weeks is a good intervention interval," said Bowser.

## **Outgoing D.C. Council member Brandon T. Todd to lobby for Washington Gas**

**December 21, 2020**

**The Washington Post // Michael Brice-Saddler**

Outgoing D.C. Council member Brandon T. Todd will join Washington Gas as director of corporate public policy in January, the utility company announced Monday.

In his new role, Todd (D-Ward 4), who lost his seat in the June Democratic primary election to Janeese Lewis George, said he will spearhead Washington Gas's external relations strategy and lobby regulators, lawmakers and trade groups on issues that are important to the company.

Todd was elected to the council five years ago to replace Muriel E. Bowser after she was elected mayor. As a council member, his critics often blasted him as being too loyal to Bowser — though he has received praise from some Ward 4 residents for his focus on constituent services.

He said Wednesday that his new position will allow him to serve local residents beyond the District, namely in Washington Gas's service territories in Maryland and Virginia.

Todd is the second outgoing council member to announce in recent weeks that they were taking up a corporate lobbying role. Council member David Grosso (I-At Large), who decided not to seek reelection, took a job with Arent Fox, where he plans to lobby his former colleagues on behalf of clients including hospitals and cannabis businesses, among others.

Like Grosso, Todd will be subject to the city's ethics rules, which include a one-year ban on lobbying former staffers and a lifetime ban on working on certain issues that he was involved with while in office.

Asked how he'll adhere to those restrictions, Todd said he sought an opinion with D.C.'s Board of Ethics and Government Accountability before accepting the position, "which is pretty thorough on what is and what isn't allowed."

"We will follow it strictly, period," he added.

## **Brandon Todd To Take Lobbying Job At Washington Gas After Leaving D.C. Council**

**December 21, 2020**

**DCist // Hannah Schuster**

Outgoing D.C. Councilmember Brandon Todd (D-Ward 4) will lobby for Washington Gas after his term ends.

The utility company said Monday that Todd, who lost a primary to Councilmember-elect Janeese Lewis George, will serve as director of corporate public policy. He will oversee government relations on the federal, state, and local levels, according to a press release.

The Washington Post first reported the news.

“We are delighted to have Brandon join the Washington Gas team,” the company’s president Donald “Blue” Jenkins said in a statement, adding that Todd has a “breadth of experience” and a “deep-rooted commitment to the DC-area and surrounding communities.” Washington Gas says it serves 1.2 million customers in D.C., Maryland, and Virginia.

Todd was first elected in a 2015 special election to fill Mayor Muriel Bowser’s seat. He was Bowser’s handpicked successor and one of her allies on the council. But in June he lost to George, who racked up a series of progressive endorsements.

D.C. council rules on conflicts of interest mean Todd won’t be able to lobby his colleagues on behalf of his new employer for at least a year after his term ends, depending on the issue.

Todd told the Washington Post he asked for an opinion from D.C.’s Board of Ethics and Government Accountability before he took the Washington Gas job. Todd described that opinion as “pretty thorough on what is and what isn’t allowed,” and said he would “follow it strictly, period.”

Outgoing At-Large Councilmember David Grosso also recently announced he is shifting to work for a lobbyist. In early December, he confirmed he will join the law and lobbying firm Arent Fox, which represents major businesses, nonprofits, and charter schools with interests before the city, according to lobbying records. Grosso, who decided not to run for reelection, plans to advise clients in areas such as real estate, education, and the cannabis industry.

Other ex-council members to work as lobbyists include at-large members David Catania, who has his own firm, and Vincent Orange, who has worked for the electric utility Pepco and the D.C. Chamber of Commerce, a move that prompted criticism because he took the job before his term ended and tried to hold both roles at once.



## [DC joins vehicle emissions pact to lower pollution along with New England states](#)

December 21, 2020

WJLA 7 // Tom Roussey

On Monday the D.C. mayor's office announced the District is joining several New England states on a climate plan that will begin forcing large gasoline and diesel suppliers to pay for the pollution the city says they are causing in the region.

The city says it will auction off pollution "allowances" and use the money to pay for things like better public transit, bus and bike lanes, sidewalks, and electric buses.

The city says the number of allowances auctioned off will decrease over time and lead to less pollution.

DDOT says more than a third of the money raised will be spent on "underserved and overburdened" neighborhoods where residents are most affected by air pollution.

D.C. says it is joining Connecticut, Massachusetts, and Rhode Island in doing this. It is part of something called the Transportation and Climate Initiative.

The idea of allowances is to raise money by auctioning off the right to emit a certain amount of pollution. Supporters say it encourages companies to cut the amount of pollution they emit in order to save money. The total amount of pollution rights that is auctioned off is reduced over time in order to reduce pollution.

The hope is over time companies will come up with clean energy alternatives to fossil fuel for which they will not need allowances.

Maryland and Virginia have signed on in support of the initiative but have not committed to forcing gas suppliers to buy credits in order to pollute.

DDOT director Jeff Marootian says DC mayor Muriel Bowser does not need city council approval to move forward with the plan because the council already gave her authority to do so under the Clean Energy DC Act, which she signed into law early last year.

The plan will be implemented in stages and is not expected to go fully into effect until 2023.

As of late afternoon, Exxon had not responded to ABC7's request for comment about the District's announcement, but BP sent us a statement calling the Transportation and Climate Initiative "well-designed":

"TCI is a win-win that not only reduces emissions but can also create jobs, boost the economy and help modernize infrastructure," the statement read in part.

However, some critics are concerned about the impact the initiative will have on gas prices.



The conservative Massachusetts Fiscal Alliance accuses TCI of being “a way to tax poor people to fund rich people’s electric vehicles.”

## Patrons supportive, restaurant owners frustrated – DC braces for another indoor dining ban

December 21, 2020

FOX 5 // Stephanie Ramirez

On Monday, FOX 5 heard from a number of business owners and managers who feel they are once again being targeted by the latest coronavirus rollback in the District: a temporary indoor dining ban.

The mayor's office refers to the suspension as a "Holiday Pause" and emphasized, it is a temporary one – only supposed to last around three weeks.

According to D.C. Mayor Muriel Bowser at her Monday COVID-19 news update, they do not plan to extend the temporary ban past the 5 a.m., January 15th deadline. That's when the Mayor says dining would then return to what it is now: 25% capacity.

"We understand the public health need in order to have the ban, in order to really see an impact on resurgence. From the business standpoint through. It's hard it's really difficult. Nobody plans a business based off only using a portion of it," said Hook Hall owner, Anna Valero.

Knowing the struggle her employees and others in the industry are facing, Valero hosted a second "Hook Hall Helps" event, where thanks to the donations from restaurants across the city, Queen Vic Chef Ryan Gordon was able to prepare 200 meals. This was enough for around 65 people to receive three different dinners and a bag of supplies (toilet paper included), from 3 p.m. to 5 p.m. at the Northwest DC business on Monday.

The struggling workers this was all prepared for, are restaurant, bar, hotel even entertainment industry employees who have either lost work or are facing hard times as rollbacks and financial woes continue. Valero voiced concern more would be furloughed once the indoor dining suspensions starts on Wednesday.

"A little bit callous. A little bit, you know, we're taking all the burden. Small businesses, we're taking all the burden," said a frustrated Steve Forbes on Monday, responding to the mayor's Monday COVID-19 Update news conference.

Forbes is a managing partner of Proper 21 in Northwest D.C. "If you're going to say fifty-percent indoor dining, why no mandate fifty-percent leases, why not mandate fifty-percent bills, why are we taking the hit? Twenty-five percent? Great. Twenty-five percent lease, twenty-five percent bills. No dining? Then pause our bills. There's some relief coming but it's not close to enough," Forbes added.

Mark Bucher, co-owner of Medium Rare told FOX 5, "If you're going to eliminate half my revenue, 75% of my revenue that's already been adjusted down since March, help me get it back somehow. And the way you help me get it back is you either A say we're going to suspend sales tax remittance for you for 2020, so you keep that money to offset the sales you're losing. We are going to force insurers your businesses interruption insurance key to a percentage of the business

that we're limiting you to, so you can recover this. We are going to get you stimulus to keep your people..."

Patrons, understanding of the business owner's frustrations, also tell FOX 5 they support the temporary suspension.

"Where COVID cases are and they're rising, I do think that having - not having indoor dining or now and a period of time might be helpful," said Amy Bhopal, dining on K St. NW with a family member on Monday.

Frederick Williams, looking to enjoy day's warmer winter temps, said, "I don't know how you eat outside here with no covering. I don't see how that works but we have to do what we have to do to get through this pandemic."

"We're asking everybody to make this sacrifice so that our hospital workers won't be overwhelmed," said D.C. Mayor Muriel Bowser.

Barber shops, hair salons and nail salons are still allowed to operate, "by appointment only with stations seated at least six feet apart," according to the Mayor's office.

Other non-essential retail, such as bookstores, gift shops, toy stores, clothing stores and boutiques, are allowed to operate at 25% capacity or no more than 250 people. There must also be social distancing measures.

## **DC 911 Director Stepping Down**

**December 21, 2020**

**NBC 4 // Mark Segraves**

The director of Washington, D.C.'s 911 call center is stepping down to take a job outside of the D.C. region.

Office of Unified Communications Director Karima Holmes will leave the position after the inauguration.

An official announcement will be made Tuesday at a press conference with Mayor Muriel Bowser, sources said.

Holmes becomes the third member of Bowser's public safety team to leave their position in the past several months. It's the fourth public safety position Bowser will have to fill. The D.C. fire and police chiefs also resigned.

Bowser recently promoted the deputy mayor for public safety and justice to become her city administrator and replaced him with the chief medical examiner as the interim deputy mayor for public safety and justice.

Holmes had come under fire recently as the 911 call center sent several dispatches to the wrong addresses. In at least one case a patient died.

Bowser appointed Holmes in January 2016.

## [A dozen CARE classrooms now reporting COVID cases in D.C.](#)

**December 22, 2020**

**WJLA 7 // Anna-Lysa Gayle**

A dozen CARE classrooms, in 10 schools, are now reporting COVID cases in D.C.

“In-person programming will resume on Jan. 4,” said DCPS.

The classrooms provided a small group of students the chance to learn online while being monitored by adults.

“It’s kind of hard to say we’re going to shut the city down and then, turn around and say we’re going to send the kids in,” said a DCPS teacher, who asked to remain anonymous. “At this point, teachers really don’t have anything to say. If they say ‘that’s what we’re going to do,’ I guess that’s what we’re going to do.”

On Monday, Mayor Muriel Bowser was asked if she was concerned about the latest COVID numbers in schools.

“No, I think that it gives me confidence that the system is working as it should,” Bowser said.

Earlier this month, Chancellor Lewis Ferebee told 7 On Your Side that the goal is to return to in-person learning in 2021.

"All DCPS schools will open at the start of Term 3 with in-person programming. School leaders are convening a 'Reopen Community Corps' to inform reopening plans for the remainder of this school year and more information will be shared in early January," according to DCPS.

The information about the cases, comes as the Washington Teachers’ Union (WTU) shares details on their agreement for in-person learning.

“If family demand exceeds availability of bargaining unit members, DCPS may assign bargaining unit members for in-person instruction, for terms 3 and 4,” according to WTU.

The teachers’ union is scheduled to share more details on the agreement in a private meeting on Tuesday.

Overall, not just limited to CARE classrooms, 10 DCPS students and 25 staff members have tested positive for COVID – according to the latest data.



## Holiday Reminder: a negative COVID-19 test could give false sense of security

December 21, 2020

WJLA 7 // Heather Graf

On Monday night, with just days to go before the Christmas holiday, ABC7 found long lines at a free COVID-19 testing site in the District.

"It definitely gives me peace of mind, I would say, but I know it's not 100 percent," one person told us as he waited in line at the firehouse testing site located on Sherman Avenue Northwest.

But health officials and local leaders warn that a negative COVID-19 test result can create a false sense of security. They're reminding people that a negative test today could be a positive test tomorrow.

"Getting tested is not a replacement for exercising good judgement, wearing your mask, washing your hands, staying six feet socially distanced, and limiting your activities," DC Mayor Muriel Bowser said on Monday. "We're asking everyone to protect themselves and their families by staying home, not traveling, and limiting your activities with other households for the Christmas holiday and New Year's Eve and everything in between."

Mayor Bowser also said DC's free coronavirus test sites saw 20,700 people last week, which is about 2,000 more than the week prior.

People waiting in line at the firehouse testing site on Sherman Avenue Northwest said they waited in longer lines the week before Thanksgiving. At that time, back in November, the District did 25,500 tests in a single week.

Montgomery County health officials are also tracking their testing numbers and warning that a negative test prior to seeing family is far from a foolproof plan.

"A test result is like a point in time. It's one data point. More importantly, you've got to take into consideration the people you would be visiting. Who've they been seeing? What have they been doing? So it's more than just your test result," said Mary Anderson with the Montgomery County Department of Health and Human Services.

In Montgomery County, Anderson said they tested 11,000 people last week, between December 13 and December 19. Those pre-Christmas numbers are a bit lower than the 14,000 tests Montgomery County administered the week before Thanksgiving.

Anderson hopes that's perhaps an indicator that people are heeding the advice of health officials and choosing to stay home for the holidays.

"I'm hoping maybe that we're testing less people because people have less plans to go anywhere, which is what we'd really like to see," she said.

Currently, both Montgomery County and the District are able to return test results in an average of 2.5 days.

"Testing is good, we want people to get tested, but we don't want to give people a false sense of security that just because they got a negative test means they can let their guard down," said Anderson. "We need people to stay vigilant."

## LOCAL

### Washington Gas fined \$750,000 after failing to replace regulators like the one blamed in Flower Branch blast

December 22, 2020

The Washington Post // Steve Thompson

Washington Gas has been ordered to pay a \$750,000 fine for failing to notify officials it had not replaced mercury gas regulators such as the one blamed in a deadly 2016 explosion in Silver Spring, Md. The utility pledged more than a decade ago to replace all of its indoor mercury gas regulators, but never did.

In proceedings before the Maryland Public Service Commission, the utility said it decided to focus on addressing a surge of natural gas leaks instead. Washington Gas argued that its pledge to replace the regulators was a “plan” rather than a “commitment.”

The commission disagreed and found that Washington Gas should “at a minimum” have notified the commission that it was not honoring its commitment, said the order issued Friday.

“At no time did [Washington Gas] inform the Commission that it was addressing these leaks at the expense of its commitment” to replace the regulators, the order said.

The fine was based on the number of days over many years that the utility failed to file required annual reports on the replacement effort. The order also accepted a plan by the utility to replace its indoor mercury regulators within about six years.

Faulty vent and regulator caused deadly Silver Spring explosion, federal investigators say

Brian Edwards, a spokesman for Washington Gas, said that although the utility is moving forward with that plan, “it’s important to note that the Commission made no safety-related findings in the case, and the record shows that mercury service regulators (MSRs) operate just as safely as spring-loaded service regulators.”

The gas provider agreed to undisclosed settlements last year to end lawsuits filed by residents of the Flower Branch Apartments, where the deadly blast occurred.

Some in the community say the fine levied Friday didn’t go far enough. State Del. Lorig Charkoudian (D-Montgomery), in whose district the explosion occurred, said she was “shocked and dismayed” by a penalty she called “inconsequential.”

“The public safety implications of [Washington Gas’s] failure was massive,” Charkoudian said in a statement. She said the utility chose to “flagrantly abandon commitments” and should be held more accountable to discourage other utilities from doing likewise.

While seeking a rate increase in 2003, the gas provider said it would replace all 66,793 of its indoor mercury gas regulators over the next decade to address age and environmental concerns.



The utility said it would deploy a staff of seven to replace more than 6,000 regulators a year for 10 years at a cost of about \$200 per regulator.

The gas company cited the need to replace the regulators among many reasons it needed more money from customers. It received permission for the rate hike, but never delivered on its plan.

Three years after the regulators were to have been replaced, one became the prime suspect in an explosion that destroyed a building at the Flower Branch apartment complex, killing seven.

The National Transportation Safety Board concluded last year that a failed gas regulator and a disconnected vent line probably allowed gas to build up “to an explosive level” inside a basement meter room at the mostly low-income complex just outside Washington.

The resulting blast injured more than 30 and displaced more than 100.

The regulator and vent were owned and operated by Washington Gas and were the utility’s responsibility to maintain, NTSB investigators said. The regulators reduce the pressure of gas coming into a building. If a regulator leaks or fails, the vent pipe is supposed to carry gas safely outdoors, where it can dissipate.

Washington Gas officials have said that they disagree with the NTSB’s findings and that the agency didn’t sufficiently investigate other potential causes.

The utility has acknowledged it still doesn’t know how many regulators need replacing or where they are, and says it will undertake a survey to find out.

“After we complete this survey over the next year, Washington Gas will remove all multi-family MSRs [mercury service regulators] within 3 years and all single-family and other MSRs within 5 years,” Edwards said.

## [New Federal, Local Relief For Indie Venues Could Save Some Beloved District Stages](#)

December 21, 2020

WAMU/DCist // Mikaela Lefrak

The owners of independent music venues and theaters in D.C. received two pieces of good news Monday, one from the national level and one from the local.

First, Congress finally agreed on a massive coronavirus relief package that will include \$15 billion in dedicated relief for independent live music venues, movie theaters and museums. The two chambers are expected to pass the year-end package Monday and send it to the president.

The inclusion of the “Save Our Stages Act” in the federal relief package marks a major win for groups like the National Independent Venue Association (NIVA), which formed at the beginning of the pandemic to lobby on behalf of venues that rely on live events.

“This will be a lifesaver for venues in the Washington region and across the country that have been holding on for dear life,” says Audrey Fix Schaefer, the head of communications for both NIVA and I.M.P., the D.C. entertainment company that operates the 9:30 Club, the Anthem and Merriweather Post Pavilion. “Even though it could take weeks or months for the money to start to flow, this is an enormous hurdle that not too many people thought we would be able to achieve.”

The legislation found a valuable advocate in Senate Minority Leader Chuck Schumer (D-NY). Speaking on the House floor Sunday night, Schumer called independent venues “the lifeblood of our communities. They were the first to close and will be the last to open. This bill gives them a fighting chance.”

At this early stage, it’s not clear what the process or timeline for receiving the funding will look like for local businesses. Due to the anticipated weeks-long wait time for the cash to come through, some venues that have gone without dedicated relief for the entirety of the pandemic expect to use the money simply to close without debt.

“Some of these places will still have to close, but at least they won’t have to close in a deficit,” says Aaron Myers, the board chair of the Capitol Hill Jazz Foundation. “These venues have gone so long without assistance.”

Still, he calls the news of the stages-specific relief funding “a much-needed injection of capital and hope.”

While the D.C.’s indie stages wait for clarity on the federal relief package, they can start applying for financial support from the District. On Monday morning, D.C. officials announced the city’s Bridge Fund is now open to entertainment venues.

The city has allocated \$29.5 million for live music venues, movie theaters, private museums, nightclubs and other entertainment venues. These types of businesses have been “particularly hard hit, because the public health protocols have caused most of this industry to close during the

public health emergency,” Deputy Mayor for Planning and Economic Development John Falcicchio said in a Monday press conference. His office will run a town hall Tuesday to answer questions about the application process, which runs through mid-January.

Venue owners have been waiting for the Bridge Fund to open to them since the program launched last month. The fund is being bankrolled by \$20 million in federal CARES Act money and \$80 million in local money. Restaurants and hotels have already been allowed to apply.

For some venues in D.C., this new injection of capital will arrive too late. Twins Jazz, Eighteenth Street Lounge and U Street Music Hall have all permanently closed in the past few months. Leaders in the city’s music scene say more closures are on the way.

“Watching them fold has been absolutely excruciating,” says Schaefer. “Your reputation as a great venue won’t save you.” (The federal relief bill will come in time for I.M.P.’s venues — Schaefer says the bill’s passage means the 9:30 Club and the Anthem “will be able to weather the storm.”)

Other venues that were able to partially reopen over the past couple months have decided to temporarily shut their doors again, rather than attempt to pull in meager profits during the winter months.

Bill Spieler, the owner of DC9 Nightclub in Shaw, watched his food and beverage sales drop by half between October and November as the District’s coronavirus numbers ticked up. He has not held a concert in DC9’s live music space since before the pandemic, but he’s been operating the bar and offering food delivery.

Because DC9 has that performance space, its insurance costs are higher than a typical bar or restaurant. On Saturday, Spieler shuttered the business until March 2021 as a way to save money until customers feel safe enough to return.

He thinks the combination of federal relief, Bridge Fund money and his temporary closure will get DC9 through to the other side of the pandemic. “This past weekend was wonderful,” he says. “Many people came in to say goodbye for a little while. A lot of celebrating, a little bit of sadness.”

“Big shoutout to Congress for getting their act together,” he adds.



## **Metro Could Get Hundreds Of Millions In Federal Relief, Avoid Most Drastic Service Cuts**

**December 21, 2020**

**WAMU/DCist // Jordan Pascale**

Metro will likely be able to avoid some of the most drastic service cuts in its budget that begins in July if the Senate approves coronavirus relief funding this week.

Congress is set to vote on a \$900 billion relief package today. While the text of the bill isn't out yet, it's expected to include \$14 billion for public transit, considerably less than the \$32 billion industry groups say they need to keep transit systems afloat.

That money gets doled out based on a set of formulas. Yonah Freemark of the Urban Institute did the math earlier this month when transit was set to get \$15 billion. Back then, he estimated the Washington region could get about \$530 million in relief. But some of that money goes toward local transit agencies like Alexandria's DASH, Prince George's County's The Bus and more. So it's unclear what exactly will be leftover for WMATA.

Last round in the CARES Act, the region got \$1 billion and Metro ended up with \$877 million.

If this round follows a similar formula, Metro would get somewhere around \$400-plus million. About \$175 million would plug a shortfall in this year's budget that ends in July. The rest could fill up some of the \$500 million budget gap in Fiscal Year 2022.

Metro's proposed cuts that start in July are valued at about \$343 million, according to Metro's budget documents. It includes eliminating weekend train service, running trains every 30 minutes on all lines on weekdays, implementing turnbacks on the Red, Yellow and Silver lines, closing Metrorail at 9 p.m., closing 19 stations and eliminating another 2,400 jobs.

In all, it cuts rail service to 20% of pre-pandemic levels and bus service to 45% of pre-pandemic levels. Some board members said that level of service will force many to find travel alternatives or continue to work from home.

But now some of that could be off the table.

It's unclear what exactly would be changed if additional funds do arrive. Metro has said federal relief is the only option for help it has left, and WMATA General Manager Paul Wiedefeld has repeatedly said it would be much easier to add back service if it came.

The board hasn't addressed which service items would be restored first.

Metro board chair Paul Smedberg said the board has not discussed line by line priorities. He said he's unsure if the board will hold another meeting before the end of the year if funds do come through.

Last week, the board voted to send the budget proposal to the public for comment in January and February.

“We obviously know public input will be negative,” board member Matt Letourneau said during the meeting. “People will not like this.

“But out of all these bad choices, which are the worst?... We have to be able to weigh them against each other.”

That information could help them make the most informed decisions when the budget is formally voted on in March.

Metro board members have expressed distaste for cutting weekend service, closing stations and the turnbacks specifically. Most say the budget is awful, but necessary.

If Metro is able to avoid the proposed cuts and sticks to its current service levels, it would represent about 50% of pre-pandemic rail service and 75% of pre-pandemic bus service. It looks like this:

- Metrorail hours: 5 a.m.-11 p.m.
- Red Line Trains every 5 minutes during peak hours; every 12 minutes during midday; and 15 minutes during evenings.
- Rest of lines: trains every 8 minutes during peak hours; every 15 minutes during midday; and every 20 minutes during evenings.
- Metrobus hours: 4 a.m. until midnight
- About 60 routes operating.

WMATA has been sustaining itself with about \$800 million that it got from the CARES Act in May, but that money runs out early next year.

The American Public Transit Association says the industry needs \$32 billion to survive. Many Democrats say this bill is merely a “bridge” to a wider funding package in the new year.

## Arrest made in cold case murder 10 years after DC mother vanished

December 21, 2020

FOX 5 // Lindsay Watts

D.C. police have made an arrest in a cold case murder 10 years after a mother vanished from her home as her kids were sleeping.

According to court records, the man police say killed 24-year-old Unique Harris was named early on in the investigation, interviewed several times and was wearing a GPS monitor that confirmed he was at Harris' apartment overnight when she disappeared.

Isaac Moyer, 43, of SE, was arrested last week and charged with second-degree murder while armed.

On Oct. 9, 2010, Harris was in her apartment on Hartford St. SE with her two sons, who were four and five years old, and their 10-year-old cousin.

The boys told police they watched a movie with Harris, went to bed and when they woke up, the apartment was in disarray and she was gone.

Harris is presumed dead even though her body still has never been found.

FOX 5 spoke to Harris' mother in 2016.

"The last words I said to Unique was, 'I love you Yukee Pookie.' That's my nickname for her," said Valencia Harris. "We had a nice conversation on the phone. The boys were rambunctious on the background."

According to arrest records, early in the investigation, Valencia Harris told police she received information that Moyer (identified by his nickname 'Iceburg') had something to do with her daughter's disappearance.

Police interviewed him in 2011, 2016 and 2018.

In 2017, his DNA was confirmed on a couch cushion in Harris' apartment.

His arrest affidavit states that he and Harris talked by phone 13 times on Oct. 9, 2010.

One of the last pieces of information in the 25-page document says that Moyer was being monitored by a GPS tracking device when Harris went missing and was at her apartment building.

"The records continuously indicate that he was present at that location throughout the night," reads the affidavit.

It says that tracking records indicate at 7:20 a.m. Oct. 10, Moye left the apartment building and "walked back to a wooded area alongside his address at 2300 of Good Hope Rd. SE."

It's unclear when investigators obtained this information.

In 2017, a new detective was assigned to the case that re-interviewed witnesses. At that time, Harris' son, who was five at the time of her disappearance, told investigators new information- that he believed he had seen "Iceburg" in the apartment with his mom before she disappeared and heard arguing and then her muffled scream.

The affidavit also states that in Oct. 2020, investigators interviewed a witness in custody who says Moye told him there was a missing girl "but that they will never get him (Moye) because he (Moye) did it the right way so they will never figure it out."



# CORONAVIRUS

(COVID-19)

## Situational Update

Monday, December 21, 2020

[CORONAVIRUS.DC.GOV](https://coronavirus.dc.gov)



**DC HEALTH**  
GOVERNMENT OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
**DC MURIEL BOWSER, MAYOR**



# PUBLIC TESTING SCHEDULE

**NO APPOINTMENT NEEDED.**

Save time in line!  
Pre-register at [coronavirus.dc.gov/register](https://coronavirus.dc.gov/register)

| Monday, December 21   | Tuesday, December 22  | Wednesday, December 23   | Thursday, December 24  | Friday, December 25                                     | Saturday, December 26   | Sunday, December 27  |
|---|---|--|--|---|---|--|
| <p><b>8:30 a.m. - 1:00 p.m.</b></p> <p>Judiciary Square<br/>F St., NW between 4th &amp; 5th St., NW</p> <p>Anacostia<br/>2241 Martin Luther King Jr. Ave., SE</p>   | <p><b>8:30 a.m. - 1:00 p.m.</b></p> <p>Judiciary Square<br/>F St., NW between 4th &amp; 5th St., NW</p> <p>UDC-CC Bertie Beckus Campus<br/>5171 South Dakota Ave., NE</p>   | <p><b>8:30 a.m. - 1:00 p.m.</b></p> <p>Judiciary Square<br/>F St., NW between 4th &amp; 5th St., NW</p> <p>Anacostia<br/>2241 Martin Luther King Jr. Ave., SE</p>  | <p><b>8:30 a.m. - 1:00 p.m.</b></p> <p>Judiciary Square<br/>F St., NW between 4th &amp; 5th St., NW</p> <p>UDC-CC Bertie Beckus Campus<br/>5171 South Dakota Ave., NE</p>  | <p><b>CLOSED</b><br/>in observance of Christmas Day</p> | <p><b>12:00 p.m. - 4:00 p.m.</b></p> <p>Emory Heights Community Center<br/>3701 Georgia Ave., NW</p> <p><b>IN PARTNERSHIP WITH CORE</b></p>   | <p><b>12:00 p.m. - 4:00 p.m.</b></p> <p><b>Engine 4</b><br/>2531 Sherman Ave., NW</p>  |
| <p><b>2:30 p.m. - 7:30 p.m.</b></p> <p>Galice Garage @ Nationals Park<br/>S. Capitol St., SE &amp; N St., SE</p> <p><b>Engine 4</b><br/>2531 Sherman Ave., NW</p> <p><b>Engine 11</b><br/>3420 14th St., NW</p> <p><b>Engine 24</b><br/>3101 Georgia Ave., NW</p> <p><b>Engine 31</b><br/>4930 Connecticut Ave., NW</p> | <p><b>12:00 p.m. - 4:00 p.m.</b></p> <p>Barry Farm Recreation Center<br/>1230 Summer Rd., SE</p> <p><b>IN PARTNERSHIP WITH CORE</b></p> <p><b>2:30 p.m. - 7:30 p.m.</b></p> <p>Galice Garage @ Nationals Park<br/>S. Capitol St., SE &amp; N St., SE</p> <p><b>Engine 8</b><br/>1520 C St., SE</p> <p><b>Engine 10</b><br/>1342 Florida Ave., NE</p> <p><b>Engine 30</b><br/>50 49th St., NE</p> <p><b>Engine 33</b><br/>101 Atlantic St., SE</p> | <p><b>12:00 p.m. - 4:00 p.m.</b></p> <p>Hilbert Recreation Center<br/>3100 Denver St., SE</p> <p><b>IN PARTNERSHIP WITH CORE</b></p> <p><b>2:30 p.m. - 7:30 p.m.</b></p> <p>Galice Garage @ Nationals Park<br/>S. Capitol St., SE &amp; N St., SE</p> <p><b>Engine 4</b><br/>2531 Sherman Ave., NW</p> <p><b>Engine 11</b><br/>3420 14th St., NW</p> <p><b>Engine 24</b><br/>3101 Georgia Ave., NW</p> <p><b>Engine 31</b><br/>4930 Connecticut Ave., NW</p> | <p><b>12:00 p.m. - 4:00 p.m.</b></p> <p>Ridge Road Community Center<br/>650 Ridge Rd., SE</p> <p><b>IN PARTNERSHIP WITH CORE</b></p> <p><b>2:30 p.m. - 7:30 p.m.</b></p> <p>Galice Garage @ Nationals Park<br/>S. Capitol St., SE &amp; N St., SE</p> <p><b>Engine 8</b><br/>1520 C St., SE</p> <p><b>Engine 10</b><br/>1342 Florida Ave., NE</p> <p><b>Engine 30</b><br/>50 49th St., NE</p> <p><b>Engine 33</b><br/>101 Atlantic St., SE</p> |   | <p><b>12:00 p.m. - 4:00 p.m.</b></p> <p><b>Engine 8</b><br/>1520 C St., SE</p> <p><b>Engine 10</b><br/>1342 Florida Ave., NE</p> <p><b>Engine 30</b><br/>50 49th St., NE</p> <p><b>Engine 33</b><br/>101 Atlantic St., SE</p> | <p><b>12:00 p.m. - 4:00 p.m.</b></p> <p><b>Engine 8</b><br/>1520 C St., SE</p> <p><b>Engine 10</b><br/>1342 Florida Ave., NE</p> <p><b>Engine 31</b><br/>4930 Connecticut Ave., NW</p> |





# WHERE WE ARE TODAY



# COVID-19 cases, hospitalizations, and deaths are on the rise in Washington, DC.

4



While it is a difficult sacrifice, Washingtonians are asked to protect their families and friends by **staying home for the holidays.**



## DO:

- Consider your most vulnerable family members while planning
- Remember that testing has its limitations and does not replace the need to wear masks, social distance, and practice good hygiene
- Plan an alternate celebration for 2021

## DON'T:

- Travel
- Gather in groups or have people from different households sitting close to each other
- Let down your guard around family and friends

# PHASE TWO ADJUSTMENTS

[CORONAVIRUS.DC.GOV](https://coronavirus.dc.gov)



**DC HEALTH**  
Department of the District of Columbia

DC GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
**MURIEL BOWSER, MAYOR**



The Public Health Emergency  
is extended through  
**March 31, 2021.**

[CORONAVIRUS.DC.GOV](https://coronavirus.dc.gov)



**DC HEALTH**  
Department of the District of Columbia

U.S. GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
**DC MURIEL BOWSER, MAYOR**

With the spike in COVID cases, hospitalizations, and deaths, various activities are paused from

**10:00 p.m. on Wednesday, December 23**

until

**5:00 a.m. on Friday, January 15, 2021.**





## PAUSED: Indoor Dining



During the pause,  
restaurants can still offer:



Delivery



Grab and  
go



Outdoor  
dining







During the pause, outdoor dining structures, tents, and/or canopies are permitted to have up to two side flaps or walls.

Streeteries and Parklets cannot be used during a Snow Emergency.

## Using Electric Heaters:

- Small electric heaters may be used with 8- or 10-gauge extension cords.
- Prior to using electric heaters, the establishment must obtain a permit from the Fire Marshall's office for an electric heater and extension cords. To apply, go to [fems.dc.gov](https://fems.dc.gov); when you click "Application for Permits and Inspections" choose the "Mayor's Emergency Order" option.
- The permit fee is waived.
- For additional questions, contact the Department of Fire and EMS at [fems.fireprevention@dc.gov](mailto:fems.fireprevention@dc.gov)







## PAUSED:

Workers at non-essential, non-retail businesses who are not needed for in-person operations are required to telework.

### Example:

Employees who work in an office and can complete their duties from home must now telework.





Non-essential retail can operate at 25% capacity or no more than 250 people and with social distancing measures in place.

## Examples:

- bookstores
- clothing stores
- gift shops
- boutiques
- toy stores

Personal services can still operate by appointment only with stations seated at least six feet apart.

## Examples:

- barbers
- hair salons
- nail salons





PAUSED:

Museums are closed to the public and all guided tours are suspended

Only staff and contractors may enter museums to continue minimum operations. All guided tours, such as bus tours and Segway tours, are prohibited.



Additionally, the DC Circulator National Mall route is **suspended**.







## PAUSED: All indoor services

Libraries must only offer  
**curbside pickup** and  
**book drop-off.**





## PAUSED:

**Any group indoor activities (e.g. groups of ten people doing socially distanced drills are now suspended)**

The only allowable indoor operations at Department of Parks and Recreation facilities are individual reservations for swimming and fitness rooms. Socially distanced, non-high-contact activities can continue outdoors for adult and youth sports groups, and residents may continue to use fields for individual exercise.







Stores must make plans that provide for safe **social distancing** and **limit occupancy** to the extent necessary for safety.







# HOUSES OF WORSHIP

17

While the most recent update allows houses of worship to move to 25% of capacity (as reflected on their certificates of occupancy) or 250 people, whichever is fewer, **DC residents are strongly encouraged to worship from home via virtual services.**

We thank our faith-based partners who are going above and beyond to keep congregants safe and spiritually connected while physically distanced.





# VACCINE UPDATE

[CORONAVIRUS.DC.GOV](https://coronavirus.dc.gov)



**DC HEALTH**  
Department of the District of Columbia

U.S. GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
**MURIEL BOWSER, MAYOR**

Both the FDA and CDC concluded that the Moderna vaccine is safe and effective for use in people 18 and older.

## Fast facts about the Moderna vaccine:

- Just like the Pfizer vaccine, years of vaccine research and development laid the groundwork for this vaccine.
- This year, more than 30,000 people participated in the Moderna vaccine trial.
- With two doses, the vaccine has proven to be 95% effective.
- Common immune responses to the Moderna vaccine: pain at the injection site, fatigue, headache, muscle pain, and/or joint pain.



Last week, the District received an initial allotment of 6,825 doses of the Pfizer vaccine. Already, more than 4,500 health care workers and frontline workers have started receiving the vaccine.



## This week, the District will receive:

- **8,775 doses** of the Pfizer vaccine from Virginia
- **4,875 doses** of the Pfizer vaccine from Operation Warp Speed
- **8,000 doses** of the Moderna vaccine from Maryland
- **12,600 doses** of the Moderna vaccine from Operation Warp Speed



The second and third shipments of the Pfizer vaccine will arrive the week of December 21 and the week of December 28.



- **Children's National Hospital**  
(2,925 doses)
- **Howard University Hospital**  
(1,950 doses, 975 doses)
- **Medstar Washington Hospital Center and the National Rehabilitation Hospital**  
(2,925 doses, 975 doses)
- **The George Washington University Hospital**  
(1,950 doses, 975 doses)
- **MedStar Georgetown University Hospital**  
(1,950 doses, 975 doses)
- **Sibley Memorial Hospital**  
(1,950 doses, 975 doses)



First shipments of the Moderna vaccine will arrive between December 21 and December 29.



- **Community of Hope**  
(2 sites, 200 doses per site)
- **Mary's Center**  
(1 site, 600 doses)
- **Unity Healthcare**  
(2 sites, 700 doses per site)
- **Bread for the City**  
(1 site, 400 doses)
- **Safeway Pharmacy**  
(10 sites, 500 doses per site)
- **Giant Food and Pharmacy**  
(5 sites, 600 doses per site)
- **Bridgepoint**  
(2 sites, 600 doses per site)
- **Kaiser Permanente**  
(1 site, 3,100 doses)
- **Saint Elizabeths Hospital**  
(1 site, 500 doses)
- **United Medical Center**  
(1 site, 500 doses)

Additionally, 4,500 doses will be distributed to more than 30 Long-Term Care Facilities across DC.



The following populations are part of Phase 1a and prioritized to start receiving the vaccine:

- Frontline public health and EMS workers
- Skilled Nursing Facility and Assisted Living workers
- Skilled Nursing Facility and Assisted Living residents
- Acute care hospital network and specialty hospital network
- Inpatient psychiatric patients
- Intermediate Care Facility staff
- Home Health Aides
- Urgent Care workers
- Pharmacy staff
- Federally Qualified Health Center staff

Later this week, an online registration system will launch for intermediate care facility staff, home health aides, and urgent care workers. Through this system, workers in the priority group who do not work at a site receiving doses to will be able to get vaccinated at:

- Bread for the City
- Community of Hope
- Giant
- Mary's Center
- Safeway
- Unity Healthcare



# RECOVERY UPDATE

## ENTERTAINMENT BRIDGE FUND APPLICATIONS OPEN TODAY

The Entertainment Bridge Fund will provide \$29.5 million in financial relief to the entertainment industry.



### The Entertainment Bridge Fund has two programs:

1. Venue Program that will support DC's entertainment venues
2. Supporting Business Program that will support entertainment businesses that do not have site control of a venue but their activities heavily rely on live events



### What are examples of establishments that are eligible?

- Live Music Venues/Concert Halls
- Bowling Alleys
- Event Venues
- Movie Theaters
- Museums (private institutions)
- Nightclubs
- Bars (with Tavern License & earned less than 25% of revenue from food sales in 2019)
- Performance Venues
- Theaters and Arenas

Learn more at [coronavirus.dc.gov/bridgefund](https://coronavirus.dc.gov/bridgefund)





# RECOVERY WEEKLY CHECK IN WITH DMPED

Join us to learn about a new funding opportunity for the Entertainment sector through The Bridge Fund.

## FEATURING UPDATES FROM:

John Falcicchio, Deputy Mayor, DMPED

Sybongile Cook, Director of Business Development, DMPED

Shawn Townsend, Director, Mayor's Office of Nightlife & Culture (MONC)

## SPECIAL GUESTS:

Marc Barnes, Owner, Park at 14th

Ian Callendar, Co-owner, Sandlot Southeast/Suite Nation

Donna Westmoreland, Chief Operating Officer, I.M.P. Productions

Jenny Bilfield, CEO & President, Washington Performing Arts

Rebecca Medrano, CEO, Gala Theater

Tuesday, December 22 at 4:00 PM ET

You can view the presentation on Mayor Bowser's social media accounts or at [mayor.dc.gov/live](http://mayor.dc.gov/live).

RSVP at [bit.ly/DERTCall1222](https://bit.ly/DERTCall1222)





**STAY HOME**



*for the Holidays* **DC**

[CORONAVIRUS.DC.GOV](https://coronavirus.dc.gov)



**DC | HEALTH**  
GOVERNMENT OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
**MURIEL BOWSER, MAYOR**

**From:** Public Risk Management Association  
**Sent:** Tue, 22 Dec 2020 14:05:27 +0000  
**To:** jed.ross@dc.gov  
**Subject:** PRIMA Talk Digest for Monday December 21, 2020

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).



## PRIMA Talk

[Post New Message Online](#)

Dec 21, 2020

### Discussions

started 3 days ago, [Bob Keck](#) (11 replies)

#### Risk Management in Organizational Structure



1. [Good morning, Bob. The current split in Arizona...](#) David Parker
2. [I report to the town manager as Risk Manager and...](#) Michelle Knockwood
3. [My position, the Chief Risk Officer, reports to...](#) William Wiseman
4. [Howdy; City of Flagstaff reports to the City...](#) Dean Coughenour
5. [Our Risk Management Department reports to Legal...](#) Chris Reyes
6. [Bob, I report to the Director of...](#) Peter Cheney
7. [Risk Management at the City of Columbia, MO...](#) Sarah Perry
8. [Reports to CFO. Is also responsible for...](#) Patrick Genovese
9. [Human Resources and Administrative Services ...](#) Frank Wojnar Jr
- 10 [Finance](#) Karen Harris

started 3 days ago, [Steven Rushforth](#) (1 reply)

#### Responsible For Worker's Compensation of Vendors Employee



- 11 [Hi Stephen, In New Jersey the workers'...](#) Scott Tennant

started 3 days ago, [Leslie Contreras](#) (2 replies)

#### Insurance language/manual/Standards





12 [Hi Leslie, Attached is the Third Party...](#) ▫ Scott Tennant

13 [Hello, Attached are some examples I use when...](#) ▫ Patrick Conesa

started 10 days ago, [David Parker](#) (13 replies)

**[Job Transition](#)** 

14 [David, congratulations and wishing you only the...](#) Mike Buser

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1. [Re: Risk Management in Organizational Structure](#)

[Reply to Group](#)  
[Online](#)

[Reply to Sender](#)



Dec 21, 2020 7:48 AM  
[David Parker](#)

Good morning, Bob. The current split in Arizona is Finance, HR, and a new trend toward the Legal Department in municipal government. A few report to a deputy city manager.

My roles have tended to be in Administrative Services, Finance & Administration, or Central Services.

Hope it helps,

David Parker, *ARM-P, CPM®, IPMA-SCP*  
Enterprise Risk Management  
Master Continuity Practitioner

Central Arizona Project  
Enterprise Risk, Resiliency, & Records Management  
23636 N 7th Street  
Phoenix AZ 85024

623.869.2707 Office  
520.205.0079 Cell  
623.869.2206 Fax  
[dparker@cap-az.com](mailto:dparker@cap-az.com)

Normal Work Hours:  
M-Th: 5:30 AM - 4:00 PM

Central Arizona Project Disclaimer:

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-----  
Original Message:

Sent: 12/18/2020 2:25:00 PM

From: Bob Keck

Subject: Risk Management in Organizational Structure

Would anyone please share with me where in your organization Risk Management reports to? Thank!

-----  
Bob Keck  
Risk Manager  
Oneida Nation of WI  
Green Bay WI  
920-490-3570  
-----

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2. [Re: Risk Management in Organizational Structure](#)

[Reply to Group  
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Dec 21, 2020 9:23 AM  
[Michelle Knockwood](#)

I report to the town manager as Risk Manager and Purchasing Assistant.

---

Michelle Knockwood  
Risk Manager  
Town of North Branford  
North Branford CT  
(203) 484-6005

---

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---

Original Message:  
Sent: 12-18-2020 14:24  
From: Bob Keck  
Subject: Risk Management in Organizational Structure

Would anyone please share with me where in your organization Risk Management reports to? Thank!

---

Bob Keck  
Risk Manager  
Oneida Nation of WI  
Green Bay WI  
920-490-3570

---

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3. [Re: Risk Management in Organizational Structure](#)

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Dec 21, 2020 9:32 AM

[William Wiseman](#)

My position, the Chief Risk Officer, reports to the Senior Vice President and General Counsel for the University of Wyoming. Within Higher Ed, the reporting lines for the Enterprise Risk Management/Risk Management function tend to run:

50% to the CFO

25% to General Counsel and/or Compliance

25% to Internal Audit, Environmental Health and Safety, or "Other"

R,

-----  
William Wiseman MBA, ARM-E  
Chief Risk Officer  
University of Wyoming  
Laramie WY  
(252) 702-0046  
-----

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Bob Keck  
Risk Manager  
Oneida Nation of WI  
Green Bay WI  
920-490-3570  
-----

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#### 4. [Re: Risk Management in Organizational Structure](#)

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Dec 21, 2020 9:51 AM  
[Dean Coughenour](#)

Howdy;

City of Flagstaff reports to the City Managers office through a Deputy City Manager and sits at the senior leadership table. :)

Uncle Dean

-----  
Dean Coughenour ARM  
Risk Manager

City of Flagstaff  
Flagstaff AZ  
(928) 213-2083

---

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Bob Keck  
Risk Manager  
Oneida Nation of WI  
Green Bay WI  
920-490-3570

---

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5. [Re: Risk Management in Organizational Structure](#)

[Reply to Group Online](#)

[Reply to Sender](#)



Dec 21, 2020 9:57 AM  
[Chris Reyes](#)

Our Risk Management Department reports to Legal by way of HR and Admin.

---

Chris Reyes  
Risk and Claims Manager  
Tampa International Airport  
Tampa FL  
(813) 676-4224

---

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---

Bob Keck  
Risk Manager  
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Green Bay WI  
920-490-3570

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6. [Re: Risk Management in Organizational Structure](#)

[Reply to Group  
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[Reply to Sender](#)



Dec 21, 2020 11:02 AM

[Peter Cheney](#)

Bob,

I report to the Director of Administrative Services, along side of HR and Payroll. IT used to be in the division, but they moved them.

Peter

---

Peter Cheney ARM-P, CECD  
Risk and Safety Manager  
Placer County Water Agency  
Auburn CA  
(530) 823-4957

---

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---

Bob Keck  
Risk Manager

Oneida Nation of WI  
Green Bay WI  
920-490-3570

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## 7. [Re: Risk Management in Organizational Structure](#)

[Reply to Group  
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Dec 21, 2020 11:03 AM  
[Sarah Perry](#)

Risk Management at the City of Columbia, MO reports to Finance. This was so structured when the City entered into a self-insurance structure back in 1988. I have a close working relationship with both Legal and HR, and coordinate with the Finance Department Head when there is a need to go to City Administration/Manager.

I don't handle benefits which could make the work with HR more important.

---

Sarah Perry ARM-P  
Risk Manager  
City of Columbia  
Columbia MO  
(573) 874-7377

---

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Risk Manager  
Oneida Nation of WI  
Green Bay WI  
920-490-3570  
-----

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8. [Re: Risk Management in Organizational Structure](#)

[Reply to Group  
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Dec 21, 2020 11:54 AM  
[Patrick Genovese](#)

Reports to CFO.

Is also responsible for Safety.

Works with HR and State Attorney re all claims.

Personally I have seen RM report to HR however HR isn't concerned about non-hr exposures such as Builders Risk, Cyber liability etc.

---

Patrick Genovese CSP  
Risk Manager  
County of Dupage  
Wheaton IL  
(630) 407-6124

---

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---

Bob Keck  
Risk Manager  
Oneida Nation of WI  
Green Bay WI  
920-490-3570

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9. [Re: Risk Management in Organizational Structure](#)

[Reply to Group Online](#)

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Dec 21, 2020 2:01 PM  
[Frank Wojnar Jr](#)

Human Resources and Administrative Services

---

Frank Wojnar Jr ACE  
Risk Management Manager  
Metropolitan Washington Airports Authority  
Washington DC  
(facilities are physically located in the Commonwealth of Virginia)  
(703) 417-8653

---

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Original Message:  
Sent: 12-21-2020 11:54  
From: Patrick Genovese  
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---

Patrick Genovese CSP

Risk Manager  
County of Dupage  
Wheaton IL  
(630) 407-6124

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10 [Re: Risk Management in Organizational Structure](#)

[Reply to Group  
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Dec 21, 2020 3:57 PM  
[Karen Harris](#)

Finance

---

Karen Harris  
Risk Supervisor  
City of Garden Grove  
714-741-5063  
MPA, ARM

---

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Bob Keck  
Risk Manager  
Oneida Nation of WI  
Green Bay WI  
920-490-3570  
-----

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11 [Re: Responsible For Worker's Compensation of Vendors Employee](#)

[Reply to Group](#)  
[Online](#)

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Dec 21, 2020 9:40 AM  
[Scott Tennant](#)

Hi Stephen,

In New Jersey the workers' compensation law is clear about this. Every organization (private, not-for-profit and public sector) who hires contractors is responsible for ensuring the contractor has workers' compensation for their employees and sub-contractors as is law. If the original contracting organization fails to do this then that organization is responsible for the workers' compensation of the injured employee even if not their own.

We had this case wherein a casual laborer was nearly cut in half by a stump grinder and the landscaper who hired this immigrant laborer had let the company's workers' compensation policy lapse at renewal and we did not pick

it up upon review of the renewal COI. This young man was married with two children and head of household whose permanent injuries were severe. The case was of serious value and fortunately the landscaper was of serious means and the laborer's attorney and the judge settled with us for an amount that was tolerable by agreeing to forgo our subrogation rights so that the laborer could sue the landscaper directly. We site that claim over and over again in teaching members about workers' compensation and the value of managing contracts and COI's in support of the contracts. We were just lucky that the landscaper had assets.

As workers' compensation is state law, I suggest you ask a workers' compensation respondent attorney in Indiana how IN law would apply.

Good luck and happy holidays,

Scott

---

Scott Tennant  
Deputy Executive Director  
School Pool for Excess Liability Limits  
Marlton NJ  
(856) 446-9181

---

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Original Message:  
Sent: 12-18-2020 10:42  
From: Steven Rushforth  
Subject: Responsible For Worker's Compensation of Vendors Employee

Good Morning –

I have a good idea of the answer to my own question, but I am hoping someone can provided a good analysis. Is there a scenario in which a government entity or business can be held responsible for the worker's



compensation of a vendor's employee?

If no, why? If yes, what factors would be considered into this determination?  
(Ex. Negligence of entity or business owner etc.)

-----  
Steven Rushforth  
Safety and Risk Manager  
County of Hamilton  
Noblesville IN  
(317) 764-0417  
-----

---

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12 [Re: Insurance language/manual/Standards](#)

[Reply to Group](#)  
[Online](#)

[Reply to Sender](#)



Dec 21, 2020 9:49 AM | [view attached](#)  
[Scott Tennant](#)

Hi Leslie,

Attached is the Third Party Management Manual we use for this purpose in PDF and Word. I also included the How To Read a Certificate of Insurance guide we use to help our members with this work.. It does not yet contain language for virus coverage as we are uncertain what a reasonable insurance requirement is at present and we are working on a Recognition and Acceptance of Virus Risk Form to identify and manage the risk.

Feel free to use whatever you find valuable. There is no copyright or restriction



on any of this.

Happy holidays,

Scott

---

Scott Tennant  
Deputy Executive Director  
School Pool for Excess Liability Limits  
Marlton NJ  
(856) 446-9181

---

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---

Original Message:  
Sent: 12-18-2020 10:16  
From: Leslie Contreras  
Subject: Insurance language/manual/Standards

Good morning everyone. I am in need of some help. I am currently working on our insurance manual/standards for vendor contracts. Was hoping that other entities would be willing to share what they have in place for an insurance manual or what standard language they use for different types of vendor contracts. For example: Services versus goods; construction, professional services, etc. We are trying to develop something like a tiered system so that depending on the type and cost of the contract, making it easier for the contracts department to choose the right insurance coverages.

Any help is greatly appreciated. Happy Holidays everyone.

---

Leslie Contreras  
Risk Manager  
Brazos County, Texas

(979)361-4246 (office)  
(979)446-6300 (cell)  
-----

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13 [Re: Insurance language/manual/Standards](#)

[Reply to Group  
Online](#)

[Reply to Sender](#)



Dec 21, 2020 12:36 PM | [view attached](#)  
[Patrick Conesa](#)

Hello,

Attached are some examples I use when reviewing contracts (professional services, construction, etc). These are straight from our *Contracts Manual*; and I use them on a weekly basis. I hope these help! Please let me know if you have any follow up questions.

-----  
Patrick Conesa  
Risk Analyst  
Washington Counties Risk Pool  
Tumwater WA  
(360) 292-4482  
-----

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Any help is greatly appreciated. Happy Holidays everyone.

-----  
Leslie Contreras  
Risk Manager  
Brazos County, Texas  
(979)361-4246 (office)  
(979)446-6300 (cell)  
-----

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14. [Re: Job Transition](#)

[Reply to Group  
Online](#)

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Dec 21, 2020 11:10 AM  
[Mike Buser](#)

David, congratulations and wishing you only the best in your new endeavor!!!

-----  
Mike Buser  
Occupational Safety & Training Specialist  
City of Iowa City  
Iowa City IA  
(319) 356-5427  
-----

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-----  
Original Message:  
Sent: 12-11-2020 10:11  
From: David Parker  
Subject: Job Transition

Good morning, all. The decision to leave Central Arizona Project was very difficult. The opportunity to develop an Enterprise Risk Management program for our community college district was compelling. So . . .

You will see a new email address for me in 2021. (I'm still here through December.)

Central Arizona Project is looking for my successor. I cannot say enough good things about CAP. As part of Arizona's critical infrastructure, it delivers 1.5 million acre feet of water uphill across a 336 mile system of aqueduct and pumping plants, without which there is not enough water in Phoenix and Tucson.

Leadership development is a foundational principle. The General Manager has an ARM-E. The department manager has her CPCU and ARM-E and is excellent to work with. The District owns its own single parent Captive. The people are great, as are the benefits. Association involvement (especially PRIMA) is encouraged. You will not need to worry about being bored!

The position will be posted on PRIMA's job board and is already on AZ PRIMA's website. You can find more information or apply [here](#). Feel free to contact me at the cell phone number below if you want to discuss the opportunity.

Thanks,

David Parker, [ARM-P](#), [CPM®](#), [IPMA-SCP](#)

Enterprise Risk Management  
Master Continuity Practitioner


Central Arizona Project  
Enterprise Risk, Resiliency, & Records Management  
23636 N 7th Street  
Phoenix AZ 85024

623.869.2707 Office  
520.205.0079 Cell  
623.869.2206 Fax  
[dparker@cap-az.com](mailto:dparker@cap-az.com)

Normal Work Hours:  
M-Th: 5:30 AM - 4:00 PM

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**From:** Risk Channel  
**Sent:** Tue, 22 Dec 2020 12:11:39 +0000  
**To:** jed.ross@dc.gov  
**Subject:** Risk Channel - Stress tests show U.S. banks can withstand pandemic

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Risk Channel

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To sign up to Risk Channel for free [click here](#).

**Tuesday, 22nd December 2020**

## THE HOT STORY

### **Stress tests show U.S. banks can withstand pandemic**

The Federal Reserve said Friday that the largest U.S. banks remain strong enough to survive the coronavirus crisis but warned that a prolonged economic downturn could saddle them with hundreds of billions of dollars in losses on soured loans. Under two hypothetical scenarios, in which unemployment remains high and the economy doesn't bounce back for several quarters, the 33 largest U.S. banks could be hit with as much as \$600bn in loan losses, the Fed said in the latest iteration of its stress test. That would erode the capital buffers meant to keep them on a sound financial footing, the central bank said. Randal Quarles, the Fed's vice chairman of supervision, said the banking system "has been a source of strength during the past year," adding "Today's stress test results confirm that large banks could continue to lend to households and businesses even during a sharply adverse future turn in the economy."

[Wall Street Journal](#)

## COMPLIANCE

### **Monetary award could weaken compliance programs**



Some companies say the prospect of financial benefit to compliance professionals for reporting possible violations could weaken compliance programs. Under the terms of a proposed reward program, included in the annual defense-spending bill approved by the Senate last week, whistleblowers could receive a proportion of penalties for reporting potential violations of the Bank Secrecy Act to regulators. Dan Zitting, chief product and strategy officer at Vancouver-based compliance technology firm **Galvanize**, said that among concerns is that individuals who manage compliance programs would have a financial incentive to report problems to a government agency rather than through internal channels.

[Wall Street Journal](#)

### **Home Depot fined for allegedly violating lead paint rules**

**Home Depot** is to pay a fine of more than \$20m after settling with the Environmental Protection Agency (EPA) and the Department of Justice for alleged "serious violations" of the EPA's lead paint rule. The civil penalty announced Thursday is the largest such penalty to date under the Toxic Substances Control Act. Under the terms of the proposed settlement, the retailer must implement a program to ensure that contractors hired to perform home renovations are certified to use lead-safe work practices. EPA said its probes of customer complaints about Home Depot renovations identified work subcontracted to firms that did not use lead-safe work practices.

[SFGate CBS Boston](#)

## **ECONOMY**

### **U.S. poverty levels rise at fastest-ever rate**

Nearly 8m Americans fell into poverty this summer, according to a new study assessing the effects of the coronavirus pandemic on the number of people living under the poverty line, the largest jump in a single year dating back 60 years to when the government first started tracking poverty. Researchers at the University of Chicago and the University of Notre Dame found that the poverty rate rose to 11.7% in November, up 2.4 percentage points since June. Thirty percent of Americans are living off twice the federal poverty line, which is roughly \$2,126 per month for one person and \$4,366 for a family of four. Nearly twice as many Black Americans are living in poverty as white Americans, according to the study, which also shows that more women are under the poverty line than men. The numbers also vary from state to state, with those that issued state of emergency and stay-at-home orders earlier faring better than others. States with higher death rates, however, reported a lesser percentage of people living below the federal poverty line than those with lower death rates.

[The Hill Washington Post](#)

### **Is another financial crisis imminent?**

Writing for *Harvard Business Review*, Ehen Harrell wonders whether we are on the verge of another financial crisis. The author observes that in 2008, a collapse in housing prices



precipitated a global financial meltdown. Now, John Macomber, a senior lecturer at Harvard Business School, believes history may be about to repeat itself - this time because the financial system hasn't correctly priced in the risk posed by a changing climate, including fires, floods and storms. If a correction occurs suddenly, the collapse in housing prices could spread through the financial system, he suggests.

[\*Harvard Business Review\*](#)

## ENVIRONMENT

### Global toxic ship fuel scandal

*Forbes*' Nishan Degnarain reports on a global ship fuel scandal and cover-up in the wake of a Mauritius oil spill in August. A highly toxic mix of chemicals that was expeditiously pushed through as a new type of ship fuel has disrupted the safety of global shipping around the world, he says. The super-pollutant oil has been referred to as a 'Frankenstein Fuel' by leading NGOs. Thousands of ships around the world are at risk of catastrophic engine failures, writes Degnarain, in a still developing scandal that he thinks looks likely to be larger than the **Volkswagen** emissions scandal.

[\*Forbes Forbes\*](#)

## WORKFORCE

### Google deal with Aramco risks backlash from staff

A **Google** deal with Saudi state-owned oil producer **Aramco** which will see the U.S. tech giant start selling its cloud-computing services in Saudi Arabia risks angering staff who oppose doing business with the fossil fuel industry or regimes accused of human rights abuses, reports Bloomberg. Google employees have urged the Silicon Valley company to desist from work in the oil and gas industry, citing environmental issues, and from work with authoritarian regimes. Former Google researcher Jack Poulson is worried Google cloud services in Saudi Arabia could be used to monitor citizens. "It's irresponsible of Google to do this without some clarification of its scope," he said.

[\*Bloomberg\*](#)

### Workers at Malaysian P.P.E. firm have the virus

Thousands of low-paid workers at **Top Glove's** disposable glove factory in Klang, Malaysia have contracted the coronavirus. Top Glove, the world's largest rubber glove maker, has reported record profits amid the pandemic. About 5,700 of the firm's 11,215 employees at the manufacturing complex have tested positive for the coronavirus since November. Meanwhile, Reuters reports that a government raid on a Top Glove glove-making factory in Kajang district, just outside Kuala Lumpur, uncovered hundreds of workers living in metal shipping containers in squalid conditions that one minister described as modern slavery, according to the country's human resources ministry.

[\*New York Times Reuters\*](#)

## REGULATION

### **China's Luckin Coffee pays up to settle accounting fraud charges**

**Luckin Coffee** has agreed to pay \$180m to settle accounting fraud charges for "intentionally and materially" overstating its 2019 revenue and understating a net loss. The Securities and Exchange Commission (SEC) said Luckin intentionally faked more than \$300m in retail sales from April 2019 to January 2020 by using purported individual customer accounts and related parties and shell companies. The sham sales were part of disclosures that Luckin filed with the SEC in January 2020 as it raised another \$418m from U.S. equity investors and \$446m from bond investors

[\*Wall Street Journal CNBC\*](#)

### **U.K. regulator fines Charles Schwab**

The U.K.'s Financial Conduct Authority has fined **Charles Schwab** £9m (\$12m) for failing to adequately protect client assets and making a false statement to the regulator. The investment firm's breaches occurred between August 2017 and April 2019 when it moved client money from the U. K. unit to a U. S. business.

[\*The Times\*](#)

## CORPORATE GOVERNANCE

### **McDonald's shareholders call for boardroom shakeup**

A minority group of **McDonald's** shareholders organized by CtW Investment Group and supported by New York City Comptroller Scott Stringer and Connecticut Treasurer Shawn Wooden is calling for the resignation of two board members, following what it calls a "bungled" independent investigation into former chief executive Steve Easterbrook's behavior, and the decision to pay him severance which the company is now trying to have paid back. The letter asks that chairman Enrique Hernandez and Compensation Committee chair Richard Lenny "be held accountable and replaced". In response, McDonald's said its board "believes that there should be a balance of institutional knowledge and fresh perspectives among its directors and remains committed to ongoing board refreshment."

[\*Bloomberg\*](#)

## CORPORATE

### **Coinbase announces plans to go public**

Cryptocurrency exchange **Coinbase** has filed a draft registration statement with the Securities and Exchange Commission signaling its intent for an eventual IPO, possibly as soon as early 2021. The announcement comes as interest in bitcoin and other



cryptocurrencies has soared during the pandemic. Investors have found such currencies attractive as the US dollar weakens. Bitcoin has been smashing its own price records and recently surpassed the symbolic \$20,000-a-coin milestone.

[CNN Business Tech Crunch](#)

## OPERATIONAL

### **Toyota to close Europe plants early ahead of holiday period**

**Toyota** is to halt its work in the U. K. and France as a new coronavirus strain disrupts global logistics streams. Border closures with the U. K. have “disrupted the transportation of parts,” Toyota spokeswoman Shino Yamada said in an emailed statement. The automaker had planned to shut its U. K. and France plants starting on December 24<sup>th</sup> for the winter holiday season. Toyota's French operations, as well as its U. K. Deeside engine facility, will now suspend operations two days earlier than planned, from December 22<sup>nd</sup>. A further Toyota vehicle plant in the U. K. will halt operations one day early, from December 23<sup>rd</sup>.

[Bloomberg](#)

## STRATEGY

### **Co-op Bank calls off sale talks with Cerberus**

The U.K.'s **Co-operative Bank** has ended sale talks with U. S. private equity group **Cerberus** without giving a reason. The bank said it remained committed to its existing turnaround strategy.

[Financial Times The Times](#)

## OTHER

### **Consumers claim sauce spontaneously explodes**

**Chick-fil-A** customers claim the chain's Polynesian sauces are spontaneously exploding. “I've . . . had times when working and stocking the poly sauce I've found it randomly exploded in boxes . . . I guess that's just how it is,” an alleged Chick-fil-A employee shared with customers on social media.

[Fox News](#)

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December 22, 2020

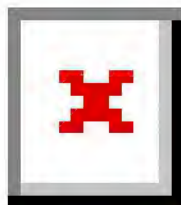
## CONGRESS



### \$900B COVID relief bill passed by Congress, sent to Trump

Congress has easily passed a \$900 billion pandemic relief package

## FEDERAL REPORT



### Best spot for your TSP when you leave government

When they leave government, either for other jobs or to retire, more than half of all TSP investors take some, most take all, of their money with them. How come?

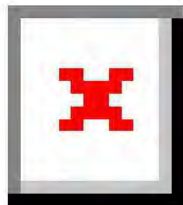
## WORKFORCE



## FEEA offering tutoring services to federal employees

It's hard to tell which industry has been most scrambled by the pandemic. One candidate is public education. But feds can obtain tutoring thanks to a program of the Federal Employees Education and Assistance Fund.

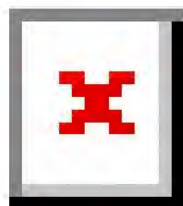
### INSIGHT BY AKAMAI



## Why the Air Force and other services are embracing zero trust now

Each of the military services are embarking on their own zero trust journey, and that includes the Air Force's Air Combat Command (ACC).

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In this Expert Edition: Future Proofing IT and the Workforce, you'll be a part of the conversation about what the future of the workforce looks like.

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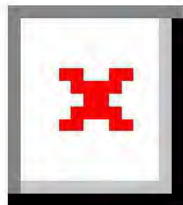




## How DoD trains the industrial base to fit its needs

Defense Department planners know they can't succeed with a technological edge over enemies, unless the U.S. industrial base can design and build things the military needs.

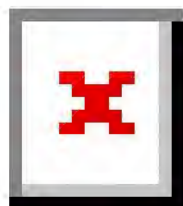
### BUDGET



## Congress unveils details of massive \$1.4T omnibus spending package

The \$1.4 trillion omnibus spending package is packed with provisions that set spending and policy priorities for a variety of federal agencies in 2021.

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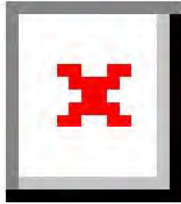


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Intelligent technologies are automating data analysis to help organizations save time and money. [Learn more.](#)

### BUDGET





## 2021 spending bill: Cyber, federal buildings are winners, IT modernization is a loser

For the third year in a row, Congress isn't buying the White House's request nor Democrat lawmakers' pleas for more money to help agencies move away from legacy systems more quickly.

### INSIGHT BY BLACKBOARD



## Coast Guard's training strategy evolves with help from IT upgrades

Dr. Gladys Brignoni, Chief Learning Officer and director of force readiness command for the Coast Guard, and Brian Burns, deputy assistant commandant for command, control, communications and computers and IT C4IT and the deputy Chief Information Officer for the Coast Guard, say the service accelerated its approach to training and technology modernization because of the coronavirus pandemic.

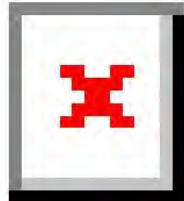
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**REPORTER'S  
NOTEBOOK**



## SolarWinds incident should be a catalyst to rethink federal cybersecurity

Current and former federal cyber experts say lawmakers and the White House shouldn't focus on why the SolarWinds cyber incident happened, but rather how federal cybersecurity needs to change to deal with similar attacks in the future.

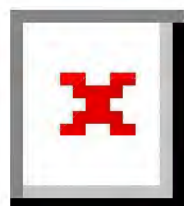
**FED PHOTO OF THE  
DAY**



## Volunteers at Saratoga National Cemetery braved knee-deep snow to place wreaths on headstones


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## SET MANAGEMENT

Tuesday, December 22, 2020



### TOP NEWS

#### **Blackwells Offers To Buy Monmouth Real Estate For \$3.8B**

Activist hedge fund Blackwells Capital on Monday revealed another offer to buy Monmouth Real Estate in a deal that could be worth roughly \$3.8 billion, including debt, after an earlier advance was spurned by the industrial real estate investment trust.

[Read full article »](#)

#### **Annual Defense Bill Extends SEC's Disgorgement Shot Clock**

The annual defense bill that President Donald Trump is threatening to veto this week, despite overwhelming support from Congress, contains amendments that would quietly strengthen the government's ability to seek disgorgement for securities law violations.

[Read full article »](#)

#### **Spain Says €34M Award Over Energy Subsidies Unenforceable**

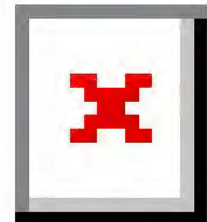
Spain urged a D.C. federal court on Friday to toss litigation filed by a group of European funds to enforce a €33.7 million (\$37.8 million) award against it, saying the award is unenforceable in the European Union under "well-settled" precedent.

 [Brief attached](#) | [Read full article »](#)

### POLICY & REGULATION

#### **FinCEN Aims To Fill Crypto Reporting Gaps Despite Pushback**

The U.S. Treasury Department's financial crimes unit is seeking to



### COMPANIES

Achmea BV  
American Bar Association  
Canopy Growth Corp.  
Coinbase Inc.  
FedEx Corp.  
Federal National Mortgage Association  
Financial Industry Regulatory Authority Inc.  
Freddie Mac  
Google Inc.  
HBR Consulting LLC



address "gaps" in cryptocurrency reporting by requiring financial institutions and exchanges to report the movement of crypto funds above certain amounts, a move that critics say could stifle innovation and stunt the banking industry's growing acceptance of the asset class.

[Proposed Rule attached](#) | [Read full article](#) »

## ENFORCEMENT

### Charles Schwab Fined £9M Over UK Client Account Failings

The U.K.'s financial services watchdog said on Monday that it has fined investment management giant Charles Schwab £8.96 million (\$11.86 million) for violating rules on protecting client assets and making a false statement to the regulator.

[Read full article](#) »

### FINRA Hits Financial Co. With \$8.8M Fine Over Rule Violations

The Financial Industry Regulatory Authority announced Monday that investment firm Transamerica Financial Advisors Inc. has agreed to pay \$8.8 million to resolve charges that it violated FINRA rules as it failed to supervise recommendations and sales of certain funds.

[Settlement attached](#) | [Read full article](#) »

## LITIGATION

### Attys To Get \$2.8M In Curo Investor Deal

A Kansas federal judge gave the final green light Friday to a \$9 million class action settlement that awards \$2.8 million in attorney fees and expenses and ends litigation over claims that online lender Curo misled investors about its plans to phase out its lucrative Canadian payday loan program.

[2 documents attached](#) | [Read full article](#) »

## DEALS

### 16 New Blank-Check Co. IPO Filings Bolster 2021 Pipeline

At least 16 blank-check companies have filed new initial public offerings exceeding \$3.5 billion in expected proceeds — money that can fund acquisitions in industries spanning clean energy, entertainment, health care and technology — bolstering January's pipeline as a robust 2020 comes to a close.

[Read full article](#) »

### Canopy Growth Splits From VC Arm After \$231M Deal

The venture capital arm of Canopy Growth said Monday that it will sell stakes in several portfolio companies to the pot giant for 297 million Canadian dollars (\$231 million) in cash and stock, severing ties as a wholly owned subsidiary in a deal guided by Davies Ward Phillips & Vineberg LLP.

Lehman Brothers Holdings Inc.  
MF Global Holdings Ltd.  
Major Lindsey & Africa LLC  
Microsoft Corp.  
Monmouth Real Estate Investment Corporation  
MyCase Inc.  
NBCUniversal Media LLC  
New York Post  
New York State Bar Association  
Nokia Corp.  
Oath Inc.  
Oracle Corp.  
Samsung Electronics Co. Ltd.  
SoftBank Group Corp.  
The Charles Schwab Corp.  
Transamerica Financial Advisors Inc.  
Twitter Inc.

## LAW FIRMS

Advisors LLC  
Akerman LLP  
Arnold & Porter  
Baker McKenzie  
BakerHostetler  
Becker & Poliakoff  
Bryan Cave Leighton Paisner  
Cogent Law Group  
DLA Piper  
Davies Ward  
Davis Polk  
Dentons  
Duane Morris LLP  
Ellenoff Grossman  
Eversheds Sutherland  
Finnegan



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## EXPERT ANALYSIS

### Exchange Act Amendments Would Bolster SEC Enforcement

Recently proposed Securities Exchange Act amendments codifying the U.S. Securities and Exchange Commission's power to obtain disgorgement and nonmonetary sanctions would partially overrule the U.S. Supreme Court's decisions in *Liu* and *Kokesh*, and ultimately strengthen the agency's enforcement authority, say Daniel Walfish and Rachel Penski Fissell at Walfish & Fissell.

[Read full article »](#)

### House Wish List Hints At Financial Services Priorities

Not all of the U.S. House of Representatives' recent recommendations on financial regulation for the Biden administration will come to fruition, but the extensive list offers a glimpse into the House's financial services agenda for the coming term, say Aaron Cutler and Ashley Hutto-Schultz at Hogan Lovells.

[Read full article »](#)

### SPACs Should Consider Targeting Bankruptcy Sales

Although no special purpose acquisition company has ever participated in a Section 363 bankruptcy sale, SPACs would be well-placed as competitive bidders and may find that such sales present opportunities to acquire businesses at depressed prices otherwise unavailable outside of the bankruptcy process, say attorneys at McDermott.

[Read full article »](#)

## LEGAL INDUSTRY

### Analysis

#### New Attitude, Not New Tools: 4 Ways 2020 Altered Legal Tech

The past year saw law firms' increased use of videoconferencing, cloud services and artificially intelligent contract management tools, all spurred by the pandemic. But legal-tech experts say what really changed in 2020 wasn't the technology, but law firms' willingness to use it.

[Read full article »](#)

#### 5 More Law Firms Wrap 2020 With Significant Bonuses

Selendy & Gay PLLC, Stoel Rives LLP, Kirkland & Ellis LLP, Linklaters LLP and Irell & Manella LLP have announced end-of-year bonuses, with several exceeding the scale set by their BigLaw peers.

[Read full article »](#)

#### Norton Rose To Give 55% Back Pay — And May Offer More

Norton Rose Fulbright on Monday reportedly paid back its U.S. employees for a portion of the salary they lost to pay cuts implemented

Fish & Richardson  
Fox Rothschild  
Gibson Dunn  
Goodwin Procter  
Graubard Miller  
Green Griffith  
Greenberg Traurig  
Harrity & Harrity  
Hogan Lovells  
Hunton Andrews Kurth  
Irell & Manella  
K&L Gates  
King & Spalding  
Kirkland & Ellis  
Kramer Levin  
Latham & Watkins  
Law Offices of  
Raymond Guzell III  
Linklaters  
Loeb & Loeb  
Lowenstein &  
Weatherwax  
McDermott Will  
Merchant & Gould  
Morrison Cohen  
Norton Rose  
Ogletree Deakins  
Orrick Herrington  
Paul Hastings  
Paul Weiss  
Pollock Cohen  
Reed Smith  
Robbins Geller  
Schiff Hardin  
Selendy & Gay  
Skadden Arps  
Sterne Kessler  
Stoel Rives  
Stroock & Stroock  
Sullivan & Cromwell  
Vinson & Elkins  
Walfish & Fissell  
Weil Gotshal



between April and September of this year.

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**Feature**

### **How 7 IP Firms Weathered The COVID-19 Pandemic**

Attorneys from intellectual property firms say the COVID-19 pandemic was a logistical curveball, but their industry has largely been insulated from the worst of the pandemic's financial woes. Here, Law360 speaks with seven IP firms that span in size and location to get a snapshot of what their year looked like.

[Read full article »](#)

### **Nokia Trims But Can't Beat Bias Suit By Former In-House Atty**

A Texas federal judge trimmed a former Nokia Corp. in-house lawyer's suit claiming the telecommunications giant unjustly fired her after passing her over for promotion for a younger man, tossing retaliatory hostile work environment and wage discrimination claims Friday but leaving intact her other discrimination and retaliation claims.

[Read full article »](#)

### **Fox Rothschild Fights Publisher's Sanctions Bid**

Fox Rothschild LLP is blasting allegations that its attorneys violated professional ethics in trying to represent the publisher of Business Insurance in one action while simultaneously suing it on behalf of the publication's former CEO, denying any conflict and arguing any such arrangement would have been handled in an ethical way.

[Read full article »](#)

### **'Life Is Too Short,' Alsup Says Of Bid To Sanction Samsung**

U.S. District Judge William Alsup rejected Samsung customers' bid to sanction the electronics giant or bring more claims on the heels of a class action settlement, expressing disbelief Monday that a yearslong dispute over broken plasma TVs could still be before him while a pandemic rages on.

[Read full article »](#)

### **Atty Lin Wood Under Fire From Del. Judge For Election Suits**

Attorney L. Lin Wood's representation of former Trump adviser Carter Page in Delaware state court could be revoked based on his conduct in suits challenging the results of the general election as a plaintiff in Georgia and as counsel in Wisconsin, a state court judge said Friday.

[Read full article »](#)

### **6th Circ. Won't Reconsider Refusal To DQ Judge In GM Case**

The Sixth Circuit declined Monday to review its ruling affirming a Michigan federal judge's decision not to recuse himself from a discrimination suit against General Motors for disagreeing with counsel over holding oral

White & Case  
Williams & Connolly

### **GOVERNMENT AGENCIES**

Centers for Disease Control and Prevention

Consumer Financial Protection Bureau

Equal Employment Opportunity Commission

European Union

Federal Deposit Insurance Corp.

Federal Housing Finance Agency

Financial Conduct Authority

Financial Crimes Enforcement Network

Financial Stability Oversight Council

New York State Unified Court System

Office of the Comptroller of the Currency

Texas Workforce Commission

U.S. Attorney's Office

U.S. Court of Appeals for the Sixth Circuit

U.S. Department of Housing and Urban Development

U.S. Department of the Treasury

U.S. District Court for the District of Columbia

U.S. District Court for the Northern District of California

U.S. District Court for the Northern District of Texas

U.S. District Court for the Southern District of



arguments at a law school.

[Read full article »](#)

### **4th Circ. Affirms Fraud Conviction Of Former W.Va. Justice**

The Fourth Circuit on Monday affirmed a lower court's decision convicting former West Virginia Supreme Court Justice Allen Loughry for mail and wire fraud, ruling the district court was correct to deny the former judge's motion for a new trial or an evidentiary hearing.

[Read full article »](#)

### **Leaders Appeal Order Keeping Older NY Judges On Bench**

New York's top state courts officials late Friday night appealed a Suffolk County judge's order from the same day that allowed older state court judges to continue to serve on the bench pending two age-discrimination lawsuits, court documents show.

[Read full article »](#)

### **Pa. Atty Says Former Firm Hid Revenue To Withhold Pay**

A Pittsburgh lawyer has accused his former law firm of hiding revenue from a whistleblower case he worked on to avoid paying the compensation he was contractually owed.

[Read full article »](#)

### **ICE Contractor Opposes Zoom Trial In Wash. Wage Suit**

A U.S. Immigration and Customs Enforcement contractor is resisting the prospect of a remote trial in a wage suit brought by the state of Washington, claiming that such a scenario would violate both parties' constitutional rights to a fair day in court.

[Read full article »](#)

#### **Interview**

### **15 Minutes With TriNet's Chief Legal Officer**

The most important way law firms can maximize value for in-house clients is by investing in the relationship, says TriNet Chief Legal Officer Samantha Wellington. Here, she discusses how the employment services company has fared during the pandemic, what issues have been keeping her up at night, and how one internal program is helping minority attorneys.

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Schoen Legal Search  
New York City, New York

**israel Dept of AMLAW 200 NY branch office seeks mid-level securities assoc**

Schoen Legal Search  
NYC, New York

**Corporate partner for NY office of well-known NY/NJ mid-sized firm**

Schoen Legal Search  
New York City, New York

**Top ranked RE firm seeks up and coming RE Capital Mkts/RE Finance partner**

Schoen Legal Search  
New York, New York

[New York](#)

[U.S. District Court for the Western District of Pennsylvania](#)

[U.S. District Court for the Western District of Washington](#)

[U.S. House of Representatives](#)

[U.S. Immigration and Customs Enforcement](#)

[U.S. Securities and Exchange Commission](#)

[U.S. Senate](#)

[U.S. Supreme Court](#)

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Los Angeles, California

**Paralegal - Product Liability (4-6 yrs)**  
Gordon & Rees LLP  
New York, New York

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**To:** jed.ross2@dc.gov  
**Subject:** 6th Circ. Won't Reconsider Refusal To DQ Judge In GM Case

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TRANSPORTATION

Tuesday, December 22, 2020



## TOP NEWS

### 6th Circ. Won't Reconsider Refusal To DQ Judge In GM Case

The Sixth Circuit declined Monday to review its ruling affirming a Michigan federal judge's decision not to recuse himself from a discrimination suit against General Motors for disagreeing with counsel over holding oral arguments at a law school.

[Order attached](#) | [Read full article](#) »

### Calif. Moves To End Uber's AB 5 Challenge For Good

California has asked a federal judge to permanently toss Uber's challenge to Assembly Bill 5, arguing that a retooled lawsuit over the state's landmark worker classification law still doesn't pass legal muster.

[Brief attached](#) | [Read full article](#) »

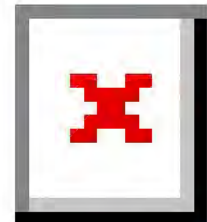
### Mass. AG Wants Auto Group's 'Right To Repair' Suit Tossed

Massachusetts' attorney general on Friday defended the recently passed "Right to Repair" ballot initiative against a legal challenge by an auto industry group, arguing that state law does not conflict with any federal statutes and that voters already rejected the suit's claims.

[Memorandum attached](#) | [Read full article](#) »

### Goodwin Procter Can't Get \$1.5M Fees In GM MDL Deal

A New York federal judge rejected Goodwin Procter LLP's request for \$1.5 million in fees from a \$120 million settlement in multidistrict litigation against General Motors over faulty ignition switches, giving final approval to the settlement while saying the law firm had no standing to object to the settlement.



## COMPANIES

[American Airlines Group Inc.](#)  
[American Bar Association](#)  
[Argo AI](#)  
[CSX Corp.](#)  
[California Trucking Association](#)  
[Continental AG](#)  
[Daimler AG](#)  
[DoorDash Inc.](#)  
[Dynamex, Inc.](#)  
[Enterprise Holdings Inc.](#)



☐ [Order attached](#) | [Read full article](#) »

### **Ex-Worker Says Bike-Maker's Culture Stuck In The 1950s**

A former bike designer has hit Specialized Bicycle Components with a gender bias lawsuit in a Connecticut federal court, saying the company devalues women's contributions, sidelines their projects and generally treats female workers "as if it were the 1950s."

☐ [Complaint attached](#) | [Read full article](#) »

## **GROUP OF THE YEAR**

### **Transportation Group Of The Year: Hogan Lovells**

Hogan Lovells' reimagined transportation-focused practice group has supported drone companies aiding the response to the coronavirus pandemic, is handling high-profile patent litigation on two continents and has represented Ford in litigation and in deal-making, earning the group a place among Law360's Transportation Practice Groups of the Year.

[Read full article](#) »

## **AVIATION**

### **American Airlines Wants Black Flyer's Bias Suit Tossed**

American Airlines urged a California federal judge at a hearing on Monday to toss a lawsuit accusing a flight crew of forcing a Black passenger off a Los Angeles flight because of his race after he asked to switch seats, saying nothing in the complaint demonstrates intentional racial discrimination.

[Read full article](#) »

## **AUTOMOTIVE**

### **Enterprise Must Face Chicago Worker's BIPA Suit**

An Illinois federal judge on Monday refused to toss a proposed class action accusing Enterprise Rent-A-Car's Chicago facility and its parent company of violating the state's landmark biometric privacy law with its fingerprint timekeeping system.

☐ [Opinion attached](#) | [Read full article](#) »

### **EU Approves Fiat Chrysler, Peugeot Deal With Fixes**

Europe's antitrust enforcer on Monday approved the planned \$50 billion merger of equals between Fiat Chrysler and Peugeot after the automakers agreed to extend a partnership with Toyota for light commercial vehicles in the bloc and made other commitments.

[Read full article](#) »

## **TRUCKING**

### **7th Circ. Denies Driver's Bid To Restore \$1M Award For Crash**

Ericsson Inc.  
Fiat Chrysler  
Automobiles NV  
Ford Motor Co.  
General Motors Co.  
Google Inc.  
Groupe PSA  
HBR Consulting LLC  
Huawei Technologies  
Co. Ltd.  
Integral Consulting Inc.  
Major Lindsey & Africa  
LLC  
Microsoft Corp.  
MyCase Inc.  
NBCUniversal Media  
LLC  
New York Post  
New York State Bar  
Association  
Nokia Corp.  
Oath Inc.  
Openwave Mobility Inc.  
Oracle Corp.  
Postmates Inc.  
QUALCOMM Inc.  
Samsung Electronics  
Co. Ltd.  
Sisvel SpA  
Specialized Bicycle  
Components Inc.  
TCL Technology Group  
Corp.  
The Institute of  
Electrical & Electronics  
Engineers Inc.  
Toyota Motor Corp.  
Twitter Inc.  
Uber Technologies Inc.  
Volkswagen AG  
eBay Inc.

## **LAW FIRMS**

Akerman LLP  
Arnold & Porter



A man injured in a collision with a trucking company's big-rig driver was "hoisted with his own petard" when he refused to accept a reduced jury award and instead opted for a new trial in which he asked for a "symbolic verdict" and won no damages, a Seventh Circuit panel said Friday.

▣ [Opinion attached](#) | [Read full article](#) »

## ENERGY

### Analysis

#### The Biggest Environmental Law Decisions Of 2020

The U.S. Supreme Court issued a groundbreaking decision on the Clean Water Act's reach, chemical manufacturer Arkema defeated criminal charges over toxic releases in Texas related to Hurricane Harvey, and the Ninth Circuit delivered a big loss to youth plaintiffs that were seeking to hold the federal government accountable for climate change. Here, Law360 breaks down six of the biggest environmental law decisions of the year.

[Read full article](#) »

#### American Midstream Wants \$6.1M Judgment Undone In Texas

American Midstream LLC told a Texas appeals court that a misreading of its gas transportation agreement with a natural gas trader led a trial court to wrongly impose a \$6.1 million judgment for the trader when American Midstream should instead have won \$1.2 million for the trader's early termination of the contract.

▣ [Brief attached](#) | [Read full article](#) »

## EXPERT ANALYSIS

#### EPA Groundwater Guidance Fails To Answer Key Questions

Recent U.S. Environmental Protection Agency guidance on the U.S. Supreme Court's *County of Maui v. Hawaii Wildlife Fund* decision on permits for indirect groundwater discharges leaves technical questions on when and how to perform evaluations unanswered, making it of little practical value, says Marcia Greenblatt at Integral Consulting.

[Read full article](#) »

#### The Big SEP Victories Of Patent Owners In 2020

While the worldwide jurisprudence related to standard-essential patents tilted in favor of implementers for some time, this year nearly all of the news favored patent owners, and those critical developments in the U.S., U.K. and Germany touch on core aspects of crafting SEP strategies, say attorneys at Mintz.

[Read full article](#) »

## LEGAL INDUSTRY

### Analysis

#### New Attitude, Not New Tools: 4 Ways 2020 Altered Legal

Baker Botts  
Baker McKenzie  
BakerHostetler  
Bernstein Polsky  
Bryan Cave Leighton  
Paisner  
Cameli & Hoag  
Crowell & Moring  
DLA Piper  
Dentons  
Duane Morris LLP  
Finnegan  
Fish & Richardson  
Fox Rothschild  
Gibson Dunn  
Goodwin Procter  
Green Griffith  
Greenberg Glusker  
Greenberg Traurig  
Hagens Berman  
Harrity & Harrity  
Haynes & Boone  
Hogan Lovells  
Hunton Andrews Kurth  
Irell & Manella  
Jackson Walker LLP  
Kirkland & Ellis  
Law Offices of  
Raymond Guzell III  
Lief Cabraser  
Linklaters  
Loeb & Loeb  
Lowenstein &  
Weatherwax  
Mayer Brown  
McGuire Law PC  
Merchant & Gould  
Mintz Levin  
Morrison Cohen  
Norton Rose  
Ogletree Deakins  
Orrick Herrington  
Pollock Cohen



## Tech

The past year saw law firms' increased use of videoconferencing, cloud services and artificially intelligent contract management tools, all spurred by the pandemic. But legal-tech experts say what really changed in 2020 wasn't the technology, but law firms' willingness to use it.

[Read full article »](#)

## 5 More Law Firms Wrap 2020 With Significant Bonuses

Selendy & Gay PLLC, Stoel Rives LLP, Kirkland & Ellis LLP, Linklaters LLP and Irell & Manella LLP have announced end-of-year bonuses, with several exceeding the scale set by their BigLaw peers.

[Read full article »](#)

## Norton Rose To Give 55% Back Pay — And May Offer More

Norton Rose Fulbright on Monday reportedly paid back its U.S. employees for a portion of the salary they lost to pay cuts implemented between April and September of this year.

[Read full article »](#)

## Feature

### How 7 IP Firms Weathered The COVID-19 Pandemic

Attorneys from intellectual property firms say the COVID-19 pandemic was a logistical curveball, but their industry has largely been insulated from the worst of the pandemic's financial woes. Here, Law360 speaks with seven IP firms that span in size and location to get a snapshot of what their year looked like.

[Read full article »](#)

## Nokia Trims But Can't Beat Bias Suit By Former In-House Atty

A Texas federal judge trimmed a former Nokia Corp. in-house lawyer's suit claiming the telecommunications giant unjustly fired her after passing her over for promotion for a younger man, tossing retaliatory hostile work environment and wage discrimination claims Friday but leaving intact her other discrimination and retaliation claims.

[Read full article »](#)

## Fox Rothschild Fights Publisher's Sanctions Bid

Fox Rothschild LLP is blasting allegations that its attorneys violated professional ethics in trying to represent the publisher of Business Insurance in one action while simultaneously suing it on behalf of the publication's former CEO, denying any conflict and arguing any such arrangement would have been handled in an ethical way.

[Read full article »](#)

## 'Life Is Too Short,' Alsup Says Of Bid To Sanction Samsung

U.S. District Judge William Alsup rejected Samsung customers' bid to sanction the electronics giant or bring more claims on the heels of a class action settlement, expressing disbelief Monday that a yearslong dispute over broken plasma TVs could still be before him while a pandemic rages

Reed Smith  
Schiff Hardin  
Selendy & Gay  
Seyfarth Shaw  
Sterne Kessler  
Stoel Rives  
Stroock & Stroock  
Weil Gotshal  
Wilson Elser

## GOVERNMENT AGENCIES

California Supreme Court  
Equal Employment Opportunity Commission  
European Commission  
European Union  
Federal Aviation Administration  
Federal Trade Commission  
Los Angeles World Airports  
New York State Unified Court System  
Occupational Safety and Health Administration  
Texas Workforce Commission  
U.S. Army  
U.S. Army Corps of Engineers  
U.S. Attorney's Office  
U.S. Court of Appeals for the Federal Circuit  
U.S. Court of Appeals for the Ninth Circuit  
U.S. Court of Appeals for the Seventh Circuit  
U.S. Court of Appeals for the Sixth Circuit  
U.S. Department of Justice  
U.S. District Court for



on.

[Read full article »](#)

### **Atty Lin Wood Under Fire From Del. Judge For Election Suits**

Attorney L. Lin Wood's representation of former Trump adviser Carter Page in Delaware state court could be revoked based on his conduct in suits challenging the results of the general election as a plaintiff in Georgia and as counsel in Wisconsin, a state court judge said Friday.

[Read full article »](#)

### **4th Circ. Affirms Fraud Conviction Of Former W.Va. Justice**

The Fourth Circuit on Monday affirmed a lower court's decision convicting former West Virginia Supreme Court Justice Allen Loughry for mail and wire fraud, ruling the district court was correct to deny the former judge's motion for a new trial or an evidentiary hearing.

[Read full article »](#)

### **Leaders Appeal Order Keeping Older NY Judges On Bench**

New York's top state courts officials late Friday night appealed a Suffolk County judge's order from the same day that allowed older state court judges to continue to serve on the bench pending two age-discrimination lawsuits, court documents show.

[Read full article »](#)

### **Pa. Atty Says Former Firm Hid Revenue To Withhold Pay**

A Pittsburgh lawyer has accused his former law firm of hiding revenue from a whistleblower case he worked on to avoid paying the compensation he was contractually owed.

[Read full article »](#)

### **ICE Contractor Opposes Zoom Trial In Wash. Wage Suit**

A U.S. Immigration and Customs Enforcement contractor is resisting the prospect of a remote trial in a wage suit brought by the state of Washington, claiming that such a scenario would violate both parties' constitutional rights to a fair day in court.

[Read full article »](#)

#### **Interview**

### **15 Minutes With TriNet's Chief Legal Officer**

The most important way law firms can maximize value for in-house clients is by investing in the relationship, says TriNet Chief Legal Officer Samantha Wellington. Here, she discusses how the employment services company has fared during the pandemic, what issues have been keeping her up at night, and how one internal program is helping minority attorneys.

[Read full article »](#)

#### **JOBS**

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the Central District of California

U.S. District Court for the District of Connecticut

U.S. District Court for the District of Massachusetts

U.S. District Court for the Eastern District of California

U.S. District Court for the Northern District of California

U.S. District Court for the Northern District of Illinois

U.S. District Court for the Northern District of Texas

U.S. District Court for the Southern District of New York

U.S. District Court for the Western District of Pennsylvania

U.S. District Court for the Western District of Washington

U.S. Environmental Protection Agency

U.S. Immigration and Customs Enforcement

U.S. Supreme Court

United States District Court for the District of Montana



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**From:** OCP PASS ADMIN  
**Sent:** Tue, 22 Dec 2020 00:00:31 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

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 **CW3609** - **FY15-DOH HIV AIDS AND TB Control Human Car Agreement**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents is in anticipation

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW3770** - **AIS Implementation - DFS - FY15 - It Group**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

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
 **CW4135** - **Verizon Telecommunication Services**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

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
 **CW4395** - **Oracle SOA Licenses**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

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
 **CW4428** - **Pre & Post Transitional Care Homes (PTCH) - Sasha Bruce Youthwork**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

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 **CW4550** - **Alger Park Stream Restoration Project**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4213 - FY16\_OSSE\_ODM-ELA-MATH-ALT-MSAA-OPERATIONAL\_(MEASURED\_PROGRESS)**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4188 - NFPA Class 4 Fireboat**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4326 - FY17\_GD0\_Data\_SEDS Management and Maintenance**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4558 - CW37399 Environmental Services (Option Year 1)**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4472 - Pre & Post Transitional Care Homes (PTCH) - Associates for Renewal in Education**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4369 - Springhouse Run Stream Restoration & Stormwater Management Retrofit Project**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4688 - Third Party BLS Medical Transport Services**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4856 - FY17-OCTO-cGOV360 Maintenance and Support**  
0




**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4870** - **NFF; OCTO Temporary Personnel**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4651** - **DHS - Temp Services - AVID Systems**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4644** - **Enrollment Audit**  
0


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4661** - **Dell VDI (DESKTOP VIRTUALIZATION)**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4716** - **FY16-DOH Youth Social Marketing-Public Education and Communication**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4656** - **DHS - Temporary Services**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4767** - **FY17\_OSSE\_DAR\_Science Test Administration**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4919** - **Telecommunications Services Wireless Digital & Data Services, Associated**  
**8** - **Services Equipment**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4588** - **FY16-Power Equipment (DCPS)**  
**4**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4687** - **FY16-17 DOH HCA with Lab Corp for HAHSTA Laboratory Services**  
**3**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4915** - **FY17-OCTO-BOX LICENSES AND SUPPORT**  
**4**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4837** - **FY17\_GDO\_Data Analysts**  
**0**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4918** - **Cisco Equipment**  
**8**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4919** - **Cisco Switches and Wireless Access Points**  
**3**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4634** - **Temp Services - OCTO - NFF**




8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

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 **CW4806** - OSSE-DOT\_FY17\_Emergency\_Attendants for Vehicles BATTLE  
1

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5239** - SECURITY SERVICES FOR DCPS  
3


**The following** Approval for Insurance Documents

**task is overdue :**

**Task description :** Approval for Insurance Documents Required and is attached in the document section.

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW5742** - ELC Web-Based Licensure Application  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5710** - MMIS IV&V  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

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**From:** Natale, Vanessa (EOM)  
**Sent:** Tue, 22 Dec 2020 01:33:20 +0000  
**To:** Ross, Jed (ORM);Krainak, Michael (EOM);Barbera, Charles (EOM);Yeung, Sam (ORM)  
**Cc:** Moskowitz, Benjamin (EOM);Adams, Eugene (EOM)  
**Subject:** FW:  
**Attachments:** Motion to Dissolve.pdf, Order Dissolving Protective Order.pdf, Mayfield, James -- Order Granting in Part and Denying in Part Gov't Mot.....pdf

2-534(e)

Thanks!

**Vanessa Natale**

Deputy Director  
Mayor's Office of Legal Counsel  
Office: 202-727-8196  
[Vanessa.Natale@dc.gov](mailto:Vanessa.Natale@dc.gov)

---

**From:** Smith, Todd (DFS) <Todd.Smith3@dc.gov>  
**Sent:** Monday, December 21, 2020 1:33 PM  
**To:** Natale, Vanessa (EOM) <vanessa.natale@dc.gov>  
**Subject:**



**Todd C. Smith**

General Counsel | Office of the General Counsel | DC  
Department of Forensic Sciences (DFS)  
Office: (202) 727-8618 | Mobile: (202) 875-3990 | Email:  
[Todd.Smith3@dc.gov](mailto:Todd.Smith3@dc.gov)

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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA  
CRIMINAL DIVISION**

**UNITED STATES OF AMERICA** : **Case Nos.:** **2017 CF1 18408**  
: **2017 CF1 21905**  
:  
v. : **Judge:** **Hon. Neal E. Kravitz**  
:  
**ROBERT MOSES,** :  
**JAMES MAYFIELD** : **Date:** **November 17, 2020**

**GOVERNMENT'S MOTION TO DISSOLVE PROTECTIVE ORDER**

The United States of America, by and through its attorney, the United States Attorney for the District of Columbia, respectfully moves the Court to dissolve the protective orders entered on June 15, 2020 for Defendant Mayfield and on July 24, 2020 for Defendant Moses that governed sensitive investigative materials related to the government's investigation into the D.C. Department of Forensic Sciences (DFS). After consulting with the D.C. Office of the Inspector General (DC-OIG), the government has determined that the sensitive investigative materials no longer require protection. The government therefore asks that the protective orders be dissolved.

**CONCLUSION**

WHEREFORE, the United States respectfully requests that the Court grant the instant motion.

Respectfully submitted,

MICHAEL R. SHERWIN  
Acting United States Attorney

By: /s/ Kimberley C. Nielsen  
Kimberley C. Nielsen  
Sarah C. Santiago  
Assistant United States Attorneys  
555 Fourth Street, N.W.  
Washington, D.C. 20530

**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA  
CRIMINAL DIVISION**

|                                 |   |                   |                             |
|---------------------------------|---|-------------------|-----------------------------|
| <b>UNITED STATES OF AMERICA</b> | : | <b>Case Nos.:</b> | <b>2017 CF1 18408</b>       |
|                                 | : |                   | <b>2017 CF1 21905</b>       |
|                                 | : |                   |                             |
| <b>v.</b>                       | : | <b>Judge:</b>     | <b>Hon. Neal E. Kravitz</b> |
|                                 | : |                   |                             |
| <b>ROBERT MOSES,</b>            | : |                   |                             |
| <b>JAMES MAYFIELD</b>           | : | <b>Date:</b>      | <b>November 17, 2020</b>    |

**ORDER**

Based on the United States' request, the Protective Orders entered on June 15, 2020 (Mayfield) and July 24, 2020 (Moses) are hereby DISSOLVED. Any materials produced pursuant to the Protective Orders dated June 15, 2020 and July 24, 2020 are no longer governed by the terms of that order.

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Hon. Neal Kravitz  
Superior Court of the District of Columbia

**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA  
CRIMINAL DIVISION- FELONY BRANCH**

|                                 |   |                                |
|---------------------------------|---|--------------------------------|
| <b>UNITED STATES OF AMERICA</b> | ) |                                |
|                                 | ) | <b>Case No. 2017 CF1 18408</b> |
|                                 | ) | <b>2017 CF1 21905</b>          |
| <b>v.</b>                       | ) |                                |
|                                 | ) | <b>Judge Neal E. Kravitz</b>   |
| <b>ROBERT MOSES,</b>            | ) |                                |
| <b>JAMES MAYFIELD</b>           | ) |                                |
| <b>Defendants</b>               | ) |                                |

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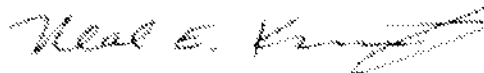
**ORDER**

On October 6, 2020, the government filed a motion to dissolve the protective orders entered on June 15, 2020 for Defendant Mayfield and on July 24, 2020 for Defendant Moses to govern the handling of investigative materials relating to the Department of Forensic Services. The government states that the safeguards required by the protective orders are no longer necessary. Defense counsel have informed the court's chambers that the defendants do not oppose the motion.

For good cause shown, it is this 7<sup>th</sup> day of October 2020

**ORDERED** that the government's motion is **GRANTED**. It is further

**ORDERED** that the protective orders entered on June 15, 2020 and July 24, 2020 are dissolved. Materials produced by the government to the defense pursuant to the terms of the protective orders are no longer governed by the terms of the orders.



Neal E. Kravitz, Associate Judge  
(Signed in Chambers)

Copies to:

Kimberly Nielsen, Esq.  
Veronice Holt, Esq.  
Kevin McCants, Esq.

SUPERIOR COURT OF THE DISTRICT OF COLUMBIA  
CRIMINAL DIVISION

|                          |   |                          |
|--------------------------|---|--------------------------|
| UNITED STATES OF AMERICA | ) |                          |
|                          | ) | Case No. 2017 CF1 021905 |
| v.                       | ) |                          |
|                          | ) | Judge Neal E. Kravitz    |
| JAMES MAYFIELD,          | ) |                          |
| Defendant                | ) |                          |

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**ORDER GRANTING IN PART AND DENYING IN PART GOVERNMENT'S MOTION  
FOR A PROTECTIVE ORDER REGARDING SOURCE DOCUMENTS UNDERLYING  
THE INVESTIGATION OF MISCONDUCT AT DFS**

The government has filed a motion requesting a protective order that would limit the use and dissemination of source materials related to the government's investigations of alleged misconduct by employees of the D.C. Department of Forensic Sciences (DFS) and officials of the Metropolitan Police Department (MPD). The government argues that it has shown "good cause" for a protective order, as required by Rule 16(d)(1) of the Superior Court Rules of Criminal Procedure, in that a broad release of the source materials could compromise possible future investigations into the alleged misconduct and infringe on the privacy of DFS employees. It asks that the court authorize the government to withhold certain investigative materials from the defense, specifically bulk collections of emails and internal records reflecting deliberations of the United States Attorney's Office (USAO). The defense has filed an opposition in which it argues that the government should be required to turn over more complete information than it proposes in its motion because the government's "proposed search is . . . effectively limited to a *Jencks* search and does not address issues related to the integrity of the FEU in processing evidence, processing of evidence in this case, or the maintenance of the chain of custody in this case." Def. Opp. At 5-6. The defense does not object to any of the specific restrictions on the

sharing of information set forth in the government's proposed order. The government has filed a reply.

For the reasons stated below, the court concludes that the government has not shown good cause for its request to withhold specific materials, including emails and internal records, but that it has shown good cause to impose some of its requested limitations on the manner in which the defense may use these materials.

### **Background**

On October 8, 2019, the D.C. Office of Inspector General, the Federal Bureau of Investigation, and the Fraud and Public Corruption Section of the USAO's Criminal Division began an investigation into allegations of misconduct at DFS and MPD. The allegations "included concerns about DFS operations related to the firearms examination and verification procedures used by the FEU [Firearms Examination Unit] during April and May 2017, in particular, and that DFS and MPD officials whitewashed the allegations and concealed them from the USAO." Gov. Mot. at 9.

The government finished its investigation and filed a report of its findings and recommendations on January 31, 2020. The report, which has been made public, explains that although investigators did not find evidence of criminal intent, their work did reveal "mismanagement, poor judgment, and failures of communication, all of which call into question the integrity and competence of FEU leadership, and broader concerns about DFS management's handling of internal disciplinary matters and Giglio issues." *Id.* at 10. Local and national news outlets have written about the investigation and the resulting report.

Shortly after the report was released, the government began filing motions in several cases, including this one, requesting protective orders limiting the defense's use and

dissemination of source materials related to the investigation. Here, the government states that it will disclose a copy of the report to the defense and that it will also produce certain primary source materials, subject to a protective order. The government also asks that a protective order authorize it to withhold from the defense “(1) the bulk collection of E-Mails obtained during the government’s investigation that were not identified through applicable searches as relevant to the FEU investigation; and (2) internal records of the USAO reflecting both its deliberations about whether it would sponsor a DFS witness and its communications with DFS personnel about this decision.” Gov. Mot. at 14. The government states that its “investigation does not implicate any DFS or MPD employees who are testifying in this case or who had a direct role in the collection, handling, processing, analysis, review, or verification of testing of the evidence in this case.” *Id.* at 13.

### **Discussion**

The government contends that the Rule 16 “good cause” standard governs its request for a protective order. The defense does not dispute the government’s assertion, and the court agrees that the Rule 16 good cause standard applies. Rule 16(d)(1) provides:

At any time the court may, for good cause, deny, restrict, or defer discovery or inspection, or grant other appropriate relief. The court may permit a party to show good cause by a written statement that the court will inspect ex parte. If relief is granted, the court must preserve the entire text of the party’s statement under seal.

The good cause standard of Rule 16(d)(1) “ensures that a protective order will not issue unless the party asking the court to issue it demonstrates that the order would advance or protect some legitimate interest other than suppression of expression.” *Humboldt Baykeeper v. Union Pac. R. Co.*, 244 F.R.D. 560, 562 (N.D. Cal. 2007). The requesting party must establish a “real” risk of disclosure and show that the feared disclosure “would cause an identifiable, significant



harm” *Id.* At 563. “Broad allegations of harm, unsubstantiated by specific examples or articulated reasoning,” are insufficient to support a good cause showing. *Wecht*, 484 F.3d at 211. A court considering a request for a protective order must “weigh fairly the competing needs and interests of parties affected by discovery.” *Seattle Times*, 467 U.S. at 36.

Here, the government has largely failed to show with any specificity how each of the prohibitions it has proposed would protect against an “identifiable, significant harm.” *Humboldt Baykeeper*, 244 F.R.D. at 562. The government argues that a broad protective order is necessary because the underlying emails may contain sensitive personal information. The court cannot agree. If there is in fact sensitive personal information in the emails, then the government should go through the emails and redact it before the emails are produced to the defense.

The government also argues that it should be permitted to withhold “both internal USAO records reflecting its deliberations and opinions, as well as USAO communications with DFS personnel about these decisions” because the government has an interest in “protecting its internal deliberations and opinions and DC-OIG’s ability to conduct its administrative inquiry without interference.” Gov. Mot. at 17. The court agrees that the government should not be required to disclose internal USAO communications so long as any facts that are contained within those communications and are otherwise subject to disclosure under *Brady* are shared with the defense. The court is not persuaded that the government should be allowed to withhold communications between the USAO and DFS. Those communications are not internal and have not been shown to be confidential. Indeed, they are contacts between the USAO and an agency the USAO has been investigating. The government therefore has failed to show good cause for this requested protection.

Finally, although the defense has not raised a challenge to this limitation in its opposition, the court finds that the government has failed to provide a satisfactory justification for its request that the defense be required to obtain prior court authorization each time it wishes to share any of the materials with any particular individual interviewed as part of the defense investigation. In addition to the fact that this would be incredibly restrictive and time-consuming for the defense, the court believes that the defense generally should be able to investigate *Brady* information disclosed by the government without court supervision and with restrictions imposed only as truly necessary to protect truly sensitive information. No such necessity has been shown here, and it is likely, in any event, that any person the defense chooses to show documents to will already know about the information referred to in the documents; presumably, that is the reason the defense will be interviewing the person.

The defense has not challenged other aspects of the government's proposed protective order, and the court finds that the unchallenged provisions impose reasonable limitations aimed at preventing the widespread dissemination of the underlying source materials.

Accordingly, it is this 15<sup>th</sup> day of June 2020

**ORDERED** that the government's motion for a protective order is **granted in part and denied in part**. Specifically, it is further

**ORDERED** that the United States must produce to the defense: (1) the bulk collection of E-Mails obtained during the government's investigation, with appropriate redactions made for sensitive personal information; and (2) records of the U.S. Attorney's Office for the District of Columbia (USAO) reflecting its communications with DFS personnel about whether it would sponsor a DFS witness. It is

**FURTHER ORDERED** that the United States does not need to produce to the defense internal records of the U.S. Attorney's Office for the District of Columbia (USAO) reflecting its wholly internal deliberations about whether it would sponsor a DFS witness, and it is

**FURTHER ORDERED**, pursuant to Super. Ct. R. Crim. P. 16(d) and Rule 3.8(e) of the D.C. Rules of Professional Conduct, that, with respect to the source materials related to its investigation, an index thereof, and any additional investigative materials that will or may be generated in connection with the criminal or administrative investigations and that the United States may come to possess:

1. **Materials Subject to this Order.** Except as provided herein, this protective order ("Order") governs sensitive investigation materials ("SIM") disclosed by the government in connection with this protective order, and as otherwise designated, at any stage of this case.
2. **Legal Defense Team.** The "legal defense team" includes defense counsel (defined as counsel of record in this case, including any post-conviction or appellate counsel) and any attorneys, investigators, paralegals, support staff, and expert witnesses who are advising or assisting defense counsel in connection with this case. The legal defense team does not include the defendant or the defendant's family members, friends, or associates.
3. **Limitations on Dissemination.** Except as otherwise permitted by this Order, the legal defense team shall not disseminate SIM materials directly or through any person or instrumentality to any person, entity, or public forum, other than members of the legal defense team.

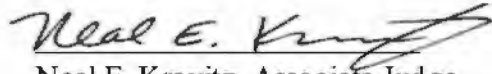
4. **Limitations on Use.** Subject to the limitations contained in this Order, the legal defense team may discuss SIM materials with, and defense counsel may authorize review of SIM materials by, (A) the defendant and (B) other persons interviewed as part of the defense investigation.
5. **Limitations on Reproduction.** Subject to limitations contained in this Order, the legal defense team may physically or electronically reproduce SIM materials as deemed necessary by defense counsel for use in connection with this case. Except as authorized herein, the legal defense team shall not provide a copy, screenshot, or electronic reproduction of the SIM materials to the defendant or any other person interviewed as part of the defense investigation. Any reproductions of SIM materials authorized by defense counsel shall be treated in the same manner as the original SIM materials.
6. **Storage Requirements.** Except as authorized herein, the legal defense team shall store SIM materials in a secure physical or electronic environment that limits access to members of the legal defense team. Defense counsel shall be responsible and accountable for maintaining, securing, and storing the SIM materials, including all reproductions thereof, and taking all necessary precautions to prevent unauthorized access.
7. **Responsibility to Limit Disclosure of Sensitive Information.** If the legal defense team discusses SIM materials with, or defense counsel authorizes the viewing of SIM materials by, the defendant or any other person interviewed as part of the defense investigation, then the legal defense team shall ensure that no such person hears or views any portion of the SIM materials that includes the following information:
  - a. dates of birth;

- b. social security or taxpayer identification numbers;
  - c. driver's license or non-driver's license identification numbers;
  - d. home or school addresses;
  - e. personal telephone numbers, cellular numbers, or e-mail addresses;
  - f. relatives, including names and contact information;
  - g. credit card, bank, debit, or other financial-account numbers; or
  - h. medical or mental health history information.
8. **Responsibility to Prevent Reproduction During Viewing.** If defense counsel authorizes the defendant or any other person interviewed as part of the defense investigation to view SIM materials, then the legal defense team shall ensure that such person does not copy, photograph, take screenshots, or otherwise reproduce the SIM materials.
9. **Viewing by Incarcerated Defendants.** If the defendant is incarcerated by the District of Columbia Department of Corrections (hereinafter "DCDOC"), then defense counsel is authorized to provide a copy of the SIM materials to the DCDOC Office of General Counsel so that the defendant can review the SIM materials pursuant to DCDOC's alternative viewing procedure. Before providing a copy of the SIM materials to DCDOC, defense counsel must ensure that the SIM materials provided to the defendant through DCDOC do not contain any sensitive information enumerated in paragraph 7. Nothing in this Order relieves the defendant or the legal defense team of its obligation to execute a waiver, or to comply with any other requirements established by the DCDOC's Procedures for Attorney Visitation and Discovery/Surveillance Review policy.

10. **Notification Regarding this Order.** Defense counsel must provide a copy of this Order to members of the legal defense team, the defendant, and any other person interviewed as part of the defense investigation before providing such persons with access to, or permitting them to view, SIM materials
11. **Disposition Following the Conclusion of this Criminal Case.** Following a dismissal or acquittal in this case, defense counsel shall destroy or return to the United States the SIM materials. Following a conviction in this case, defense counsel may retain a copy of the SIM materials. This Order shall remain in effect after the conclusion of this case and shall continue to govern the dissemination, use, reproduction, storage, and retention of SIM materials disclosed in this case. Nothing in this Order prevents the government from seeking a court order to further restrict the retention of SIM materials, and nothing in this Order prevents defense counsel from seeking a court order allowing broader retention of the SIM materials.
12. **Automatic Exclusion from this Order.** This Order does not apply to SIM materials that are, or later become, part of the public record, including materials that have been received in evidence in this or other public trials, or materials that are publicly released by the USAO or the Government of the District of Columbia, including the Metropolitan Police Department.
13. **Scope of this Order.** This Order does not prevent any party from objecting to the discovery or admission of SIM materials that it otherwise believes to be improper. This Order also does not constitute a ruling on: (A) any potential objections to the discoverability or admissibility of SIM materials; or (B) whether any particular SIM

material is properly discoverable or admissible. This Order is not intended to limit the use of SIM materials in any judicial proceedings in this case.

14. **Modification of this Order.** Consent to this Order does not constitute a waiver or otherwise prevent any party from seeking modification of this Order.



Neal E. Kravitz, Associate Judge  
(Signed in Chambers)

Copies to:  
Sarah Santiago, Esq.  
Kimberly Nielsen, Esq.  
Veronice A. Holt, Esq.  
*Via CaseFileXpress*





















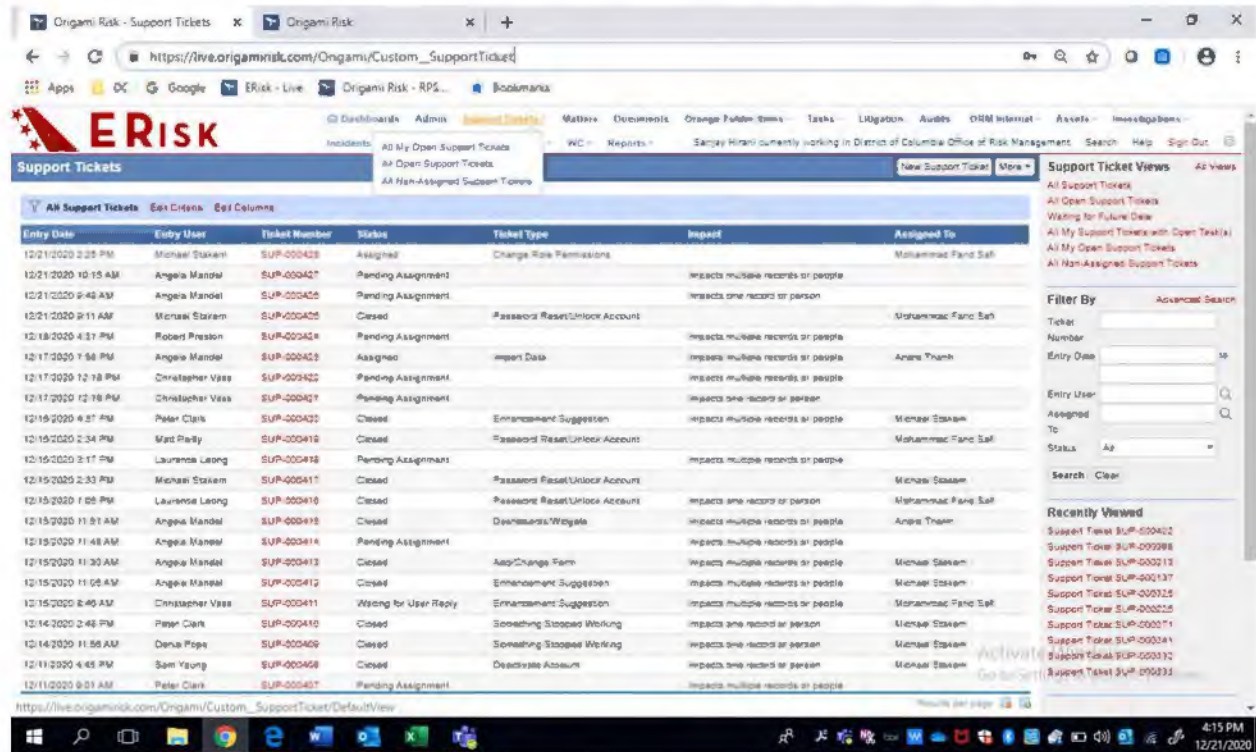


**From:** Hirani, Sanjay (OCTO)  
**Sent:** Mon, 21 Dec 2020 21:18:35 +0000  
**To:** Preston, Robert (EOM)  
**Cc:** Waters, Jane (EOM); Gatton, Roger (EOM); Yeung, Sam (ORM); Stakem, Michael (OCTO); Thanh, Andre (ORM); Moon, Beth (EOM); Ross, Jed (ORM)  
**Subject:** RE: Property Policy Report - Sort Issue

Hello team,

Thanks you for starting the User Acceptance Testing of the Insurance modules (Property, Builders Risk, etc.). We expect a lot more issues and will try and resolve asap.

Will greatly appreciate if you can create Support Tickets in ERisk so we can track the issues to completion. All other teams are using it and has been a good tool to track open items.



Thank you for your help to test the system so we can best tailor it to your needs.

Sanjay

Sanjay Hirani, PMP, ITIL, TOGAF, OpenGroup Certified Architect  
 Enterprise Architect | Application Development & Operations  
 Office of the Chief Technology Officer (OCTO) assigned to the Office of Risk Management (ORM)  
 441 4<sup>th</sup> Street NW, Suite 800, Washington, DC 20001  
 Mobile: 703.334.1548  
 Email: [sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)

Website: [www.octo.dc.gov](http://www.octo.dc.gov)

**From:** Hirani, Sanjay (OCTO)

**Sent:** Monday, December 21, 2020 1:56 PM

**To:** Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>

**Cc:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>; Gatton, Roger (EOM) <[roger.gatton@dc.gov](mailto:roger.gatton@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stakem, Michael (OCTO) <[michael.stakem@dc.gov](mailto:michael.stakem@dc.gov)>; Thanh, Andre (ORM) <[andre.thanh@dc.gov](mailto:andre.thanh@dc.gov)>; Moon, Beth (EOM) <[beth.moon@dc.gov](mailto:beth.moon@dc.gov)>

**Subject:** Property Policy Report - Sort Issue

Hi Robert,

Thanks for notifying us about the Sort issue. The issue was there is a "Total" row at the bottom of the report that should not be sorted, hence it was created as a merged cell.

In the attached report, I deleted the Total rows at the bottom as well as some empty rows above the header.

Please try if this attached spreadsheet can be sorted/filtered. We can then update the ERisk report to generate this spreadsheet.

Greatly appreciate your and the teams feedback.

Thanks,  
Sanjay

Sanjay Hirani, PMP, ITIL, TOGAF, OpenGroup Certified Architect  
Enterprise Architect | Application Development & Operations  
Office of the Chief Technology Officer (OCTO) assigned to the Office of Risk Management (ORM)  
441 4<sup>th</sup> Street NW, Suite 800, Washington, DC 20001  
Mobile: 703.334.1548  
Email: [sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)  
Website: [www.octo.dc.gov](http://www.octo.dc.gov)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](http://coronavirus.dc.gov).

**From:** Osborn, Clint (HSEMA)  
**Sent:** Mon, 21 Dec 2020 21:11:30 +0000  
**To:** EOC Manager (HSEMA);PlanSec, EOC (HSEMA);LogSec, EOC (HSEMA);OpsSec, EOC (HSEMA);PIO, EOC (HSEMA)  
**Cc:** Newland, Laura (DACL);Goodhue, Shannon (DBH);Bazron, Barbara (DBH);Nesbitt, LaQuandra S. (DOH);Ashley, Patrick (DOH);Gibson, Ventris (DCHR);jonathan.s.ebbert.mil@mail.mil;David, Gregory (HSEMA);Ferebee, Lewis (DCPS);carlton.gerald;Chrappah, Ernest (DCRA);Slade, Keith (DCRA);Marootian, Jeffrey M. (DDOT);Neider, Thomas (DDOT);JonesBest, Natalie (DDOT);McCollough, Mathew (EOM);Smith, Jenifer (DFS);Williamson, Melanie (DHCF);Zeilinger, Laura (DHS);Kershbaum, Sharon (DHS);Handerhan, Larry J. (DHS);Brown, Justin (DHS);Kihn, Paul (EOM);Wells, Tommy (DOEE);Fisherow, Carlie (EOM);Turnage, Wayne (DHCF);Smith, Rayna (EOM);Smith, Jessica (EOM);Melder, Jay (EOM);Breems, Joseph (EOM);Babers, Lucinda (EOM);Dampier, Ronnie (EOM);Falcicchio, John (EOM);Carney, Sharon (EOM);Williams, Malik (EOM);Donahue, Kevin (EOM);Gil, Helder (EOM);Deichmeister, Jayne (DOEE);Morris-Hughes, Unique (DOES);Chapple, Nicole (DOES);Geldart, Chris (DPW);Spriggs, Timothy (DPW);Talamante, Tomás (EOM);Foster, LaToya (EOM);Peckumn, Nicole (HSEMA);Mena, Rebekah (HSEMA);Dean, Gregory (FEMS);Baker, Craig (FEMS);Sollers, John Jr. (FEMS);Donnelly, John (FEMS);Rodriguez, Chris (HSEMA);Speranza, Carrie (HSEMA);Newsham, Peter (MPD);Carroll, Jeffery W. (MPD);DeWitt, Jeffrey (OCFO);Mitchell, Roger (OCME);Diaz, Francisco (OCME);Parker, Lindsey (OCTO);z-Thiele, Christina (OCTO);Schutter, George (OCP);Manassa, Marvin (OCP);Ross, Jed (ORM);Anderson, Arrelle (OUC);Healy, Patrick (EOM);Holmes, Karima (OUC);Scales, Ayris (EOM);Stevens, Anthony V. (EOM);Reed, Jennifer (EOM);Anderson, Arrelle (OUC)  
**Subject:** COVID-19: Weekly Situation Report 21Dec2020  
**Attachments:** COVID-19 Situation Report\_122120.pdf

COVID-19 Directors,

Attached is the COVID-19 Situation Report for this week. We will produce and distribute the Situation Report each Monday, with adjustments to the frequency and content based upon operations.

As always, please reach out to [2-534\(a\)\(10\)](tel:2-534(a)(10)) if you have any questions.

Regards,

Clint



**Clint Osborn**

**CHIEF OF OPERATIONS**

Operations Division

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Primary: 202-417-1478

Alternate: 202-577-9414

[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)

[hsema.dc.gov](http://hsema.dc.gov)

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**From:** Osborn, Clint (HSEMA)  
**Sent:** Mon, 21 Dec 2020 21:11:30 +0000  
**To:** EOC Manager (HSEMA);PlanSec, EOC (HSEMA);LogSec, EOC (HSEMA);OpsSec, EOC (HSEMA);PIO, EOC (HSEMA)  
**Cc:** Newland, Laura (DACL);Goodhue, Shannon (DBH);Bazron, Barbara (DBH);Nesbitt, LaQuandra S. (DOH);Ashley, Patrick (DOH);Gibson, Ventriss (DCHR);jonathan.s.ebbert.mil@mail.mil;David, Gregory (HSEMA);Ferebee, Lewis (DCPS);carlton.gerald;Chrappah, Ernest (DCRA);Slade, Keith (DCRA);Marootian, Jeffrey M. (DDOT);Neider, Thomas (DDOT);JonesBest, Natalie (DDOT);McCollough, Mathew (EOM);Smith, Jenifer (DFS);Williamson, Melanie (DHCF);Zeilinger, Laura (DHS);Kershbaum, Sharon (DHS);Handerhan, Larry J. (DHS);Brown, Justin (DHS);Kihn, Paul (EOM);Wells, Tommy (DOEE);Fisherow, Carlie (EOM);Turnage, Wayne (DHCF);Smith, Rayna (EOM);Smith, Jessica (EOM);Melder, Jay (EOM);Breems, Joseph (EOM);Babers, Lucinda (EOM);Dampier, Ronnie (EOM);Falcicchio, John (EOM);Carney, Sharon (EOM);Williams, Malik (EOM);Donahue, Kevin (EOM);Gil, Helder (EOM);Deichmeister, Jayne (DOEE);Morris-Hughes, Unique (DOES);Chapple, Nicole (DOES);Geldart, Chris (DPW);Spriggs, Timothy (DPW);Talamante, Tomás (EOM);Foster, LaToya (EOM);Peckumn, Nicole (HSEMA);Mena, Rebekah (HSEMA);Dean, Gregory (FEMS);Baker, Craig (FEMS);Sollers, John Jr. (FEMS);Donnelly, John (FEMS);Rodriguez, Chris (HSEMA);Speranza, Carrie (HSEMA);Newsham, Peter (MPD);Carroll, Jeffery W. (MPD);DeWitt, Jeffrey (OCFO);Mitchell, Roger (OCME);Diaz, Francisco (OCME);Parker, Lindsey (OCTO);z-Thiele, Christina (OCTO);Schutter, George (OCP);Manassa, Marvin (OCP);Ross, Jed (ORM);Anderson, Arrelle (OUC);Healy, Patrick (EOM);Holmes, Karima (OUC);Scales, Ayris (EOM);Stevens, Anthony V. (EOM);Reed, Jennifer (EOM);Anderson, Arrelle (OUC)  
**Subject:** COVID-19: Weekly Situation Report 21Dec2020  
**Attachments:** COVID-19 Situation Report\_122120.pdf

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As always, please reach out to [2-534\(a\)\(10\)](tel:2-534(a)(10)) if you have any questions.

Regards,

Clint



**Clint Osborn**

**CHIEF OF OPERATIONS**

Operations Division

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Primary: 202-417-1478

Alternate: 202-577-9414

[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)

[hsema.dc.gov](http://hsema.dc.gov)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](http://coronavirus.dc.gov).









**From:** Osborn, Clint (HSEMA)  
**Sent:** Mon, 21 Dec 2020 21:11:30 +0000  
**To:** EOC Manager (HSEMA);PlanSec, EOC (HSEMA);LogSec, EOC (HSEMA);OpsSec, EOC (HSEMA);PIO, EOC (HSEMA)  
**Cc:** Newland, Laura (DACL);Goodhue, Shannon (DBH);Bazron, Barbara (DBH);Nesbitt, LaQuandra S. (DOH);Ashley, Patrick (DOH);Gibson, Ventriss (DCHR);jonathan.s.ebbert.mil@mail.mil;David, Gregory (HSEMA);Ferebee, Lewis (DCPS);carlton.gerald;Chrappah, Ernest (DCRA);Slade, Keith (DCRA);Marootian, Jeffrey M. (DDOT);Neider, Thomas (DDOT);JonesBest, Natalie (DDOT);McCollough, Mathew (EOM);Smith, Jenifer (DFS);Williamson, Melanie (DHCF);Zeilinger, Laura (DHS);Kershbaum, Sharon (DHS);Handerhan, Larry J. (DHS);Brown, Justin (DHS);Kihn, Paul (EOM);Wells, Tommy (DOEE);Fisherow, Carlie (EOM);Turnage, Wayne (DHCF);Smith, Rayna (EOM);Smith, Jessica (EOM);Melder, Jay (EOM);Breems, Joseph (EOM);Babers, Lucinda (EOM);Dampier, Ronnie (EOM);Falcicchio, John (EOM);Carney, Sharon (EOM);Williams, Malik (EOM);Donahue, Kevin (EOM);Gil, Helder (EOM);Deichmeister, Jayne (DOEE);Morris-Hughes, Unique (DOES);Chapple, Nicole (DOES);Geldart, Chris (DPW);Spriggs, Timothy (DPW);Talamante, Tomás (EOM);Foster, LaToya (EOM);Peckumn, Nicole (HSEMA);Mena, Rebekah (HSEMA);Dean, Gregory (FEMS);Baker, Craig (FEMS);Sollers, John Jr. (FEMS);Donnelly, John (FEMS);Rodriguez, Chris (HSEMA);Speranza, Carrie (HSEMA);Newsham, Peter (MPD);Carroll, Jeffery W. (MPD);DeWitt, Jeffrey (OCFO);Mitchell, Roger (OCME);Diaz, Francisco (OCME);Parker, Lindsey (OCTO);z-Thiele, Christina (OCTO);Schutter, George (OCP);Manassa, Marvin (OCP);Ross, Jed (ORM);Anderson, Arrelle (OUC);Healy, Patrick (EOM);Holmes, Karima (OUC);Scales, Ayris (EOM);Stevens, Anthony V. (EOM);Reed, Jennifer (EOM);Anderson, Arrelle (OUC)  
**Subject:** COVID-19: Weekly Situation Report 21Dec2020  
**Attachments:** COVID-19 Situation Report\_122120.pdf

COVID-19 Directors,

Attached is the COVID-19 Situation Report for this week. We will produce and distribute the Situation Report each Monday, with adjustments to the frequency and content based upon operations.

As always, please reach out to [2-534\(a\)\(10\)](tel:2-534(a)(10)) if you have any questions.

Regards,

Clint



**Clint Osborn**

**CHIEF OF OPERATIONS**

Operations Division

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Primary: 202-417-1478

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[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)

[hsema.dc.gov](http://hsema.dc.gov)

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**From:** Google Forms  
**Sent:** Mon, 21 Dec 2020 20:47:39 +0000  
**To:** jed.ross@dc.gov  
**Subject:** COVID-19: Agency Daily Report - 12.21.2020

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Thanks for filling out  
[COVID-19: Agency Daily Report - 12.21.2020](#)

Here's what we got from you:

[Edit response](#)

## COVID-19: Agency Daily Report - 12.21.2020

The purpose of this survey is to help us better understand possible changes and disruptions to your agency providing critical services and carrying out day-to-day operations. Please answer the questions below with this in mind. Thank you!

Email address \*

jed.ross@dc.gov



Agency \*

ORM

Agency cluster \*

IS

PHASE TWO Re-Opening

Describe any challenges your agency is experiencing to maintain current operations that it is unable to address with existing resources (e.g., critical staffing shortages, lack of PPE and cleaning materials, or other supply procurement difficulties).

\*

No new challenges related to Covid for the agency. We are drafting regulations and a Mayor's Order for Health and Safety matters impact the District which may include vaccination guidance. In addition, ORM is working on guidance related to the use and approval processes for the Settlement and Judgment Fund.

Are there any previously approved operational changes that will go into effect NEXT WEEK?

\*

Yes

No

If you answered yes to the previous question, please identify those operational changes.

Does your agency have any NEW PROPOSALS for changes to the operations of your agency (e.g., telework status change, facility openings/closings, hours modification, implementation of previously waived fees or deadlines, etc.)? Please note that only changes that have not yet been reviewed by the EOC for approval should be included here. \*

Yes

No

If you answered yes to the previous question, note that you must first receive approval from the Mission Support and Modified Operations Section in the EOC. Please list any NEW PROPOSALS below.

To your knowledge, how many total employees in your agency have tested positive for COVID-19 to date? If none OR if responding for a mayoral agency in the DMPSJ cluster, please put 0. \*

0

To your knowledge, how many employees in your agency are currently in quarantine? If none OR if responding for a mayoral agency in the DMPSJ cluster, please put 0. \*

0

If your agency has had employees out for treatment or quarantine, how many total employees have returned to work to date? If none OR if responding for a mayoral agency in the DMPSJ cluster, please put 0.

\*

3

**From:** GCG Financial  
**Sent:** Mon, 21 Dec 2020 20:49:34 +0000  
**To:** jed.ross@dc.gov  
**Subject:** Weekly Market Update - Week of 12/21/2020

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## Weekly Market Update | Week of December 21, 2020

### **The Week on Wall Street**

Stocks climbed higher amid the COVID-19 vaccine rollout and an improving outlook for a fiscal stimulus bill.

The Dow Jones Industrial Average, which has lagged all year, gained 0.44%. The Standard & Poor's 500 picked up 1.25% while the Nasdaq Composite index surged 3.05%. The MSCI EAFE index, which tracks developed overseas stock markets, rose 2.44%.<sup>1,2,3</sup>

### **Stocks Climb Higher**

In a week that celebrated the national rollout of a COVID-19 vaccine, market enthusiasm was tempered by worries of infection caseload and fresh economic lockdowns.

Investors turned their focus to the fiscal stimulus negotiations in Washington, D.C., with the hope that a relief bill may be the bridge that gets the economy over its near-term troubles until vaccine distribution grows more widespread.

These negotiations were not smooth sailing. When a compromise bill appeared to gather support, markets quickly moved higher, with the Dow Jones Industrial Average, S&P 500, and NASDAQ Composite all setting new record high closes on Thursday.<sup>4</sup>

Stocks slipped in the final day of trading as stimulus hopes wavered.

### **Fed Outlook on Economy Improves**

The Federal Reserve on Wednesday concluded its last meeting of the Federal Open Market Committee for 2020. Fed officials provided more detail for its monthly bond purchase program and reiterated their commitment to a monthly purchase of \$120 billion of Treasury and mortgage-back securities until its inflation and employment goals are met.<sup>5</sup>

The Federal Reserve also raised its outlook on the U.S. economy. It revised its September forecast of a 3.7% decline in GDP in 2020 to a 2.4% decline, and increased its 2021 GDP growth forecast from 4.0% to 4.2%. It also expects unemployment at 2020 year-end would fall to 6.7%, substantially lower than its earlier estimate of 7.6%.<sup>6</sup>

**Final Thoughts**

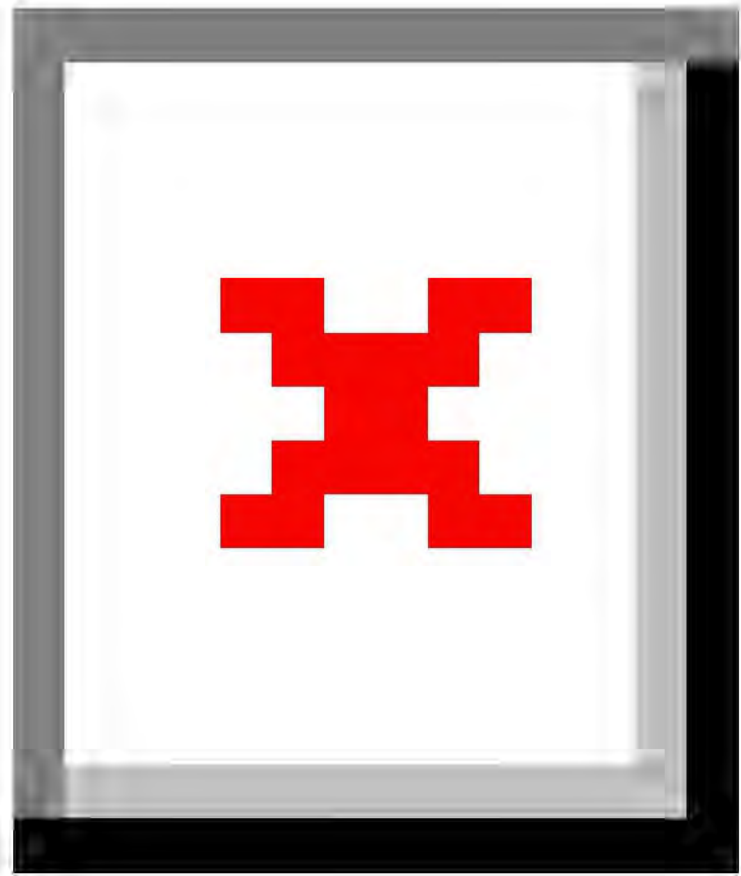
Our weekly market commentary will not be published next week. We would like to take this moment to wish you and your family a safe and joyous holiday season.

| Day       | THE WEEK AHEAD: KEY ECONOMIC DATA                                       |
|-----------|---|
| Tuesday   | Gross Domestic Product (GDP), Consumer Confidence, Existing Home Sales. |
| Wednesday | New Home Sales, Consumer Sentiment.                                     |
| Thursday  | Durable Goods Orders, Jobless Claims.                                   |

Source: Econday, December 18, 2020  
The Econday economic calendar lists upcoming U.S. economic data releases (including key economic indicators), Federal Reserve policy meetings, and speaking engagements of Federal Reserve officials. The content is developed from sources believed to be providing accurate information. The forecasts or forward-looking statements are based on assumptions and may not materialize. The forecasts also are subject to revision.

| Day       | THE WEEK AHEAD: COMPANIES REPORTING EARNINGS  |
|-----------|---|
| Tuesday   | Cintas Corporation (CTAS), Carmax, Inc. (KMX) |
| Wednesday | Paychex, Inc. (PAYX)                          |

Source: Zacks, December 18, 2020  
Companies mentioned are for informational purposes only. It should not be considered a solicitation for the purchase or sale of the securities. Any investment should be consistent with your objectives, time frame and risk tolerance. The return and principal value of investments will fluctuate as market conditions change. When sold, investments may be worth more or less than their original cost. Companies may reschedule when they report earnings without notice.





Notes: All index returns (except S&P 500) exclude reinvested dividends, and the 5-year and 10-year returns are annualized. The total returns for the S&P 500 assume reinvestment of dividends on the last day of the month. This may account for differences between the index returns published on Morningstar.com and the index returns published elsewhere. International performance is represented by the MSCI EAFE Index. Past performance is no guarantee of future results. Indices are unmanaged and cannot be invested into directly.

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## Resources

By clicking on these links, you will leave our server as they are located on another server. We have not independently verified the information available through this [link](#). The [link](#) is provided to you as a matter of interest. Please click on the links below to leave and proceed to the selected site.

- 01 The Wall Street Journal, December 18, 2020
- 02 The Wall Street Journal, December 18, 2020
- 03 The Wall Street Journal, December 18, 2020
- 04 CNBC, December 17, 2020
- 05 The Wall Street Journal, December 16, 2020
- 06 CNBC, December 16, 2020

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Investing involves risk including the potential loss of principal. No investment strategy can guarantee a profit or protect against loss in periods of declining values.

Diversification does not guarantee profit nor is it guaranteed to protect assets.

International investing involves special risks such as currency fluctuation and political instability and may not be suitable for all investors.

The Standard & Poor's 500 (S&P 500) is an unmanaged group of securities considered to be representative of the stock market in general.

The Dow Jones Industrial Average is a price-weighted average of 30 significant stocks traded on the New York Stock Exchange and the NASDAQ. The DJIA was invented by Charles Dow back in 1896.

The Nasdaq Composite is an index of the common stocks and similar securities listed on the NASDAQ stock market and is considered a broad indicator of the performance of stocks of technology companies and growth companies.

The MSCI EAFE Index was created by Morgan Stanley Capital International (MSCI) that serves as a benchmark of the performance in major international equity markets as represented by 21 major MSCI indices from Europe, Australia, and Southeast Asia.

The 10-year Treasury Note represents debt owed by the United States Treasury to the public. Since the U.S. Government is seen as a risk-free borrower, investors use the 10-year Treasury Note as a benchmark for the long-term bond market.

Opinions expressed are subject to change without notice and are not intended as investment advice or to predict future performance.

Past performance does not guarantee future results.

You cannot invest directly in an index.

Consult your financial professional before making any investment decision.

Fixed income investments are subject to various risks including changes in interest rates, credit quality, inflation risk, market valuations, prepayments, corporate events, tax ramifications and other factors.


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- ↪ [Chapter 3. Specified Governmental Authority.](#)
- ↪ [Subchapter I. Additional Governmental Powers and Responsibilities.](#)
- ↪ [Part F-i. Office of the Inspector General.](#)

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[Part F. Additional Authority of the Attorney General.](#)

### **Next**

[Part G. Authority to Participate in Multistate Efforts to Develop Sales and Use Taxes.](#)

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### **Part F-i. Office of the Inspector General.**

[§ 1–301.115a. Creation and duties of Office of the Inspector General.](#)

[§ 1–301.115b. Deadline for appointment of Inspector General.](#)

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**§ 1–301.115a. Creation and duties of Office of the Inspector General.**

(a)(1)(A) There is created within the executive branch of the government of the District of Columbia the Office of the Inspector General. The Office shall be headed by an Inspector General appointed pursuant to subparagraph (B) of this subsection, who shall serve for a term of 6 years and shall be subject to removal only for cause by the Mayor (with the approval of the District of Columbia Financial Responsibility and Management Assistance Authority in a control year) or (in the case of a control year) by the Authority. The Inspector General shall not serve in a hold-over capacity upon the expiration of his or her term.

(A-i)(i) If a vacancy in the position of Inspector General occurs as a consequence of resignation, disability, death, or a reason other than the expiration of the term of the Inspector General, the Mayor shall appoint a replacement to fill the unexpired term in the same manner provided in subparagraph (C) of this paragraph; provided, that the Mayor shall submit the nomination to the Council within 30 days after the occurrence of the vacancy. A person appointed to fill the unexpired term shall serve only for the remainder of the term.

(ii) If a vacancy occurs, no person shall serve on an acting basis as the Inspector General unless the person meets the requirements of subparagraph (D-i) [repealed] of this paragraph.

(A-ii) The Inspector General first appointed by the Mayor by and with the advice and consent of the Council, on or after November 4, 2003, shall serve until May 19, 2008. Each Inspector General appointed to fill the position after May 19, 2008 shall serve a 6-year term to end May 19, 2014 and every 6 years thereafter.

(B) During a control year, the Inspector General shall be appointed by the Mayor as follows:

(i) Prior to the appointment of the Inspector General, the Authority may submit recommendations for the appointment to the Mayor.

(ii) In consultation with the Authority and the Council, the Mayor shall nominate an individual for appointment and notify the Council of the nomination.

(iii) After the expiration of the 7-day period which begins on the date the Mayor notifies the Council of the nomination under sub-subparagraph (ii) of this subparagraph, the Mayor shall notify the Authority of the nomination.

(iv) The nomination shall be effective subject to approval by a majority vote of the Authority.

(C) During a year which is not a control year, the Inspector General shall be appointed by the Mayor with the advice and consent of the Council. Prior to appointment, the Authority may submit recommendations for the appointment.

(D) The Inspector General shall be appointed:

(i) Without regard to party affiliation;

(ii) On the basis of integrity;

(iii) With demonstrated supervisory and management experience; and

(iv) With demonstrated experience and ability, in the aggregate, in law, accounting, auditing, financial management analysis, public administration, or investigations.

(D-i) Repealed.

(E)(i) The Inspector General shall be paid at a rate established by the Mayor, subject to Council approval by resolution.

(ii) On or after March 14, 2007, the Mayor may re-determine the compensation of the incumbent Inspector General retroactive to the date of his appointment.

(2) The annual budget for the Office shall be adopted as follows:

(A) The Inspector General shall prepare and submit to the Mayor, for inclusion in the annual budget of the District of Columbia under part D of title IV of the District of Columbia Home Rule Act [[§ 1-204.41](#) et seq.], for the year, annual estimates of the expenditures and appropriations necessary for the operation of the Office for the year. All such estimates shall be forwarded by the Mayor to the Council of the District of Columbia for its action pursuant to §§ [1-204.46](#) and [1-206.03\(c\)](#), without revision but subject to recommendations, including recommendations on reallocating any funds from the Inspector General's estimates to other items in the District budget.

(B) Amounts appropriated for the Inspector General shall be available solely for the operation of the Office, and shall be paid to the Inspector General by the Mayor (acting through the Chief Financial Officer of the District of Columbia) in such installments and at such times as the Inspector General requires.

(3) The Inspector General shall:

(A) Conduct independent fiscal and management audits of District government operations;

(B) Receive notification in advance of all external audits conducted by any District government entity, with the exception of the District of Columbia Auditor, and immediately provided with a copy of any final report issued;

(C) Serve as principal liaison between the District government and the U.S. General Accounting Office;

(D) Independently conduct audits, inspections, assignments, and investigations as the Mayor shall request, and any other audits, inspections and investigations that are necessary or desirable in the Inspector General's judgment;

(E) Annually conduct an operational audit of all procurement activities carried out pursuant to this chapter in accordance with regulations and guidelines prescribed by the Mayor and issued in accordance with [§ 2-302.05](#) [repealed];

(F)(i) Forward to the appropriate authority any report, as a result of any audit, inspection or investigation conducted by the office, identifying misconduct or unethical behavior; and



(ii) Forward to the Mayor, within a reasonable time of reporting evidence of criminal wrongdoing to the Office of the U.S. Attorney or other law enforcement office, any report regarding the evidence, if appropriate;

(G) Pursuant to a contract described in paragraph (4) of this subsection, provide certifications under [§ 47-3401.01\(b\)\(5\)](#);

(H) Pursuant to a contract described in paragraph (4) of this subsection, audit the complete financial statement and report on the activities of the District government for such fiscal year, for the use of the Mayor under [§ 1-204.48\(a\)\(4\)](#);

(I) Not later than 30 days before the beginning of each fiscal year (beginning with fiscal year 1996) and in consultation with the Mayor, the Council, and the Authority, establish an annual plan for audits to be conducted under this paragraph during the fiscal year under which the Inspector General shall report only those variances which are in an amount equal to or greater than \$1,000,000 or 1% of the applicable annual budget for the program in which the variance is found (whichever is lesser); and

(J) During fiscal year 2006 and each succeeding fiscal year, conduct investigations to determine the accuracy of certifications made to the Chief Financial Officer of the District of Columbia under [§ 1-204.24d\(28\)](#) of attorneys in special education cases brought under the Individuals with Disabilities Education Act in the District of Columbia.

(4) The Inspector General shall enter into a contract with an auditor who is not an officer or employee of the Office to:

(A) Audit the financial statement and report described in paragraph (3)(H) of this subsection for a fiscal year, except that the financial statement and report may not be audited by the same auditor (or an auditor employed by or affiliated with the same auditor, except as may be provided in paragraph (5)) for more than 5 consecutive fiscal years; and

(B) Audit the certification described in paragraph (3)(G) of this subsection.

(5) Notwithstanding paragraph (4)(A) of this subsection, an auditor who is a subcontractor to the auditor who audited the financial statement and report described in paragraph (3)(H) of this subsection for a fiscal year may audit the financial statement and report for any succeeding fiscal year (as either the prime auditor or as a subcontractor to another auditor) if:

(A) Such subcontractor is not a signatory to the statement and report for the previous fiscal year;

(B) The prime auditor reviewed and approved the work of the subcontractor on the statement and report for the previous fiscal year; and

(C) The subcontractor is not an employee of the prime contractor or of an entity owned, managed, or controlled by the prime contractor.

(a-1) It is the purpose of the Office of the Inspector General to independently:

(1) Conduct and supervise audits, inspections and investigations relating to the programs and operations of District government departments and agencies, including independent agencies;

(2) Provide leadership and coordinate and recommend policies for activities designed to promote economy, efficiency, and effectiveness and to prevent and detect corruption, mismanagement, waste, fraud, and abuse in District government programs and operations; and

(3) Provide a means for keeping the Mayor, Council, and District government department and agency heads fully and currently informed about problems and deficiencies relating to the administration of these programs and operations and the necessity for and progress of corrective actions.

(b)(1) In determining the procedures to be followed and the extent of the examinations of invoices, documents, and records, the Inspector General shall give due regard to the provisions of this chapter and shall comply with standards established by the U.S. Comptroller General for audits of federal establishments, organizations, programs, activities and functions, and shall comply with standards established by the President's Council on Integrity and Ethics for investigations and inspections, and generally accepted procurement principles, practices, and procedures, including federal and District case law, decisions of the U.S. Comptroller General, and decisions of federal contract appeals boards.

(2) The Inspector General shall give due regard to the activities of the District of Columbia Auditor with a view toward avoiding duplication and insuring effective coordination and cooperation. The Inspector General shall take appropriate steps to assure that work performed by auditors, inspectors and investigators within or for the Office of the Inspector General shall comply with the standards and procedures determined through the application of this subsection.

(b-1) The Inspector General shall not disclose the identity of any person who brings a complaint or provides information to the Inspector General, without the person's consent, unless the Inspector General determines that disclosure is unavoidable or necessary to further the ends of an investigation.

(c)(1) The Inspector General shall have access to the books, accounts, records, reports, findings, and all other papers, items, or property belonging to or in use by all departments, agencies, instrumentalities, and employees of the District government, including agencies which are subordinate to the Mayor, independent agencies, boards, and commissions, but excluding the Council of the District of Columbia, and the District of Columbia Courts, necessary to facilitate an audit, inspection or investigation.

(2)(A) The Inspector General may issue subpoenas requiring the attendance and testimony of witnesses and the production of any evidence relating to any matter under investigation by the Inspector General.

(B) If a person refuses to obey a subpoena issued under subparagraph (A) of this paragraph, the Inspector General may apply to the Superior Court of the District of Columbia for an order requiring that person to appear before the Inspector General to give testimony, produce evidence, or both, relating to the matter under investigation. Any failure to obey the order of the court may be punished by the Superior Court as civil contempt.



(3) The Inspector General is authorized to administer to or take from any person an oath, affirmation, or affidavit, whenever necessary to perform the Inspector General's duties. The Inspector General is authorized to delegate the power to administer to or take from any person an oath, affirmation, or affidavit, when he or she deems it appropriate.

(d)(1) The Inspector General shall compile for submission to the Authority (or, with respect to a fiscal year which is not a control year, the Mayor and the Council), at least once every fiscal year, a report setting forth the scope of the Inspector General's operational audit, and a summary of all findings and determinations made as a result of the findings.

(2) Included in the report shall be any comments and information necessary to keep the Authority, the Mayor and the Council informed of the adequacy and effectiveness of procurement operations, the integrity of the procurement process, and adherence to the provisions of this chapter.

(3) The report shall contain any recommendations deemed advisable by the Inspector General for improvements to procurement operations and compliance with the provisions of this chapter.

(4) The Inspector General shall make each report submitted under this subsection available to the public, except to the extent that the report contains information determined by the Inspector General to be privileged.

(e) The Inspector General may undertake reviews and investigations, and make determinations or render opinions as requested by the Authority. Any reports generated as a result of the requests shall be automatically transmitted to the Council within 10 days of publication.

(e-1) The Inspector General may conduct an annual inspection and independent fiscal and management audit of the District of Columbia Housing Authority, beginning the first fiscal year of the Authority. In addition, the Inspector General may undertake reviews and investigations of the District of Columbia Housing Authority, and make determinations or render opinions, as requested by the Council.

(f) In carrying out the duties and responsibilities established under this section, the Inspector General shall report expeditiously to the Attorney General whenever the Inspector General has reasonable grounds to believe there has been a violation of Federal or District criminal law.

(f-1) An employee of the Office of the Inspector General who, as part of his or her official duties, conducts investigations of alleged felony violations, shall possess the following authority while engaged in the performance of official duties:

(1) To carry a firearm within the District of Columbia or a District government facility located outside of the District, provided that the employee has completed a course of training in the safe handling of firearms and the use of deadly force, and is qualified to use a firearm according to the standards applicable to officers of the Metropolitan Police Department. The employee may not carry a firearm in the course of official duties unless designated by the Inspector General in writing as having the authority to carry a firearm. The Inspector General shall issue written guidelines pertaining to the authority to carry firearms, the appropriate use of firearms, firearms issuance and security, and the use of force;

(2) To make an arrest without a warrant if the employee has probable cause to believe that a felony violation of a federal or District of Columbia statute is being committed in his or her presence, provided that the arrest is made while the employee is engaged in the performance of his or her official duties within the District of Columbia or a District government facility located outside of the District; and

(3) To serve as an affiant for, to apply to an appropriate judicial officer for, and execute a warrant for the search of premises or the seizure of evidence if the warrant is issued under authority of the District of Columbia or of the United States upon probable cause.

(f-2) The Inspector General shall prepare an annual report not later than December 1st of each year, summarizing the activities of the Office of the Inspector General during the preceding fiscal year.

(f-3) Failure on the part of any District government employee or contractor to cooperate with the Inspector General by not providing requested documents or testimony needed for the performance of his or her duties in conducting an audit, inspection or investigation shall be cause for the Inspector General to recommend appropriate administrative actions to the personnel or procurement authority, and shall be grounds for adverse actions as administered by the personnel or procurement authority, including the loss of employment or the termination of an existing contractual relationship.

(f-4) Anyone who has the authority to take or direct others to take, recommend, or approve any personnel action, shall not, with respect to this authority, take or threaten to take any action against another as a reprisal for making a complaint or disclosing information to the Inspector General, unless the complaint was made or the information disclosed with the knowledge that it was false or with willful disregard for its truth or falsity.

(f-5) A peer review of the Office of the Inspector General's audit, inspection and investigation sections' standards, policies, procedures, operations, and quality controls shall be performed no less than once every 3 years by an entity not affiliated with the Office of the Inspector General. Any final report shall be distributed to the Mayor, the Council and the Financial Responsibility and Management Assistance Authority.

(g) In this section:

(1) The term "Authority" means the District of Columbia Financial Responsibility and Management Assistance Authority established under [§ 47-391.01\(a\)](#);

(2) The term "control year" has the meaning given such term under [§ 47-393\(4\)](#); and

(3) The term "District government" has the meaning given such term under [§ 47-393\(5\)](#).

[\(Feb. 21, 1986, D.C. Law 6-85, § 208, 32 DCR 7396; Mar. 16, 1989, D.C. Law 7-201, § 5, 36 DCR 248; Apr. 17, 1995, 109 Stat. 148-151, Pub. L. 104-8, § 303\(a\)-\(d\); Apr. 9, 1997, D.C. Law 11-255, § 5, 44 DCR 1271; Aug. 5, 1997, 111 Stat. 777, Pub. L. 105-33, § 11601\(b\)\(3\); Oct. 21,](#)



[1998, 112 Stat. 2681-148, Pub. L. 105-277, § 160; Mar. 26, 1999, D.C. Law 12-190, § 2, 45 DCR 7814; April 5, 2000, D.C. Law 13-71, § 2, 46 DCR 10403; May 9, 2000, D.C. Law 13-105, § 29\(a\), 47 DCR 1325; Nov. 22, 2000, 114 Stat. 2440, Pub. L. 106-522, § 164\(a\); June 19, 2001, D.C. Law 13-313, § 4\(b\), 48 DCR 1873; July 30, 2003, D.C. Law 15-26, § 2, 50 DCR 4651; Dec. 7, 2004, D.C. Law 15-212, § 2\(a\), 51 DCR 8820; Oct. 16, 2006, 120 Stat. 2043, Pub. L. 109-356, § 308\(b\); Mar. 14, 2007, D.C. Law 16-267, § 2, 54 DCR 831; Mar. 11, 2015, D.C. Law 20-237, § 2, 62 DCR 489; Oct. 8, 2016, D.C. Law 21-160, §§ 1052, 1053, 63 DCR 10775.\)](#)

### **Prior Codifications**

2001 Ed., § 2-302.08

1981 Ed., § 1-1182.8.

### **Section References**

This section is referenced in [§ 1-301.115b](#), [§ 1-603.01](#), [§ 2-302.08](#), [§ 47-391.01](#), [§ 47-3401.01](#), and [§ 47-3401.02](#).

### **Effect of Amendments**

Public Law 106-522, § 164(a), in subpar. (a)(4)(A), inserted “, except as may be provided in paragraph (5)”;

and added par. (a)(5).  
Section 164(b) of Public Law 106-522 provided: “The amendment made by subsection (a) shall apply with respect to financial statements and reports for activities of the District of Columbia Government for fiscal years beginning with fiscal year 2001.”

[D.C. Law 13-71](#) inserted subsec. (a-1); in par. (a)(3), rewrote subpars. (B), (D), and (F), which previously read:

“(B) Act as liaison representative for the Mayor for all external audits of the District government;”

“(D) Conduct other special audits, assignments, and investigations the Mayor shall assign;”

“(F) Forward to the Mayor and the appropriate authority any evidence of criminal wrongdoing, that is discovered as a result of any investigation or audit conducted by the office;”;

rewrote subsec. (b), which previously read:

“In determining the procedures to be followed and the extent of the examinations of invoices, documents, and records, the Inspector General shall give due regard to the provisions of this chapter, as well as generally accepted accounting and procurement principles, practices, and procedures, including, but not limited to, federal and District government case law, decisions of the U.S. Comptroller General, and decisions of federal contract appeals boards.”;

inserted subsec. (b-1); rewrote par. (1) of subsec. (c), which previously read:

“The Inspector General shall have access to all books, accounts, records, reports, findings, and all other papers, things, or property belonging to or in use by any department or agency under the direct supervision of the Mayor necessary to facilitate the Inspector General’s work.”;

added par. (3) of subsec. (c); and added subsecs. (f-2) to (f-5).

[D.C. Law 13-105](#) inserted subsec. (e-1).

[D.C. Law 13-313](#) rewrote subsec. (f-2), which prior thereto read:

“(f-2) The Inspector General shall prepare an annual report not later than 30 days after the beginning of the fiscal year, beginning with FY 2001, summarizing the activities of the Office of Inspector General during the preceding fiscal year. Upon its completion, the Inspector General shall transmit the report to the Mayor, the Council, and the appropriate committees or subcommittees of Congress. The Inspector General shall make copies of the report available to the public upon request. The annual report shall include:”

[D.C. Law 15-26](#), in subsec. (a)(1), rewrote the third sentence of subpar. (A), added subpar. (A-1), rewrote subpar. (D), and added subpar. (D-i). Prior to amendment, the third sentence of subsec. (a)(1)(A) had read “The Inspector General may be reappointed for additional terms.”; and subsec. (a)(1)(D) had read as follows: “(D) The Inspector General shall be appointed without regard to party affiliation and solely on the basis of integrity and demonstrated ability in accounting, auditing, financial management analysis, public administration, or investigations.”

[D.C. Law 15-212](#) added subpars. (A-ii) to subsec. (a)(1).

Pub. L. 109-356 added subsec. (a)(3)(J).

[D.C. Law 16-267](#) rewrote subsec. (a)(1)(E), which formerly read:

“(E) The Inspector General shall be paid at an annual rate determined by the Mayor, except that such rate may not exceed the rate of basic pay payable for level IV of the Executive Schedule.”

The 2015 amendment by [D.C. Law 20-237](#) rewrote (a)(1)(D); and repealed (a)(1)(D-i).

## **Cross References**

District of Columbia administration, personnel management, “subordinate agency” defined, see [§ 1-603.01](#).

District of Columbia fiscal management, intermediate-term advances for liquidation of deficit, certification of and compliance with an approved financial plan and budget, see [§ 47-3401.01](#).

District of Columbia fiscal management, short-term advances for seasonal cash-flow management, certification of and compliance with an approved financial plan and budget, see [§ 47-3401.02](#).



Financial Responsibility and Management Assistance Authority, consent to appointment of the Inspector General, see [§ 47-391.01](#).

### **Applicability**

Section 1053 of D.C. Law 21-160 provided that the changes made by section 1052 shall apply as of March 24, 2016.

### **Emergency Legislation**

[For temporary \(90 days\) amendment of this section, see § 2 of Inspector General Qualifications Congressional Review Emergency Amendment Act of 2015 \(D.C. Act 21-2, Feb. 19, 2015, 62 DCR 2466\).](#)

For temporary amendment of section, see § 2 of the Office of the Inspector General Law Enforcement Powers Emergency Amendment Act of 1998 (D.C. Act 12-394, July 6, 1998, 45 DCR 4645), § 2 of the Office of the Inspector General Law Enforcement Powers Congressional Review Emergency Amendment Act of 1998 (D.C. Act 12-463, October 28, 1998, 45 DCR 7818), and § 2 of the Office of the Inspector General Law Enforcement Powers Congressional Review Emergency Amendment Act of 1999 (D.C. Act 13-3, February 8, 1999, 46

For temporary (90 days) amendment of this section, see § 2 of the Inspector General Qualifications Emergency Amendment Act of 2014 (D.C. Act 20-464, Nov. 6, 2014, 61 DCR 11828, 20 STAT 4398).

### **Temporary Legislation**

For temporary (225 day) amendment of section, see § 2 of the Office of the Inspector General Law Enforcement Powers Temporary Amendment Act of 1998, ([D.C. Law 12-177](#), March 26, 1999, law notification 46 DCR 3403).

For temporary (225 day) amendment of section, see § 2 of the Inspector General Qualifications Temporary Amendment Act of 2003 (D.C. Law 15-22, June 21, 2003, law notification 50 DCR 5466).

For temporary (225 day) amendment of section, see § 2 of the Inspector General Appointment and Term Clarification Temporary Amendment Act of 2003 (D.C. Law 15-101, March 10, 2004, law notification 51 DCR 3621).

For temporary (225 days) amendment of this section, see § 2 of the Inspector General Qualifications Temporary Amendment Act of 2014 (D.C. Law 20-174, March 7, 2015, 61 DCR 12711).

### **References in Text**

The Individuals with Disabilities Education Act, referred to in subsec. (a)(3)(J), is codified at 20 U.S.C. § 1400 et seq.

### **Editor's Notes**

Office of Inspector: Section 155 of P.L. 105-100 required placement of Inspector General hotline on permit and license application forms.

Applicability of § 2(b) of Law 15-212: Section 3 of Law 15-212 provided that section 2(b) of this act shall apply upon its enactment by the United States Congress.

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### **§ 1-301.115b. Deadline for appointment of Inspector General.**

(a) In general. — Not later than 30 days after its members are appointed, the Mayor shall appoint the Inspector General of the District of Columbia pursuant to [§ 1-301.115a\(a\)\(1\)](#).

(b) Transition rule. — The term of service of the individual serving as the Inspector General under [§ 1-301.115a\(a\)](#) prior to the appointment of the Inspector General by the Authority under [§ 1-301.115a\(a\)\(1\)](#) shall expire upon the appointment of the Inspector General by the Authority.

([Apr. 17, 1995, 109 Stat. 151, Pub. L. 104-8, § 303\(e\)](#); Aug. 5, 1997, 111 Stat. 782, Pub. L. 105-33, § 11711(b).)

### **Prior Codifications**

2001 Ed., § 2-321.01

1981 Ed., § 1-1182.8a.

### **Section References**

This section is referenced in [§ 2-321.01](#).

### **References in Text**

‘Its members’, referred to in subsec. (a), are the members of the District of Columbia Financial Responsibility and Management Assistance Authority.

---

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**From:** Swintz, Monica (EOM)  
**Sent:** Mon, 21 Dec 2020 20:18:20 +0000  
**To:** Currie, M. Colleen (OAH);Anderson, Keith (DGS);Barfield, Sheila (OEA);Cholewa, Agnes (DCHR);Daniels, Brandon (DGS);Ford, Rochelle (BEGA);Fuller, Yohance (DGS);Gibson, Ventris (DCHR);Hapeman, Nancy (OCP);Harley, Angela (OAH);Harrison, Carol (OCTO);Holt, Kasmin (DGS);Jacobs, Angell (OCFO);Loud, Marc D. Sr (CAB);Lozada, Andrea (EOM);Martin, Clarene P. (PERB);Maxwell, Lindsey (EOM);McCollough, Mathew (EOM);Alice Miller;Mitchell, Christina (EOM);Morgan-Johnson, Sheila (DCRB);Parker, Lindsey (OCTO);Ross, Jed (ORM);Schutter, George (OCP);Alice Miller;Scott, Marc (OCP);Valentine, Vernon (DCRB);Yeung, Sam (ORM);sadams@dcboe.org;Fuller, Traci (OCFO);Elam, Gertie (PERB);Monica Evans;Samba, Mamadou (EOM)  
**Cc:** Coleman, Marcus (EOM)  
**Subject:** REMINDER: Gov Ops Survey Due by 4pm (Just Monday this week)

Friendly reminder to please fill out today's survey as it is the [only one this week](#).

[https://docs.google.com/forms/d/e/1FAIpQLSf4VB8JqihKAGa\\_j\\_4jOVkDVkdy7J88Zo4YkQ153iXi4vGzrw/viewform](https://docs.google.com/forms/d/e/1FAIpQLSf4VB8JqihKAGa_j_4jOVkDVkdy7J88Zo4YkQ153iXi4vGzrw/viewform)

**\*REMINDER: It's really helpful for as many agencies as possible to fill out the survey because we are gathering numbers on employees who have tested positive, in quarantine, and have returned to work for all agencies. Even if the agency has no new substantive updates, they should still complete the survey.**

As always, if you need something or I can help in any way please feel free to reach out.

Sincerely,  
Monica

---

**Monica Swintz CPM**

Senior Operations Analyst

Internal Services Cluster

Direct: (202) 727-3380

Cell: (202)-459-8338

E-mail: [monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)



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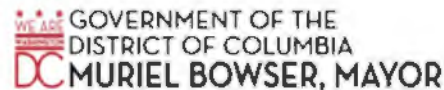
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**From:** Alisha Powell Gillis  
**Sent:** Mon, 21 Dec 2020 15:10:07 -0500  
**To:** Jed Ross  
**Subject:** Learn how state & local governments are delivering services digitally!

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Hello Jed,

We're excited to announce that *Route Fifty's* [DigiGov](#) webcast is available for on demand viewing. I moderated the discussion and encourage you to [tune in!](#)

As many Americans are spending more time at home, **state and local governments must deliver essential, critical services digitally**. Of particular, pressing interest? **Unemployment benefits and services**. Hundreds of thousands still remain jobless, prompting high levels of traffic to government unemployment portals daily. But it's not just unemployment services that governments must tackle digitally: telemedicine, essential meetings, permits, retirement, taxes, disability—the list continues.

[Tune in](#) to hear from the following leaders who are on the **frontlines of digital transformation and citizen experience**.

- Katrina Flory, Deputy **State Chief Information Officer, State of Ohio**
- Nicholas Susi, **Deputy Chief Information Officer, Projects and Performance, City of Philadelphia**
- Rob Forbes, **Senior Solutions Architect, Okta**

The agenda and more information can be found [here](#).

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Sincerely,  
Alisha Powell Gillis  
Senior Editor  
*Route Fifty*

Have a question? Contact Kayla at [kmcloud@govexec.com](mailto:kmcloud@govexec.com)

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**From:** Ross, Jed (ORM)  
**Sent:** Mon, 21 Dec 2020 19:46:40 +0000  
**To:** Yeung, Sam (ORM)  
**Cc:** Hirani, Sanjay (OCTO)  
**Subject:** FW: Property Policy Report - Sort Issue  
**Attachments:** Report-ZurichPropertyPoicy-2020-12-21.xlsx

For awareness.

Thank you,  
Jed Ross  
Chief Risk Officer/Director  
D.C. Office of Risk Management (ORM)  
202-727-6056

----- Original message -----

From: "Waters, Jane (EOM)" <jane.waters@dc.gov>  
Date: 12/21/20 2:34 PM (GMT-05:00)  
To: "Ross, Jed (ORM)" <jed.ross@dc.gov>  
Subject: FW: Property Policy Report - Sort Issue  
Jed,

FYI – we did try to work on the property report this morning and were unable to do so as what we thought would work would not. The sorting that Sanjay thought was happening was not. Robert figured out what perhaps might be the issue. I think we should change 1 thing at a time, otherwise, it is simply too hard to determine accuracy.

We will try to work on the builders risk this afternoon.

Regards - Jane

**Jane C. Waters**  
*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

**From:** Hirani, Sanjay (OCTO) <sanjay.hirani@dc.gov>  
**Sent:** Monday, December 21, 2020 1:56 PM  
**To:** Preston, Robert (EOM) <robert.preston@dc.gov>  
**Cc:** Waters, Jane (EOM) <jane.waters@dc.gov>; Gatton, Roger (EOM) <roger.gatton@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Stakem, Michael (OCTO) <michael.stakem@dc.gov>; Thanh, Andre

(ORM) <andre.thanh@dc.gov>; Moon, Beth (EOM) <beth.moon@dc.gov>

**Subject:** Property Policy Report - Sort Issue

Hi Robert,

Thanks for notifying us about the Sort issue. The issue was there is a "Total" row at the bottom of the report that should not be sorted, hence it was created as a merged cell.

In the attached report, I deleted the Total rows at the bottom as well as some empty rows above the header.

Please try if this attached spreadsheet can be sorted/filtered. We can then update the ERisk report to generate this spreadsheet.

Greatly appreciate your and the teams feedback.

Thanks,  
Sanjay

Sanjay Hirani, PMP, ITIL, TOGAF, OpenGroup Certified Architect  
Enterprise Architect | Application Development & Operations  
Office of the Chief Technology Officer (OCTO) assigned to the Office of Risk Management (ORM)  
441 4<sup>th</sup> Street NW, Suite 800, Washington, DC 20001  
Mobile: 703.334.1548  
Email: [sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)  
Website: [www.octo.dc.gov](http://www.octo.dc.gov)

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|                     |  |
|---------------------|--|
| <b>Client Name:</b> | <i>District of Columbia Office of Risk Management</i>  |
| <b>Report Name:</b> | <i>Zurich Property Policy</i>  |
| <b>Description:</b> | <i>Property Policy</i>   |
| <b>Filter:</b>      | <i>Coverage (Policy) is equal to Property and Policy (PolicyNamedInsured) is equal to Zurich Property Policy 2021-2022 - Draft</i> |
| <b>Group By:</b>    | <i>Policy</i>  |
| <b>Sort By:</b>     | <i>Site Name then Location TIV</i>   |
| <b>Options:</b>     | <i>Audit Trail Date is 10/01/2020</i>  |
| <b>Run Date:</b>    | <i>12/21/2020</i>  |

**From:** Waters, Jane (EOM)  
**Sent:** Mon, 21 Dec 2020 19:34:12 +0000  
**To:** Ross, Jed (ORM)  
**Subject:** FW: Property Policy Report - Sort Issue  
**Attachments:** Report-ZurichPropertyPoicy-2020-12-21.xlsx

Jed,

FYI – we did try to work on the property report this morning and were unable to do so as what we thought would work would not. The sorting that Sanjay thought was happening was not. Robert figured out what perhaps might be the issue. I think we should change 1 thing at a time, otherwise, it is simply too hard to determine accuracy.

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**Jane C. Waters**

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Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

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**To:** Preston, Robert (EOM) <robert.preston@dc.gov>  
**Cc:** Waters, Jane (EOM) <jane.waters@dc.gov>; Gatton, Roger (EOM) <roger.gatton@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Stakem, Michael (OCTO) <michael.stakem@dc.gov>; Thanh, Andre (ORM) <andre.thanh@dc.gov>; Moon, Beth (EOM) <beth.moon@dc.gov>  
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Enterprise Architect | Application Development & Operations  
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Mobile: 703.334.1548  
Email: [sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)  
Website: [www.octo.dc.gov](http://www.octo.dc.gov)

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|                     |  |
|---------------------|--|
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| <b>Report Name:</b> | <i>Zurich Property Policy</i>  |
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| <b>Sort By:</b>     | <i>Site Name then Location TIV</i>   |
| <b>Options:</b>     | <i>Audit Trail Date is 10/01/2020</i>  |
| <b>Run Date:</b>    | <i>12/21/2020</i>  |



**From:** Smith, Trista (OFRM)  
**Sent:** Mon, 21 Dec 2020 19:15:22 +0000  
**To:** Yeung, Sam (ORM)  
**Cc:** Awas, Alemayehu (OFRM); Ross, Jed (ORM)  
**Subject:** FW: BGO FY2020 Rollover  
**Attachments:** Form 1B - FY21 Mid-Year Reductions FINAL.xlsx

Hi Sam,  
I believe this form would only have one line for CSG0127.  
Trista

Trista J. Smith  
Budget Analyst | OFRM  
Office of the Chief Financial Officer | Government Operations Cluster  
441 4th Street, NW, Suite 890N  
Washington DC 20001  
Phone: 202|727|9930  
Email: [Trista.smith@dc.gov](mailto:Trista.smith@dc.gov)



*Government Operations Cluster: Embrace the Mission, Live the Culture*

**From:** Murray, Chris (EOM) <[chris.murray@dc.gov](mailto:chris.murray@dc.gov)>  
**Sent:** Wednesday, December 16, 2020 4:25 PM  
**To:** Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Awas, Alemayehu (OFRM) <[Alemayehu.Awas@dc.gov](mailto:Alemayehu.Awas@dc.gov)>; Smith, Trista (OFRM) <[Trista.Smith@dc.gov](mailto:Trista.Smith@dc.gov)>; Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Subject:** RE: BGO FY2020 Rollover

Sam,

2-534(e)

Chris

**Christopher A. Murray**  
Senior Budget Analyst, Office of Budget and Performance Management  
Office of the City Administrator  
1350 Pennsylvania Avenue, NW – Suite 533  
202-442-7633 office  
[Chris.Murray@dc.gov](mailto:Chris.Murray@dc.gov)



Direct: (202) 727-4321  
Office: (202) 727-8600  
E-mail: [sam.yeung@dc.gov](mailto:sam.yeung@dc.gov)



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**Open Enrollment for 2021 employee benefits runs Monday, November 9, 2020 through Monday, December 14, 2020. This is your annual opportunity to review your current benefit elections and make any necessary changes.**

Visit <https://dchr.dc.gov/page/open-enrollment> for details!

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).





**From:** Vass, Chris (EOM)  
**Sent:** Mon, 21 Dec 2020 19:13:09 +0000  
**To:** Meyers, Sara (OSSE)  
**Cc:** Ross, Jed (ORM);Yeung, Sam (ORM);Healy, Patrick (EOM)  
**Subject:** FW: District Agency Costs for GPS and the Driver Safety Program (OSSE)  
**Importance:** High

Good Afternoon Sara,

I would like to start off by saying Direct Ross has spoken very highly of you as partner to ORM. It seems we need your assistance again.

We were scheduled to meet with members of your team today about OSSE's agency costs related to GPS and driver safety. This morning the scheduled meeting was pushed back to January 7, 2021. We are sort of under a time crunch to obtain this information as we need to review and submit a response to OBPM by the end of January. Director Reed has also indicated that she would help obtain this information if we need her assistance. This has a very high priority to OBPM.

All we need is a response to the 4 questions listed below and any ongoing contracts related to GPS and driver safety. Do you think you could assist with expediting this? I would be happy to answer any additional questions.

Thanks,

*Christopher Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

---

**From:** Vass, Chris (EOM)  
**Sent:** Monday, December 21, 2020 10:02 AM  
**To:** Ellis, Stacia (OSSE) <Stacia.Ellis@dc.gov>; House, Delino (OSSE) <delino.house@dc.gov>; King, Kenneth (OSSE) <Kenneth.King@dc.gov>; Lee, Carole (OSSE) <carole.lee@dc.gov>; Forte, Wesley (OSSE) <wesley.forte@dc.gov>  
**Cc:** Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Healy, Patrick (EOM) <Patrick.Healy3@dc.gov>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning,

I completely understand the delay, but I am curious is there is anything we can do to expedite this? We have a deadline for compiling of this information. We can work with pushing this back, but would like to know if there are an concerns I can help alleviate now?

Our goal is to obtain the recent contacts you all have in place related to this and answers for the few questions we asked.

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s).
- Are there video recorders in your assigned fleet vehicles? If so, is there a process on when the recordings are download/stored? Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving?
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of?

Thanks,

*Christopher Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230*

---

**From:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>  
**Sent:** Monday, December 21, 2020 8:46 AM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Lee, Carole (OSSE) <[carole.lee@dc.gov](mailto:carole.lee@dc.gov)>; Forte, Wesley (OSSE) <[wesley.forte@dc.gov](mailto:wesley.forte@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning,  
Due to schedule conflicts and upcoming holidays; This meeting is being rescheduled.

Thank You,

**Stacia Ellis**  
Fleet Management Specialist  
202-724-2351 (Office)  
202-674-7738 ( Cell)  
[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)



**Did you know that DC has the second lowest uninsured rate in the nation? Together, let's make DC #1. Get covered and stay covered at [DCHealthLink.com](https://DCHealthLink.com) or by calling (855) 532-5465. #GetCoveredDC, #StayCoveredDC**

-----Original Appointment-----

**From:** Ellis, Stacia (OSSE)

**Sent:** Tuesday, December 15, 2020 3:20 PM

**To:** Ellis, Stacia (OSSE); House, Delino (OSSE); Vass, Chris (EOM); King, Kenneth (OSSE); Lee, Carole (OSSE); Forte, Wesley (OSSE)

**Cc:** Ross, Jed (ORM); Yeung, Sam (ORM); Healy, Patrick (EOM)

**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)

**When:** Monday, December 21, 2020 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Microsoft Teams Meeting

Good Afternoon,  
As requested.

---

## Microsoft Teams meeting

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---

---

**From:** House, Delino (OSSE)

**Sent:** Tuesday, December 15, 2020 3:01 PM

**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>

**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>

**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Thank you for the opportunity to work with you and your team to explore technology and software. Before we proceed with the questions below my team and I would like to meet to discuss in detail. Are you open to meeting soon? If so I have included Stacia Ellis on this communication so that she can work with you to schedule a meeting.

WE look forward to your response,

Delino "Del" House

Associate Director of Fleet Management and Facilities Services

Desk: 202-724-7818

[delino.house@dc.gov](mailto:delino.house@dc.gov)

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:19 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Perfect, thank you Gretchen!

Delino, if you have any questions or need anything, let me know.

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:18 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)  
**Importance:** High

Good Morning Chris,

Delino House, our Associate Director of Fleet and Facilities, is the POC for this project and has gather the information you requested. I believe he's tried contacting you but if you haven't connected I've copied him on this correspondence.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:12 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Gretchen & Sara,

I wanted to follow-up on this request and see if you all had any updates?

Thanks,

*Christopher Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Friday, December 4, 2020 9:48 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Chris,  
Thanks for your email. Our team is reviewing the request and will provide a response to your question ASAP.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Thursday, December 3, 2020 3:45 PM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Director Brumley & Deputy Meyers,

I hope you are doing well. I am Chris Vass, Management Analyst with the DC Office of Risk Management (ORM). On behalf of Jed Ross, Director/Chief Risk Officer, I am reaching out to you and other District



agencies in order to undertake a review and analysis of city-wide fleet safety programs that are being used by District agencies. In order for me to begin the review and analysis, I need your assistance to compile all data and information related to your safety program:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s).
- Are there video recorders in your assigned fleet vehicles? If so, is there a process on when the recordings are download/stored? Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving?
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of?

The goal of this project is to ultimately bring all agencies under one city-wide management system for GPS, liability documentation (video), safe driving training, data collection (life of vehicle, miles driven, speeding, dangerous driving, possible maintenance needs, performance metrics, etc....). We are in the early stages of this endeavor but feel it could lead to monumental change for the District. One procurement, one system, economies of scale, and better data for everyone.

Please let know if you have any question or concerns.

Thanks,

*Chris Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

*Open Enrollment for 2021 employee benefits runs Monday, November 9, 2020 through Monday, December 14, 2020. This is your annual opportunity to review your current benefit elections and make any necessary changes.*

*Visit <https://dchr.dc.gov/page/open-enrollment> for details!*

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Susana Suarez  
**Sent:** Mon, 21 Dec 2020 18:11:52 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** tracy.lewis2@dc.gov;brenda.anderson2@dc.gov;susana.suarez@dc.gov  
**Subject:** CARTER, PERNELL (0468-WC-04-0500086)  
**Attachments:** Pernelle E. Carter - OAH - FINAL ORDER.pdf

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[https://live.origamirisk.com/Origami/Claims/view/57801?\\_account=DOC](https://live.origamirisk.com/Origami/Claims/view/57801?_account=DOC)

## **FINAL ORDER OF DISMISSAL**

This case came before the Office of Administrative Hearings on Claimant Pernelle Carter's January 29, 2019, appeal of an Office of Risk Management Notice of Determination (NOD) that terminated his temporary total disability benefits. In June 2020, ORM announced that it would rescind the NOD and pay Claimant wages in arrears and wages going forward. For reasons set out below, this case is dismissed as moot.

### **CONCLUSIONS OF LAW**

Reinstatement of TTD was an event that rendered the relief Claimant sought unnecessary. The legal issues presented are no longer "live." Hence, this case is dismissed as moot. *Vaughn v. United States*, 579 A2d 170, 175 (D.C. 1990); *Thorn v. Walker*, 912 A 2d 1192, 1195 (DC. 2002). VI.

ORDER Accordingly, it is,

**ORDERED, that this case is DISMISSED WITH PREJUDICE.**

Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

PERNELL E. CARTER,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

DISTRICT DEPARTMENT OF  
TRANSPORTATION,  
Respondent/Employer.

Case No.: 2019-PSWC-00015

---

**FINAL ORDER OF DISMISSAL**

**I. INTRODUCTION**

This case came before the Office of Administrative Hearings on Claimant Pernell Carter's January 29, 2019, appeal of an Office of Risk Management Notice of Determination (NOD) that terminated his temporary total disability benefits.

In June 2020, ORM announced that it would rescind the NOD and pay Claimant wages in arrears and wages going forward. For reasons set out below, this case is dismissed as moot.

**II. PROCEDURAL HISTORY**

The case at OAH began with a status conference and then mediation at a time Claimant represented himself. The parties reached an agreement in mediation on June 7, 2019, and I entered a Final Order Dismissing the case. Later, when Claimant was represented by counsel, before the terms of the settlement had been met, and with the consent of both parties, I vacated the Final Order.

With the case on a hearing track, discovery progressed. Claimant retained two medical experts who produced reports that contradicted conclusions in the NOD. Before the evidentiary

hearing, scheduled for June 11, 2020, was held, ORM rescinded the termination of TTD. On June 23, 2020, ORM issued a Notice of Reinstatement of TTD. Since then, ORM has paid Claimant a lump sum payment of \$55,325.08 for the period of January 3, 2019 to June 6, 2020 for retroactive benefits due.

**V. CONCLUSIONS OF LAW**

Reinstatement of TTD was an event that rendered the relief Claimant sought unnecessary. The legal issues presented are no longer “live.” Hence, this case is dismissed as moot. *Vaughn v. United States*, 579 A2d 170, 175 (D.C. 1990); *Thorn v. Walker*, 912 A 2d 1192, 1195 (DC. 2002).

**VI. ORDER**

Accordingly, it is,

**ORDERED**, that this case is **DISMISSED WITH PREJUDICE**; and it is

**ORDERED**, that the reconsideration and appeal rights of any party aggrieved by this Final Order are set forth below.

**This Final Order is dated when it is served, as certified on the Certificate of Service found at the end of this document.**

\_\_\_\_\_  
/s/  
Margaret A. Mangan  
Administrative Law Judge



After an administrative law judge has issued a Final Order, a party may ask the judge to change the Final Order and ask the Compensation Review Board to change the Final Order. There are important time limitations described below for doing so.

### **HOW TO REQUEST THE ADMINISTRATIVE LAW JUDGE TO CHANGE THE FINAL ORDER**

Under certain limited circumstances and within certain time limits, a party may file a written request asking the administrative law judge to change a final order. OAH Rule 2828 explains the circumstances under which such a request may be made. Rule 2828 and other OAH rules are available at [www.oah.dc.gov](http://www.oah.dc.gov).

A request to change a final order does not affect the party's obligation to comply with the final order and to pay any fine or penalty. If a request to change a final order is received at OAH within 10 calendar days of the date the Final Order was filed (15 calendar days if OAH mailed the final order to you), the period for filing an appeal with the District of Columbia Court of Appeals does not begin to run until the Administrative Law Judge rules on the request. A request for a change in a final order will not be considered if it is received at OAH more than 120 calendar days of the date the Final Order was filed (125 calendar days if OAH mailed the Final Order to you).

**PLEASE NOTE: By the October 9, 2020 Order of the Chief Administrative Law Judge, all filing deadlines that would otherwise expire during the public health emergency, as declared by the Mayor, are suspended/tolled/extended. Upon the expiration of the public health emergency, the Chief Administrative Law Judge will issue an order ending the suspension/tolling/extension period and parties will have thirty calendar days to timely submit any outstanding filings.**

**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**

## **APPEAL RIGHTS**

If you disagree with this Compensation Order you may file an appeal, called an Application For Review, with the Compensation Review Board. The Compensation Review Board is a department within the Labor Standards Bureau of the District of Columbia Department of Employment Services. There is no charge for filing an Application For Review but there are certain procedures that must be followed for your appeal to be processed.

The Application For Review must be filed and received by the Compensation Review Board **within 30 days** from the date shown on this Compensation Order's Certificate of Service. An Application for Review must include the following:

1. An Application for Review, identifying the Compensation Order from which the petitioner appeals, the office that issued the Compensation Order and attaching a copy of the Compensation Order being appealed; and,
2. A Memorandum of Points and Authorities in support of the Application for Review, setting forth the legal and factual basis for the review.

The Application for Review must be filed using the DOES AHD/CRB electronic filing system ("e-filing"). To use this free e-filing system you must register and have an account. The e-filing system and registration information is found at this web site: <http://efile.does.dc.gov>.

You must also send a paper copy to the Compensation Review Board of the Application for Review that you filed using the e-filing system. The Compensation Review Board's address is 4058 Minnesota Avenue, N.E., Washington, D.C. 20019. The paper copy of the document must be sent or delivered to the Compensation Review Board within 2 business days after it is e-filed.

More information regarding the procedure for filing an appeal can be found at the Compensation Review Board's website: <https://does.dc.gov/page/compensation-review-board>. The Compensation Review Board's staff can help you register for the e-filing system. To make an appointment for assistance, please call the Compensation Review Board at (202)-671-2394 or request an appointment using the Board's email: [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov). The Compensation Review Board's staff cannot give you legal advice nor can they extend the 30-day deadline for filing an appeal. Please make your appointment for assistance with enough time to meet this deadline.

Questions regarding the procedure for filing an Application for Review can be sent to the CRB at [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov).

**Certificate of Service:**

**By First Class Mail or Email as indicated:**

Pernell E. Carter

2-534(a)(2)

Connor P. Finch, Esquire  
Office of Attorney General  
connor.finch@dc.gov

Thomas B. Martin, Esquire  
Goldblatt Martin Pozen LLP  
tmartin@gmpllp.com

Kevin Hilgers, Esquire  
Goldblatt Martin Pozen LLP  
khilgers@gmpllp.com

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 21, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Alicia Harris*  
\_\_\_\_\_  
Clerk / Deputy Clerk

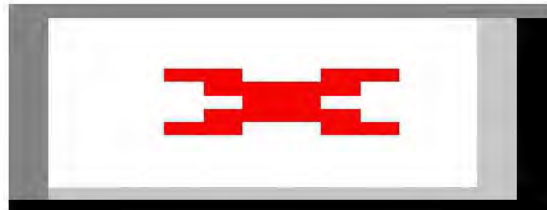
**From:** Executive Office of Mayor Muriel Bowser  
**Sent:** Mon, 21 Dec 2020 12:44:00 -0600  
**To:** jed.ross@dc.gov  
**Subject:** The 7th Annual Fresh Start 5K is Going Virtual - Join Us on New Year's Day

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## Join Mayor Muriel Bowser for the 7th Annual Fresh Start FITDC VIRTUAL 5K

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*All Residents Deserve a Fresh Start*

To prepare the District residents for 2021, Mayor Muriel Bowser, through the DPR health and wellness initiative, [#FITDC3](#), in partnership with AETNA is offering a series of new virtual events, that give residents FREE access to simplified fitness during these complicated times.

The first event is the 7th Annual Fresh Start FITDC Virtual 5K on New Year's Day! This year's 5k run/walk event is going **Virtual** due to the District of Columbia's Public Health Emergency.



Instead of gathering at one location, this year's event will take place across all 8 Wards of the District as we encourage residents to run/walk individually or with your household members.

### **How Will it Work?**

[Sign up now](#), for free, through our online registration portal and make plans to run/walk 3.1 miles on

### **New Year's Day**

**Friday, January 1, 2021**

**8:00am - 4:00pm**

*(You can choose the time that is best for you or your family to run/walk.)*

When you register, share your contact information and the location where you plan to run/walk your 5K. On race day remember to take pictures/selfies and celebrate your run by tagging us [@myfitdc](#) on Instagram, Twitter, and Facebook and use the hashtag **#FreshStart5K2021** to share your accomplishment with our neighbors and friends across all 8 Wards!

Track your time and you'll be able to upload it to the registration site and compare it with your friends.

### **Need help finding routes near you?**

Our registration page features six suggested routes that are 5K certified and open to the public on parkland and city streets. Digital maps are available for each.

### **Prefer running/walking on a track surface?**

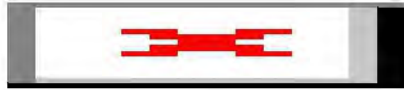
Select DPR and DCPS outdoor track locations will be open on race day. Come and go as you please while maintaining proper physical distancing from other runners.

### **What About the T-Shirts & Medals?**

The first 1,000 residents that sign up will receive a free commemorative race day t-shirt and medal that will be made available for pickup in the days leading up to the Virtual 5K.

If you don't get a t-shirt, try to represent the District on your run/walk with your favorite District t-shirt and remember to post on social media.

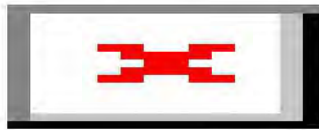
Click the button below to register today and start the new year on the right foot.



---

No matter where you run/walk on New Year's Day, please remember to **wear a mask or face covering**, even if you're outdoors, and **practice social distancing** so that everyone can enjoy their Fresh Start safely.

---



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**From:** Susana Suarez  
**Sent:** Mon, 21 Dec 2020 18:11:52 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** tracy.lewis2@dc.gov;brenda.anderson2@dc.gov;susana.suarez@dc.gov  
**Subject:** CARTER, PERNELL (0468-WC-04-0500086)  
**Attachments:** Pernelle E. Carter - OAH - FINAL ORDER.pdf

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[https://live.origamirisk.com/Origami/Claims/view/57801?\\_account=DOC](https://live.origamirisk.com/Origami/Claims/view/57801?_account=DOC)

## **FINAL ORDER OF DISMISSAL**

This case came before the Office of Administrative Hearings on Claimant Pernelle Carter's January 29, 2019, appeal of an Office of Risk Management Notice of Determination (NOD) that terminated his temporary total disability benefits. In June 2020, ORM announced that it would rescind the NOD and pay Claimant wages in arrears and wages going forward. For reasons set out below, this case is dismissed as moot.

### **CONCLUSIONS OF LAW**

Reinstatement of TTD was an event that rendered the relief Claimant sought unnecessary. The legal issues presented are no longer "live." Hence, this case is dismissed as moot. *Vaughn v. United States*, 579 A2d 170, 175 (D.C. 1990); *Thorn v. Walker*, 912 A 2d 1192, 1195 (DC. 2002). VI.

ORDER Accordingly, it is,

**ORDERED, that this case is DISMISSED WITH PREJUDICE.**

Thank you,  
Susana

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**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

PERNELL E. CARTER,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

DISTRICT DEPARTMENT OF  
TRANSPORTATION,  
Respondent/Employer.

Case No.: 2019-PSWC-00015

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**ORDERED**, that the reconsideration and appeal rights of any party aggrieved by this Final Order are set forth below.

**This Final Order is dated when it is served, as certified on the Certificate of Service found at the end of this document.**

\_\_\_\_\_  
/s/  
Margaret A. Mangan  
Administrative Law Judge

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**Certificate of Service:**

**By First Class Mail or Email as indicated:**

Pernell E. Carter

2-534(a)(2)

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Kevin Hilgers, Esquire  
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Andrea Comentale, Esquire  
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Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 21, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Alicia Harris*  
\_\_\_\_\_  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Mon, 21 Dec 2020 18:11:52 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** tracy.lewis2@dc.gov;brenda.anderson2@dc.gov;susana.suarez@dc.gov  
**Subject:** CARTER, PERNELL (0468-WC-04-0500086)  
**Attachments:** Pernelle E. Carter - OAH - FINAL ORDER.pdf

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Thank you,  
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**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

PERNELL E. CARTER,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

DISTRICT DEPARTMENT OF  
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Case No.: 2019-PSWC-00015

---

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**Certificate of Service:**

**By First Class Mail or Email as indicated:**

Pernell E. Carter

2-534(a)(2)

Connor P. Finch, Esquire  
Office of Attorney General  
connor.finch@dc.gov

Thomas B. Martin, Esquire  
Goldblatt Martin Pozen LLP  
tmartin@gmpllp.com

Kevin Hilgers, Esquire  
Goldblatt Martin Pozen LLP  
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Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 21, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Alicia Harris*  
\_\_\_\_\_  
Clerk / Deputy Clerk



**From:** Susana Suarez  
**Sent:** Mon, 21 Dec 2020 18:11:52 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
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Pernell E. Carter

2-534(a)(2)

Connor P. Finch, Esquire  
Office of Attorney General  
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Thomas B. Martin, Esquire  
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Kevin Hilgers, Esquire  
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Michael Krainak, General Counsel  
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michael.krainak@dc.gov

I hereby certify that on December 21, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Alicia Harris*  
\_\_\_\_\_  
Clerk / Deputy Clerk

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**Cc:** tracy.lewis2@dc.gov;brenda.anderson2@dc.gov;susana.suarez@dc.gov  
**Subject:** CARTER, PERNELL (0468-WC-04-0500086)  
**Attachments:** Pernelle E. Carter - OAH - FINAL ORDER.pdf

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## **FINAL ORDER OF DISMISSAL**

This case came before the Office of Administrative Hearings on Claimant Pernelle Carter's January 29, 2019, appeal of an Office of Risk Management Notice of Determination (NOD) that terminated his temporary total disability benefits. In June 2020, ORM announced that it would rescind the NOD and pay Claimant wages in arrears and wages going forward. For reasons set out below, this case is dismissed as moot.

### **CONCLUSIONS OF LAW**

Reinstatement of TTD was an event that rendered the relief Claimant sought unnecessary. The legal issues presented are no longer "live." Hence, this case is dismissed as moot. *Vaughn v. United States*, 579 A2d 170, 175 (D.C. 1990); *Thorn v. Walker*, 912 A 2d 1192, 1195 (DC. 2002). VI.

ORDER Accordingly, it is,

**ORDERED, that this case is DISMISSED WITH PREJUDICE.**

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**DISTRICT OF COLUMBIA**  
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441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

PERNELL E. CARTER,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

DISTRICT DEPARTMENT OF  
TRANSPORTATION,  
Respondent/Employer.

Case No.: 2019-PSWC-00015

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DISTRICT DEPARTMENT OF  
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Case No.: 2019-PSWC-00015

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Pernell E. Carter

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## **FINAL ORDER OF DISMISSAL**

This case came before the Office of Administrative Hearings on Claimant Pernelle Carter's January 29, 2019, appeal of an Office of Risk Management Notice of Determination (NOD) that terminated his temporary total disability benefits. In June 2020, ORM announced that it would rescind the NOD and pay Claimant wages in arrears and wages going forward. For reasons set out below, this case is dismissed as moot.

### **CONCLUSIONS OF LAW**

Reinstatement of TTD was an event that rendered the relief Claimant sought unnecessary. The legal issues presented are no longer "live." Hence, this case is dismissed as moot. *Vaughn v. United States*, 579 A2d 170, 175 (D.C. 1990); *Thorn v. Walker*, 912 A 2d 1192, 1195 (DC. 2002). VI.

ORDER Accordingly, it is,

**ORDERED, that this case is DISMISSED WITH PREJUDICE.**

Thank you,  
Susana

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**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

PERNELL E. CARTER,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

DISTRICT DEPARTMENT OF  
TRANSPORTATION,  
Respondent/Employer.

Case No.: 2019-PSWC-00015

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**This Final Order is dated when it is served, as certified on the Certificate of Service found at the end of this document.**

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/s/  
Margaret A. Mangan  
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**Certificate of Service:**

**By First Class Mail or Email as indicated:**

Pernell E. Carter

2-534(a)(2)

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Andrea Comentale, Esquire  
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Chief, Personnel, Labor and Employment  
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andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 21, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Alicia Harris*  
\_\_\_\_\_  
Clerk / Deputy Clerk



**From:** Susana Suarez  
**Sent:** Mon, 21 Dec 2020 18:11:52 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** tracy.lewis2@dc.gov;brenda.anderson2@dc.gov;susana.suarez@dc.gov  
**Subject:** CARTER, PERNELL (0468-WC-04-0500086)  
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**Certificate of Service:**

**By First Class Mail or Email as indicated:**

Pernell E. Carter

2-534(a)(2)

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tmartin@gmpllp.com

Kevin Hilgers, Esquire  
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Andrea Comentale, Esquire  
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Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 21, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Alicia Harris*  
\_\_\_\_\_  
Clerk / Deputy Clerk

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**Cc:** tracy.lewis2@dc.gov;brenda.anderson2@dc.gov;susana.suarez@dc.gov  
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Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

DISTRICT DEPARTMENT OF  
TRANSPORTATION,  
Respondent/Employer.

Case No.: 2019-PSWC-00015

---

**FINAL ORDER OF DISMISSAL**

**I. INTRODUCTION**

This case came before the Office of Administrative Hearings on Claimant Pernell Carter's January 29, 2019, appeal of an Office of Risk Management Notice of Determination (NOD) that terminated his temporary total disability benefits.

In June 2020, ORM announced that it would rescind the NOD and pay Claimant wages in arrears and wages going forward. For reasons set out below, this case is dismissed as moot.

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The case at OAH began with a status conference and then mediation at a time Claimant represented himself. The parties reached an agreement in mediation on June 7, 2019, and I entered a Final Order Dismissing the case. Later, when Claimant was represented by counsel, before the terms of the settlement had been met, and with the consent of both parties, I vacated the Final Order.

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**V. CONCLUSIONS OF LAW**

Reinstatement of TTD was an event that rendered the relief Claimant sought unnecessary. The legal issues presented are no longer “live.” Hence, this case is dismissed as moot. *Vaughn v. United States*, 579 A2d 170, 175 (D.C. 1990); *Thorn v. Walker*, 912 A 2d 1192, 1195 (DC. 2002).

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Accordingly, it is,

**ORDERED**, that this case is **DISMISSED WITH PREJUDICE**; and it is

**ORDERED**, that the reconsideration and appeal rights of any party aggrieved by this Final Order are set forth below.

**This Final Order is dated when it is served, as certified on the Certificate of Service found at the end of this document.**

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/s/  
Margaret A. Mangan  
Administrative Law Judge

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**Certificate of Service:**

**By First Class Mail or Email as indicated:**

Pernell E. Carter

2-534(a)(2)

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andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 21, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Alicia Harris*  
\_\_\_\_\_  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Mon, 21 Dec 2020 18:11:52 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** tracy.lewis2@dc.gov;brenda.anderson2@dc.gov;susana.suarez@dc.gov  
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Thank you,  
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**DISTRICT OF COLUMBIA**  
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One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

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Pernell E. Carter

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michael.krainak@dc.gov

I hereby certify that on December 21, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Alicia Harris*  
\_\_\_\_\_  
Clerk / Deputy Clerk

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**ORDERED**, that the reconsideration and appeal rights of any party aggrieved by this Final Order are set forth below.

**This Final Order is dated when it is served, as certified on the Certificate of Service found at the end of this document.**

\_\_\_\_\_  
/s/  
Margaret A. Mangan  
Administrative Law Judge



After an administrative law judge has issued a Final Order, a party may ask the judge to change the Final Order and ask the Compensation Review Board to change the Final Order. There are important time limitations described below for doing so.

### **HOW TO REQUEST THE ADMINISTRATIVE LAW JUDGE TO CHANGE THE FINAL ORDER**

Under certain limited circumstances and within certain time limits, a party may file a written request asking the administrative law judge to change a final order. OAH Rule 2828 explains the circumstances under which such a request may be made. Rule 2828 and other OAH rules are available at [www.oah.dc.gov](http://www.oah.dc.gov).

A request to change a final order does not affect the party's obligation to comply with the final order and to pay any fine or penalty. If a request to change a final order is received at OAH within 10 calendar days of the date the Final Order was filed (15 calendar days if OAH mailed the final order to you), the period for filing an appeal with the District of Columbia Court of Appeals does not begin to run until the Administrative Law Judge rules on the request. A request for a change in a final order will not be considered if it is received at OAH more than 120 calendar days of the date the Final Order was filed (125 calendar days if OAH mailed the Final Order to you).

**PLEASE NOTE: By the October 9, 2020 Order of the Chief Administrative Law Judge, all filing deadlines that would otherwise expire during the public health emergency, as declared by the Mayor, are suspended/tolled/extended. Upon the expiration of the public health emergency, the Chief Administrative Law Judge will issue an order ending the suspension/tolling/extension period and parties will have thirty calendar days to timely submit any outstanding filings.**

**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**

## **APPEAL RIGHTS**

If you disagree with this Compensation Order you may file an appeal, called an Application For Review, with the Compensation Review Board. The Compensation Review Board is a department within the Labor Standards Bureau of the District of Columbia Department of Employment Services. There is no charge for filing an Application For Review but there are certain procedures that must be followed for your appeal to be processed.

The Application For Review must be filed and received by the Compensation Review Board **within 30 days** from the date shown on this Compensation Order's Certificate of Service. An Application for Review must include the following:

1. An Application for Review, identifying the Compensation Order from which the petitioner appeals, the office that issued the Compensation Order and attaching a copy of the Compensation Order being appealed; and,
2. A Memorandum of Points and Authorities in support of the Application for Review, setting forth the legal and factual basis for the review.

The Application for Review must be filed using the DOES AHD/CRB electronic filing system ("e-filing"). To use this free e-filing system you must register and have an account. The e-filing system and registration information is found at this web site: <http://efile.does.dc.gov>.

You must also send a paper copy to the Compensation Review Board of the Application for Review that you filed using the e-filing system. The Compensation Review Board's address is 4058 Minnesota Avenue, N.E., Washington, D.C. 20019. The paper copy of the document must be sent or delivered to the Compensation Review Board within 2 business days after it is e-filed.

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Questions regarding the procedure for filing an Application for Review can be sent to the CRB at [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov).



**Certificate of Service:**

**By First Class Mail or Email as indicated:**

Pernell E. Carter

2-534(a)(2)

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Kevin Hilgers, Esquire  
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Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 21, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Alicia Harris*  
\_\_\_\_\_  
Clerk / Deputy Clerk

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**Cc:** tracy.lewis2@dc.gov;brenda.anderson2@dc.gov;susana.suarez@dc.gov  
**Subject:** CARTER, PERNELL (0468-WC-04-0500086)  
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## **FINAL ORDER OF DISMISSAL**

This case came before the Office of Administrative Hearings on Claimant Pernelle Carter's January 29, 2019, appeal of an Office of Risk Management Notice of Determination (NOD) that terminated his temporary total disability benefits. In June 2020, ORM announced that it would rescind the NOD and pay Claimant wages in arrears and wages going forward. For reasons set out below, this case is dismissed as moot.

### **CONCLUSIONS OF LAW**

Reinstatement of TTD was an event that rendered the relief Claimant sought unnecessary. The legal issues presented are no longer "live." Hence, this case is dismissed as moot. *Vaughn v. United States*, 579 A2d 170, 175 (D.C. 1990); *Thorn v. Walker*, 912 A 2d 1192, 1195 (DC. 2002). VI.

ORDER Accordingly, it is,

**ORDERED, that this case is DISMISSED WITH PREJUDICE.**

Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

PERNELL E. CARTER,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

DISTRICT DEPARTMENT OF  
TRANSPORTATION,  
Respondent/Employer.

Case No.: 2019-PSWC-00015

---

**FINAL ORDER OF DISMISSAL**

**I. INTRODUCTION**

This case came before the Office of Administrative Hearings on Claimant Pernell Carter's January 29, 2019, appeal of an Office of Risk Management Notice of Determination (NOD) that terminated his temporary total disability benefits.

In June 2020, ORM announced that it would rescind the NOD and pay Claimant wages in arrears and wages going forward. For reasons set out below, this case is dismissed as moot.

**II. PROCEDURAL HISTORY**

The case at OAH began with a status conference and then mediation at a time Claimant represented himself. The parties reached an agreement in mediation on June 7, 2019, and I entered a Final Order Dismissing the case. Later, when Claimant was represented by counsel, before the terms of the settlement had been met, and with the consent of both parties, I vacated the Final Order.

With the case on a hearing track, discovery progressed. Claimant retained two medical experts who produced reports that contradicted conclusions in the NOD. Before the evidentiary

hearing, scheduled for June 11, 2020, was held, ORM rescinded the termination of TTD. On June 23, 2020, ORM issued a Notice of Reinstatement of TTD. Since then, ORM has paid Claimant a lump sum payment of \$55,325.08 for the period of January 3, 2019 to June 6, 2020 for retroactive benefits due.

**V. CONCLUSIONS OF LAW**

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**VI. ORDER**

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/s/  
Margaret A. Mangan  
Administrative Law Judge

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**Certificate of Service:**

**By First Class Mail or Email as indicated:**

Pernell E. Carter

2-534(a)(2)

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Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 21, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Alicia Harris*  
\_\_\_\_\_  
Clerk / Deputy Clerk



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The defined network perimeter has been fading for a long time. Now the need to accommodate mobile and remote users and their devices has agencies evaluating what their next generation of network should look like.

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**[federalnewsnetwork.com/cme-event/executive-briefing-series-modernizing-networking-infrastructure/?utm\\_medium=email&utm\\_source=email1pt&utm\\_campaign=ciena&utm\\_content=email1](https://federalnewsnetwork.com/cme-event/executive-briefing-series-modernizing-networking-infrastructure/?utm_medium=email&utm_source=email1pt&utm_campaign=ciena&utm_content=email1)**

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- **Mike Mestrovich**, Principal Deputy Chief Information Officer, Department of State
- **Andrea T. Norris**, Director, Center for Information Technology and Chief Information Officer, National Institutes of Health
- **Chief Warrant Officer 5 William Robinson**, Chief Technology Officer and Senior Technical Advisor, Army
- **Rob Sears**, Director of Enterprise Network Program (NWAVE), National Oceanic and Atmospheric Administration
- **Chris Ransbottom**, Director of Defense Segment, Ciena Government Solutions Inc. (CGSI)
- **Jim Westdorp**, Chief Technologist, Ciena Government Solutions Inc. (CGSI)

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**Bcc:** Kihn, Paul (EOM);Donahue, Kevin (EOM);Falcicchio, John (EOM);Babers, Lucinda (EOM);Moore, Deliciav (DDS);Rice, Angelique (OFRM);Dines, George (OCFO);Bresnahan, Beth (DCLB);Lindsey, Craig (DCLB);Bolden, Michael (OFRM);Bly, Valerie (OCFO);Moore, Airka (DDS);Hapeman, Nancy (OCP);casandra.fields@dc.gov;Godie, Enyew (DCRA);Lewis, Curtis (EOM);Scoggins, Gurmeet (PSC);Ahaiwe, Bright (DISB);Spooner, Beth (DHCD);Deresso, Frehiwot (OFRM);Richard, Mike (DHS);Robinson, Stephanie (CFSA);Thorpe, Morris (DHS);Chee-Wah, Rosemarie (DPR);Deane, Adreana (OCFO DOH);Edmonds, Marjorie (DCHBX);Shaffer, Darrin (DHCF);Bernard, Hayden (DHS);Young, Anthony (DDS);Baxter, Antonio (DYRS);Jeter, Joyce (DBH);z-Appleton, Kevin (OCFO);Saunders, Paris (OSSE);Cheatham, Rhonda (OFRM);Woldehanna, Gashaw (OFRM);Mukolwe, Christine (OFRM);Awas, Alemayehu (OFRM);Hurley, James (OFRM);Wiggins, Shilonda (OAG);Peng, Phil (OCTO);Hudson-Beckham, Antoinette (DGS);Mayers, Natalie (DOES);Blake, Paul (OFRM);Pacana, Cherylle (DCPL);Aden, Hussein (ODCA);Ferguson, Hillary (OCFO);Provotorova, Olga (OCFO);Skinner, Calvin (OCFO);Fitzpatrick, Perry (OCFO);Pleasant, Ronald (DMV);Washington, Gwen (DCLB);Jordan, Nicole (DCLB);Budoff, Jennifer (DCBC);Paxton, Keisha (DCLB);Bing, Stephon (DCLB);Turnage, Wayne (DHCF);Allende, Brian (CAH);Robinson, Camille (ABRA);Sheppard, Dana (DISB);Freeman, Donald (RPTAC);Peters, Dory (DFHV);Hubbard, Drew E. (DHCD);Giefer, Edward (OP);Shreve, Johanna (OTA);Williams, Kirsten (PSC);Bryant, Kwame (DHCD);Spencer, Michael T. (DHCD);Suggs-Evans, Rosemary (EOM);Bardin, Sara (DCOZ);Spence, Shannon (DCRA);Carney, Sharon (EOM);Kwan-hui, Shirley (DCRA);Johnson, Steven G. (OCTFME);Ibrahim, Yesuf (OAG);Reed, Jennifer (EOM);Yusuf, Abdi (OCTO);Ayalew, Aklilu (OFRM);Solomon, Brandon (OFRM);Goodluck, Bryan (DOES);Harrison, Carol (OCTO);Chong, ChinYee (DOES);Barrera, Christian (DACL);Murphy, Christina (EOM);Martin, Clarene P. (PERB);Kintu, David (DGS);Bates, Dina (OFRM);Tommingo, Elliot (EOM);Manuel, Eric (DACL);Lemma, Esayas (DOES);Simon, Gottlieb (OANC);Wong, Henry (DGS);Reyes, Jackie (EOM);Yarussi, Jaime (OIG);Ramirez, Janira (DOES);Loud, Marc D. Sr (CAB);Hudson, Julia (EOM);Fuller, Kim (DCPL);Basil, LaShaun (DOES);Cudjoe, Louann (DOES);Manassa, Marvin (OCP);Seleshi, Mekete (OCTO);Hmaey, Mohamed (DOES);Journiette, Nadine (OCF);Trinh, Ngoc (EOM);Cook, Nicole (DCHR);Sanga, Nkwenti (DACL);Moore, Orsheka (OFRM);Strauss, Paul (SEN);Clark, Peter (EOM);Meadows, Phillip (DACL);Washington, Rinaldo (DACL);Preston, Robert (EOM);Russell, Robert (DACL);Yeung, Sam (ORM);Peterson, Sandra (BEGA);Barfield, Sheila (OEA);Escobedo, Sheila (EOM);Kiawu, Sia (DOES);Porter, Sonja (OAG);Walker, Steven (EOM);Coaxum, Tarifah (OAG);Huynh, Thanh (OFRM);Hatton, Tim (DGS);Smith, Trista (OFRM);Evans, Valerie (EOM);Rembrandt, Wiwiek (EOM);Lyles, Yolanda (DACL);Valentine, Kathryn (DDOT);Lavasani, Melissa (DOEE);Richardson, Shaniqua (DMV);Medley, Tracy (OCFO);Smart, Anetria (DHS);Peebles, Gerald A. (CFSA);Baffour, Anthony (DBH);Roberson, Barbara (DHS);Rosser, Brenda (DDS);Atterbury, Bromley (DHS);Mitchell, Christina (EOM);Ashton, Christopher (DPR);Rajaratnam, Christopher (DDS);Richardson, Darlene (DDS);Bowes, Deon (DHCF);Rutherford-Felix, Dionne (DHS);Simms, James (DHCF);Johnson, Jerome (DOES);Guillen, Jo Ann (DYRS);Ansah-Brew, Josephine (OHR);Fletcher, Keith (DOH);Long, Lesley (DPR);Miller-Vierra, Lyndsey (DHS);Cain, Marcia (DBH);Troyer, Michael (DHS);Nabors-Jackson, Nikol (CFSA);Ogbara, Olamide (DHS);Smith, Rayna (EOM);Ince, Samuel (DCHBX);McDowell, Sherrie (DHS);Mortensen, Tania (DHS);McDonald, Gordon (OCFO);Mobley, David (OSSE);Kim, Jason (OSSE);Francis, Tanya (OCFO-DCPS);Gill, Adriane (HSEMA);Mauro, Amy (FEMS);Tombs, Barbara (EOM);Fields, Beverly (OCME);Huggins, Briana (HSEMA);Staats, Daryl (DOC);Kamara, Delwyn (DOC);Deresso, Frehiwot (FEMS);Ponder, Gizele (DOC);Gil, Helder (EOM);McClure, Helen (EOM);Preston, Herman (DCNG);Antony, Joseph (DFS);Ross, Kipling (OUC);Turner, Leeann (MPD);Burden, Lequita

(DCNG);Butler, Mannone (CJCC);Haile, Martha (DFS);Reed, Meagan (EOM);Dunn, Michelle (EOM);Garcia, Michelle (EOM);Mason, Patrice S. (FEMS);Swift-Taylor, Patrice (DFS);Cambel, Patricia (MPD);Felder, Rena (MPD);Jackson, Robin (CJCC);Howard, Rochelle (DCPC);Nevers, Sherol (DOC);Lewis, Traci (EOM);Bragg, Vakisa (DCNG);Gindaba, Fekede (OIG);Farley, Edward (OIG);Carlile, Saesha (DDOT);Hagos, Regat (DACL);Wilcoxson, Matthew (OIG);Alexander, Antoinette (DCRA);Scalise, Krista (DYRS);Dominguez, Sophia (DYRS);Borges, Anthony (DYRS);Robinson, Sandy (OIG);Albaugh, Zachary (DDOT);Assefa, Yared (OFRM);Wilson, Rolanda (DCHR);Agers, Julius (FEMS);Sollers, John Jr. (FEMS);Steen, Gary (FEMS);Hanson, James (FEMS);Sink, Donald (OCFO-DCPS);Kopca, Justin (CFSA);[kayleen.irizarry@dc.gov](mailto:kayleen.irizarry@dc.gov);Agency Directors – Mayoral (OCTO)

**Subject:** DIFS Program Update: Breaking News & Happy Holidays!

**Attachments:** DIFS Program Update - Breaking News & Happy Holidays!.pdf



DISTRICT INTEGRATED FINANCIAL SYSTEM  
OFFICE OF THE CHIEF FINANCIAL OFFICER



To our Valued Stakeholders,

As we wrap up 2020 and look to the months and years ahead, we wanted to provide you with a brief DIFS Program update and clear path forward. So much has happened over the past few months since the start of our Pre-Construction Phase. For instance, we have:

- Collected proposed Program and Cost Center value lists from all agencies;
- Engaged with OFOS on a weekly basis to confirm the DIFS chart of accounts structure, values, and hierarchies;
- Conducted over 19 Business Process Re-engineering Focus group sessions, collecting critical pain points and gaps in business processes;
- Completed nine information gathering sessions to better understand the proposed Interagency and old Intra-District pain points;
- Conducted over ten deep dives with Cluster Agencies and Central Offices to standardize Interagency business processes and improve transparency, accuracy, and CAFR reporting; and
- Reached consensus with OFOS with respect to paper agencies, pending OBP, the Mayor, and Council's review and approval.

And that's just a short list of our many accomplishments – only possible with your partnership. **But perhaps most notably – on December 3, 2020 – the DIFS Executive Steering Committee unanimously voted to approve the ERP-First Implementation timeline, projected to Go-Live in October 2022.** Here's a closer look at implications for your work.



### What We're Doing.

On December 3, 2020, the DIFS Executive Steering Committee unanimously voted to approve the ERP First Implementation Timeline.



Based on case studies from the City of Boulder, Catholic Relief Services, Loudoun County, City of Detroit, the State of Illinois, and MITs (District of Columbia OCFO) – the ERP First Implementation framework most effectively meets the District of Columbia's OCFO objectives for the DIFS Program and aligns with the District of Columbia's existing structure and current needs.

### Why It Matters.

The ERP-First Implementation will allow for a smooth transition to the DIFS system across all decentralized budget offices, agencies, and clusters.



The District of Columbia operates with fiscal and Cluster Offices spread out – in all, a highly complex municipal framework. Most other cities operate with one centralized Budget Office. The ERP-First Implementation simplifies the DIFS system transition.

Further, only one year after ERP First Go-Live, the CAFR can be produced with the existing tools in the system – as there will be a full year of transactions available. This will result in a reducing the time to create the CAFR, as well as mitigate the risk of a mid-year conversion.

### What this Means for You.

The ERP-First Implementation is a shift in the initial project plan.



The DIFS Core Team and DIFS Stakeholders will reprioritize activities and key milestones accordingly. More DIFS End Users will be engaged earlier in the Implementation lifecycle across the touchpoints of Training, User Acceptance Testing (UAT), System Integration Testing (SIT), etc.



Regards,

**Organizational Change Management (OCM)**

DC Government

Office of the Chief Financial Officer (OCFO)

District Integrated Financial System

1100 4th Street S.W., Suite E800

Washington, DC 20024

[DIFSChangemanagement@dc.gov](mailto:DIFSChangemanagement@dc.gov)

**DIFS Intranet:** <https://difs.cfo.in.dc.gov/> *(VPN required)*



Office of the Chief Financial Officer

District Integrated Financial System (DIFS)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

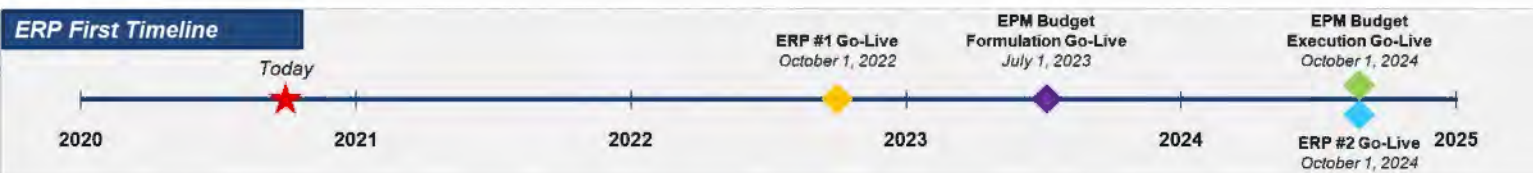


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The ERP-First Implementation will allow for a smooth transition to the DIFS system across all decentralized budget offices, agencies, and clusters.



The District of Columbia operates with fiscal and Cluster Offices spread out – in all, a highly complex municipal framework. Most other cities operate with one centralized Budget Office. The ERP-First Implementation simplifies the DIFS system transition.

Further, only one year after ERP First Go-Live, the CAFR can be produced with the existing tools in the system – as there will be a full year of transactions available. This will result in a reducing the time to create the CAFR, as well as mitigate the risk of a mid-year conversion.

### What this Means for You.

The ERP-First Implementation is a shift in the initial project plan.



The DIFS Core Team and DIFS Stakeholders will reprioritize activities and key milestones accordingly. More DIFS End Users will be engaged earlier in the Implementation lifecycle across the touchpoints of Training, User Acceptance Testing (UAT), System Integration Testing (SIT), etc.





**From:** Swintz, Monica (EOM)  
**Sent:** Mon, 21 Dec 2020 17:05:02 +0000  
**To:** Currie, M. Colleen (OAH);Anderson, Keith (DGS);Barfield, Sheila (OEA);Cholewa, Agnes (DCHR);Daniels, Brandon (DGS);Ford, Rochelle (BEGA);Fuller, Yohance (DGS);Gibson, Ventris (DCHR);Hapeman, Nancy (OCP);Harley, Angela (OAH);Harrison, Carol (OCTO);Holt, Kasmin (DGS);Jacobs, Angell (OCFO);Loud, Marc D. Sr (CAB);Lozada, Andrea (EOM);Martin, Clarene P. (PERB);Maxwell, Lindsey (EOM);McCollough, Mathew (EOM);Alice Miller;Mitchell, Christina (EOM);Morgan-Johnson, Sheila (DCRB);Parker, Lindsey (OCTO);Ross, Jed (ORM);Schutter, George (OCP);Alice Miller;Scott, Marc (OCP);Valentine, Vernon (DCRB);Yeung, Sam (ORM);sadams@dcboe.org;Fuller, Traci (OCFO);Elam, Gertie (PERB);Monica Evans;Samba, Mamadou (EOM)  
**Cc:** Coleman, Marcus (EOM)  
**Subject:** Gov Ops Survey Due by 4pm (Just Monday this week)

Good Afternoon Leadership,

Only one survey this week, **TODAY!** Please be sure to fill out.

[https://docs.google.com/forms/d/e/1FAIpQLSf4VB8JqihKAGa\\_j\\_4jOVkDVkdy7J88Zo4YkQ153iXi4vGzrw/viewform](https://docs.google.com/forms/d/e/1FAIpQLSf4VB8JqihKAGa_j_4jOVkDVkdy7J88Zo4YkQ153iXi4vGzrw/viewform)

**\*REMINDER: It's really helpful for as many agencies as possible to fill out the survey because we are gathering numbers on employees who have tested positive, in quarantine, and have returned to work for all agencies. Even if the agency has no new substantive updates, they should still complete the survey.**

As always, if you need something or I can help in any way please feel free to reach out.

Sincerely,  
Monica

---

**Monica Swintz CPM**

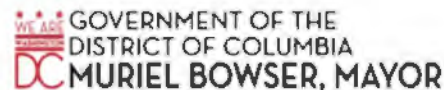
Senior Operations Analyst

Internal Services Cluster

Direct: (202) 727-3380

Cell: (202)-459-8338

E-mail: [monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)



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Monica

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**Monica Swintz CPM**

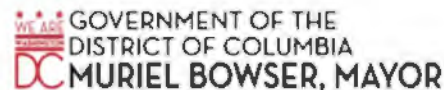
Senior Operations Analyst

Internal Services Cluster

Direct: (202) 727-3380

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E-mail: [monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)



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**From:** OCP PASS ADMIN  
**Sent:** Mon, 21 Dec 2020 12:00:18 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

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 **CW4545** - **Risk Assessment and Impact Analysis**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4320** - **Drupal Platform Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4308** - **DCSS Application for Engineering and Logistics-NORTH ARROW INC.**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4223** - **CW35004- Midtown Personnel Inc. - Do not use Closed**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents No changes necessary. select button to clear.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4247** - **Quality Plan Administrators FY 16**  
6

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4311** - **Alabama Clinical Schools-Residential Treatment Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4556 - McAfee Professional Services (On-Site Support)**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4160 - DCSS - Furniture and Furniture Management Services - American Business Supplies, LLC**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4420 - FY16-T00-Splunk Dashboard**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4276 - Water Quality Monitoring at Two (2) District Engine Houses**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4426 - FY16\_GD0\_PostSec\_LiteracyPro**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** COI ATTACHED TO CW. THEY MEET ALL REQUIREMENTS OF THE CONTRACT.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4665 - District of Columbia Science Assessment Scoring**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4712 - DCPS DCSS CRS - Temp Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)




 **CW4562** - **DataMetrix RAC Contract Workspace (Procurement)**  
7

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4805** - **NextGen Enterprise Archiving**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4721** - **Network Access Control Implementation**  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4856** - **Internet Service Provider**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4919** - **Redesign for Long-Term Care Administration**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4774** - **Life and Disability Insurance**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4764** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Vaden**  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.


[Click here to view the project](#)

 **CW4638** - **OCTO Temporary Resources - ANC**  
0

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4859** - Provider Certification Review DDS DDA Liberty Healthcare  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4902** - DCAS Knowledge Transfer  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents  
7/1/16 - 7/1/17

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Blount  
1


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**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Ruff  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4611** - DOT Trip Ticket Scanning Services  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents:  
Documents Systems Inc.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4768** - FY17\_GD0\_ODR Impartial Hearing Officer\_Seat  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4928** - SecureAuth IdP Multifactor Authentication  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5006** - **OCTO Blue Coat- Internet Proxy and SSL inspection**  
7


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**Task description :** Approval for Insurance Documents

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 **CW5246** - **Additional Medicaid Data Warehouse Development**  
4

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**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4995** - **Monitoring Services - Outlying Hotels**  
9


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**Task description :** Approval for Insurance Documents

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 **CW5054** - **Enlightened- OCTO HBX Competitive for Temporary Pesonnel**  
9


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 **CW5583** - **IBM Mainframe License and Maintenance**  
3


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**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW5560** - **Home Care Chore Aides**  
1

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 **CW5705** - **OSSE-Teaching & Learning-Restorative Practices**  
9

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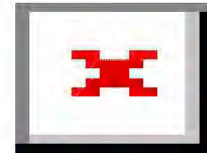
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**Sent:** Mon, 21 Dec 2020 10:36:16 -0500  
**To:** jed.ross@dc.gov  
**Subject:** Police Misconduct: A Practitioner's Guide to Section 1983

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**THE ONLY PUBLICATION YOU NEED ON POLICE MISCONDUCT**

# ***Police Misconduct: A Practitioner's Guide to Section 1983***



**Wayne C. Beyer**

1540 pages, 1 Hardcover Volume.  
Published July 2018.

***Police Misconduct: A Practitioner's Guide to Section 1983*** is written by a practitioner for practitioners on both the plaintiff's and the defense side, for judges and legal advisors. It combines 18 substantive chapters covering the law with 12 on practice in over 1,500 pages. The first 18 chapters cover both high frequency and high exposure cases: Fourth Amendment searches, arrests, deadly and non-deadly force; Fourteenth Amendment duty of protection; First Amendment; individual, supervisory and municipal liability; qualified immunity; claims against state and federal officials; procedural defenses; damages; and common law claims and defenses to bring along with § 1983 claims. The substantive law chapters also feature hot topics, the latest thinking from police organizations, and Circuit-by-Circuit comparisons on important issues.

The 12 practice chapters of ***Police Misconduct: A***

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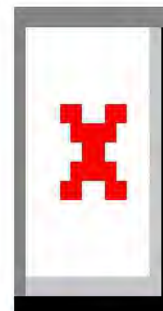
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## **About the Author**

**Wayne C. Beyer** is an experienced trial lawyer, author, presenter, and former administrative appeals judge. Mr. Beyer has been lead counsel in over 300 police misconduct and corrections cases and many jury trials as assistant corporation counsel (later called assistant attorney general) for the District of Columbia, and before that as outside counsel to New Hampshire's Property and Liability Insurance Trust. He is the author of law review and magazine articles on police misconduct; has been a presenter on § 1983 at national programs for Georgetown University Law Center, the Defense Research Institute, the American Bar Association, and the

Federal Judicial Center (for District and Magistrate Judges), and dozens of webinars. He is a member of the N.H. and D.C. Bars, and the Police Executive Research Forum, International Association of Chiefs of Police, and National Sheriffs Association. Mr. Beyer holds degrees from Dartmouth College and Harvard University, and a J.D. from Georgetown University Law Center.

Read the full Author biography on [www.jurispub.com](http://www.jurispub.com)

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## Reviews

"Wayne Beyer brings decades of successful litigation experience to ***Police Misconduct: A Practitioner's Guide*** and passes his tips along in a hugely impressive 1498-page treatise that is both exhaustive and yet readily accessible. The reader immediately acquires the knowledge of one of the most experienced police misconduct litigators in the nation." ---**Charles F. Abernathy**, Professor of Law, Georgetown University Law Center

"[T]here is a wealth of clear explanation and practical advice in Wayne Beyer's ***PMPG*** that will assist in presenting a more focused case and in understanding the nuances of a superb presentation in court. It is an instant classic!" ---**G. Patrick Gallagher**, President of the Gallagher-Westfall Group, police expert witness, and author of "Successful Police Risk Management"

"Wayne Beyer is one of the foremost experts in this country on the subject of police misconduct."---**Ted Williams**, attorney, news analyst, cable news contributor

"I've worked with hundreds of attorneys throughout this country. Attorney Wayne Beyer is at the top of the list of those attorneys with regard to his ethics, professionalism, dedication to work, knowledge of the law, trial preparation and presentation."---**Charles J. Key**, Charles J. Key Consulting

"Wayne Beyer has an encyclopedic knowledge of all facets of civil rights litigation. . . . I am pleased see him avail to everyone interested, his knowledge in the form of a reference book."---**Michael L. Middleton**, retired LAPD sergeant, civil rights investigator, industry consultant, and author of "Cop: A True Story," the "Civil Rights and Law Enforcement Manual for the Commonwealth of Virginia," and other books

"Wayne Beyer is a 'complete package.' . . . His knowledge and experience in this specialized field will be an invaluable tool for litigators and a reliable resource for researchers and academics."---**Robert E. Deso**, litigator, former Deputy General Counsel for the D.C. Metropolitan Police Department

"I've had the pleasure of working with Wayne as a police practices expert. As a litigator he was passionate about his cases, always well prepared, and fought for his side in a respectful manner."---**Lou Reiter**, Deputy Chief LAPD (retired) and police consultant



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LII > U.S. Code > Title 26. INTERNAL REVENUE CODE > Subtitle A. Income Taxes > Chapter 1. NORMAL TAXES AND SURTAXES  
 > Subchapter B. Computation of Taxable Income > Part III. ITEMS SPECIFICALLY EXCLUDED FROM GROSS INCOME  
 > **Section 103. Interest on State and local bonds**

## 26 U.S. Code § 103 - Interest on State and local bonds

[U.S. Code](#) [Notes](#)

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### (a) EXCLUSION

Except as provided in subsection (b), gross income does not include interest on any [State or local bond](#).

### (b) EXCEPTIONS

Subsection (a) shall not apply to—

#### (1) PRIVATE ACTIVITY BOND WHICH IS NOT A QUALIFIED BOND

Any private activity bond which is not a qualified bond (within the meaning of [section 141](#)).

#### (2) ARBITRAGE BOND

Any arbitrage bond (within the meaning of [section 148](#)).

#### (3) BOND NOT IN REGISTERED FORM, ETC.

Any bond unless such bond meets the applicable requirements of section 149.

### (c) DEFINITIONS

For purposes of this section and part IV—

#### (1) STATE OR LOCAL BOND

The term "[State or local bond](#)" means an obligation of a [State](#) or political subdivision thereof.

#### (2) STATE

The term "[State](#)" includes the District of Columbia and any possession of the United [States](#).

(Aug. 16, 1954, ch. 736, [68A Stat. 29](#); [Pub. L. 90-364, title I, § 107\(a\)](#), June 28, 1968, [82 Stat. 266](#); [Pub. L. 90-634, title IV, § 401\(a\)](#), Oct. 24, 1968, [82 Stat. 1349](#); [Pub. L. 91-172, title VI, § 601\(a\)](#), Dec. 30, 1969, [83 Stat. 656](#); [Pub. L. 92-178, title III, § 315\(a\)](#), (b), Dec. 10, 1971, [85 Stat. 529](#); [Pub. L. 94-164, § 7\(a\)](#), Dec. 23, 1975, [89 Stat. 976](#); [Pub. L. 94-182, title III, § 301\(a\)](#), Dec. 31, 1975, [89 Stat. 1056](#); [Pub. L. 94-455, title XIX](#), §§ 1901(a)(17), (b)(8)(B), 1906(b)(13)(A), title XXI, §§ 2105(a)-(c), 2137(d), Oct. 4, 1976, [90 Stat. 1765](#), 1766, 1794, 1834, 1902, 1931; [Pub. L. 95-339, title II, § 201\(a\)](#), Aug. 8, 1978, [92 Stat. 467](#); [Pub. L. 95-600, title III](#), §§ 331(a), (b), 332(a), 333(a), 334(a), (b), title VII, § 703(j)(1), (q)(1), Nov. 6, 1978, [92 Stat. 2839-2841](#), 2941, 2944; [Pub. L. 96-222, title I, § 107\(a\)\(3\)\(C\)](#), Apr. 1, 1980, [94 Stat. 223](#); [Pub. L. 96-223, title II](#), §§ 241(a), 242(a), 244(a), Apr. 2, 1980, [94 Stat. 281](#), 283, 286; [Pub. L. 96-499, title XI, § 1103](#), Dec. 5, 1980, [94 Stat. 2669](#); [Pub. L. 97-34, title VIII](#), §§ 811(a), (b), 812(a), Aug. 13, 1981, [95 Stat. 349](#), 350; [Pub. L. 97-248, title II](#), §§ 214(a)-(e), 215(a), (b), 217(a)-(d), 219(a), 221(a), (b), (c)(1), title III, § 310(b)(1), (c)(1), (2), Sept. 3, 1982, [96 Stat. 466-469](#), 472-474, 477, 478, 596, 599; [Pub. L. 97-424, title V, § 547\(a\)](#), Jan. 6, 1983, [96 Stat. 2199](#); [Pub. L. 97-473, title II, § 202\(b\)\(2\)](#), Jan. 14, 1983, [96 Stat. 2609](#); [Pub. L. 98-369, div. A, title IV, § 474\(r\)\(4\)](#), title VI, §§ 621-624(a), (b)(2), (3), 626(a), 627, 628(a), (c)-(e), (g), 630, July 18, 1984, [98 Stat. 839](#), 915-922, 924, 926, 928, 931-933; [Pub. L. 99-272, title XIII, § 13209\(e\)](#), Apr. 7, 1986, [100 Stat. 323](#); [Pub. L. 99-514, title XIII, § 1301\(a\)](#), title XVIII, §§ 1864(a)(1), (b)-(e), 1865(a), 1869(a), (b), 1870, 1871(a)(1), (b), 1899A(2)-(4), Oct. 22, 1986, [100 Stat. 2602](#), 2885, 2886, 2888, 2890, 2891, 2958; [Pub. L. 100-647, title I, § 1013\(a\)\(34\)\(A\)](#), (c)(12)(A), Nov. 10, 1988, [102 Stat. 3544](#), 3547.)

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**From:** Swintz, Monica (EOM)  
**Sent:** Mon, 21 Dec 2020 15:16:02 +0000  
**To:** Healy, Patrick (EOM); Ross, Jed (ORM)  
**Cc:** Yeung, Sam (ORM); Stewart, Shaneah (EOM)  
**Subject:** RE: ARMR Memo  
**Attachments:** Draft\_Memo\_Drive to Zero.docx

Hi ORM checking in on this. Thanks!

---

**Monica Swintz CPM**

Senior Operations Analyst  
Internal Services Cluster  
Direct: (202) 727-3380  
Cell: (202)-459-8338  
E-mail: [monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)



---

**From:** Swintz, Monica (EOM)  
**Sent:** Friday, December 18, 2020 10:59 AM  
**To:** Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Cc:** Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: ARMR Memo

2-534(e)

---

**Monica Swintz CPM**

Senior Operations Analyst  
Internal Services Cluster  
Direct: (202) 727-3380  
Cell: (202)-459-8338  
E-mail: [monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)



---

**From:** Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Sent:** Friday, December 18, 2020 9:31 AM  
**To:** Swintz, Monica (EOM) <[monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)>  
**Subject:** ARMR Memo

Thanks, Monica. Happy Holidays!

Patrick M. Healy  
Risk Prevention and Safety Program Administrator  
Executive Office of the Mayor | Office of Risk Management  
441 4<sup>th</sup> Street, NW Suite 800 South | Washington, DC 20001  
(O) 202-727-6987 | (M) 202-256-6769

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Re:  
Page 2



**From:** Vass, Chris (EOM)  
**Sent:** Mon, 21 Dec 2020 15:01:49 +0000  
**To:** Ellis, Stacia (OSSE);House, Delino (OSSE);King, Kenneth (OSSE);Lee, Carole (OSSE);Forte, Wesley (OSSE)  
**Cc:** Ross, Jed (ORM);Yeung, Sam (ORM);Healy, Patrick (EOM)  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning,

I completely understand the delay, but I am curious is there is anything we can do to expedite this? We have a deadline for compiling of this information. We can work with pushing this back, but would like to know if there are an concerns I can help alleviate now?

Our goal is to obtain the recent contacts you all have in place related to this and answers for the few questions we asked.

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s).
- Are there video recorders in your assigned fleet vehicles? If so, is there a process on when the recordings are download/stored? Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving?
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of?

Thanks,

*Christopher Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

---

**From:** Ellis, Stacia (OSSE) <Stacia.Ellis@dc.gov>  
**Sent:** Monday, December 21, 2020 8:46 AM  
**To:** House, Delino (OSSE) <delino.house@dc.gov>; Vass, Chris (EOM) <Christopher.Vass@dc.gov>; King, Kenneth (OSSE) <Kenneth.King@dc.gov>; Lee, Carole (OSSE) <carole.lee@dc.gov>; Forte, Wesley (OSSE) <wesley.forte@dc.gov>  
**Cc:** Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Healy, Patrick (EOM) <Patrick.Healy3@dc.gov>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning,  
Due to schedule conflicts and upcoming holidays; This meeting is being rescheduled.

Thank You,

## Stacia Ellis

Fleet Management Specialist  
202-724-2351 (Office)  
202-674-7738 ( Cell)  
[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)

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**From:** Ellis, Stacia (OSSE)  
**Sent:** Tuesday, December 15, 2020 3:20 PM  
**To:** Ellis, Stacia (OSSE); House, Delino (OSSE); Vass, Chris (EOM); King, Kenneth (OSSE); Lee, Carole (OSSE); Forte, Wesley (OSSE)  
**Cc:** Ross, Jed (ORM); Yeung, Sam (ORM); Healy, Patrick (EOM)  
**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)  
**When:** Monday, December 21, 2020 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).  
**Where:** Microsoft Teams Meeting

Good Afternoon,  
As requested.

---

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**From:** House, Delino (OSSE)  
**Sent:** Tuesday, December 15, 2020 3:01 PM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Thank you for the opportunity to work with you and your team to explore technology and software. Before we proceed with the questions below my team and I would like to meet to discuss in detail. Are you open to meeting soon? If so I have included Stacia Ellis on this communication so that she can work with you to schedule a meeting.

WE look forward to your response,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:19 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Perfect, thank you Gretchen!

Delino, if you have any questions or need anything, let me know.

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:18 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)  
**Importance:** High

Good Morning Chris,  
Delino House, our Associate Director of Fleet and Facilities, is the POC for this project and has gather the information you requested. I believe he's tried contacting you but if you haven't connected I've copied him on this correspondence.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE

Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:12 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Gretchen & Sara,

I wanted to follow-up on this request and see if you all had any updates?

Thanks,

*Christopher Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230*

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Friday, December 4, 2020 9:48 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Chris,  
Thanks for your email. Our team is reviewing the request and will provide a response to your question ASAP.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Thursday, December 3, 2020 3:45 PM



**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>

**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>

**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Director Brumley & Deputy Meyers,

I hope you are doing well. I am Chris Vass, Management Analyst with the DC Office of Risk Management (ORM). On behalf of Jed Ross, Director/Chief Risk Officer, I am reaching out to you and other District agencies in order to undertake a review and analysis of city-wide fleet safety programs that are being used by District agencies. In order for me to begin the review and analysis, I need your assistance to compile all data and information related to your safety program:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s).
- Are there video recorders in your assigned fleet vehicles? If so, is there a process on when the recordings are download/stored? Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving?
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of?

The goal of this project is to ultimately bring all agencies under one city-wide management system for GPS, liability documentation (video), safe driving training, data collection (life of vehicle, miles driven, speeding, dangerous driving, possible maintenance needs, performance metrics, etc....). We are in the early stages of this endeavor but feel it could lead to monumental change for the District. One procurement, one system, economies of scale, and better data for everyone.

Please let know if you have any question or concerns.

Thanks,

*Chris Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

*Open Enrollment for 2021 employee benefits runs Monday, November 9, 2020 through Monday, December 14, 2020. This is your annual opportunity to review your current benefit elections and make any necessary changes.*

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Kind regards,

**Shaneah Stewart**

Executive Assistant to the Director / Program Analyst

Office of Risk Management (ORM)

Government of the District of Columbia

441 Fourth Street NW, 800 South

Washington, DC 20001

Direct: (202) 727-6056

Teams: [Teams Me \(Shaneah.Stewart@dc.gov\)](#)

E-mail: [Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)



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**From:** Carter, Robert (EOM)  
**Sent:** Mon, 21 Dec 2020 14:08:36 +0000  
**To:** Ross, Jed (ORM)  
**Subject:** Spreading Christmas Cheer  
**Attachments:** 132003923\_10222017285775086\_1527655186523516719\_n.jpg,  
131926539\_10222017283015017\_5958173364405350965\_n.jpg,  
132000642\_10222017284895064\_1468016916311669527\_n.jpg,  
131656848\_10222017285535080\_3112131605475318489\_n.jpg,  
131744806\_10222017286215097\_6694251030853908935\_n.jpg,  
131271615\_10222017283735035\_8023991735252700967\_n.jpg,  
131924100\_10222017284015042\_5684108916644534393\_n.jpg,  
131892516\_10222017285255073\_4459216647274978032\_n.jpg,  
131926419\_10222017283255023\_6897150244426795524\_n.jpg,  
131905163\_10222017286295099\_2148809876489039853\_n.jpg, thumbnail\_IMG-5226.jpg,  
131926419\_10222017284215047\_7756943454730591353\_n.jpg

Good morning Jed,

I hope this finds you well. I thought you would find this of interest, given that you are always so supportive of my community service activities. Last night I had the wonderful opportunity, along with several special organizations, to be a blessing to several families across the Baltimore area, for this upcoming Christmas. Groups such as the Phi Beta Sigma Fraternity Inc, Nu Sigma Sigma Chapter's Sigma Santa program, C.H.I.A. Inc., You Make a Difference STEMMA Corporation, Sigma R.E.A.C.H, Inc., Blue Properties, LLC, and many individual donators, who freely gave so deserving families could have a Merry Christmas. We were able to service about 10 families. I've included a few photographs.

Thank you for your leadership and your continued support. Wishing you and yours a Joyous Holiday and a Happy New Year.

Robert

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).































































**From:** Ellis, Stacia (OSSE)  
**Sent:** Mon, 21 Dec 2020 13:46:41 +0000  
**To:** House, Delino (OSSE);Vass, Chris (EOM);King, Kenneth (OSSE);Lee, Carole (OSSE);Forte, Wesley (OSSE)  
**Cc:** Ross, Jed (ORM);Yeung, Sam (ORM);Healy, Patrick (EOM)  
**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon,  
As requested.

---

## Microsoft Teams meeting

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**From:** House, Delino (OSSE)  
**Sent:** Tuesday, December 15, 2020 3:01 PM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

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WE look forward to your response,

Delino "Del" House

Associate Director of Fleet Management and Facilities Services

Desk: 202-724-7818

[delino.house@dc.gov](mailto:delino.house@dc.gov)

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>

**Sent:** Monday, December 14, 2020 11:19 AM

**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>

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**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Perfect, thank you Gretchen!

Delino, if you have any questions or need anything, let me know.

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**Sent:** Monday, December 14, 2020 11:18 AM

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**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah



(EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>

**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

**Importance:** High

Good Morning Chris,

Delino House, our Associate Director of Fleet and Facilities, is the POC for this project and has gather the information you requested. I believe he's tried contacting you but if you haven't connected I've copied him on this correspondence.

Best,

Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

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**Sent:** Monday, December 14, 2020 11:12 AM

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**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>

**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Gretchen & Sara,

I wanted to follow-up on this request and see if you all had any updates?

Thanks,

*Christopher Vass*

*Management Analyst*

*DC Office of Risk Management*

*202-299-5230*

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>

**Sent:** Friday, December 4, 2020 9:48 AM

**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>

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**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Chris,

Thanks for your email. Our team is reviewing the request and will provide a response to your question ASAP.

Best,

Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office

[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>

**Sent:** Thursday, December 3, 2020 3:45 PM

**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>

**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>

**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Director Brumley & Deputy Meyers,

I hope you are doing well. I am Chris Vass, Management Analyst with the DC Office of Risk Management (ORM). On behalf of Jed Ross, Director/Chief Risk Officer, I am reaching out to you and other District agencies in order to undertake a review and analysis of city-wide fleet safety programs that are being used by District agencies. In order for me to begin the review and analysis, I need your assistance to compile all data and information related to your safety program:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s).
- Are there video recorders in your assigned fleet vehicles? If so, is there a process on when the recordings are download/stored? Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving?
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of?

The goal of this project is to ultimately bring all agencies under one city-wide management system for GPS, liability documentation (video), safe driving training, data collection (life of vehicle, miles driven, speeding, dangerous driving, possible maintenance needs, performance metrics, etc....). We are in the early stages of this endeavor but feel it could lead to monumental change for the District. One procurement, one system, economies of scale, and better data for everyone.

Please let know if you have any question or concerns.

Thanks,

*Chris Vass*

*Management Analyst*

*DC Office of Risk Management*

*202-299-5230*

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**From:** Ellis, Stacia (OSSE)  
**Sent:** Mon, 21 Dec 2020 13:45:39 +0000  
**To:** House, Delino (OSSE); Vass, Chris (EOM); King, Kenneth (OSSE); Lee, Carole (OSSE); Forte, Wesley (OSSE)  
**Cc:** Ross, Jed (ORM); Yeung, Sam (ORM); Healy, Patrick (EOM)  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning,  
Due to schedule conflicts and upcoming holidays; This meeting is being rescheduled.

Thank You,

## Stacia Ellis

Fleet Management Specialist  
202-724-2351 (Office)  
202-674-7738 ( Cell)  
[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)

**Did you know that DC has the second lowest uninsured rate in the nation? Together, let's make DC #1. Get covered and stay covered at [DCHealthLink.com](https://www.dchealthlink.com) or by calling (855) 532-5465. #GetCoveredDC, #StayCoveredDC**

-----Original Appointment-----

**From:** Ellis, Stacia (OSSE)  
**Sent:** Tuesday, December 15, 2020 3:20 PM  
**To:** Ellis, Stacia (OSSE); House, Delino (OSSE); Vass, Chris (EOM); King, Kenneth (OSSE); Lee, Carole (OSSE); Forte, Wesley (OSSE)  
**Cc:** Ross, Jed (ORM); Yeung, Sam (ORM); Healy, Patrick (EOM)  
**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)  
**When:** Monday, December 21, 2020 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).  
**Where:** Microsoft Teams Meeting

Good Afternoon,  
As requested.

---

## Microsoft Teams meeting

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**From:** House, Delino (OSSE)  
**Sent:** Tuesday, December 15, 2020 3:01 PM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

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WE look forward to your response,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:19 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
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**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Perfect, thank you Gretchen!

Delino, if you have any questions or need anything, let me know.

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**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)  
**Importance:** High

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Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

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Management Analyst  
DC Office of Risk Management  
202-299-5230*

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**Sent:** Friday, December 4, 2020 9:48 AM  
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Division of Student Transportation

Office of the State Superintendent  
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*Chris Vass*  
*Management Analyst*  
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**From:** Risk Channel  
**Sent:** Mon, 21 Dec 2020 12:36:48 +0000  
**To:** jed.ross@dc.gov  
**Subject:** Risk Channel - Robinhood settles SEC charges

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to phishing@dc.gov for additional analysis by OCTO Security Operations Center (SOC).

Risk Channel



To sign up to Risk Channel for free [click here](#).

**Monday, 21st December 2020**

## THE HOT STORY

### **Robinhood settles SEC charges**

**Robinhood Financial**, which offers a mobile app and website that allows users to deal in shares without trading fees or account minimum, has agreed to pay \$65m to settle regulatory claims that it didn't sufficiently disclose its business deals with high-speed trading firms. According to the Securities and Exchange Commission (SEC), Robinhood failed until 2018 to fully reveal on its website how it makes money from deals with speedy trading firms such as Citadel Securities and Virtu Financial Inc. Robinhood and other retail brokerage firms generate revenue by routing customers' orders to high-speed traders, which pay for the right to execute many of the trades. "Robinhood provided misleading information to customers about the true costs of choosing to trade with the firm," said Stephanie Avakian, director of the SEC's enforcement division. "Brokerage firms cannot mislead customers about order execution quality." Robinhood settled the case without an admission of guilt and said it has changed the practices cited in the complaint.

[New York Times](#) [Wall Street Journal](#) [CNN Business](#)

## CYBERSECURITY



## **Senators push IRS for details of SolarWinds hack**

Sens. Chuck Grassley (R-IA) and Ron Wyden (D-OR), the chairman and top Democrat on the Senate Finance Committee, have written to IRS Commissioner Charles Rettig, requesting a briefing on the **SolarWinds** hack on numerous federal agencies, citing concerns that personal taxpayer information may have been stolen in the breach. SolarWinds, the maker of widely used network-management software, reported last week that hackers working for Russia had breached its systems. The Treasury Department, where the IRS is housed, was breached in the hack, according to people familiar with an investigation into the hack, along with many other agencies, including the Commerce Department and the State Department. The lawmakers asked for details about how the IRS was mitigating potential damage, ensuring the hackers didn't "still have access to internal IRS systems," and for what it was doing to prevent future hacks of taxpayer data.

[\*The Hill Washington Post Wall Street Journal\*](#)

## **ECONOMY**

### **Congress passes two-day spending bill to avert shutdown**

Congress has approved a two-day spending bill to avoid a government shutdown and continue debate over critically needed coronavirus relief. With five hours before the midnight deadline on Friday, the House of Representatives voted 320-60 followed by an affirmative vote in the Senate to support a one-page resolution to keep the government funded through Sunday. Congressional leaders agreed to include \$300 federal unemployment aid added to unemployment benefits, along with small business funding, government assistance to distribute the COVID-19 vaccine, as well as some form of direct payments to millions of Americans. While Congress has agreed that there should be some form of direct checks to Americans, following a one-time payment from April that put \$1,200 into millions of Americans' bank accounts, Republicans have rejected efforts to do the same, eight months later. Meanwhile, Senator Pat Toomey of Pennsylvania introduced a measure to kneecap the incoming Joe Biden administration by limiting the Federal Reserve's emergency lending powers under the CARES Act.

[\*CNBC Washington Post Wall Street Journal\*](#)

## **REPUTATION**

### **Bank employees raised concerns about integrity of data**

The World Bank says managers pressured staff to alter data used in its flagship report on business competitiveness. The manipulated data helped China and Saudi Arabia gain ground in the annual Doing Business (DB) report. The bank's audit followed on from employees who raised their concerns through an internal survey about the integrity of data used for the report. The audit found that nine out of the 15 employees on the report's production team had been directly or indirectly pressured to manipulate data

while preparing the reports issued in 2017 and 2019. “Pressure from stakeholders as part of the DB report production and publication process has not been effectively managed,” the audit report said. “The lack of a safe speak-up environment within the DB team led to a fear of retaliation for those who would escalate and report pressures to manipulate data.”

[\*Wall Street Journal\*](#)

### **Coca-Cola’s diversity efforts have lost ground**

**Coca-Cola**’s diversity efforts are floundering two decades after the company agreed to pay \$192.5m to settle a race-discrimination class-action lawsuit and said it would implement comprehensive changes to hiring, promotion and compensation practices. By 2010, Black employees held 15% of executive roles in the U.S., up from 1.5% in 1998, but now the share of Black executives stands at 8%, according to company data. “We didn’t keep our eye on the North Star,” said Valerie Love, who leads Coke’s HR for North America. The Wall Street Journal observes that a shift in focus toward gender diversity derailed the initiative to add Black leaders and employees. New programs are planned for 2021 to improve hiring and promotion of Black executives and staff.

[\*Wall Street Journal\*](#)

### **Vanguard to push firms on racial diversity**

Malvern, Pennsylvania-based money manager **Vanguard** may vote against company directors who fail to push for greater racial and gender diversity on their boards. “Diverse groups make better decisions, and better decisions can lead to better results for shareholders over the long term,” the company, which oversees \$6.3 trillion, said. Vanguard acknowledged that organizations may be in the early stages of developing boardroom diversity strategies, “But when we see a lack of commitment to progress on diversity, for example, a board lacking any gender diversity or any racial or ethnic diversity, we become concerned that long-term shareholder returns may suffer.”

[\*Bloomberg\*](#)

## **WORKFORCE**

### **Google staff want executive to step aside**

Members of **Google**’s Ethical AI research team want Vice President Megan Kacholia to be removed from the team’s management chain after she allegedly excluded activist scientist Timnit Gebru’s manager from the decision to fire her. Gebru had questioned her employer’s demand for the retraction of a paper she had authored detailing alleged harms from Google-like technology.

[\*Reuters\*](#)

## **LEGAL**



### **Nordic banks continue to be probed over possible fraud**

**SEB**, **Swedbank** and **Danske Bank** are being investigated by the U.S. Department of Justice and FBI over possible breaches of U.S. anti-money laundering regulations and fraud, according to a report in Swedish newspaper *Dagens Industri*. The lenders have admitted to probes by U.S. authorities over the past year, but Reuters says the latest report is a reminder that the scandal could yield further penalties after each bank was fined by local regulators. "We have previously communicated . . . that U.S. authorities continue to investigate Swedbank's historic work against money-laundering and historic publication of information," Swedbank spokeswoman Unni Jerndal said in response to the newspaper's report.

*Reuters*

### **Pinterest vows culture changes after discrimination settlement**

**Pinterest** is pledging to make changes including the adoption of anti-bias training and increased transparency around employee compensation following a \$22.5m settlement of claims of discrimination and retaliation brought by Françoise Brougher, the Silicon Valley company's former chief operating officer, who said she was fired after speaking up about mistreatment. The *Wall Street Journal* notes that workplace experts believe culture change to be among the toughest tasks companies face. Y-Vonne Hutchinson, founder and CEO of Oakland, Calif., consulting firm ReadySet, which specializes in helping employers foster more inclusive work environments, said Pinterest will need to follow through "with constant accountability" if the company is to drive real change.

[\*Wall Street Journal\*](#)

### **Alaska refuge drilling faces legal challenge**

A federal court in Anchorage has been requested to stop the U.S. Interior Department from authorizing oil and gas exploration at the Arctic National Wildlife Refuge. Department of Interior Spokesman Ben Goldey said: "It is hardly surprising that these special interest groups and frequent filers are trying to stop a Congressionally-mandated energy development program," noting that there were "extensive protections for wildlife" provided in the proposals. The National Audubon Society, Center for Biological Diversity, Friends of the Earth, the Natural Resources Defense Council (NRDC) and three Gwich'in tribal governments are among groups suing.

*Reuters*

## **OTHER**

### **Proposal to roll back rules on cherry pies**

Former Food and Drug Administration commissioner Scott Gottlieb has welcomed the regulator's proposed rolling back of federal rules on frozen cherry pie. "Thanks to the hard work of my FDA team in 2018, the Federal government will no longer be regulating the contents of frozen cherry pie," Gottlieb tweeted. "The American people are free to add extra fruit, sugar, and make the crust especially thick." The action responds to a



citizen petition submitted by the American Bakers Association (ABA).  
[The Hill](#)

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[Read full article](#)

### [Virus Death Rates Make Prison Vaccine Plans A Justice Issue](#)

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### [Bill Would Restore DOJ Office Supporting Poor Communities](#)

A pair of Democratic lawmakers on Friday introduced legislation to

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reestablish an office within the U.S. Department of Justice dedicated to serving marginalized communities in the criminal and civil legal system.

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## Federal Death Row Executions Raise Red Flags For Advocates

Advocates say the federal executions that have been carried out throughout 2020 are legally questionable, with many defendants' original death sentences marred by substandard legal counsel, racial bias, prosecutorial misconduct and slapdash sentencing proceedings.

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### All Access

## Dr. Laura McGuire On Trauma Training For Legal Professionals

As a sexual assault survivor, Dr. Laura McGuire has firsthand knowledge of how frustrating it can be navigating the legal system while dealing with trauma. McGuire spoke with Law360 about trauma-informed care certification and how she hopes that the program will fill a gap in current legal training.

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### Perspectives

## Judges On Race: The Path To A More Diverse Bench

To close the diversity gap between the judiciary and the litigants that regularly appear in criminal courts, institutions including police departments, prosecutor offices and defense law firms must be committed to advancing Black and Latino men, says New York Supreme Court Justice Erika Edwards.

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### Perspectives

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The U.S. Supreme Court must be careful not to undo 15 years of Eighth Amendment case law and expose young adults to unconstitutional life without parole sentences in its upcoming decision in *Jones v. Mississippi*, says Marsha Levick at the Juvenile Law Center.

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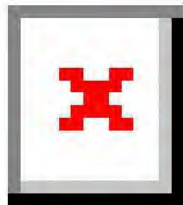
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December 21, 2020

## AGENCY OVERSIGHT



### Lawmakers ask for GAO's help to identify 'burrowing' over last 4 years

A bicameral group of Democrats have asked the Government Accountability Office to help them track instances of burrowing that have occurred during the last four years.

## FEDERAL REPORT



### Feds, you were quite popular over the last four years

Federal employees were in the spotlight for much of the Trump administration. The drama was stressful at times, but perhaps it shed more light on what federal employees do and where they work.



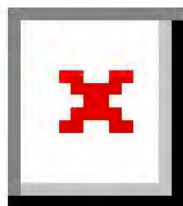
## NAVY



### Judge sides with Navy in latest challenge to \$7.7 billion NGEN contract

The court decision likely paves the way for the Navy to transition to the new NGEN contract, though Perspecta may still take its case to an appellate court.

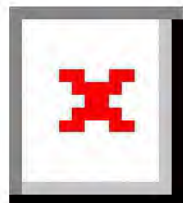
## INSIGHT BY RUBRIK



### Getting your data house in order starts with knowing what you own

Jeffrey Phelan, the chief technology officer for public sector at Rubrik, said while it's clear every agency is at a different point in corralling their data, too often they are in "deer in the headlights" mode.

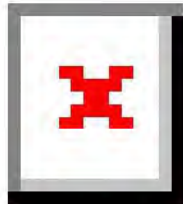
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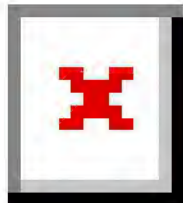
## BIG DATA



## Better data management requires more education, communication across enterprise, experts say

Certain communities across the federal government excel at data management. Outside of those communities, however, a widening consensus on the value of data has outpaced education on how to use it.

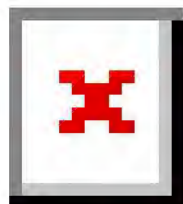
### PEOPLE



## Avoiding buying fake products for your loved ones during the holiday season

This year, counterfeit personal protective gear has joined the piles of fake luggage, cosmetics and electronics.

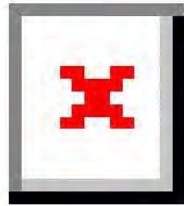
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## Strategic Guidance Survey: Perspectives: Pandemic

In this ebook, CIOs and technology executives from civilian agencies tell their pandemic success stories and how it's setting their IT modernization and digital transformation journeys up for future success.

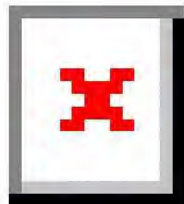
### CONTRACTING



## Defense companies asking for leeway with CMMC compliance

Affected companies, and that's thousands of them, are still assessing rules that came out in September for the Defense Department's Cybersecurity Maturity Model Certification program.

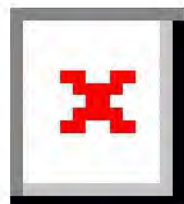
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## Cybersecurity in time of pandemic: How to mitigate the risks

In this exclusive executive briefing, experts provide insight into how agencies are approaching cybersecurity in the new climate.

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In this exclusive executive briefing, the following experts provide insight into how agencies are approaching cybersecurity in the new climate.

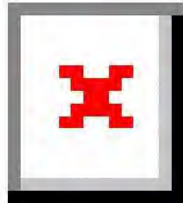
GOVERNMENT NEWS



## Congress seals agreement on \$900 billion COVID relief bill

A new COVID-19 relief bill shaping up in Congress includes individual payments reaching \$600 for most Americans and an extra \$300 a week in unemployment benefits

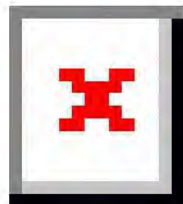
### FED PHOTO OF THE DAY



## Colorado and California National Guard win sniper championships

Daily highlight of the special things happening in the government.

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## TRANSPORTATION

Monday, December 21, 2020



### TOP NEWS

#### Analysis

#### **The Biggest Transportation Rulings Of 2020**

Appellate courts handed down mixed rulings this year on whether gig-economy drivers are exempt from arbitration, and California courts issued decisions narrowing the scope of the federal government's preemption of certain regulations for airline and trucking workers. Here's a look at some of the biggest rulings that impacted the transportation sector in 2020.

[Read full article »](#)

#### **NY Appeals Court Says Upstate Uber Driver Is Employee**

Uber is on the hook for paying an upstate New York driver's unemployment insurance after a state appeals court ruled that Uber has enough control of its drivers to qualify as their employer.

 [Decision attached](#) | [Read full article »](#)

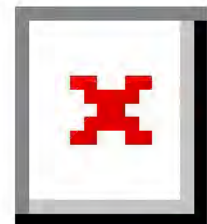
#### **Senate Report Blasts FAA, Boeing Over 737 Max Safety**

The Boeing Co. "inappropriately coached" pilots taking 737 Max recertification tests and, along with the Federal Aviation Administration, appeared to "cover up" key information that may have led to the two fatal crashes that killed 346 people, the U.S. Senate Commerce Committee said in a report released Friday.

 [Report attached](#) | [Read full article »](#)

#### **Girardi's Wife's Clothes Sale Flouts Asset Freeze, Judge Told**

The wife of trial lawyer Tom Girardi is trying to sell her used designer clothes over the internet despite a federal judge's order freezing her husband's assets for taking \$2 million from a settlement fund for widows



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Baretz+Brunelle LLC  
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California Attorney Lending  
California Trucking Association

and orphans of plane crash victims, Edelson PC's attorneys said Friday.

[2 documents attached](#) | [Read full article](#) »

### 6th Circ. Won't Make EEOC Pay Fees For Fruitless Lawsuit

The Sixth Circuit on Friday rejected an automobile parts manufacturer's bid to get attorney fees after defeating an EEOC suit accusing it of firing a worker as punishment for lodging a sexual harassment complaint, backing a lower court's finding.

[Opinion attached](#) | [Read full article](#) »

### Senate Dems Stall Trump Picks For Watchdogs At FCC, DOT

Democratic senators blocked confirmation votes Saturday for two permanent inspectors general, stalling the nominations of a Covington associate tapped to scrutinize the Federal Communications Commission and a veteran government litigator selected to monitor the Transportation Department after defending the Trump administration in high-profile cases.

[5 documents attached](#) | [Read full article](#) »

## GROUP OF THE YEAR

### Transportation Group Of The Year: Crowell & Moring

Crowell & Moring LLP helped airlines, railroads and shipping giants navigate the impacts of the coronavirus pandemic and advised automotive and other manufacturers that repurposed their factories to produce ventilators and other medical equipment, landing the firm among Law360's 2020 Transportation Groups of the Year.

[Read full article](#) »

## AUTOMOTIVE

### Jaguar Wants Turbocharger Warranty Claims Thrown Out

Jaguar Land Rover North America LLC is asking a New Jersey federal court to throw out a proposed class action saying it sold cars with defective turbochargers, telling the court that the class can't make a warranty claim without saying their vehicles needed repairs during the warranty period.

[Motion attached](#) | [Read full article](#) »

### Garrett Motion Pushes Ch. 11 Asset Auction To Next Week

Citing ongoing competition ahead of an auction for its assets, bankrupt car part manufacturer Garrett Motion told a New York judge late Thursday that it was adjourning the test of its \$2.6 billion stalking horse offer until Monday.

[Notice attached](#) | [Read full article](#) »

### Nokia Must Pay \$2B To Enforce Daimler SEP Injunction

A German appeals court ruled Thursday that Nokia must pay €1.67 billion

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Daimler AG

Dana Inc.

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(\$2.05 billion) in order to enforce an injunction it won against Daimler in a standard-essential patent case, vastly more than the lower court said was necessary.

[Read full article »](#)

## LOGISTICS

### Unit Size Is Key At NLRB Hearing On Amazon Union Drive

Amazon told an NLRB official Friday that a proposed union at an Alabama warehouse must include seasonal workers and other employees, as litigation kicked off in a hotly contested dispute over an election that could yield the company's first bargaining unit in the U.S.

[Read full article »](#)

### FedEx Asks 9th Circ. To Take On \$7M Disability Bias Case

FedEx Freight Inc. turned to the Ninth Circuit Friday in its push to overturn a \$7 million loss in a former truck driver's disability discrimination case, arguing the damages were excessive and the driver's bad knee wasn't actually a disability.

 [2 documents attached](#) | [Read full article »](#)

### Kennedy Wilson, GIC Aim For \$1B In Logistics Investments

Real estate investor Kennedy Wilson said Friday it will enter into a joint venture with Singapore's sovereign wealth fund GIC to acquire and manage U.K. logistics properties, a partnership that could target up to \$1 billion in total assets.

[Read full article »](#)

## MARITIME

### Scrap Seller Cuts Asset Freeze In \$45M Ship Loan Suit

A judge maintained a worldwide freezing order on Friday against the son of a Dubai shipping magnate who was successfully sued over loan agreements, but cut the value of the injunction by \$8 million.

[Read full article »](#)

## ENERGY

### Analysis

#### Biggest Environmental Rules Of 2020

The Trump administration in 2020 brought big-ticket environmental regulations to the finish line, revamping how the federal government implements the Clean Water Act, how it conducts reviews for infrastructure projects and how the country manages coal ash waste. Here, Law360 looks back at the Trump administration's biggest environmental rulemakings of 2020.

[Read full article »](#)

### 1st Circ. Says Excess Insurer Must Cover Fuel Spill Cleanup

The First Circuit ruled Friday that a pollution exclusion doesn't excuse

Royal Dutch Shell PLC  
Sally Beauty Holdings Inc.

Southwest Airlines Co.  
The Boeing Co.

Uber Technologies Inc.  
United Airlines Holdings Inc.

University of Virginia  
Utica Mutual Insurance Co. Inc.

Volkswagen AG  
Washington Post Co.

### LAW FIRMS

Alston & Bird

Arnold & Porter

Austin LLP

Baker Botts

Baker McKenzie

BakerHostetler

Bartlit Beck

Benesch Friedlander

Bernstein Polsky

Berry Appleman

Bloom Law PLLC

Bowditch & Dewey

Bradley Arant

Branstetter Stranch

Carella Byrne

Clark Hill

Covington & Burling

Cozen O'Connor

Crowell & Moring

DLA Piper

Davis Wright Tremaine

Dechert

Edelson PC

Elliott Greenleaf

Eversheds Sutherland

Faegre Drinker

Foley & Lardner

Fox Rothschild

Gibson Dunn



excess insurer General Star Indemnity Co. from covering part of a transportation company's costs to clean up a fuel spill, because the exclusion conflicts with another policy provision that appears to grant coverage for the expenses.

[Opinion attached](#) | [Read full article](#) »

### **Gasoline Price-Fixing Suit Can't Rope In Diesel Allegations**

A California federal judge has removed diesel price-fixing allegations from a pair of related suits accusing fuel companies of artificially jacking up gasoline prices, saying the complaints never spelled out those claims even though they are part of an expert report.

[Order attached](#) | [Read full article](#) »

## **EXPERT ANALYSIS**

### **A Review Of 2020's Key US Sanctions Developments**

Throughout 2020, the U.S. continued to pursue its foreign policy objectives with aggressive and sometimes unconventional use of economic sanctions targeting China, Iran and Venezuela, and the Office of Foreign Assets Control published enforcement actions identifying key compliance risk areas for nonfinancial institutions, say attorneys at Ropes & Gray.

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[Read full article](#) »

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#### **Analysis**

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[Read full article](#) »

### **Some Norton Rose Offices Adopt 'Hybrid Working' Policy**

Girardi & Keese  
Greenberg Glusker  
Greenberg Traurig  
Grotefeld Hoffmann  
Harris Wiltshire  
Hawxhurst Harris  
Hogan Lovells  
Hunton Andrews Kurth  
Jones Day  
Karr Tuttle  
Kelley Drye  
Kirkland & Ellis  
Latham & Watkins  
Law Office of Dale M. Rodriguez  
Lief Cabraser  
Littler Mendelson  
Milbank LLP  
Miller Friel  
MoloLamken LLP  
Monico & Spevack  
Morgan Lewis  
Morrison & Foerster  
Norton Rose  
O'Melveny & Myers  
Ogletree Deakins  
Olivier Schreiber  
One Essex Court  
Perkins Coie  
Proskauer Rose  
Quinn Connor  
Reed Smith  
Robbins Geller  
Robbins LLP  
Rogers Castor  
Ropes & Gray  
Schulte Roth  
Scott & Corley  
SeegerWeiss  
Sidley Austin  
Stein Mitchell  
Sullivan & Cromwell  
Swanson & McNamara



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[Read full article »](#)

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[Read full article »](#)

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[Read full article »](#)

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[Read full article »](#)

### **Mich. Top Court Floats Plan To Improve Access To Justice**

A special task force convened by Michigan's highest court is taking on the

Trout Cacheris  
Troutman Pepper  
White & Case  
Wiley Rein  
Wilkinson Stekloff  
Williams & Connolly  
Wilson Turner  
Winston & Strawn  
Womble Bond  
Dickinson  
Yadegar Minoofar

### **GOVERNMENT AGENCIES**

California Supreme Court  
Commodity Futures Trading Commission  
Employee Benefits Security Administration  
Equal Employment Opportunity Commission  
European Commission  
Federal Aviation Administration  
Federal Communications Commission  
Federal Energy Regulatory Commission  
Federal Judicial Center  
Food and Drug Administration  
Internal Revenue Service  
National Labor Relations Board  
National Reconnaissance Office  
New York State Department of Labor  
New York State Unified Court System  
Office of Foreign Assets Control



challenge of equal and accessible legal justice with several proposals for bridging statewide service and resource gaps.

[Read full article »](#)

### **Departing Dallas US Atty Nealy Cox's 4 Biggest Cases**

With U.S. Attorney Erin Nealy Cox set to step down as the head prosecutor in the Northern District of Texas next month, here's a look at some of the most notable cases during her tenure.

[Read full article »](#)

### **Lack Of Trial Income Fuels Castor's Move To New Pa. Firm**

An urge to get back into the courtroom prompted Philadelphia attorney Bruce Castor to jump to van der Veen, O'Neill, Hartshorn, and Levin, after seven years as a name partner with his own firm.

[Read full article »](#)

### **Judge Blasts 'Scorched Earth' Tactics In Legal Recruiter Fight**

A Texas federal judge on Friday issued a scathing order in a dispute between a BigLaw recruiter and his former employer, telling an attorney for the recruiter that the court has already warned him it would not tolerate his "scorched earth discovery tactics" and ordering him to show cause why he should not be sanctioned.

[Read full article »](#)

### **LA Attys' Labor Suit Against Ex-Firm Goes To Arbitration**

A Los Angeles superior court judge ordered three attorneys to send their suit accusing an ex-employer of violating labor laws to arbitration, saying they failed to prove that the agreement they signed as a condition of employment was invalid.

[Read full article »](#)

### **Baltimore Attys Charged With Conspiracy In Trafficking Case**

A Baltimore defense attorney who was charged last year with advising a drug trafficker on how to evade law enforcement is now facing additional racketeering conspiracy charges in a superseding indictment in Maryland federal court, which also names another attorney and a private investigator.

[Read full article »](#)

### **Fired Atty's FMLA Suit Blasts Firm's 'Sweatshop Culture'**

A lawyer slapped Texas-based immigration firm Berry Appleman & Leiden LLP with a lawsuit claiming its "work-primacy sweatshop culture" got him blocked from taking leave to care for his ill wife and ultimately led to his getting fired after a verbal dustup.

[Read full article »](#)

### **GC Cheat Sheet: The Hottest Corporate News Of The Week**

A new survey found that companies are increasingly allocating their

U.S. Army Corps of Engineers

U.S. Attorney's Office

U.S. Attorney's Office for the District of Maryland

U.S. Bankruptcy Court for the Southern District of New York

U.S. Court of Appeals for the First Circuit

U.S. Court of Appeals for the Ninth Circuit

U.S. Court of Appeals for the Seventh Circuit

U.S. Court of Appeals for the Sixth Circuit

U.S. Customs and Border Protection

U.S. Department of Defense

U.S. Department of Justice

U.S. Department of Labor

U.S. Department of State

U.S. Department of Transportation

U.S. Department of the Treasury

U.S. District Court for the District of Maryland

U.S. District Court for the District of New Jersey

U.S. District Court for the Eastern District of Virginia

U.S. District Court for the Northern District of California

U.S. District Court for the Northern District of Illinois

U.S. District Court for the Northern District of Texas

spending on in-house legal teams rather than outside counsel, and the U.S. Equal Employment Opportunity Commission issued new guidance for employers thinking about mandating COVID-19 vaccinations. These are some of the stories in corporate legal news you may have missed in the past week.

[Read full article »](#)

#### Podcast

### Law360's Pro Say: 2020 RECAP — The Year In Legal News

Let's be honest: the year 2020 felt like it lasted a decade. A global pandemic turned life upside down in the spring, a battle against racial injustice broke out over the summer, and a contentious election closed out the fall.

[Read full article »](#)

### In Case You Missed It: Hottest Firms And Stories On Law360

For those who missed out, here's a look back at the law firms, stories and expert analyses that generated the most buzz on Law360 last week.

[Read full article »](#)

#### JOBS

[Search full listings](#) or [advertise your job opening](#)

[U.S. District Court for the Southern District of California](#)

[U.S. District Court for the Western District of Texas](#)

[U.S. District Court for the Western District of Washington](#)

[U.S. Environmental Protection Agency](#)

[U.S. Immigration and Customs Enforcement](#)

[U.S. Marine Corps](#)

[U.S. Securities and Exchange Commission](#)

[U.S. Senate](#)

[U.S. Supreme Court](#)

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**Subject:** Brazilian Lender Valued At \$1.75B In Series E Round

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SET MANAGEMENT

Monday, December 21, 2020



## TOP NEWS

### **Brazilian Lender Valued At \$1.75B In Series E Round**

Brazilian low-interest lender Creditas said Friday it's valued at \$1.75 billion in a Series E funding round that raised \$255 million, which was led by LGT Lightstone and included SoftBank affiliates, Wellington Management Co. and Amadeus Capital Partners.

[Read full article »](#)

### **CDPQ Injects \$1B In Sidley-Repped Renewables Biz Invenergy**

Canadian institutional investor CDPQ said Friday it will invest \$1 billion in Sidley Austin-advised Invenergy Renewables to help spur the renewable energy company's growth.

[Read full article »](#)

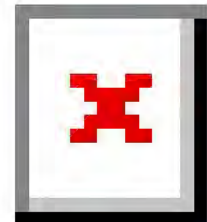
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[Read full article »](#)

### **Judge Says Virus To Blame For Losses, Not TD Ameritrade**

An Illinois federal judge on Thursday said the COVID-19 pandemic was to blame for oil futures dropping into negative prices in April and not TD Ameritrade Inc. and its trading platform thinkorswim, tossing a suit against the companies that sought to hold them responsible for traders losing money over the unprecedented event.



## COMPANIES

ARCH Venture Partners LP  
Advent International Corp.  
Alexion Pharmaceuticals Inc.  
Allergan PLC  
Amazon.com Inc.  
American Bar Association  
AmerisourceBergen Corp.  
Apollo Global Management LLC

[Opinion attached](#) | [Read full article](#) »

## Virus Stokes Telemedicine, Mental Health Benefits' Popularity

The COVID-19 pandemic that ravaged 2020 spurred workers to take advantage of telemedicine and mental health benefits more frequently, and demand for those services isn't expected to wane in the near future, experts say. Here, Law360 looks at three ways the pandemic had an impact on employee benefits over the past year.

[Read full article](#) »

## POLICY & REGULATION

### CFPB Finishes Disclosure-Focused Regs For Debt Collectors

The Consumer Financial Protection Bureau on Friday released a second, disclosure-focused debt collection rulemaking package that includes an approved template for debt validation notices and drops a provision that consumer advocates argued would weaken protections around time-barred debt.

[1 document attached](#) | [Read full article](#) »

### SEC Chief Lauds Foreign Listings Law, Looks Ahead To Rules

U.S. Securities and Exchange Commission outgoing chairman Jay Clayton said President Donald Trump's enactment Friday of the Holding Foreign Companies Accountable Act will address "critical investor protection issues," but that SEC rule proposals regarding tougher listing standards for Chinese issuers will have to wait until after his tenure.

[Read full article](#) »

### SEC Delays Decision On Nasdaq's Direct Listing Proposal

The U.S. Securities and Exchange Commission wants more time to review a Nasdaq proposal that would allow companies to sell new shares in connection with a direct listing, delaying the decision just before the agency considers a separate proposal by the New York Stock Exchange.

[Order attached](#) | [Read full article](#) »

### SEC Pulls Out All The Stops In Latest Whistleblower Payouts

The U.S. Securities and Exchange Commission announced \$3.6 million in whistleblower awards on Friday that demonstrate the wide array of tools the agency has to exercise its discretion over award determinations, including overriding its own review staff's recommendations.

[3 documents attached](#) | [Read full article](#) »

## ENFORCEMENT

### High-Level \$1B OneCoin Crypto Fraud Suspect Is In Plea

AstraZeneca PLC  
Baretz+Brunelle LLC  
Brookfield Asset Management Inc.  
CME Group Inc.  
California Attorney Lending  
Cantor Fitzgerald  
Cardinal Health Inc.  
Cardtronics PLC  
Center for Justice  
CohnReznick LLP  
ContourGlobal  
Credit Suisse Group AG  
Cushman & Wakefield Inc.  
Federalist Society  
Gartner Inc.  
General Dynamics Land Systems Inc.  
Invenergy LLC  
Johnson & Johnson  
LVMH Group  
Lateral [2-5](#) Group  
LexisNexis Group  
Major Lindsey & Africa LLC  
Mazars LLP  
Microsoft Corp.  
Minnesota Vikings  
NASDAQ Inc.  
NYSE Holdings LLC  
National Association of Consumer Advocates  
National Association of Criminal Defense Lawyers  
National Consumer Law Center  
Neuberger Berman  
New Jersey On-Line LLC  
New York State Bar Association



## Talks

A marketing expert accused of building the \$1 billion global OneCoin cryptocurrency scam alongside its mastermind Ruja Ignatova is in plea talks with the Manhattan U.S. attorney's office, a federal judge heard Friday.

[Read full article »](#)

## Ex-Stanford Exec's 20-Year Sentence To Remain In Place

A Texas federal judge on Friday tossed a former Stanford Financial Group executive's latest bid to challenge his 20-year prison sentence for his role in Robert Allen Stanford's \$7 billion Ponzi scheme, finding the man did not show his trial attorney failed to properly advise him.

[Order attached](#) | [Read full article »](#)

## LITIGATION

### Cohen Milstein, Saxena White Get \$4M For Credit Suisse Deal

A New York federal judge approved a \$4 million attorney fee award for Saxena White PA and Cohen Milstein Sellers & Toll PLLC on Thursday for their work securing a \$15.5 million investor settlement with Credit Suisse.

[Order attached](#) | [Read full article »](#)

### Pot Biz Challenges Maine's Medical Marijuana Residency Rule

A Maine cannabis company that effectively defeated the state's recreational dispensary license residency requirement in court has taken aim at a similar rule on the medical side of the pot industry, saying it unconstitutionally discriminates against out-of-staters.

[Complaint attached](#) | [Read full article »](#)

## BANKRUPTCY

### Ch. 11 Examiner Will Look At Cred Inc. 'Shenanigans'

A Delaware bankruptcy judge on Friday said he will appoint an examiner to look into pre-Chapter 11 "shenanigans" at cryptocurrency investment platform Cred Inc., but added that management changes have made it unnecessary for a trustee to take control.

[Read full article »](#)

## DEALS

### 3 Firms Steer SPAC Tie-Up Forming \$1B E-Commerce Fintech

Venture-backed payment plan provider Katapult said Friday that it has inked a deal with a special purpose acquisition company to merge and create a publicly traded e-commerce-focused financial technology company worth roughly \$1 billion, with guidance from DLA Piper, Kirkland

New York University  
Northwestern University  
PG&E Corp.  
Palantir Technologies Inc.  
Princeton University  
Public Co. Accounting Oversight Board  
Purdue Pharma LP  
RELX PLC  
Robert Half International Inc.  
SL Green Realty Corp.  
SVB Leerink LLC  
Sally Beauty Holdings Inc.  
Saudi Arabian Oil Co.  
SoftBank Group Corp.  
Spotify Technology SA  
Stifel Financial Corp.  
TD Ameritrade Holding Corp.  
The Boeing Co.  
The Goldman Sachs Group Inc.  
The Royal Bank of Scotland Group PLC  
Tiger Global Management LLC  
Trump Organization Inc.  
Twitter Inc.  
University of Virginia  
Washington Post Co.  
Wellington Management Co. LLP  
William Blair & Co. LLC

## LAW FIRMS

Alston & Bird  
Arnold & Porter  
Austin LLP  
Baker McKenzie  
Barket Epstein



& Ellis and Paul Hastings.

[Read full article »](#)

### **Goodwin-Led Lab Device Maker's Shares Soar In \$130M IPO**

Shares for chemical and biomolecular analysis device maker 908 Devices soared Friday to close 145% above the offering price as the life sciences company raised at least \$130 million through an upsized initial public offering steered by Goodwin Procter LLP.

[Read full article »](#)

### **Real Estate Rumors: CC Homes, 601W, Winter Properties**

CC Homes has reportedly paid \$11.5 million for 47.5 acres in Florida, 601W Cos. is said to have wrapped up its \$953 million purchase of a New York office property and a Winter Properties venture has reportedly gotten the green light for a West Palm Beach apartment tower project.

[Read full article »](#)

## **PEOPLE**

### **Ex-CFTC Official Joins NYSE As Chief Regulatory Officer**

Jaime L. Klima, chief of staff and chief operating officer of the Commodity Futures Trading Commission, is leaving her position in January to join NYSE Group as its chief regulatory officer, the agency and exchange announced Friday.

[Read full article »](#)

### **Taxation With Representation: Freshfields, Wachtell, Simpson**

In this week's Taxation With Representation, AstraZeneca inks a \$39 billion deal to purchase Alexion Pharmaceuticals, Blackstone Real Estate buys a \$3.45 billion portfolio of lab office buildings, and two investment firms acquire Cardtronics for \$2.3 billion.

[Read full article »](#)

## **EXPERT ANALYSIS**

### **AML Whistleblower Rewards Law Could Be A Game Changer**

Whistleblower protections included in Congress' recently passed Anti-Money Laundering Act have the potential to overhaul enforcement in this area, but only if the U.S. Department of the Treasury implements the rewards program in a manner that encourages tipsters to come forward, say Jason Zuckerman and Matt Stock at Zuckerman Law.

[Read full article »](#)

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Bernstein Polsky  
Berry Appleman  
Bradley Arant  
Cadwalader  
Wickersham  
Cahill Gordon  
Cohen Milstein  
Cooley LLP  
Cousins Law LLC  
Covington & Burling  
Cozen O'Connor  
DLA Piper  
Davis Wright Tremaine  
Dechert  
Edelson PC  
Elliott Greenleaf  
Eversheds Sutherland  
Faegre Drinker  
Flood & Flood  
Foley & Lardner  
Freshfields  
Gibson Dunn  
Girardi & Keese  
Goodwin Procter  
Grotefeld Hoffmann  
Harris Wiltshire  
Hodgson Russ  
Hogan Lovells  
Jomarron Lopez  
Katten Muchin  
Kelley Drye  
Kirkland & Ellis  
Landis Rath  
Latham & Watkins  
Law Office of Dale M. Rodriguez  
Law Office of Jonathan Lubin  
Law Offices of R. Tamara de Silva  
Lief Cabraser  
McDermott Will



compliance risk areas for nonfinancial institutions, say attorneys at Ropes & Gray.

[Read full article »](#)

### **NY Tax Talk: 2020 In The Rearview**

Craig Reilly at Hodgson Russ highlights New York City's and state's notable tax updates from the last year — many of them related to budget shortfalls due to COVID-19 — and wishes good riddance to 2020.

[Read full article »](#)

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## **PRACTICAL GUIDANCE**

### **What To Expect From Biden's Financial Regulation Transition**

Amy Greer and Valerie Mirko at Baker McKenzie discuss the financial regulation transition and timeline under President-elect Joe Biden, and the incoming administration's priorities for the U.S. Securities and Exchange Commission, including retail investors, COVID-19, and environmental, social and governance matters.

[Read full article »](#)

## **LEGAL INDUSTRY**

### **Senate Dems Stall Trump Picks For Watchdogs At FCC, DOT**

Democratic senators blocked confirmation votes Saturday for two permanent inspectors general, stalling the nominations of a Covington associate tapped to scrutinize the Federal Communications Commission and a veteran government litigator selected to monitor the Transportation Department after defending the Trump administration in high-profile cases.

[Read full article »](#)

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Miller Friel  
MoloLamken LLP  
Monico & Spevack  
Morgan Lewis  
Morris James  
Morrison & Foerster  
Norton Rose  
O'Melveny & Myers  
Ogletree Deakins  
Paul Hastings  
Perkins Coie  
Preti Flaherty  
Proskauer Rose  
Reed Smith  
Robbins Geller  
Rogers Castor  
Ropes & Gray  
Rosner Law Group  
Sarachek Law Firm  
Saxena White  
Schulte Roth  
Scott & Corley  
Sidley Austin  
Simpson Thacher  
Stein Mitchell  
Sullivan & Cromwell  
Swanson & McNamara  
Trout Cacheris  
Wachtell Lipton  
Weil Gotshal  
White & Case  
Wilkinson Stekloff  
Williams & Connolly  
Winston & Strawn  
Womble Bond  
Dickinson  
Yadegar Minoofar  
Zimmermann Lavine  
Zuckerman Law

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California Supreme Court



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[Read full article »](#)

### **Girardi's Wife's Clothes Sale Flouts Asset Freeze, Judge Told**

The wife of trial lawyer Tom Girardi is trying to sell her used designer clothes over the internet despite a federal judge's order freezing her husband's assets for taking \$2 million from a settlement fund for widows and orphans of plane crash victims, Edelson PC's attorneys said Friday.

[Read full article »](#)

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Centers for Disease Control and Prevention  
Commodity Futures Trading Commission  
Consumer Financial Protection Bureau  
Employee Benefits Security Administration  
Equal Employment Opportunity Commission  
European Commission  
Federal Communications Commission  
Federal Deposit Insurance Corp.  
Federal Judicial Center  
Federal Reserve System  
Internal Revenue Service  
Maine Department of Administrative & Financial Services  
National Credit Union Administration  
National Reconnaissance Office  
New Jersey Legislature  
New York Attorney General's Office  
New York State Department of Financial Services  
New York State Department of Taxation and Finance  
New York State Unified Court System  
Occupational Safety and Health Administration  
Office of Foreign Assets Control  
U.S. Attorney's Office  
U.S. Attorney's Office for the District of



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[Read full article »](#)

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A pair of Democratic lawmakers on Friday introduced legislation to reestablish an office within the U.S. Department of Justice dedicated to serving marginalized communities in the criminal and civil legal system.

[Read full article »](#)

## **Mich. Top Court Floats Plan To Improve Access To Justice**

A special task force convened by Michigan's highest court is taking on the challenge of equal and accessible legal justice with several proposals for bridging statewide service and resource gaps.

[Read full article »](#)

## **Departing Dallas US Atty Nealy Cox's 4 Biggest Cases**

With U.S. Attorney Erin Nealy Cox set to step down as the head prosecutor in the Northern District of Texas next month, here's a look at some of the most notable cases during her tenure.

[Read full article »](#)

## **Lack Of Trial Income Fuels Castor's Move To New Pa. Firm**

An urge to get back into the courtroom prompted Philadelphia attorney Bruce Castor to jump to van der Veen, O'Neill, Hartshorn, and Levin, after seven years as a name partner with his own firm.

[Read full article »](#)

## **Judge Blasts 'Scorched Earth' Tactics In Legal Recruiter Fight**

A Texas federal judge on Friday issued a scathing order in a dispute between a BigLaw recruiter and his former employer, telling an attorney for the recruiter that the court has already warned him it would not tolerate his "scorched earth discovery tactics" and ordering him to show cause why he should not be sanctioned.

[Read full article »](#)

## **LA Attys' Labor Suit Against Ex-Firm Goes To Arbitration**

A Los Angeles superior court judge ordered three attorneys to send their suit accusing an ex-employer of violating labor laws to arbitration, saying they failed to prove that the agreement they signed as a condition of employment was invalid.

[Read full article »](#)

## **Baltimore Attys Charged With Conspiracy In Trafficking**

Maryland

U.S. Attorney's Office for the Southern District of New York

U.S. Attorney's Office for the Southern District of Texas

U.S. Bankruptcy Court for the District of Delaware

U.S. Court of Appeals for the District of Columbia Circuit

U.S. Court of Appeals for the Second Circuit

U.S. Customs and Border Protection

U.S. Department of Defense

U.S. Department of Justice

U.S. Department of Labor

U.S. Department of State

U.S. Department of Transportation

U.S. Department of the Treasury

U.S. District Court for the District of Maine

U.S. District Court for the District of Maryland

U.S. District Court for the Eastern District of Virginia

U.S. District Court for the Northern District of California

U.S. District Court for the Northern District of Illinois

U.S. District Court for the Northern District of Texas

U.S. District Court for the Southern District of New York



## Case

A Baltimore defense attorney who was charged last year with advising a drug trafficker on how to evade law enforcement is now facing additional racketeering conspiracy charges in a superseding indictment in Maryland federal court, which also names another attorney and a private investigator.

[Read full article »](#)

## Fired Atty's FMLA Suit Blasts Firm's 'Sweatshop Culture'

A lawyer slapped Texas-based immigration firm Berry Appleman & Leiden LLP with a lawsuit claiming its "work-primacy sweatshop culture" got him blocked from taking leave to care for his ill wife and ultimately led to his getting fired after a verbal dustup.

[Read full article »](#)

## GC Cheat Sheet: The Hottest Corporate News Of The Week

A new survey found that companies are increasingly allocating their spending on in-house legal teams rather than outside counsel, and the U.S. Equal Employment Opportunity Commission issued new guidance for employers thinking about mandating COVID-19 vaccinations. These are some of the stories in corporate legal news you may have missed in the past week.

[Read full article »](#)

## Podcast

### Law360's Pro Say: 2020 RECAP — The Year In Legal News

Let's be honest: the year 2020 felt like it lasted a decade. A global pandemic turned life upside down in the spring, a battle against racial injustice broke out over the summer, and a contentious election closed out the fall.

[Read full article »](#)

## In Case You Missed It: Hottest Firms And Stories On Law360

For those who missed out, here's a look back at the law firms, stories and expert analyses that generated the most buzz on Law360 last week.

[Read full article »](#)

## JOBS

[Search full listings](#) or [advertise your job opening](#)

**Corporate partner for NY office of well-known NY/NJ mid-sized firm**

Schoen Legal Search  
New York City, New York

**Israel Dept of AMLAW 200 NY branch office seeks mid-level securities assoc**

Schoen Legal Search  
NYC, New York

**MID-LEVEL ASSOCIATE: Traditional Labor**

**Corporate partner for NY office of well-known NY/NJ mid-sized firm**

Schoen Legal Search  
New York City, New York

**Top ranked RE firm seeks up and coming RE Capital Mkts/RE Finance partner**

Schoen Legal Search  
New York, New York

**Paralegal - Product Liability (4-6 yrs)**  
Gordon & Rees LLP

[U.S. District Court for the Western District of Texas](#)

[U.S. Immigration and Customs Enforcement](#)

[U.S. Marine Corps](#)

[U.S. Securities and Exchange Commission](#)

[U.S. Senate](#)

[U.S. Supreme Court](#)

[United Nations](#)

Epstein Becker & Green, P.C.  
Los Angeles, California

New York, New York

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**From:** OCP PASS ADMIN  
**Sent:** Mon, 21 Dec 2020 00:02:39 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

 **CW4545** - **Risk Assessment and Impact Analysis**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4320** - **Drupal Platform Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4308** - **DCSS Application for Engineering and Logistics-NORTH ARROW INC.**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4223** - **CW35004- Midtown Personnel Inc. - Do not use Closed**  
2

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents No changes necessary. select button to clear.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4247** - **Quality Plan Administrators FY 16**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4311** - **Alabama Clinical Schools-Residential Treatment Services**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4556 - McAfee Professional Services (On-Site Support)**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4160 - DCSS - Furniture and Furniture Management Services - American Business Supplies, LLC**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4420 - FY16-T00-Splunk Dashboard**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4276 - Water Quality Monitoring at Two (2) District Engine Houses**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4426 - FY16\_GD0\_PostSec\_LiteracyPro**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** COI ATTACHED TO CW. THEY MEET ALL REQUIREMENTS OF THE CONTRACT.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4665 - District of Columbia Science Assessment Scoring**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4712 - DCPS DCSS CRS - Temp Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)




 **CW4562** - **DataMetrix RAC Contract Workspace (Procurement)**  
7

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4805** - **NextGen Enterprise Archiving**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4721** - **Network Access Control Implementation**  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856** - **Internet Service Provider**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Redesign for Long-Term Care Administration**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4774** - **Life and Disability Insurance**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4764** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Vaden**  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4638** - **OCTO Temporary Resources - ANC**  
0

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4859** - **Provider Certification Review DDS DDA Liberty Healthcare**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4902** - **DCAS Knowledge Transfer**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents  
7/1/16 - 7/1/17

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Blount**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Ruff**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4611** - **DOT Trip Ticket Scanning Services**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents:  
Documents Systems Inc.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4768** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Seat**  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4928** - **SecureAuth IdP Multifactor Authentication**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5006** - **OCTO Blue Coat- Internet Proxy and SSL inspection**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5246** - **Additional Medicaid Data Warehouse Development**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4995** - **Monitoring Services - Outlying Hotels**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5054** - **Enlightened- OCTO HBX Competitive for Temporary Pesonnel**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5583** - **IBM Mainframe License and Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5560** - **Home Care Chore Aides**  
1

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5705** - **OSSE-Teaching & Learning-Restorative Practices**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

**From:** Awas, Alemayehu (OFRM)  
**Sent:** Sun, 20 Dec 2020 23:52:33 +0000  
**To:** Yeung, Sam (ORM); Ross, Jed (ORM)  
**Cc:** Smith, Trista (OFRM)  
**Subject:** FW: AS, BG, RK Workbook Reviews -- please respond by Friday 12/18  
**Attachments:** AS, BG, RK Workbook Reviews -- please respond by Friday 12/18.eml

Hi Sam and Jed,

I will be out of office due to emergency ( my brother in-law passed away). I can not make to tomorrow's meeting, but Trista will join you

Attached is the program Cost center for BGO and RKO. The proposed changes are as below

2-534(e)

Alemayehu K. Awas, CPA, CGFM  
Agency Fiscal Officer - OFRM  
Office of the Chief Financial Office - Government Operations Cluster  
441 4<sup>th</sup> Street, NW, Suite 890N  
Washington, DC 20001  
Phone: 202-727-6535  
Mobile: 202-384-4423  
E-mail: [alemayehu.awas@dc.gov](mailto:alemayehu.awas@dc.gov)

**From:** Proudfoot, Dan (OCFO) <dan.proudfoot@dc.gov>  
**Sent:** Saturday, December 19, 2020 1:11 PM  
**To:** Awas, Alemayehu (OFRM) <Alemayehu.Awas@dc.gov>  
**Cc:** Bolden, Michael (OFRM) <Michael.Bolden@dc.gov>; Mukolwe, Christine (OFRM) <Christine.Mukolwe@dc.gov>; Goel, Nidhi (OCFO-Contractor) <nidhi.goel@dc.gov>  
**Subject:** RE: AS, BG, RK Workbook Reviews -- please respond by Friday 12/18

OK thank you. Please let me know no later than Tuesday for RK and BG. Have a great weekend.

**Dan Proudfoot**  
**Budget SME**

DC Government  
Office of the Chief Financial Officer (OCFO)  
District Integrated Financial System  
1100 4<sup>th</sup> Street, SW, Suite E800  
Washington, DC 20024  
Desk: 202.442.8593  
Mobile: 202.815.4458  
**DIFS Intranet:** <https://difs.cfo.in.dc.gov/>  
Email: [dan.proudfoot@dc.gov](mailto:dan.proudfoot@dc.gov)



Office of the Chief Financial Officer  
District Integrated Financial System (DIFS)

---

**From:** Awas, Alemayehu (OFRM) <[Alemayehu.Awas@dc.gov](mailto:Alemayehu.Awas@dc.gov)>  
**Sent:** Friday, December 18, 2020 4:19 PM  
**To:** Proudfoot, Dan (OCFO) <[dan.proudfoot@dc.gov](mailto:dan.proudfoot@dc.gov)>  
**Cc:** Bolden, Michael (OFRM) <[Michael.Bolden@dc.gov](mailto:Michael.Bolden@dc.gov)>; Mukolwe, Christine (OFRM) <[Christine.Mukolwe@dc.gov](mailto:Christine.Mukolwe@dc.gov)>; Goel, Nidhi (OCFO-Contractor) <[nidhi.goel@dc.gov](mailto:nidhi.goel@dc.gov)>  
**Subject:** RE: AS, BG, RK Workbook Reviews -- please respond by Friday 12/18

Hi Dan,

We accept the recommendation for AS0. I will get back to you about RK0 and BG0

Thanks

Alemayehu K. Awas, CPA, CGFM  
Agency Fiscal Officer - OFRM  
Office of the Chief Financial Office - Government Operations Cluster  
441 4<sup>th</sup> Street, NW, Suite 890N  
Washington, DC 20001  
Phone: 202-727-6535  
Mobile: 202-384-4423  
E-mail: [alemayehu.awas@dc.gov](mailto:alemayehu.awas@dc.gov)

---

**From:** Proudfoot, Dan (OCFO) <[dan.proudfoot@dc.gov](mailto:dan.proudfoot@dc.gov)>  
**Sent:** Wednesday, December 16, 2020 1:11 PM  
**To:** Awas, Alemayehu (OFRM) <[Alemayehu.Awas@dc.gov](mailto:Alemayehu.Awas@dc.gov)>  
**Cc:** Bolden, Michael (OFRM) <[Michael.Bolden@dc.gov](mailto:Michael.Bolden@dc.gov)>; Mukolwe, Christine (OFRM) <[Christine.Mukolwe@dc.gov](mailto:Christine.Mukolwe@dc.gov)>; Goel, Nidhi (OCFO-Contractor) <[nidhi.goel@dc.gov](mailto:nidhi.goel@dc.gov)>  
**Subject:** AS, BG, RK Workbook Reviews -- please respond by Friday 12/18





Email: [dan.proudfoot@dc.gov](mailto:dan.proudfoot@dc.gov)



Office of the Chief Financial Officer  
District Integrated Financial System (DIFS)

*Open Enrollment for 2021 employee benefits runs Monday, November 9, 2020 through Monday, December 14, 2020. This is your annual opportunity to review your current benefit elections and make any necessary changes.*

Visit <https://dchr.dc.gov/page/open-enrollment> for details!

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



Office of the Chief Financial Officer (OCFO)  
District Integrated Financial System  
1100 4<sup>th</sup> Street, SW, Suite E800  
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Mobile: 202.815.4458  
**DIFS Intranet:** <https://difs.cfo.in.dc.gov/>  
Email: [dan.proudfoot@dc.gov](mailto:dan.proudfoot@dc.gov)



Office of the Chief Financial Officer  
District Integrated Financial System (DIFS)

*Open Enrollment for 2021 employee benefits runs Monday, November 9, 2020 through Monday, December 14, 2020. This is your annual opportunity to review your current benefit elections and make any necessary changes.*

Visit <https://dchr.dc.gov/page/open-enrollment> for details!

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

## AFO Instructions and Guidance for DIFS Program, Cost Center, and Crosswalk Workbook

**DUE NOVEMBER 13th, ONE WORKBOOK PER AGENCY, SUBMISSIONS PACKAGED BY CLUSTER / ACFO**

**1. Review Power Point slides from the Program and Cost Center COA Kick-Off Presentation** (email [DIFSChangeManagement@dc.gov](mailto:DIFSChangeManagement@dc.gov) if you don't have a copy)

- This will help you understand the purpose of this exercise and other information related to it.
- Remember Program and Cost Center values are unique and independent of one another-- budget and transaction data will reside at the \*intersection\* of a Program and Cost Center.

• AFOs are expected to take the lead on this effort, with support/validation from executive-level program/agency staff and ACFOs

**2. Review reference material for your agency**

- Review your agency's organizational chart-- not the one in the budget book (Table 4), but rather the agency org chart(s) on the program side. This will help you fill in new **Cost Center** values for your agency.
- Review your Agency Performance Plan at the end of each agency budget chapter in the budget book. This will help you fill in new **Program** values for your agency.

**3. Fill in the "Questionnaire" tab**

- Replace "AGENCY" with your Agency Code in the "Questionnaire" tab.

**4. Fill in the "Cost Center\_AGENCY" data tab**

- Review the "Cost Cntr Definitions, Examples" tab
- Replace "AGENCY" with your Agency Code in the "Cost Center\_AGENCY" tab.
- Populate new values for your agency cost centers.
- This is the "where" or "who" data, such as Department, Division, Office/Branch
- The data will closely mirror your agency's organizational chart

• Importantly, you want to capture the level of detail needed for budget and financial transactions-- not too broad, but not too detailed either. Keeping things simple will make for easier budgeting and reporting-- for most agencies, 2 to 3 levels will be sufficient.

**5. Fill in the "Program\_AGENCY" data tab**

- Review the "Program Definitions, Examples" tab
- Replace "AGENCY" with your Agency Code in the "Program\_AGENCY" tab.
- Populate new values for your agency programs.
- This is the "what" data, such as Program, Activity, Service, Task. *There should not be "who" or "where" information in any Program value-- those would be Cost Centers.*

• Use your agency's strategic objectives, outlined in the Agency Performance Plan in the budget book, to come up with a proposed set of programs. Also work with agencies within your cluster to ensure common programs are included and standardized.

• Capture only the level of detail needed for budgeting and financial transactions, and financial reporting needs-- for most agencies, 2 to 3 levels will be sufficient.

**• Familiarize yourself with and utilize or amend existing activities within the AFO and AMP programs**

• Below are the current AFO and AMP activities; however, you may add Service and Task levels to your AMP activities. You may also add additional AMP activities.

- **Agency Financial Operations Program (AFO)** – (1) Budget Operations, (2) Accounting Operations, (3) ACFO.

• **Agency Management Program (AMP)** – (1) Personnel, (2) Training and Employee Development, (3) Labor-Management Partnerships, (4) Contracting and Procurement, (5) Property Management, (6) Information Technology, (7) Financial Management, (8) Risk Management, (9) Legal Services, (10) Fleet Management, (11) Communications, (12) Customer Service, (13) Performance Management, (14) Language Access, and (15) Court-Ordered Supervision. Many agencies do not include all 15 of these activities

**6. Fill in Crosswalk Data**

• AFTER filling in the "Cost Center" and "Program" data, click on the "Crosswalk" tab, filter for your agency, then fill in Columns Q and R for the corresponding new program and cost center values.

• On the crosswalk, only fill in the lowest level (child) values for program and cost center associated with each budget/expenditure/revenue line.

• One Program or Org in SOAR may point (crosswalk) to multiple Programs or Cost Centers in Oracle-- the \*combination\* of attributes on a line will help guide you to choose the appropriate Oracle Program and Cost Center on the crosswalk.

• Indices (Indexes) and PCAs are included on each line of the crosswalk as a \*reference guide\* only, you do NOT need to create unique Programs or Cost Centers for each Index or PCA. Please refer to the FAQ for more information on this.

• Some historical programs and orgs in the crosswalk may no longer be in use-- you still need to crosswalk these to the most appropriate new program and cost center for reporting purposes. Orgs and programs with budget or expenditure balances between **FY19 and FY21 (through 9.21.20)** are included in the crosswalk.

**7. Questions?**

Email: [DIFSChangeManagement@dc.gov](mailto:DIFSChangeManagement@dc.gov) and cc [Dan.Proudfoot@dc.gov](mailto:Dan.Proudfoot@dc.gov)

Workshops: General and Cluster specific workshops are being scheduled.

**8. By November 13th, BY CLUSTER/ACFO, turn in final program, cost center, and crosswalk values (ONE WORKBOOK PER AGENCY) to [DIFSChangeManagement@dc.gov](mailto:DIFSChangeManagement@dc.gov)**





| Cost Center Roll-Up | Definition   |
|---------------------|--|
| Level 1             | Entity responsible for managing resources and carrying out the programs and activities of the Agency (IT IS NOT YOUR AGENCY). It is used to identify the highest levels of leadership in the Agency. <b>For example: Bureau or Department, such as Operations Bureau, Services Bureau, Energy Department, Natural Resources Department. "Bureau" or "Department" does NOT have to be in the name, these are just examples.</b> |
| Level 2             | Identifies an entity that manages resources below the Agency leadership level, and represents a grouping of similar offices. <b>For example: Division, such as Special Operations Division, Risk Management Division, Air Quality Division, Energy Assistance Division. "Division" does NOT have to be in the name. These are just examples.</b>   |
| Level 3 - OPTIONAL  | Carries out the activities of the Level 2 Org roll-up, and in most instances will represent the agency resources responsible for executing agency-specific programs. <b>For example: Office or Branch, such as Compliance Office, Communications Office, or Special Events Branch. Office or Branch does NOT have to be in the name. These are just examples</b>   |
| Level 4- OPTIONAL   | Aligns transactions with the lower levels of the Agency's organizational structure. If an agency doesn't have this level in the org structure, this level is named the same as that used for level 3 and all transactions are posted at this level. <b><u>MOST AGENCIES WILL NOT REQUIRE A LEVEL 4 COST CENTER.</u></b>  |

| Program Roll-Up                      | Definition  |
|--------------------------------------|---|
| <b>Level 1 (Program)</b>             | Comprised of a set of activities that have a common purpose or result, and for performance measurement purposes. Programs are a set of related activities that achieve an ongoing purpose or promote a specific objective. <u>Programs are either cross-cutting (district-wide) or agency-specific.</u> If they are agency-specific, they should tie to the strategic objectives of the agency. Programs are typically long-standing initiatives of the district/agency. <b>For example: Agency Management Program, Agency Financial Operations, Public Safety, Affordable Housing, Homeless Services, Secondary Education, etc</b> |
| <b>Level 2 (Activity)</b>            | A component part of the District's program structure that is comprised of a set of services grouped around a common purpose or result. <b>For example: Program Analytics, Grants Administration, Fire Prevention, Rail Safety, Accounting Operations, Operating Budget Book Publication.</b>  |
| <b>Level 3 (Service) - OPTIONAL</b>  | The deliverables or products that the customer receives. Services are discrete units of governmental functions that together make up an activity. <b>For Example: Litigation Support, Leadership and Management Training, Stormwater Services, Software Support, Construction and relocation support</b>  |
| <b>Level 4 (Task) - OPTIONAL</b>     | Identifies the actual work task or step performed in producing and delivering products and services within a program. <b><u>MOST AGENCIES WILL NOT REQUIRE A TASK LEVEL</u></b>   |
| <b>Level 5 (Sub-Task) - OPTIONAL</b> | A further breakdown of the task level for agencies that require more granular delineation of tasks. If an agency doesn't have a sub-task, this level is named the same as that used for the task and all transactions are posted at this level. <b><u>MOST AGENCIES WILL NOT REQUIRE A SUB-TASK LEVEL.</u></b>  |







| <b>Agency</b> | <b>Cluster</b>               |
|---------------|------------------------------|
| ATO           | CENTRAL OFFICES / DC LOTTERY |
| BKO           | CENTRAL OFFICES / DC LOTTERY |
| DCO           | CENTRAL OFFICES / DC LOTTERY |
| DOO           | CENTRAL OFFICES / DC LOTTERY |
| DSO           | CENTRAL OFFICES / DC LOTTERY |
| DTO           | CENTRAL OFFICES / DC LOTTERY |
| DYO           | CENTRAL OFFICES / DC LOTTERY |
| EZO           | CENTRAL OFFICES / DC LOTTERY |
| GGO           | CENTRAL OFFICES / DC LOTTERY |
| GXO           | CENTRAL OFFICES / DC LOTTERY |
| HWO           | CENTRAL OFFICES / DC LOTTERY |
| HXO           | CENTRAL OFFICES / DC LOTTERY |
| KZO           | CENTRAL OFFICES / DC LOTTERY |
| PAO           | CENTRAL OFFICES / DC LOTTERY |
| RHO           | CENTRAL OFFICES / DC LOTTERY |
| SVO           | CENTRAL OFFICES / DC LOTTERY |
| TFO           | CENTRAL OFFICES / DC LOTTERY |
| TXO           | CENTRAL OFFICES / DC LOTTERY |
| TYO           | CENTRAL OFFICES / DC LOTTERY |
| UBO           | CENTRAL OFFICES / DC LOTTERY |
| UPO           | CENTRAL OFFICES / DC LOTTERY |
| ZBO           | CENTRAL OFFICES / DC LOTTERY |
| ZCO           | CENTRAL OFFICES / DC LOTTERY |
| BD0           | EDRC                         |
| BJ0           | EDRC                         |
| BX0           | EDRC                         |
| CI0           | EDRC                         |
| CQ0           | EDRC                         |
| CRO           | EDRC                         |
| DA0           | EDRC                         |
| DB0           | EDRC                         |
| DH0           | EDRC                         |
| DJO           | EDRC                         |
| DRO           | EDRC                         |
| EBO           | EDRC                         |
| ENO           | EDRC                         |
| ESO           | EDRC                         |
| HFO           | EDRC                         |
| HPO           | EDRC                         |
| HY0           | EDRC                         |
| IDO           | EDRC                         |
| LQ0           | EDRC                         |
| SRO           | EDRC                         |
| TC0           | EDRC                         |
| UZ0           | EDRC                         |
| GA0           | EDUCATION                    |
| GB0           | EDUCATION                    |

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| GC0 | EDUCATION             |
| GD0 | EDUCATION             |
| GE0 | EDUCATION             |
| GF0 | EDUCATION             |
| GL0 | EDUCATION             |
| GN0 | EDUCATION             |
| GO0 | EDUCATION             |
| GW0 | EDUCATION             |
| AA0 | GOVERNMENT OPERATIONS |
| AB0 | GOVERNMENT OPERATIONS |
| AC0 | GOVERNMENT OPERATIONS |
| AD0 | GOVERNMENT OPERATIONS |
| AE0 | GOVERNMENT OPERATIONS |
| AF0 | GOVERNMENT OPERATIONS |
| AG0 | GOVERNMENT OPERATIONS |
| AH0 | GOVERNMENT OPERATIONS |
| AI0 | GOVERNMENT OPERATIONS |
| AL0 | GOVERNMENT OPERATIONS |
| AM0 | GOVERNMENT OPERATIONS |
| AP0 | GOVERNMENT OPERATIONS |
| AR0 | GOVERNMENT OPERATIONS |
| AS0 | GOVERNMENT OPERATIONS |
| BA0 | GOVERNMENT OPERATIONS |
| BE0 | GOVERNMENT OPERATIONS |
| BG0 | GOVERNMENT OPERATIONS |
| BH0 | GOVERNMENT OPERATIONS |
| BY0 | GOVERNMENT OPERATIONS |
| BZ0 | GOVERNMENT OPERATIONS |
| CB0 | GOVERNMENT OPERATIONS |
| CE0 | GOVERNMENT OPERATIONS |
| CF0 | GOVERNMENT OPERATIONS |
| CG0 | GOVERNMENT OPERATIONS |
| CH0 | GOVERNMENT OPERATIONS |
| CJ0 | GOVERNMENT OPERATIONS |
| DL0 | GOVERNMENT OPERATIONS |
| DX0 | GOVERNMENT OPERATIONS |
| EA0 | GOVERNMENT OPERATIONS |
| EC0 | GOVERNMENT OPERATIONS |
| EM0 | GOVERNMENT OPERATIONS |
| GS0 | GOVERNMENT OPERATIONS |
| HS0 | GOVERNMENT OPERATIONS |
| PE0 | GOVERNMENT OPERATIONS |
| PO0 | GOVERNMENT OPERATIONS |
| PX0 | GOVERNMENT OPERATIONS |
| PZ0 | GOVERNMENT OPERATIONS |
| RJ0 | GOVERNMENT OPERATIONS |
| RK0 | GOVERNMENT OPERATIONS |
| TO0 | GOVERNMENT OPERATIONS |



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| UI0 | GOVERNMENT OPERATIONS     |
| UV0 | GOVERNMENT OPERATIONS     |
| UW0 | GOVERNMENT OPERATIONS     |
| VA0 | GOVERNMENT OPERATIONS     |
| ZH0 | GOVERNMENT OPERATIONS     |
| ZZ0 | GOVERNMENT OPERATIONS     |
| KA0 | GOVERNMENT SERVICES       |
| KCO | GOVERNMENT SERVICES       |
| KE0 | GOVERNMENT SERVICES       |
| KG0 | GOVERNMENT SERVICES       |
| KOO | GOVERNMENT SERVICES       |
| KTO | GOVERNMENT SERVICES       |
| KV0 | GOVERNMENT SERVICES       |
| LA0 | GOVERNMENT SERVICES       |
| LBO | GOVERNMENT SERVICES       |
| HA0 | HUMAN SUPPORT SERVICES    |
| HCO | HUMAN SUPPORT SERVICES    |
| HGO | HUMAN SUPPORT SERVICES    |
| HIO | HUMAN SUPPORT SERVICES    |
| HMO | HUMAN SUPPORT SERVICES    |
| HT0 | HUMAN SUPPORT SERVICES    |
| JA0 | HUMAN SUPPORT SERVICES    |
| JMO | HUMAN SUPPORT SERVICES    |
| JRO | HUMAN SUPPORT SERVICES    |
| JZ0 | HUMAN SUPPORT SERVICES    |
| RL0 | HUMAN SUPPORT SERVICES    |
| RM0 | HUMAN SUPPORT SERVICES    |
| BI0 | INACTIVE                  |
| CW0 | INACTIVE                  |
| DK0 | INACTIVE                  |
| FP0 | INACTIVE                  |
| GMO | INACTIVE                  |
| JB0 | INACTIVE                  |
| JF0 | INACTIVE                  |
| PT0 | INACTIVE                  |
| TK0 | INACTIVE                  |
| ZA0 | INACTIVE                  |
| BN0 | PUBLIC SAFETY AND JUSTICE |
| DQ0 | PUBLIC SAFETY AND JUSTICE |
| DV0 | PUBLIC SAFETY AND JUSTICE |
| EPO | PUBLIC SAFETY AND JUSTICE |
| FA0 | PUBLIC SAFETY AND JUSTICE |
| FB0 | PUBLIC SAFETY AND JUSTICE |
| FD0 | PUBLIC SAFETY AND JUSTICE |
| FH0 | PUBLIC SAFETY AND JUSTICE |
| FI0 | PUBLIC SAFETY AND JUSTICE |
| FJ0 | PUBLIC SAFETY AND JUSTICE |
| FK0 | PUBLIC SAFETY AND JUSTICE |

|     |                           |
|-----|---------------------------|
| FL0 | PUBLIC SAFETY AND JUSTICE |
| FO0 | PUBLIC SAFETY AND JUSTICE |
| FQ0 | PUBLIC SAFETY AND JUSTICE |
| FRO | PUBLIC SAFETY AND JUSTICE |
| FS0 | PUBLIC SAFETY AND JUSTICE |
| FT0 | PUBLIC SAFETY AND JUSTICE |
| FX0 | PUBLIC SAFETY AND JUSTICE |
| FZ0 | PUBLIC SAFETY AND JUSTICE |
| MA0 | PUBLIC SAFETY AND JUSTICE |
| NS0 | PUBLIC SAFETY AND JUSTICE |
| SBO | PUBLIC SAFETY AND JUSTICE |
| UC0 | PUBLIC SAFETY AND JUSTICE |



## AFO Instructions and Guidance for DIFS Program, Cost Center, and Crosswalk Workbook

**DUE NOVEMBER 13th, ONE WORKBOOK PER AGENCY, SUBMISSIONS PACKAGED BY CLUSTER / ACFO**

**1. Review Power Point slides from the Program and Cost Center COA Kick-Off Presentation** (email [DIFSChangeManagement@dc.gov](mailto:DIFSChangeManagement@dc.gov) if you don't have a copy)

- This will help you understand the purpose of this exercise and other information related to it.
- Remember Program and Cost Center values are unique and independent of one another-- budget and transaction data will reside at the \*intersection\* of a Program and Cost Center.

• AFOs are expected to take the lead on this effort, with support/validation from executive-level program/agency staff and ACFOs

**2. Review reference material for your agency**

- Review your agency's organizational chart-- not the one in the budget book (Table 4), but rather the agency org chart(s) on the program side. This will help you fill in new **Cost Center** values for your agency.
- Review your Agency Performance Plan at the end of each agency budget chapter in the budget book. This will help you fill in new **Program** values for your agency.

**3. Fill in the "Questionnaire" tab**

- Replace "AGENCY" with your Agency Code in the "Questionnaire" tab.

**4. Fill in the "Cost Center\_AGENCY" data tab**

- Review the "Cost Cntr Definitions, Examples" tab
- Replace "AGENCY" with your Agency Code in the "Cost Center\_AGENCY" tab.
- Populate new values for your agency cost centers.
- This is the "where" or "who" data, such as Department, Division, Office/Branch
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**6. Fill in Crosswalk Data**

• AFTER filling in the "Cost Center" and "Program" data, click on the "Crosswalk" tab, filter for your agency, then fill in Columns Q and R for the corresponding new program and cost center values.

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| Cost Center Roll-Up | Definition   |
|---------------------|--|
| Level 1             | Entity responsible for managing resources and carrying out the programs and activities of the Agency (IT IS NOT YOUR AGENCY). It is used to identify the highest levels of leadership in the Agency. <b>For example: Bureau or Department, such as Operations Bureau, Services Bureau, Energy Department, Natural Resources Department. "Bureau" or "Department" does NOT have to be in the name, these are just examples.</b> |
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| Level 4- OPTIONAL   | Aligns transactions with the lower levels of the Agency's organizational structure. If an agency doesn't have this level in the org structure, this level is named the same as that used for level 3 and all transactions are posted at this level. <b><u>MOST AGENCIES WILL NOT REQUIRE A LEVEL 4 COST CENTER.</u></b>  |



| Program Roll-Up                      | Definition   |
|--------------------------------------|--|
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| <b>Level 2 (Activity)</b>            | <p>A component part of the District's program structure that is comprised of a set of services grouped around a common purpose or result. <b>For example: Program Analytics, Grants Administration, Fire Prevention, Rail Safety, Accounting Operations, Operating Budget Book Publication.</b></p>  |
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|---------------|------------------------------|
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| DSO           | CENTRAL OFFICES / DC LOTTERY |
| DTO           | CENTRAL OFFICES / DC LOTTERY |
| DYO           | CENTRAL OFFICES / DC LOTTERY |
| EZO           | CENTRAL OFFICES / DC LOTTERY |
| GGO           | CENTRAL OFFICES / DC LOTTERY |
| GXO           | CENTRAL OFFICES / DC LOTTERY |
| HWO           | CENTRAL OFFICES / DC LOTTERY |
| HXO           | CENTRAL OFFICES / DC LOTTERY |
| KZO           | CENTRAL OFFICES / DC LOTTERY |
| PAO           | CENTRAL OFFICES / DC LOTTERY |
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| UBO           | CENTRAL OFFICES / DC LOTTERY |
| UPO           | CENTRAL OFFICES / DC LOTTERY |
| ZBO           | CENTRAL OFFICES / DC LOTTERY |
| ZCO           | CENTRAL OFFICES / DC LOTTERY |
| BD0           | EDRC                         |
| BJ0           | EDRC                         |
| BX0           | EDRC                         |
| CI0           | EDRC                         |
| CQ0           | EDRC                         |
| CRO           | EDRC                         |
| DA0           | EDRC                         |
| DB0           | EDRC                         |
| DH0           | EDRC                         |
| DJO           | EDRC                         |
| DRO           | EDRC                         |
| EBO           | EDRC                         |
| ENO           | EDRC                         |
| ESO           | EDRC                         |
| HFO           | EDRC                         |
| HPO           | EDRC                         |
| HY0           | EDRC                         |
| IDO           | EDRC                         |
| LQ0           | EDRC                         |
| SRO           | EDRC                         |
| TC0           | EDRC                         |
| UZ0           | EDRC                         |
| GA0           | EDUCATION                    |
| GB0           | EDUCATION                    |

|     |                       |
|-----|-----------------------|
| GC0 | EDUCATION             |
| GD0 | EDUCATION             |
| GE0 | EDUCATION             |
| GF0 | EDUCATION             |
| GL0 | EDUCATION             |
| GN0 | EDUCATION             |
| GO0 | EDUCATION             |
| GW0 | EDUCATION             |
| AA0 | GOVERNMENT OPERATIONS |
| AB0 | GOVERNMENT OPERATIONS |
| AC0 | GOVERNMENT OPERATIONS |
| AD0 | GOVERNMENT OPERATIONS |
| AE0 | GOVERNMENT OPERATIONS |
| AF0 | GOVERNMENT OPERATIONS |
| AG0 | GOVERNMENT OPERATIONS |
| AH0 | GOVERNMENT OPERATIONS |
| AI0 | GOVERNMENT OPERATIONS |
| AL0 | GOVERNMENT OPERATIONS |
| AM0 | GOVERNMENT OPERATIONS |
| AP0 | GOVERNMENT OPERATIONS |
| AR0 | GOVERNMENT OPERATIONS |
| AS0 | GOVERNMENT OPERATIONS |
| BA0 | GOVERNMENT OPERATIONS |
| BE0 | GOVERNMENT OPERATIONS |
| BG0 | GOVERNMENT OPERATIONS |
| BH0 | GOVERNMENT OPERATIONS |
| BY0 | GOVERNMENT OPERATIONS |
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| CB0 | GOVERNMENT OPERATIONS |
| CE0 | GOVERNMENT OPERATIONS |
| CF0 | GOVERNMENT OPERATIONS |
| CG0 | GOVERNMENT OPERATIONS |
| CH0 | GOVERNMENT OPERATIONS |
| CJ0 | GOVERNMENT OPERATIONS |
| DL0 | GOVERNMENT OPERATIONS |
| DX0 | GOVERNMENT OPERATIONS |
| EA0 | GOVERNMENT OPERATIONS |
| EC0 | GOVERNMENT OPERATIONS |
| EM0 | GOVERNMENT OPERATIONS |
| GS0 | GOVERNMENT OPERATIONS |
| HS0 | GOVERNMENT OPERATIONS |
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| PO0 | GOVERNMENT OPERATIONS |
| PX0 | GOVERNMENT OPERATIONS |
| PZ0 | GOVERNMENT OPERATIONS |
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| RK0 | GOVERNMENT OPERATIONS |
| TO0 | GOVERNMENT OPERATIONS |

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| UI0 | GOVERNMENT OPERATIONS     |
| UV0 | GOVERNMENT OPERATIONS     |
| UW0 | GOVERNMENT OPERATIONS     |
| VA0 | GOVERNMENT OPERATIONS     |
| ZH0 | GOVERNMENT OPERATIONS     |
| ZZ0 | GOVERNMENT OPERATIONS     |
| KA0 | GOVERNMENT SERVICES       |
| KCO | GOVERNMENT SERVICES       |
| KE0 | GOVERNMENT SERVICES       |
| KG0 | GOVERNMENT SERVICES       |
| KOO | GOVERNMENT SERVICES       |
| KTO | GOVERNMENT SERVICES       |
| KV0 | GOVERNMENT SERVICES       |
| LA0 | GOVERNMENT SERVICES       |
| LBO | GOVERNMENT SERVICES       |
| HA0 | HUMAN SUPPORT SERVICES    |
| HCO | HUMAN SUPPORT SERVICES    |
| HGO | HUMAN SUPPORT SERVICES    |
| HIO | HUMAN SUPPORT SERVICES    |
| HMO | HUMAN SUPPORT SERVICES    |
| HT0 | HUMAN SUPPORT SERVICES    |
| JA0 | HUMAN SUPPORT SERVICES    |
| JMO | HUMAN SUPPORT SERVICES    |
| JRO | HUMAN SUPPORT SERVICES    |
| JZ0 | HUMAN SUPPORT SERVICES    |
| RL0 | HUMAN SUPPORT SERVICES    |
| RM0 | HUMAN SUPPORT SERVICES    |
| BI0 | INACTIVE                  |
| CW0 | INACTIVE                  |
| DK0 | INACTIVE                  |
| FP0 | INACTIVE                  |
| GMO | INACTIVE                  |
| JB0 | INACTIVE                  |
| JF0 | INACTIVE                  |
| PT0 | INACTIVE                  |
| TK0 | INACTIVE                  |
| ZA0 | INACTIVE                  |
| BN0 | PUBLIC SAFETY AND JUSTICE |
| DQ0 | PUBLIC SAFETY AND JUSTICE |
| DV0 | PUBLIC SAFETY AND JUSTICE |
| EPO | PUBLIC SAFETY AND JUSTICE |
| FA0 | PUBLIC SAFETY AND JUSTICE |
| FB0 | PUBLIC SAFETY AND JUSTICE |
| FD0 | PUBLIC SAFETY AND JUSTICE |
| FH0 | PUBLIC SAFETY AND JUSTICE |
| FI0 | PUBLIC SAFETY AND JUSTICE |
| FJ0 | PUBLIC SAFETY AND JUSTICE |
| FK0 | PUBLIC SAFETY AND JUSTICE |



|     |                           |
|-----|---------------------------|
| FL0 | PUBLIC SAFETY AND JUSTICE |
| FO0 | PUBLIC SAFETY AND JUSTICE |
| FQ0 | PUBLIC SAFETY AND JUSTICE |
| FRO | PUBLIC SAFETY AND JUSTICE |
| FS0 | PUBLIC SAFETY AND JUSTICE |
| FT0 | PUBLIC SAFETY AND JUSTICE |
| FX0 | PUBLIC SAFETY AND JUSTICE |
| FZ0 | PUBLIC SAFETY AND JUSTICE |
| MA0 | PUBLIC SAFETY AND JUSTICE |
| NS0 | PUBLIC SAFETY AND JUSTICE |
| SBO | PUBLIC SAFETY AND JUSTICE |
| UC0 | PUBLIC SAFETY AND JUSTICE |







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If you are outside of the DC Government, learn more about technology job openings across the city @ [octo.dc.gov/jobs](https://octo.dc.gov/jobs) and what we are working on by following us on Twitter and Instagram @octodc

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).







DC Government

**Office of the Chief Technology Officer (OCTO)**

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Fifth Floor

Washington, DC 20003

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If you work for the DC Government and have a service request, OCTOHelps is our service desk team who can help solve your concern or find the right person at OCTO who can. Call us @ 202-671-1566

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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](http://coronavirus.dc.gov).





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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Mccoy, DanielJ (DPW)  
**Sent:** Sun, 20 Dec 2020 15:55:32 +0000  
**To:** Ross, Jed (ORM);Cain, Tamika (DPW)  
**Cc:** Yeung, Sam (ORM)  
**Subject:** RE: Incident App Fields and Data

Hello Jed,

I will see if the Director and his executive team are available before the New Year. Let me get back to you tomorrow.

Respectfully,  
Danny

---

Daniel J. McCoy, CPM  
Deputy Administrator, Safety and Security Administration  
Department of Public Works  
[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)  
202.671.2205 | office  
202.704.3091 | mobile

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**From:** Ross, Jed (ORM) <jed.ross@dc.gov>  
**Sent:** Wednesday, December 2, 2020 3:52 PM  
**To:** Mccoy, DanielJ (DPW) <danielj.mccoy@dc.gov>; Cain, Tamika (DPW) <tamika.cain@dc.gov>  
**Cc:** Yeung, Sam (ORM) <Sam.Yeung@dc.gov>  
**Subject:** RE: Incident App Fields and Data

Hi Danny,

I hope your Thanksgiving Holiday went great!

Wanted to circle back on the demo and plan for implementation of the incident reporting system/process.

Any update and timing there?

Heard we are good on the GPS front and thanks for that.

Much appreciated and stay safe.

Thank you,  
Jed Ross  
Chief Risk Officer/Director  
D.C. Office of Risk Management (ORM)  
202-727-6056

----- Original message -----

From: "Ross, Jed (ORM)" <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>

Date: 11/18/20 1:11 PM (GMT-05:00)

To: "Mccoy, DanielJ (DPW)" <[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)>, "Hirani, Sanjay (OCTO)" <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>, "Cain, Tamika (DPW)" <[tamika.cain@dc.gov](mailto:tamika.cain@dc.gov)>

Cc: "Healy, Patrick (EOM)" <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>, "Yeung, Sam (ORM)" <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>,

"Mandel, Angela (EOM)" <[Angela.Mandel@dc.gov](mailto:Angela.Mandel@dc.gov)>

Subject: RE: Incident App Fields and Data

Thanks Danny,

We look forward to moving ahead on incident reporting. As Director Geldart and I discussed, this is the city-wide system and we are sure all agencies will be moving to use it (even non-mayoral agencies). The CA is the one that authorized our implementation and use of ERisk District-wide back in 2017 when he was my direct supervisor as the Deputy CA.

We look to partner to provide the best solution possible specific to DPW. I look forward to finding a time in the near future to show Director Geldart the system. There should be no heavy lifts for you all, except possibly training and requesting for employees to use the system. Finally, I had discussed with Chris getting access to existing GPS tracking reports that you all have put into the fleet (all new vehicles have GPS installed I believe). There are no concerns here and ORM is the right place to be tracking city-wide safety issues with driving (we already do with tickets). Please let me know the best login credentials for use of the existing GPS module and the website, definitely appreciated.

We thank you for your efforts! We know making DPW safer and better is no small feat and are glad you are there.

Much appreciated.

Thank you,

Jed Ross

Chief Risk Officer/Director

D.C. Office of Risk Management (ORM)

202-727-6056

----- Original message -----

From: "Mccoy, DanielJ (DPW)" <[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)>

Date: 11/18/20 12:32 PM (GMT-05:00)

To: "Ross, Jed (ORM)" <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>, "Hirani, Sanjay (OCTO)" <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>, "Cain, Tamika (DPW)" <[tamika.cain@dc.gov](mailto:tamika.cain@dc.gov)>

Cc: "Healy, Patrick (EOM)" <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>, "Yeung, Sam (ORM)" <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>,

"Mandel, Angela (EOM)" <[Angela.Mandel@dc.gov](mailto:Angela.Mandel@dc.gov)>

Subject: RE: Incident App Fields and Data

Good afternoon All,

Please excuse my late email notification. We have another District priority which caused a scheduling conflict for this afternoon—as such, the WebEx call has been cancelled. I was able to pick Director Geldart's brain for 30 seconds and have a path forward to DPW's engagement and participation in eRisk. Please allow me until COB tomorrow to circle back with our General Counsel and get back to you.

Thanks all for your patience and flexibility.

Respectfully,  
Danny

---

Daniel J. McCoy, CPM  
Deputy Administrator, Safety and Security Administration  
Department of Public Works  
[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)  
202.671.2205 | office  
202.704.3091 | mobile

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**From:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Sent:** Wednesday, November 18, 2020 12:29 PM  
**To:** Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>; Mccoy, DanielJ (DPW) <[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)>; Cain, Tamika (DPW) <[tamika.cain@dc.gov](mailto:tamika.cain@dc.gov)>  
**Cc:** Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Mandel, Angela (EOM) <[Angela.Mandel@dc.gov](mailto:Angela.Mandel@dc.gov)>  
**Subject:** RE: Incident App Fields and Data

All,

I think it is still on, just sent via a Webex.

I can forward as needed.

Thanks,  
Jed

---

**From:** Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>  
**Sent:** Wednesday, November 18, 2020 12:28 PM  
**To:** Mccoy, DanielJ (DPW) <[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)>; Cain, Tamika (DPW) <[tamika.cain@dc.gov](mailto:tamika.cain@dc.gov)>  
**Cc:** Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Mandel, Angela (EOM) <[Angela.Mandel@dc.gov](mailto:Angela.Mandel@dc.gov)>  
**Subject:** RE: Incident App Fields and Data

Hello Danny, Tamika,



Has the meeting been cancelled today?

Do we need to reschedule?

Sanjay

Sanjay Hirani, PMP, ITIL, TOGAF, OpenGroup Certified Architect  
Enterprise Architect | Application Development & Operations  
Office of the Chief Technology Officer (OCTO) assigned to the Office of Risk Management (ORM)  
441 4<sup>th</sup> Street NW, Suite 800, Washington, DC 20001  
Mobile: 703.334.1548  
Email: [sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)  
Website: [www.octo.dc.gov](http://www.octo.dc.gov)

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**From:** Mandel, Angela (EOM) <[Angela.Mandel@dc.gov](mailto:Angela.Mandel@dc.gov)>  
**Sent:** Tuesday, November 10, 2020 2:08 PM  
**To:** Mccoy, DanielJ (DPW) <[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Cain, Tamika (DPW) <[tamika.cain@dc.gov](mailto:tamika.cain@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>  
**Subject:** RE: Incident App Fields and Data

Hi Danny and Tamika,

I'm going to cancel the Teams invite I sent for this, so we can use the WebEx Tamika sent.

Thanks,  
Angela

---

**From:** Mccoy, DanielJ (DPW) <[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)>  
**Sent:** Tuesday, November 10, 2020 12:20 PM  
**To:** Mandel, Angela (EOM) <[Angela.Mandel@dc.gov](mailto:Angela.Mandel@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Cain, Tamika (DPW) <[tamika.cain@dc.gov](mailto:tamika.cain@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>  
**Subject:** RE: Incident App Fields and Data

Yes, Ma'am. Please and thank you.

-Danny

---

Daniel J. McCoy, CPM  
Deputy Administrator, Safety and Security Administration  
Department of Public Works  
[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)  
202.671.2205 | office  
202.704.3091 | mobile

---

**From:** Mandel, Angela (EOM) <[Angela.Mandel@dc.gov](mailto:Angela.Mandel@dc.gov)>  
**Sent:** Tuesday, November 10, 2020 11:57 AM  
**To:** Mccoy, DanielJ (DPW) <[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Cain, Tamika (DPW) <[tamika.cain@dc.gov](mailto:tamika.cain@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>  
**Subject:** RE: Incident App Fields and Data

Hi Danny,

It looks like we're available from 1pm to 2pm on the 18<sup>th</sup> – do you want me to create the Teams invite, and then you can forward it?

Best,  
Angela

---

**From:** Mccoy, DanielJ (DPW) <[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)>  
**Sent:** Tuesday, November 10, 2020 10:56 AM  
**To:** Mandel, Angela (EOM) <[Angela.Mandel@dc.gov](mailto:Angela.Mandel@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Cain, Tamika (DPW) <[tamika.cain@dc.gov](mailto:tamika.cain@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>  
**Subject:** Re: Incident App Fields and Data

Good morning Angela,

The best time for us is next Wed, 18-Nov between 12p and 2p. Will that work for your team?

Respectfully,  
Danny

Sent from iOS device | please excuse any typos or errors

Daniel J. McCoy, Deputy Administrator  
Safety and Security Administration  
M: (202) 704-3091

---

**From:** Mccoy, DanielJ (DPW) <[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)>  
**Sent:** Monday, November 9, 2020 10:11:30 PM  
**To:** Mandel, Angela (EOM) <[Angela.Mandel@dc.gov](mailto:Angela.Mandel@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Cain, Tamika (DPW) <[tamika.cain@dc.gov](mailto:tamika.cain@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>  
**Subject:** Re: Incident App Fields and Data

Good evening Angela,

I will follow up with Ms. Cain tomorrow on the Director's availability. My initial recommendation would be Monday or Tuesday of next week but I will confirm tomorrow.

Respectfully,  
Danny

---

Daniel J. McCoy, CPM

Deputy Administrator, Safety and Security Administration



[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)

202.671.2205 | office

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**From:** Mandel, Angela (EOM) <[Angela.Mandel@dc.gov](mailto:Angela.Mandel@dc.gov)>

**Sent:** Thursday, November 5, 2020 2:12 PM

**To:** Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; McCoy, DanielJ (DPW) <[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)>

**Cc:** Cain, Tamika (DPW) <[tamika.cain@dc.gov](mailto:tamika.cain@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>

**Subject:** RE: Incident App Fields and Data

Thanks Sam,

Hi Danny,

Looking across calendars, it looks like these dates and times are available:

Monday, 11/9 at 4pm

Tuesday, 11/10 at 1pm

Thursday, 11/12 at 1pm

Friday, 11/13 at 1pm or any time after

Monday, 11/16 at 1pm or 2pm

Tuesday, 11/17 at 1pm or 2pm

Please let us know if any of those dates/times work for your team.

Best,  
Angela

---

**From:** Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Sent:** Thursday, November 5, 2020 1:20 PM  
**To:** Mccoy, DanielJ (DPW) <[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)>  
**Cc:** Cain, Tamika (DPW) <[tamika.cain@dc.gov](mailto:tamika.cain@dc.gov)>; Mandel, Angela (EOM) <[Angela.Mandel@dc.gov](mailto:Angela.Mandel@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>  
**Subject:** RE: Incident App Fields and Data

Daniel,

You are correct. Directors Ross and Geldart did connect earlier today to discuss a number of topics including having DPW integrating their data with ERisk and using ERisk as the incident reporting system. Since the meeting will be similar to the last one we had with the group in August, I am cc'ing Pat and Angela as they are the lead on this and can coordinate with you and Ms. Cain.

Thanks,  
Sam

---

**From:** Mccoy, DanielJ (DPW) <[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)>  
**Sent:** Thursday, November 5, 2020 1:04 PM  
**To:** Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Cain, Tamika (DPW) <[tamika.cain@dc.gov](mailto:tamika.cain@dc.gov)>  
**Subject:** Fw: Incident App Fields and Data

Sam,

I believe that Director Geldart and Director Ross discussed this topic this afternoon. As a result of that discussion, I have been tasked with coordinating with your office to set up a Teams or WebEx call for a capabilities presentation on E-Risk. This would be similar (if not the same) to the previous demonstrations that your office provided to me and my team; however, the audience would now include DPW's executive team.

Is this something that we can coordinate? If so, please let me and Ms. Cain (cc'd) know your availability.

Thanks in advance.

Respectfully,  
Danny

---

Daniel J. McCoy, CPM



Deputy Administrator, Safety and Security Administration



[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)

202.671.2205 | office

202.704.3091 | mobile

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**From:** Mccoy, DanielJ (DPW) <[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)>  
**Sent:** Thursday, November 5, 2020 12:43 PM  
**To:** Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Cc:** Remelli, Koteswara (DPW) <[koteswara.remelli@dc.gov](mailto:koteswara.remelli@dc.gov)>; Koehler, David (DPW) <[david.koehler@dc.gov](mailto:david.koehler@dc.gov)>; Mandel, Angela (EOM) <[Angela.Mandel@dc.gov](mailto:Angela.Mandel@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Atmakuru, Kiran (OCTO-Contractor) <[kiran.atmakuru@dc.gov](mailto:kiran.atmakuru@dc.gov)>; Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>; Cancelosi, Mark (DPW) <[Mark.Cancelosi@dc.gov](mailto:Mark.Cancelosi@dc.gov)>  
**Subject:** Re: Incident App Fields and Data

Good afternoon Sam,

As I mentioned, we are concerned with the integrity of the data and will need to review prior to transmitting. I.e. we will not be able to transfer the data at this time. I will keep you updated on this internal effort.

Respectfully,  
Danny

---

Daniel J. McCoy, CPM

Deputy Administrator, Safety and Security Administration



[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)

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202.704.3091 | mobile

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**From:** Mccoy, DanielJ (DPW) <[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)>

**Sent:** Wednesday, November 4, 2020 7:26 PM

**To:** Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>

**Cc:** Remelli, Koteswara (DPW) <[koteswara.remelli@dc.gov](mailto:koteswara.remelli@dc.gov)>; Koehler, David (DPW)

<[david.koehler@dc.gov](mailto:david.koehler@dc.gov)>; Mandel, Angela (EOM) <[Angela.Mandel@dc.gov](mailto:Angela.Mandel@dc.gov)>; Healy, Patrick (EOM)

<[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Atmakuru, Kiran (OCTO-Contractor) <[kiran.atmakuru@dc.gov](mailto:kiran.atmakuru@dc.gov)>; Hirani, Sanjay

(OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>; Cancelosi, Mark (DPW) <[Mark.Cancelosi@dc.gov](mailto:Mark.Cancelosi@dc.gov)>

**Subject:** Re: Incident App Fields and Data

Good evening Sam,

Thanks for the email. All is well on my end. Let me discuss with my supervisor and general counsel tomorrow and get back with you--I want to make sure there are no concerns regarding the integrity of the data we would be transmitting. In any event, I will reach out to you with an update.

Respectfully,  
Danny

---

Daniel J. McCoy, CPM

Deputy Administrator, Safety and Security Administration



[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)

202.671.2205 | office

202.704.3091 | mobile

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**From:** Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Sent:** Wednesday, November 4, 2020 6:09 PM  
**To:** Mccoy, DanielJ (DPW) <[danielj.mccoy@dc.gov](mailto:danielj.mccoy@dc.gov)>  
**Cc:** Remelli, Koteswara (DPW) <[koteswara.remelli@dc.gov](mailto:koteswara.remelli@dc.gov)>; Koehler, David (DPW) <[david.koehler@dc.gov](mailto:david.koehler@dc.gov)>; Mandel, Angela (EOM) <[Angela.Mandel@dc.gov](mailto:Angela.Mandel@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Atmakuru, Kiran (OCTO-Contractor) <[kiran.atmakuru@dc.gov](mailto:kiran.atmakuru@dc.gov)>; Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>; Cancelosi, Mark (DPW) <[Mark.Cancelosi@dc.gov](mailto:Mark.Cancelosi@dc.gov)>  
**Subject:** RE: Incident App Fields and Data

Good afternoon Daniel,

I hope you are doing well and staying safe. I wanted to reach out to you for assistance in obtaining DPW incident data for 2017 to date? Thanks to Kiran, the ERisk team received the 2016 data back on October 1; but a subsequent request for data covering 2017 to date has not been transmitted.

Can you look into this and let me know if there is any concerns for the data to be sent to the ERisk team?

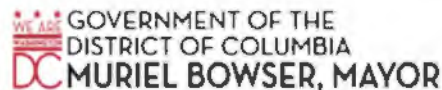
Thanks,  
Sam

---

**Sam Yeung**

Deputy Chief Risk Officer / Deputy Director  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 Fourth Street NW, 800 South  
Washington, DC 20001

Direct: (202) 727-4321  
Office: (202) 727-8600  
E-mail: [sam.yeung@dc.gov](mailto:sam.yeung@dc.gov)



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**From:** Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>  
**Sent:** Tuesday, November 03, 2020 2:35 PM  
**To:** Cancelosi, Mark (DPW) <[Mark.Cancelosi@dc.gov](mailto:Mark.Cancelosi@dc.gov)>



**Cc:** Remelli, Koteswara (DPW) <[koteswara.remelli@dc.gov](mailto:koteswara.remelli@dc.gov)>; Koehler, David (DPW) <[david.koehler@dc.gov](mailto:david.koehler@dc.gov)>; Mandel, Angela (EOM) <[Angela.Mandel@dc.gov](mailto:Angela.Mandel@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Atmakuru, Kiran (OCTO-Contractor) <[kiran.atmakuru@dc.gov](mailto:kiran.atmakuru@dc.gov)>  
**Subject:** RE: Incident App Fields and Data

Hi Mark,

Can you please share DPW Incident data from 2017 till date.

Thanks,  
Sanjay

Sanjay Hirani, PMP, ITIL, TOGAF, OpenGroup Certified Architect  
Enterprise Architect | Application Development & Operations  
Office of the Chief Technology Officer (OCTO) assigned to the Office of Risk Management (ORM)  
[441 4<sup>th</sup> Street NW, Suite 800, Washington, DC 20001](#)  
Mobile: 703.334.1548  
Email: [sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)  
Website: [www.octo.dc.gov](http://www.octo.dc.gov)

**From:** Hirani, Sanjay (OCTO)  
**Sent:** Monday, October 26, 2020 10:54 AM  
**To:** Atmakuru, Kiran (OCTO-Contractor) <[kiran.atmakuru@dc.gov](mailto:kiran.atmakuru@dc.gov)>  
**Cc:** Cancelosi, Mark (DPW) <[Mark.Cancelosi@dc.gov](mailto:Mark.Cancelosi@dc.gov)>; Remelli, Koteswara (DPW) <[koteswara.remelli@dc.gov](mailto:koteswara.remelli@dc.gov)>; Koehler, David (DPW) <[david.koehler@dc.gov](mailto:david.koehler@dc.gov)>; Mandel, Angela (EOM) <[Angela.Mandel@dc.gov](mailto:Angela.Mandel@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Subject:** FW: Incident App Fields and Data

Hi Kiran,

Can you please share data from 2017 till date.

Thanks,  
Sanjay

Sanjay Hirani, PMP, ITIL, TOGAF, OpenGroup Certified Architect  
Enterprise Architect | Application Development & Operations  
Office of the Chief Technology Officer (OCTO) assigned to the Office of Risk Management (ORM)  
[441 4<sup>th</sup> Street NW, Suite 800, Washington, DC 20001](#)  
Mobile: 703.334.1548  
Email: [sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)  
Website: [www.octo.dc.gov](http://www.octo.dc.gov)

**From:** Atmakuru, Kiran (OCTO-Contractor) <[kiran.atmakuru@dc.gov](mailto:kiran.atmakuru@dc.gov)>  
**Sent:** Thursday, October 1, 2020 3:26 PM

**To:** Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>

**Cc:** Koehler, David (DPW) <[david.koehler@dc.gov](mailto:david.koehler@dc.gov)>; Cancelosi, Mark (DPW) <[Mark.Cancelosi@dc.gov](mailto:Mark.Cancelosi@dc.gov)>;

Remelli, Koteswara (DPW) <[koteswara.remelli@dc.gov](mailto:koteswara.remelli@dc.gov)>

**Subject:** Incident App Fields and Data

Hi Sanjay,

Please find updated Incident Application fields and data - 2016.

Thank you,

Kiran Atmakuru

Senior Salesforce Developer/Administrator

Government of the District of Columbia

Mobile: 202-441-0991

[kiran.atmakuru@dc.gov](mailto:kiran.atmakuru@dc.gov)


For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).





**From:** OCP PASS ADMIN  
**Sent:** Sun, 20 Dec 2020 00:00:12 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).


 **CW3609** - **FY15-DOH HIV AIDS AND TB Control Human Car Agreement**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents is in anticipation

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW3770** - **AIS Implementation - DFS - FY15 - It Group**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4135** - **Verizon Telecommunication Services**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4395** - **Oracle SOA Licenses**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4428** - **Pre & Post Transitional Care Homes (PTCH) - Sasha Bruce Youthwork**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4550** - **Alger Park Stream Restoration Project**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents



This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4213 - FY16\_OSSE\_ODM-ELA-MATH-ALT-MSAA-OPERATIONAL\_(MEASURED\_PROGRESS)**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4188 - NFPA Class 4 Fireboat**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4326 - FY17\_GD0\_Data\_SEDS Management and Maintenance**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4558 - CW37399 Environmental Services (Option Year 1)**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4472 - Pre & Post Transitional Care Homes (PTCH) - Associates for Renewal in Education**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4369 - Springhouse Run Stream Restoration & Stormwater Management Retrofit Project**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4688 - Third Party BLS Medical Transport Services**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856 - FY17-OCTO-cGOV360 Maintenance and Support**  
0



**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4870** - **NFF; OCTO Temporary Personnel**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4651** - **DHS - Temp Services - AVID Systems**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4644** - **Enrollment Audit**  
0


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4661** - **Dell VDI (DESKTOP VIRTUALIZATION)**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4716** - **FY16-DOH Youth Social Marketing-Public Education and Communication**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4656** - **DHS - Temporary Services**  
8

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4767** - **FY17\_OSSE\_DAR\_Science Test Administration**  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Telecommunications Services Wireless Digital & Data Services, Associated**  
**8** **Services**  
**Equipment**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4588** - **FY16-Power Equipment (DCPS)**  
**4**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4687** - **FY16-17 DOH HCA with Lab Corp for HAHSTA Laboratory Services**  
**3**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4915** - **FY17-OCTO-BOX LICENSES AND SUPPORT**  
**4**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4837** - **FY17\_GDO\_Data Analysts**  
**0**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4918** - **Cisco Equipment**  
**8**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Cisco Switches and Wireless Access Points**  
**3**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4634** - **Temp Services - OCTO - NFF**


8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4806** - OSSE-DOT\_FY17\_Emergency\_Attendants for Vehicles BATTLE

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5239** - SECURITY SERVICES FOR DCPS


**The following** Approval for Insurance Documents

**task is overdue :**

**Task description :** Approval for Insurance Documents Required and is attached in the document section.

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW5742** - ELC Web-Based Licensure Application

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5710** - MMIS IV&V

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)




**From:** OCP PASS ADMIN  
**Sent:** Fri, 25 Dec 2020 12:00:13 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

 **CW4545** - **Risk Assessment and Impact Analysis**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4320** - **Drupal Platform Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4308** - **DCSS Application for Engineering and Logistics-NORTH ARROW INC.**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4223** - **CW35004- Midtown Personnel Inc. - Do not use Closed**  
2

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents No changes necessary. select button to clear.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4247** - **Quality Plan Administrators FY 16**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4311** - **Alabama Clinical Schools-Residential Treatment Services**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4556 - McAfee Professional Services (On-Site Support)**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4160 - DCSS - Furniture and Furniture Management Services - American Business Supplies, LLC**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4420 - FY16-T00-Splunk Dashboard**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4276 - Water Quality Monitoring at Two (2) District Engine Houses**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4426 - FY16\_GD0\_PostSec\_LiteracyPro**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** COI ATTACHED TO CW. THEY MEET ALL REQUIREMENTS OF THE CONTRACT.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4665 - District of Columbia Science Assessment Scoring**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4712 - DCPS DCSS CRS - Temp Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)



 **CW4562** - **DataMetrix RAC Contract Workspace (Procurement)**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4805** - **NextGen Enterprise Archiving**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4721** - **Network Access Control Implementation**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856** - **Internet Service Provider**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Redesign for Long-Term Care Administration**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4774** - **Life and Disability Insurance**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4764** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Vaden**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4638** - **OCTO Temporary Resources - ANC**  
0


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4859** - **Provider Certification Review DDS DDA Liberty Healthcare**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4902** - **DCAS Knowledge Transfer**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents  
7/1/16 - 7/1/17

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Blount**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Ruff**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4611** - **DOT Trip Ticket Scanning Services**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents:  
Documents Systems Inc.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4768** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Seat**  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4928** - **SecureAuth IdP Multifactor Authentication**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5006** - **OCTO Blue Coat- Internet Proxy and SSL inspection**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5246** - **Additional Medicaid Data Warehouse Development**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4995** - **Monitoring Services - Outlying Hotels**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5054** - **Enlightened- OCTO HBX Competitive for Temporary Pesonnel**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5583** - **IBM Mainframe License and Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5560** - **Home Care Chore Aides**  
1

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5705** - **OSSE-Teaching & Learning-Restorative Practices**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)




**From:** OCP PASS ADMIN  
**Sent:** Fri, 25 Dec 2020 00:00:19 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

 **CW4545** - **Risk Assessment and Impact Analysis**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4320** - **Drupal Platform Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4308** - **DCSS Application for Engineering and Logistics-NORTH ARROW INC.**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4223** - **CW35004- Midtown Personnel Inc. - Do not use Closed**  
2

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents No changes necessary. select button to clear.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4247** - **Quality Plan Administrators FY 16**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4311** - **Alabama Clinical Schools-Residential Treatment Services**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4556 - McAfee Professional Services (On-Site Support)**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4160 - DCSS - Furniture and Furniture Management Services - American Business Supplies, LLC**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4420 - FY16-T00-Splunk Dashboard**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4276 - Water Quality Monitoring at Two (2) District Engine Houses**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4426 - FY16\_GD0\_PostSec\_LiteracyPro**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** COI ATTACHED TO CW. THEY MEET ALL REQUIREMENTS OF THE CONTRACT.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4665 - District of Columbia Science Assessment Scoring**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4712 - DCPS DCSS CRS - Temp Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)




 **CW4562** - **DataMetrix RAC Contract Workspace (Procurement)**  
7

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4805** - **NextGen Enterprise Archiving**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4721** - **Network Access Control Implementation**  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4856** - **Internet Service Provider**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4919** - **Redesign for Long-Term Care Administration**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4774** - **Life and Disability Insurance**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4764** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Vaden**  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.


[Click here to view the project](#)

 **CW4638** - **OCTO Temporary Resources - ANC**  
0

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4859** - **Provider Certification Review DDS DDA Liberty Healthcare**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4902** - **DCAS Knowledge Transfer**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents  
7/1/16 - 7/1/17

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Blount**  
1


**The following task is overdue :** Approval for Insurance Documents  
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This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Ruff**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4611** - **DOT Trip Ticket Scanning Services**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents:  
Documents Systems Inc.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4768** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Seat**  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4928** - **SecureAuth IdP Multifactor Authentication**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5006** - **OCTO Blue Coat- Internet Proxy and SSL inspection**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5246** - **Additional Medicaid Data Warehouse Development**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4995** - **Monitoring Services - Outlying Hotels**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5054** - **Enlightened- OCTO HBX Competitive for Temporary Pesonnel**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5583** - **IBM Mainframe License and Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5560** - **Home Care Chore Aides**  
1

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5705** - **OSSE-Teaching & Learning-Restorative Practices**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

**From:** Linda Manley  
**Sent:** Thu, 24 Dec 2020 20:16:22 +0000  
**To:** Wells, Tommy (DOEE);rachna;Krystal Brumfield (kjbrumfield@gmail.com);emilethompson;Anthony Giancola;Howard Gibbs (hcgibbs06@gmail.com);Reverend Kendrick Curry;Joe Leonard;Jed Ross;Frishberg, Ivan;Floyd Holt;Joseph Gill;Baxter, Lavinia A.;Randy Bartlett;Motsch, Sarah;Fariba.Kassiri;Ortiz, Adam;Shofar, Steven;Adriana Hochberg  
**Cc:** David L. Gadis;Kishia L. Powell;Scott Ellinwood  
**Subject:** RE: CEO's Weekly Highlights - December 21, 2020  
**Attachments:** 2020-12-24 Weekly Highlights Memo FINAL.pdf

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Please find attached the CEO's weekly highlights for the week of December 21<sup>st</sup>. Have a great weekend.

**IMPORTANT NOTICE:**

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David L. Gadis, Chief Executive Officer

DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY | 1385 CANAL STREET, SE | WASHINGTON, DC 20003

**DATE:** December 24, 2020  
**TO:** Chairman Tommy Wells and Board Members  
**FROM:** David L. Gadis, CEO/General Manager  
**SUBJECT:** Highlights from the Week of December 21

On Monday, December 21, I shared my Holiday Message with staff, thanking them for their extraordinary service and flexibility during the pandemic. In recognition of their committed service, I have authorized early four-hour releases for staff today and on New Year's Eve. I also used the opportunity to celebrate the deep and impressive diversity represented at the Authority as reflected in the ['We Are DC Water' Holiday Video](#). Such efforts are an important part of our effort to improve inclusion at DC Water, and make all employees feel they are part of a team that values and embraces diversity. It is my hope that staff will be able to use the extra time to prepare for the winter holidays, no matter which holiday they observe.

The video, which has been shared internally and externally, features Authority staff sharing holiday greetings in nine of the many languages represented at DC Water: English, Spanish, Amharic, Afrikaans, American Sign Language, Gujarati, Vietnamese, French and Russian. I encourage you to click the [?](#) above to view the video.

My team continues to share timely and important updates on COVID to help staff navigate the challenges of keeping safe during holidays typically shared with family and close friends. This week, we emphasized with staff the importance of staying home when sick, how to receive a COVID test and the latest guidance from the Centers for Disease Control to minimize the risk of virus transmission.

As a reminder, the Authority will be closed on Friday, January 1, in observance of New Year's Day. I will transmit next week's highlights on Thursday, December 31.

Please read on for additional highlights from the week:

1. [DC Water Moves Forward with the Best of Gray and Green Infrastructure in Rock Creek CSO 049](#)

The non-material Consent Decree (CD) modification for Gray and Green Infrastructure in Rock Creek CSO 049 has been approved by the U.S. Environmental Protection Agency, U.S. Department of Justice, DC Water, and the District government. The resulting joint stipulation was filed in Federal Court on December 22, 2020.

The requirements of the non-material CD modification mirror the recommendations included in the Rock Creek Practicability Assessment that was presented to, and approved by, the Board on June 4, 2020.



This includes a hybrid alternative comprising the best of both gray and green infrastructure, optimizing each to achieve the same degree of control as the Long Term Control Plan (9.5 mg) and implementing the gray and green controls on the same schedule – by March 23, 2030. The non-material CD modification represents a win-win for both DC Water and District residents by implementing the best technologies in the best locations, achieving water quality requirements, and delivering triple bottom line co-benefits.

2. Authority Staff Delivers Holiday Cheer to Local Families

For nearly two decades, DC Water employees have participated in an annual donation drive for Bread for the Soul, a District based charity that serves local families affected by HIV/AIDS. **Lisa Barton** (*Senior Executive Coordinator to the CEO / OCEO*) led the drive again this year.

Typically, staff donate physical goods emphasizing toys, books and warm clothing for children served by the program, but because of the pandemic, the focus this year has been on electronic gift cards that can be used by the family for such products. A listing of donors and the amount raised will be shared in the upcoming issue of FOCUS.

3. September 10 Flooding Response Update

Although incoming claims have slowed considerably, our teams continue to assist families affected by the September 10 flooding with guidance and support on claims as needed.

As of this morning, 280 related claims for reimbursement have been received. For the DC Water cleaning program, (Service Masters and ServePro), approximately 175 customer properties have requested the service and, in all but nine of those cases, cleaning services have started, and the remaining are in the scheduling process. To date, DC Water has been invoiced for cleaning totaling \$533,135.

On behalf of my team, we wish you a wonderful holiday season and look forward to working with you on an ambitious agenda for the Authority in the new year.

**From:** Barbera, Charles (EOM)  
**Sent:** Thu, 24 Dec 2020 17:14:02 +0000  
**To:** Yeung, Sam (ORM);Krainak, Michael (EOM)  
**Cc:** Clark, Peter (EOM);Ross, Jed (ORM)  
**Subject:** Re: Memorandum - General Rules for Use of the Legal Settlements & Judgments Appropriation  
**Attachments:** Settlements and Judgments Memorandum (SYedits).docx

2-534(e)

2-534(e)




















**From:** OCP PASS ADMIN  
**Sent:** Thu, 24 Dec 2020 12:00:22 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).


 **CW3609** - **FY15-DOH HIV AIDS AND TB Control Human Car Agreement**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents is in anticipation

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW3770** - **AIS Implementation - DFS - FY15 - It Group**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4135** - **Verizon Telecommunication Services**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4395** - **Oracle SOA Licenses**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4428** - **Pre & Post Transitional Care Homes (PTCH) - Sasha Bruce Youthwork**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4550** - **Alger Park Stream Restoration Project**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents



This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4213 - FY16\_OSSE\_ODM-ELA-MATH-ALT-MSAA-OPERATIONAL\_(MEASURED\_PROGRESS)**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4188 - NFPA Class 4 Fireboat**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4326 - FY17\_GD0\_Data\_SEDS Management and Maintenance**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4558 - CW37399 Environmental Services (Option Year 1)**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4472 - Pre & Post Transitional Care Homes (PTCH) - Associates for Renewal in Education**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4369 - Springhouse Run Stream Restoration & Stormwater Management Retrofit Project**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4688 - Third Party BLS Medical Transport Services**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856 - FY17-OCTO-cGOV360 Maintenance and Support**  
0




**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4870** - **NFF; OCTO Temporary Personnel**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4651** - **DHS - Temp Services - AVID Systems**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4644** - **Enrollment Audit**  
0


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4661** - **Dell VDI (DESKTOP VIRTUALIZATION)**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4716** - **FY16-DOH Youth Social Marketing-Public Education and Communication**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4656** - **DHS - Temporary Services**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4767** - **FY17\_OSSE\_DAR\_Science Test Administration**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Telecommunications Services Wireless Digital & Data Services, Associated**  
**8** - **Services Equipment**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4588** - **FY16-Power Equipment (DCPS)**  
**4**


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**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4687** - **FY16-17 DOH HCA with Lab Corp for HAHSTA Laboratory Services**  
**3**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4915** - **FY17-OCTO-BOX LICENSES AND SUPPORT**  
**4**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4837** - **FY17\_GDO\_Data Analysts**  
**0**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4918** - **Cisco Equipment**  
**8**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Cisco Switches and Wireless Access Points**  
**3**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4634** - **Temp Services - OCTO - NFF**




8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

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 **CW4806** - OSSE-DOT\_FY17\_Emergency\_Attendants for Vehicles BATTLE

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

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 **CW5239** - SECURITY SERVICES FOR DCPS


**The following** Approval for Insurance Documents

**task is overdue :**

**Task description :** Approval for Insurance Documents Required and is attached in the document section.

This email is sent to the task owner, the task creator, and all task participants.

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 **CW5742** - ELC Web-Based Licensure Application

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

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 **CW5710** - MMIS IV&V

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

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**From:** Yeung, Sam (ORM)  
**Sent:** Thu, 24 Dec 2020 16:10:12 +0000  
**To:** Murray, Chris (EOM)  
**Cc:** Ross, Jed (ORM);Awasi, Alemayehu (OFRM);Smith, Trista (OFRM);Swintz, Monica (EOM);Evans, Valerie (EOM)  
**Subject:** RE: BGO FY2020 Rollover  
**Attachments:** BGO Form 1B - FY21 Mid-Year Reductions - Final.xlsx

Good morning Chris,

I hope you are well and that you are enjoying your holiday. Per your request, I have filled out the Form 1B for the proposed mid-year reduction to BGO.

Please let me know if you have any questions.

Have a happy and safe holiday.

Thanks,  
Sam

**From:** Murray, Chris (EOM) <chris.murray@dc.gov>  
**Sent:** Wednesday, December 16, 2020 4:25 PM  
**To:** Yeung, Sam (ORM) <Sam.Yeung@dc.gov>  
**Cc:** Ross, Jed (ORM) <jed.ross@dc.gov>; Awasi, Alemayehu (OFRM) <Alemayehu.Awas@dc.gov>; Smith, Trista (OFRM) <Trista.Smith@dc.gov>; Swintz, Monica (EOM) <monica.swintz@dc.gov>  
**Subject:** RE: BGO FY2020 Rollover

2-534(e)

**Christopher A. Murray**

Senior Budget Analyst, Office of Budget and Performance Management  
Office of the City Administrator  
1350 Pennsylvania Avenue, NW – Suite 533  
202-442-7633 office  
[Chris.Murray@dc.gov](mailto:Chris.Murray@dc.gov)



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E-mail: [sam.yeung@dc.gov](mailto:sam.yeung@dc.gov)



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**Open Enrollment for 2021 employee benefits runs Monday, November 9, 2020 through Monday, December 14, 2020. This is your annual opportunity to review your current benefit elections and make any necessary changes.**

Visit <https://dchr.dc.gov/page/open-enrollment> for details!

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).





**From:** Reagan, Jack  
**Sent:** Thu, 24 Dec 2020 13:14:09 +0000  
**To:** Scales, Wanda (OIG);Alexander, Cassandra (OCFO);Allen, Brett (Council);Anthony, Lavita (EOM);Arnold, Dinell (OIG);Badiaga, Bacary;Barry, Timothy (OCFO);Bates, Darreisha M;Binelli, Robert (OIG);Branson, Karen (OIG);Carlile, Saesha (DDOT);Carraway, Averil (COUNCIL);Cavendish, Betsy (EOM);CJ Sampson;ctalex1961@yahoo.com;Dines, George (OCFO);Edwin Kago;Fuller, Traci (OCFO);Gindaba, Fekede (OIG);Hampton, Ben (EOM);Hart, Marie (OIG);Howell, Katrice (OIG);Jackson, Vanessa (OCFO);Jacobs, Angell (OCFO);Jatana Coleman;Jones, Lynnette (OCFO);Kreiswirth, Barry (EOM);Lee, Ashley (OCFO);Ichukwuma;Lucas, Daniel W. (OIG);Matthias, Wilma (OCFO);Micah Clinger;Moore, Deliciav (DDS);Murray, Chris (EOM);Natasha Brown;Omisore, Diji (OCFO);Onojeta, Michael (OIG);psheeley;Peter Regis;Provotorova, Olga (OCFO);Reed, Jennifer (EOM);Ross, Jed (ORM);Shaffer, Darrin (DHCF);Slack, Bill (OCFO);Steele, Ngina M. (OCP);Stewart, Shaneah (EOM);White, Robin (OCP);Wilcoxson, Matthew (OIG);Wilson, Cinnamon (OIG);Wray, Lisa (EOM);Yarussi, Jaime (OIG);Yeung, Sam (ORM)  
**Cc:** Gill, Adriane (HSEMA);Odysseus Lanier;Kelly Watson;Wayne McConnell  
**Subject:** Update on Unemployment Comp

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The financial statements are in pretty good shape and had sufficient COVID related disclosures, subject to future revision. DOES also indicated that they were further refining the claimants payable, due from federal government, governmental contributions and unemployment benefits line items.

We appreciate the support of this Committee.

Jack

-----Original Appointment-----

**From:** Scales, Wanda (OIG) <[wanda.scales@dc.gov](mailto:wanda.scales@dc.gov)>  
**Sent:** Wednesday, December 16, 2020 3:45 PM  
**To:** Scales, Wanda (OIG); Alexander, Cassandra (OCFO); Allen, Brett (Council); Anthony, Lavita (EOM); Arnold, Dinell (OIG); Badiaga, Bacary; Barry, Timothy (OCFO); Bates, Darreisha M; Binelli, Robert (OIG); Branson, Karen (OIG); Carlile, Saesha (DDOT); Carraway, Averil (COUNCIL); Cavendish, Betsy (EOM); CJ Sampson; ctalex1961@yahoo.com; Dines, George (OCFO); Edwin Kago; Fuller, Traci (OCFO); Gindaba, Fekede (OIG); Hampton, Ben (EOM); Hart, Marie (OIG); Howell, Katrice (OIG); Jackson, Vanessa (OCFO); Jacobs, Angell (OCFO); Jatana Coleman; Jones, Lynnette (OCFO); Kreiswirth, Barry (EOM); Lee, Ashley (OCFO); Ichukwuma; Lucas, Daniel W. (OIG); Matthias, Wilma (OCFO); Micah Clinger; Moore, Deliciav (DDS); Murray, Chris (EOM); Natasha Brown; Omisore, Diji (OCFO); Onojeta, Michael (OIG); psheeley;



Peter Regis; Provotorova, Olga (OCFO); Reagan, Jack; Reed, Jennifer (EOM); Ross, Jed (ORM); Shaffer, Darrin (DHCF); Slack, Bill (OCFO); Steele, Ngina M. (OCP); Stewart, Shaneah (EOM); White, Robin (OCP); Wilcoxson, Matthew (OIG); Wilson, Cinnamon (OIG); Wray, Lisa (EOM); Yarussi, Jaime (OIG); Yeung, Sam (ORM)

**Cc:** Gill, Adriane (HSEMA); Odysseus Lanier; Kelly Watson; Wayne McConnell

**Subject:** CAFR Oversight Committee Meeting

**When:** Wednesday, December 23, 2020 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** WebEx Video Conference

## CAFR Oversight Committee

This is a WebEx invitation to the District of Columbia CAFR Oversight Committee Briefing. Use the [2-5](#) below to join the meeting. Please be aware that this meeting will be recorded.

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Thank you.

Robert J. Binelli  
Director of Financial and Information System Audits  
Office of the Inspector General, Audit Unit  
Government of the District of Columbia  
717 14th Street, N.W., Suite 500  
Washington, DC 20005  
Phone: 202-727-9284  
[robert.binelli@dc.gov](mailto:robert.binelli@dc.gov)

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**Cc:** Gill, Adriane (HSEMA);Odysseus Lanier;Kelly Watson;Wayne McConnell  
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**Cc:** Gill, Adriane (HSEMA); Odysseus Lanier; Kelly Watson; Wayne McConnell

**Subject:** CAFR Oversight Committee Meeting

**When:** Wednesday, December 23, 2020 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** WebEx Video Conference

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Thank you.

Robert J. Binelli  
Director of Financial and Information System Audits  
Office of the Inspector General, Audit Unit  
Government of the District of Columbia  
717 14th Street, N.W., Suite 500  
Washington, DC 20005  
Phone: 202-727-9284  
[robert.binelli@dc.gov](mailto:robert.binelli@dc.gov)

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**Cc:** Gill, Adriane (HSEMA);Odysseus Lanier;Kelly Watson;Wayne McConnell  
**Subject:** Update on Unemployment Comp

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**Subject:** CAFR Oversight Committee Meeting

**When:** Wednesday, December 23, 2020 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** WebEx Video Conference

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**From:** Risk Channel  
**Sent:** Thu, 24 Dec 2020 12:31:15 +0000  
**To:** jed.ross@dc.gov  
**Subject:** Risk Channel - Internal auditors adjust work processes to account for COVID risks

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**Thursday, 24th December 2020**

## THE HOT STORY

### **Internal auditors adjust work processes to account for COVID risks**

Internal auditors are testing their companies' controls over key processes and procedures earlier than normal, and reevaluating risks as they deal with a wider range of issues that could imperil the business during the pandemic. Since the onset of the pandemic, internal auditors have taken on additional tasks to ensure that their companies comply with health guidelines on social distancing and returning to the workplace, often while working remotely themselves. They are spending more time screening risks related to companies' supply chains and business-continuity plans, said Richard Chambers, chief executive of the Institute of Internal Auditors. The pandemic continues to disrupt businesses across sectors, forcing companies to make changes to their operations. To stay on top of risk issues, internal auditors have moved up tests and examinations. **Atlas Air's** internal auditors examine key controls around the financial-audit procedure by, for example, checking that the company's accountants resolve any discrepancies between the financials and the bank statements. Working largely from home, Atlas Air's internal auditors now rely more heavily on electronic documents and signatures as well as emails when they verify audit evidence, said Charles Windeknecht, vice president of the company's internal audit unit. "This pandemic has been a significant challenge, just because of the speed with which it brought change to the risk

profile," Mr. Windeknecht said. "You have to be responsive."

[Wall Street Journal](#)

## LEGAL

### **Derivatives regulator uses Dodd-Frank to target foreign bribery**

The Commodity Futures Trading Commission (CFTC) has started to investigate and police bribery by multinational corporations despite not having the statutory authority to enforce antibribery laws directly. Earlier this month, the regulator reached a \$95m settlement with Swiss energy firm Vitol for alleged misconduct stemming from bribes paid to state-controlled oil companies in Brazil, Ecuador and Mexico. The basis for the CFTC's enforcement action against Vitol is an antimanipulation rule that was introduced as a result of the 2010 Dodd-Frank Act and modeled after a securities law prohibiting insider trading. The rule prohibits the use of a "manipulative device, scheme, or artifice to defraud" in connection with the U.S. derivatives markets. Trading on material nonpublic information isn't prohibited by U.S. commodities laws. But it may violate the CFTC's rules if it is done in breach of a pre-existing duty or if the information is obtained fraudulently.

[Wall Street Journal](#)

### **Trader dismissed for spoofing loses U.K. employment fight**

A trader who was fired after **Citigroup** concluded that he was "spoofing" the market for Slovenian government bonds has lost his unfair dismissal case. A London judge said King Yew Choo's "unique pattern of pricing and trading" gave considerable weight to his employer's investigation. Choo had argued that the Financial Conduct Authority, the U.K. financial regulator, never found his trading to be improper and that the bank presumed he was guilty of spoofing. "Where the pricing movements appear strange particularly in the light of the claimant's subsequent trading, in practice the tactical onus lies on the claimant to provide potentially innocent explanations," employment judge Bruce Gardiner opined.

[Bloomberg](#)

## ECONOMY

### **U.S. jobless claims retreat from three-month high**

The number of workers seeking unemployment benefits fell last week, the Labor Department reported on Wednesday, amid signs the economy is continuing to recover, but at a slowing pace. In the seven days to December 19<sup>th</sup>, new jobless claims totaled 803,000, down from an upwardly-revised 892,000 the prior week and retreating from a three-month high. Economists polled by Dow Jones expected initial claims to rise to 888,000. Continuing jobless claims, a proxy for the number of people receiving benefits via regular state programs, fell to a seasonally adjusted 5.3m in the week ended



December 12<sup>th</sup> from 5.5m a week earlier. Nela Richardson, chief economist at ADP, said the pandemic, which is surging in many parts of the country, “has always been the boss of the 2020 economy.” She added that while the rollout of coronavirus vaccines provides room for optimism, it “is not going to be a panacea for all the scarring that’s happened in the labor market.”

[\*CNBC CNN Business Wall Street Journal\*](#)

### **Consumer spending down 0.4% in November**

U.S. household spending fell for the first time in seven months in November, the Commerce Department has reported, down 0.4% as a surge in coronavirus cases and the lack of a new federal aid program weighed on any economic recovery. Personal income slumped 1.1% in November after a revised 0.6% decline in the prior month. This was led by a decrease in government social welfare benefits. Economists had forecast a 0.3% decline. “The economy is entering 2021 with very little dynamism, and the urgency of passing the COVID relief package cannot be understated”, said Gregory Daco, chief U.S. economist at Oxford Economics. “Without it, consumer spending growth could flirt with zero in Q1 – compared with our December baseline forecast of 0.5% (or, 2% annualized) which incorporated a \$1 trillion fiscal stimulus package.”

[\*Market Watch Wall Street Journal\*](#)

## **WORKFORCE**

### **States battle over taxing of remote workers' income**

A showdown in the Supreme Court over which state gets to tax remote workers' income is looming after more than a dozen states filed legal briefs to weigh in on a petition lodged with the court by New Hampshire in October to prevent Massachusetts from taxing residents who work remotely. The petition says Massachusetts does not have the right to tax the income of New Hampshire residents who before the pandemic had journeyed to their jobs in Massachusetts but now work from home. “The Massachusetts v. New Hampshire issue is no isolated border skirmish between those states. It raises a fundamental national issue that has been festering for decades,” observed Edward Zelinsky, a teacher of tax law at Yeshiva University’s Cardozo Law School in New York City.

[\*Wall Street Journal\*](#)

### **Small firms are among the biggest Covid losers**

Performing-arts companies, travel agencies and bowling alleys are among the biggest losers of the pandemic, according to data from the Bureau of Labor Statistics. The data show that employers with fewer than 500 workers experienced higher job losses than big companies in the early days of the pandemic, then recovered more quickly from April to June, only for large companies to post stronger employment gains since then. “Big businesses are just generally better at managing risk and uncertainty,” observed Kenan Fikri, research director of the Economic Innovation Group think-tank. Larger

companies “will get a little more slack from capital markets,” he said.

[Wall Street Journal](#)

### **COVID vaccinations not mandatory for GM and Ford employees**

Automakers GM and Ford will not require employees to receive COVID-19 vaccinations despite the Equal Employment Opportunity Commission saying employers can require workers to do so. United Auto Workers President Rory Gamble said he believes that none of the union’s 400,000 members should be forced to receive COVID-19 vaccinations, but he encourages the workers to be vaccinated.

[CNBC](#)

## **CORPORATE**

### **SEC approves NYSE direct listing plan**

The Securities and Exchange Commission has said that start-ups will no longer have to pay large underwriting fees to Wall Street banks when they raise money on the NYSE. “This innovation democratizes investor access and provides companies with another path to go public,” said NYSE president Stacey Cunningham. Under NYSE’s plan, when stock changes hands once trading commences, new shares will get priority over secondary ones. This will give companies a better chance at reaching their fundraising goals.

[The Daily Telegraph](#)

### **Private equity dealmaking defies pandemic to hit post-crisis high**

Private equity deals worth \$559bn were struck worldwide in 2020, according to figures from Refinitiv, almost a fifth higher than the previous year’s total and the highest value since 2007.

[Financial Times](#)

## **REGULATION**

### **Google CEO criticizes antitrust regulation**

**Google** CEO Sundar Pichai has warned that “regulation can get it wrong” as his firm is increasingly targeted by antitrust moves. Last week, the European Commission set out new regulation to curb the power of big tech. The Digital Services Act hopes to increase transparency and competition for tech firms. In an interview with the *FT*, Mr. Pichai said: “I think it’s an important regulation to think through and get right.” However, he warned that “Governments need to think through these important principles. Sometimes we can design very open ecosystems, they can have security implications.” He added that the failure of the EU data privacy law known as General Data Protection Regulation (GDPR) to break down the monopoly of big tech “shows that for a lot of these things, the answers are nuanced, and regulation can get it wrong.”



[Financial Times City AM](#)

### **Allianz chief urges stricter fintech rules after Wirecard scandal**

**Allianz** CEO Oliver Bäte has urged stricter regulation of the areas where technology meets finance following the **Wirecard** scandal. He says regulation is a 'major problem' and similar cases are likely.

[Financial Times](#)

## **SUPPLY CHAIN**

### **Apple supply chain workers in Asia protest over unpaid wages**

**Apple**'s supply chain in Asia has been hit by worker unrest after staff at the iPhone maker's contractors in India protested over unpaid wages and bonuses. Labor leaders said workers at Taiwanese-owned company Wistron are angry about late wage payments and confusion over expected working hours and overtime payments. The *Wall Street Journal* notes that the Wistron factory near Bangalore has been identified by policy makers as an example of India's ability to attract foreign investment by seeking those companies looking to diversify away from China.

[Financial Times Wall Street Journal](#)

## **OTHER**

### **N.Y. quarantines travellers from U.K.**

New York has started requiring international visitors from the U. K. to quarantine to safeguard against the new variant of COVID-19. All international travellers will have to provide their contact details upon arriving in the city. Those found breaking the imposed quarantine orders could be fined \$1,000 a day, Mayor Bill de Blasio said.

*The Guardian*

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TRANSPORTATION

Thursday, December 24, 2020



## TOP NEWS

### Judge Couldn't Make Drivers Employees, Lyft Tells 1st Circ.

Lyft urged the First Circuit to uphold a federal judge's decision denying injunctions that would have forced the company to classify its drivers as employees, saying the judge didn't have authority to grant the requests due to ongoing arguments over whether the claims belonged in arbitration.

[Brief attached](#) | [Read full article »](#)

### Attys Will Get \$4.7M In \$19M Daimler Emissions Stock Deal

Lead counsel in a class action brought by stockholders of Daimler AG will get \$4.7 million in fees as part of a \$19 million settlement to resolve claims that the company inflated its stock by using cheat devices to fool emissions tests.

[Order attached](#) | [Read full article »](#)

### Gov't Seeks \$3.8M From Ex-Delta VP Over Insider Trading

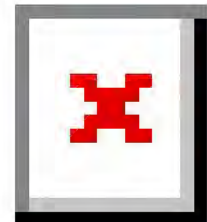
The federal government took action Wednesday to collect more than \$3.8 million from a former vice president at Delta Air Lines, stemming from a 2016 Commodity Futures Trading Commission order for placing personal trades based on his employer's confidential information.

[Complaint attached](#) | [Read full article »](#)

### 2nd Circ. Won't Revive NYC Tour Bus Co.'s Antitrust Suit

A Second Circuit panel refused Tuesday to revive a New York City tour bus operator's antitrust suit against two rivals, finding they had no motive "so obvious or compelling" to conspire against it.

[Order attached](#) | [Read full article »](#)



## COMPANIES

[A.B. Data Ltd.](#)  
[American Bar Association](#)  
[American Intellectual Property Law Association](#)  
[Apple Inc.](#)  
[Aston Martin Lagonda Ltd.](#)  
[Audi AG](#)  
[Bharat Forge Ltd.](#)  
[CME Group Inc.](#)  
[CVR Energy Inc.](#)  
[Chesapeake Energy](#)



## EPA Finalizes Plan To Maintain Current Ozone Standards

The U.S. Environmental Protection Agency on Wednesday finalized its plan to keep ozone air pollution standards at the same levels set during the Obama administration, saying they are sufficient to protect public health.

[Read full article »](#)

## AVIATION

### Rolls-Royce Hit With £11M Countersuit Over New Factory

A construction company has countersued Rolls-Royce for £11 million (\$16 million) in London over a project to build a flagship factory, while also claiming an indemnity against a subcontractor if it is forced to pay damages to the engine manufacturing giant.

[Read full article »](#)

## AUTOMOTIVE

### German VW, Audi Entities Ditch Texas Clean Air Suit

A Texas appeals court has dismissed the state's suit against Volkswagen AG and Audi AG for lack of jurisdiction, reversing a trial court finding that the state could sue the German entities over "defeat device" software in diesel cars.

 [2 documents attached](#) | [Read full article »](#)

### Hertz Lenders Push For Dismissal Of Ch. 11 Cash Lien Suit

Two prepetition lenders of bankrupt car rental giant Hertz filed replies in Delaware court late Tuesday in support of their motions to dismiss an unsecured creditor committee suit seeking to invalidate liens on hundreds of millions of dollars in cash held by the debtor.

 [2 documents attached](#) | [Read full article »](#)

### German Antitrust Watchdog Fines Aluminum Cartel €175M

Germany's antitrust authority fined five aluminum-forging companies a total of €175 million (\$212 million) on Wednesday for setting up a cartel to ensure that they all passed procurement costs onto their carmaker customers, including Porsche and Lamborghini.

[Read full article »](#)

## TRUCKING

### Ex-Philly Teamster Defends Suit Against Union Over Firing

A former member of a Philadelphia Teamsters local on Wednesday asked a Pennsylvania federal judge to fend off the union's bid to toss his suit alleging it failed to represent him in a wrongful firing dispute, saying his case falls squarely within federal labor law.

 [Motion attached](#) | [Read full article »](#)

## ENERGY

Corp.

Cornerstone Research Inc.

Daimler AG

Delta Air Lines Inc.

Equal Justice Initiative

Extraction Oil & Gas Inc.

Financial Accounting Standards Board

Georgetown University

Hancock Whitney Corp.

Harley-Davidson Inc.

Hertz Global Holdings Inc.

HollyFrontier Corp.

International Brotherhood of Teamsters

Leadership Council on Legal Diversity

LinkedIn Corp.

Lyft Inc.

Mercedes-Benz

National Association of Manufacturers

Northwestern University

Oaktree Capital Management

Porsche

Potbelly Corp.

Public Co. Accounting Oversight Board

Rolls-Royce

Sabine Oil & Gas Corp.

Teradyne Inc.

The Lawyers' Committee for Civil Rights Under Law

U.S. Airways Group Inc.

Volkswagen AG

Wendy's Company

Yale University



## Analysis

### The Biggest Oil And Gas Bankruptcy Trends Of 2020

The coronavirus-fueled crash in global energy demand exacerbated the oil and gas industry's second bankruptcy wave of the last five years. Here are four oil and gas bankruptcy trends that stood out to attorneys in 2020.

[Read full article »](#)

### 10th Circ. Biofuel Ruling Endangers Refiners, Justices Told

The Tenth Circuit's voiding of U.S. Environmental Protection Agency exemptions that relieve small refineries from meeting certain renewable fuel blending obligations will decimate the industry and the agency is wrongly downplaying the decision as a one-off, a pair of refiners told the U.S. Supreme Court on Tuesday.

 [1 document attached](#) | [Read full article »](#)

## PEOPLE

### Ex-Harley-Davidson Legal Chief Joins Marquette U. As GC

Marquette University in Milwaukee has tapped a former Harley-Davidson Inc. chief legal officer with ties to the campus as its vice president and general counsel starting Jan. 4.

[Read full article »](#)

## EXPERT ANALYSIS

### Accounting Rules May Spark Next Wave Of Bankruptcy Suits

The expected increase in trustee and receiver suits that will follow the post-pandemic spike in bankruptcy filings will be further augmented by changes in accounting and auditing standards implemented after the 2008 financial crisis — including required disclosures of going concern issues and critical audit matters, say Jean-Philippe Poissant and Marema Diop at Cornerstone Research.

[Read full article »](#)

### A Law Firm's Guide To Producing A Podcast

Courtney Hudson and Megan Senese at Pillsbury offer tips on how law firms can utilize podcasts to deliver important legal insights to clients in a COVID-19 world, and how to make the process stress-free for participating lawyers and guests.

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## LEGAL INDUSTRY

### 4 BigLaw Partners Joining White House Counsel's Office

A collection of partners from BigLaw firms Wilmer Hale, Latham & Watkins LLP and Gibson Dunn & Crutcher LLP are joining the senior ranks of President-elect Joe Biden's Office of the White House Counsel,

## LAW FIRMS

4 Pump Court

Addleshaw Goddard

Arent Fox

Arnold & Porter

Austin LLP

Barton LLP

Benesch Friedlander

Bradley Arant

Cain & Skarnulis

Cleary Josem

Crowell & Moring

Debevoise & Plimpton

Foley & Lardner

Gibson Dunn

Glancy Prongay

Harrity & Harrity

Haynes & Boone

Holland & Knight

Hunton Andrews Kurth

Irell & Manella

Jones Day

Kramer Levin

Labaton Sucharow

Latham & Watkins

Law Offices of Eric A. Shore

Lichten & Liss-Riordan

Mayer Brown

McKool Smith

Morris James

Morris Nichols

Morrison Cohen

Munger Tolles

Norton Rose

Pillsbury Winthrop

Quinn Emanuel

Richards Layton

Sanford Heisler

Selendy & Gay

Sidley Austin

Squire Patton



according to a Wednesday announcement. Here's a look at the legal backgrounds of the latest additions.

[Read full article »](#)

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### **Potbelly Taps Senior In-House Counsel As Chief Legal**

Sullivan & Cromwell  
White & Case  
Wilmer Hale  
Wilson Sonsini

### **GOVERNMENT AGENCIES**

Commodity Futures  
Trading Commission

Federal Deposit  
Insurance Corp.

Georgia Supreme  
Court

National Security  
Council

New York State Unified  
Court System

U.S. Attorney's Office  
for the District of  
Maryland

U.S. Attorney's Office  
for the Southern District  
of Florida

U.S. Bankruptcy Court  
for the District of  
Delaware

U.S. Court of Appeals  
for the First Circuit

U.S. Court of Appeals  
for the Second Circuit

U.S. Department of  
Justice

U.S. District Court for  
the Central District of  
California

U.S. District Court for  
the District of Columbia

U.S. District Court for  
the Eastern District of  
Pennsylvania

U.S. District Court for  
the Southern District of  
Florida

U.S. Environmental  
Protection Agency

U.S. Patent and  
Trademark Office

U.S. Securities and

## Officer

Chicago-based Potbelly Corp. has appointed Adiya Dixon as its chief legal officer and secretary, the sandwich chain announced.

[Read full article »](#)

## Dominion Voting Exec Lobs Defamation Suit At Trump, Attys

Dominion Voting Systems Corp.'s security director has accused President Donald Trump's campaign and his attorneys of circulating a "baseless conspiracy theory" that he was involved with Antifa and rigged the November election, according to a defamation suit lodged in Colorado state court.

[Read full article »](#)

## NY Court Says Older Judges Must Quit Bench Pending Suit

A New York state appeals court said late Wednesday that a group of judges over 70 alleging state courts' administrators forced them to retire because of their age cannot remain on the bench while their lawsuit moves forward.

[Read full article »](#)

## Interview

### Law Firm Leaders: Norton Rose Fulbright's Gerry Pecht

Gerry Pecht became Norton Rose Fulbright's global chief executive in October, taking on the responsibility of leading the law firm and its more than 3,000 attorneys from his home base in Houston. Here, he discusses the pandemic, his biggest worries going into 2021 and more.

[Read full article »](#)

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## SET MANAGEMENT

Thursday, December 24, 2020



### TOP NEWS


#### 4 Firms Assemble SPAC Deal Creating \$12.5B Asset Manager

Owl Rock and Dyal Capital have agreed to go public by merging with a special purpose acquisition company in a private equity-backed deal guided by Kirkland & Ellis, Skadden, Fried Frank and Paul Weiss that stands to create a \$12.5 billion asset manager, the companies said Wednesday.

[Read full article »](#)

#### Voya To Pay \$23M To End SEC Conflict-Of-Interest Claims

Retirement plan manager Voya will shell out \$22.9 million to quell U.S. Securities and Exchange Commission claims that it failed to tell clients they were being steered to investments for which Voya collected excessive fees, the SEC has said.

 [Order attached](#) | [Read full article »](#)

#### SBB Ups Entra Bid To \$4B As Bidding War Heats Up

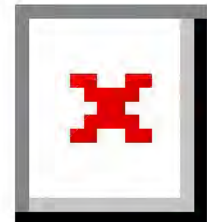
Swedish real estate firm SBB on Wednesday made an upsized offer for Entra worth roughly 34.6 billion Norwegian crowns (\$4 billion), the latest move in a bidding battle with Castellum AB for the Norwegian office property company.

[Read full article »](#)

### POLICY & REGULATION

#### SEC Chair Jay Clayton Formally Exits Amid Year-End Bustle

Jay Clayton, chairman of the U.S. Securities and Exchange Commission, formally departed the agency on Wednesday amid a frenzy of rulemaking



### COMPANIES

A.P. Moller-Maersk  
ABG Sundal Collier Inc.  
Airbnb Inc.  
American Bar Association  
American Intellectual Property Law Association  
Autoliv Inc.  
Balfour Beatty PLC  
BitPay Inc.  
Cigna Corp.  
Citigroup Inc.  
Conference of State

and enforcement activity in the final weeks of 2020.

[Read full article »](#)

## SEC Urges Blank-Check Companies To Bolster Disclosures

The U.S. Securities and Exchange Commission issued guidance this week urging blank-check companies to provide robust disclosures regarding potential conflicts of interests and other information that investors may not be getting as these vehicles explode in popularity.

[Read full article »](#)

## OCC Fintech Charters Face Fresh Attack By State Regulators

A group of state bank supervisors is seeking to block the Office of the Comptroller of the Currency from granting national bank charter status to a blockchain-based financial services provider, arguing that the federal regulator would be setting "a dangerous precedent" for the future of the banking industry.

[Complaint attached](#) | [Read full article »](#)

## ENFORCEMENT

### Prudential Unit Pays SEC \$18M Over Improper Wrap Fees

A New Jersey-based broker-dealer affiliate of Prudential Financial Inc. struck a roughly \$18.2 million settlement with the U.S. Securities and Exchange Commission on Wednesday for allegations tied to the suitability of its investment recommendations and so-called wrap fee programs.

[Order attached](#) | [Read full article »](#)

## LITIGATION

### UK Litigation Roundup: Here's What You Missed In London

This past week in London has seen JP Morgan sue the U.K.'s tax authority, two COVID-19 test makers battle over trademarks, and a Puerto Rican bank prepare for fresh litigation against Venezuela's state-owned oil giant. Here, Law360 looks at those and other new claims in the U.K.

[Read full article »](#)

## DEALS

### Analysis

### How 2020 Changed The Way Companies Go Public

The coronavirus pandemic upended capital markets in 2020, forcing companies and their legal advisers to rethink the most effective ways to go public. Here are three takeaways from the past year that will affect the initial public offerings landscape going forward.

[Read full article »](#)

## EXPERT ANALYSIS

Bank Supervisors  
Dealogic LLC  
DoorDash Inc.  
Equal Justice Initiative  
Ernst & Young LLP  
Evercore Inc.  
Ford Motor Co.  
Georgetown University  
Groupe PSA  
H&M  
Harley-Davidson Inc.  
ICONIQ Capital LLC  
JPMorgan Chase & Co.  
Jaguar Land Rover Ltd.  
Leadership Council on  
Legal Diversity  
Liberty Mutual  
Insurance Group  
LinkedIn Corp.  
Mediterranean  
Shipping Co. SA  
NASDAQ Inc.  
Neuberger Berman  
Northwestern  
University  
OTC Markets Group  
Inc.  
Palantir Technologies  
Inc.  
Perella Weinberg  
Partners  
Potbelly Corp.  
ProPharma Group Inc.  
Prudential Financial  
Inc.  
Renaissance Capital  
Research Corporation  
Technologies Inc.  
Sony Interactive  
Entertainment Inc.  
Spotify Technology SA  
The Lawyers'  
Committee for Civil  
Rights Under Law  
Toyoda Gosei Co. Ltd.



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[Read full article »](#)

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Twitter Inc.  
UBS AG  
UCB SA  
Voya Financial Inc.  
Wendy's Company  
Yale University

## **LAW FIRMS**

Advokatfirman Vinge  
KB  
Allen & Overy  
Arnold & Porter  
Baker McKenzie  
Bryan Cave Leighton  
Paisner  
Cain & Skarnulis  
Crowell & Moring  
DAC Beachcroft  
Debevoise & Plimpton  
Foley & Lardner  
Freshfields  
Fried Frank  
Gibson Dunn  
Gleiss Lutz  
Harrity & Harrity  
Hausfeld LLP  
Herbert Smith Freehills  
Hill Dickinson  
Irell & Manella  
Jones Day  
Kirkland & Ellis  
Latham & Watkins  
Lewis Silkin  
Loeb & Loeb  
Mayer Brown  
Morrison Cohen  
Norton Rose  
Osborne Clarke  
Paul Weiss  
Pillsbury Winthrop  
Pinsent Masons  
Powell Gilbert LLP  
Quinn Emanuel



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### **Dominion Voting Exec Lobs Defamation Suit At Trump, Attys**

Dominion Voting Systems Corp.'s security director has accused President Donald Trump's campaign and his attorneys of circulating a "baseless conspiracy theory" that he was involved with Antifa and rigged the November election, according to a defamation suit lodged in Colorado state court.

[Read full article »](#)

### **NY Court Says Older Judges Must Quit Bench Pending Suit**

A New York state appeals court said late Wednesday that a group of judges over 70 alleging state courts' administrators forced them to retire because of their age cannot remain on the bench while their lawsuit moves forward.

[Read full article »](#)

#### **Interview**

### **Law Firm Leaders: Norton Rose Fulbright's Gerry Pecht**

Gerry Pecht became Norton Rose Fulbright's global chief executive in October, taking on the responsibility of leading the law firm and its more than 3,000 attorneys from his home base in Houston. Here, he discusses the pandemic, his biggest worries going into 2021 and more.

[Read full article »](#)

Sanford Heisler  
Selendy & Gay  
Shoosmiths LLP  
Skadden Arps  
Steptoe & Johnson LLP  
Sullivan & Cromwell  
Van Bael & Bellis  
White & Case  
Wilmer Hale

#### **GOVERNMENT AGENCIES**

European Commission  
Executive Office of the President  
Federal Deposit Insurance Corp.  
Federal Reserve System  
Georgia Supreme Court  
National Security Council  
New York State Department of Financial Services  
New York State Unified Court System  
Office of the Comptroller of the Currency  
U.S. Attorney's Office for the District of Maryland  
U.S. District Court for the District of Columbia  
U.S. Patent and Trademark Office  
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**Top ranked RE firm seeks up and coming RE Capital Mkts/RE Finance partner**

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Los Angeles, California

**Paralegal - Product Liability (4-6 yrs)**

Gordon & Rees LLP  
New York, New York

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**From:** Yeung, Sam (ORM)  
**Sent:** Thu, 24 Dec 2020 05:41:11 +0000  
**To:** Barbera, Charles (EOM);Krainak, Michael (EOM)  
**Cc:** Clark, Peter (EOM);Ross, Jed (ORM)  
**Subject:** RE: Memorandum - General Rules for Use of the Legal Settlements & Judgments Appropriation  
**Attachments:** Settlements and Judgments Memorandum (SYedits).docx

Mike and Charlie,

2-534(e)

Thanks,  
Sam

---

**Sam Yeung**

Deputy Chief Risk Officer / Deputy Director  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 Fourth Street NW, 800 South  
Washington, DC 20001

Direct: (202) 727-4321

Office: (202) 727-8600

E-mail: [sam.yeung@dc.gov](mailto:sam.yeung@dc.gov)

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---

**From:** Barbera, Charles (EOM) <charles.barbera@dc.gov>  
**Sent:** Tuesday, December 22, 2020 5:37 PM  
**To:** Krainak, Michael (EOM) <Michael.Krainak@dc.gov>  
**Cc:** Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Clark, Peter (EOM) <peter.clark@dc.gov>  
**Subject:** Memorandum - General Rules for Use of the Legal Settlements & Judgments Appropriation




















**From:** OCP PASS ADMIN  
**Sent:** Thu, 24 Dec 2020 00:00:16 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

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
 **CW3609** - **FY15-DOH HIV AIDS AND TB Control Human Car Agreement**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents is in anticipation

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW3770** - **AIS Implementation - DFS - FY15 - It Group**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

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
 **CW4135** - **Verizon Telecommunication Services**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4395** - **Oracle SOA Licenses**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4428** - **Pre & Post Transitional Care Homes (PTCH) - Sasha Bruce Youthwork**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4550** - **Alger Park Stream Restoration Project**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents



This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4213 - FY16\_OSSE\_ODM-ELA-MATH-ALT-MSAA-OPERATIONAL\_(MEASURED\_PROGRESS)**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4188 - NFPA Class 4 Fireboat**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4326 - FY17\_GD0\_Data\_SEDS Management and Maintenance**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4558 - CW37399 Environmental Services (Option Year 1)**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4472 - Pre & Post Transitional Care Homes (PTCH) - Associates for Renewal in Education**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4369 - Springhouse Run Stream Restoration & Stormwater Management Retrofit Project**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4688 - Third Party BLS Medical Transport Services**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856 - FY17-OCTO-cGOV360 Maintenance and Support**  
0



**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4870** - **NFF; OCTO Temporary Personnel**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4651** - **DHS - Temp Services - AVID Systems**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4644** - **Enrollment Audit**  
0


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4661** - **Dell VDI (DESKTOP VIRTUALIZATION)**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4716** - **FY16-DOH Youth Social Marketing-Public Education and Communication**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4656** - **DHS - Temporary Services**  
8

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4767** - **FY17\_OSSE\_DAR\_Science Test Administration**  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Telecommunications Services Wireless Digital & Data Services, Associated**  
**8** - **Services Equipment**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4588** - **FY16-Power Equipment (DCPS)**  
**4**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4687** - **FY16-17 DOH HCA with Lab Corp for HAHSTA Laboratory Services**  
**3**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4915** - **FY17-OCTO-BOX LICENSES AND SUPPORT**  
**4**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4837** - **FY17\_GDO\_Data Analysts**  
**0**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4918** - **Cisco Equipment**  
**8**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Cisco Switches and Wireless Access Points**  
**3**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4634** - **Temp Services - OCTO - NFF**


8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

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 **CW4806** - OSSE-DOT\_FY17\_Emergency\_Attendants for Vehicles BATTLE  
1

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

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 **CW5239** - SECURITY SERVICES FOR DCPS  
3


**The following** Approval for Insurance Documents

**task is overdue :**

**Task description :** Approval for Insurance Documents Required and is attached in the document section.

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW5742** - ELC Web-Based Licensure Application  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

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 **CW5710** - MMIS IV&V  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

**From:** Yeung, Sam (ORM)  
**Sent:** Thu, 24 Dec 2020 03:23:41 +0000  
**To:** Ross, Jed (ORM)  
**Subject:** RE: BGO FY2020 Rollover  
**Attachments:** BGO Form 1B - FY21 Mid-Year Reductions - Final.xlsx

Jed,

2-534(e)

Thanks,  
Sam

**From:** Murray, Chris (EOM) <chris.murray@dc.gov>  
**Sent:** Wednesday, December 16, 2020 4:25 PM  
**To:** Yeung, Sam (ORM) <Sam.Yeung@dc.gov>  
**Cc:** Ross, Jed (ORM) <jed.ross@dc.gov>; Awas, Alemayehu (OFRM) <Alemayehu.Awas@dc.gov>; Smith, Trista (OFRM) <Trista.Smith@dc.gov>; Swintz, Monica (EOM) <monica.swintz@dc.gov>  
**Subject:** RE: BGO FY2020 Rollover

Sam,

2-534(e)

Chris

**Christopher A. Murray**  
Senior Budget Analyst, Office of Budget and Performance Management  
Office of the City Administrator  
1350 Pennsylvania Avenue, NW – Suite 533  
202-442-7633 office  
[Chris.Murray@dc.gov](mailto:Chris.Murray@dc.gov)





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**Open Enrollment for 2021 employee benefits runs Monday, November 9, 2020 through Monday, December 14, 2020. This is your annual opportunity to review your current benefit elections and make any necessary changes.**

Visit <https://dchr.dc.gov/page/open-enrollment> for details!

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).







**From:** Mayor Bowser  
**Sent:** Wed, 23 Dec 2020 21:57:51 +0000  
**To:** Mayor Bowser  
**Bcc:** all.personnel@dc.gov; Garnett, Jaylon (MPD); Bureau, Jay (FEMS); Chisolm, Jay (OAG); Moore, Jaylon (OSSE); Graham, Jaylah (DOES-SYEP); Burley, Jaylen (DOES-SYEP); Jerry, Jaylin (DPW); Shakir, Jayla (DOES-SYEP); Brown, Jay (FEMS); Campbell, Jawaun (MPD); Noorzai, Jawid (DGS); Sanders, Jawun (FEMS); Bluford, Jay (OAG); Holmes, Jay D. (DOC); DeVore, Jay (DOH); Gurazada, Jay (DOH); Heflin, Jayme (FEMS); Hutchinson, Jayla (DOES-SYEP); Johnson, Jayla (EOM); Wright, Jayden (DOES-SYEP); Few, Jayla (OAG-Intern); Chahal, Jaspreetkaur (CSSD-Contractor); Siklo, Jassmine (DDS); Rezai, Jayhoun (OAG); Asai, Jayashree (DOES-Contractor); Walker, Jayda (DOES-SYEP); Kingsley, Jayme C. (MPD); Diwan, Jaydeep (DHCF-Contractor); Sambasivan, Jayanthi (DCPL); Jinuga, Jayaprakash (DHCF-Contractor); Bryant, Jayden (DOES-SYEP); Manda, Jayaveena (DOES-Contractor); Bieler, Jay (FEMS); Coombe, Jeffrey (FEMS); Dawkins, Jeffrey (FEMS); Hill, Jeffrey (EOM); Coleman, Jeffrey (DOH); Colleli, Jeffrey (MPD); Clermont, Jeffrey (MPD); Graham, Jeffrey (DGS); Greenfield, Jeffrey A. (DPW); Gluckman, Jeffrey (DCPL); Henderson, Jeffrey M. Sr (MPD); Holmes, Jeffrey (DCPL); Hertel, Jeffrey (MPD); Kopp, Jeffrey (MPD); Kraskin, Jeffrey (DCBC); Eskridge, Jeffrey (OSSE); Chinthareddy, Jayanth K. (DCHBX-Contractor); Wilson, Jay (DOEE); Chase, Jayana (DOES-SYEP); Aluri, Jay (DOES-Contractor); bethoney-rose, jayda (OCTFME-Intern); Chandra, Jaya (DCHBX-Contractor); Dickey, Jeffrey (FEMS); Folts, Jeffrey (MPD); Huie, Jay (OSSE); Melder, Jay (EOM); Seymour, Jay (FEMS); Newens, Jay (DMV); Okiemien, Jassmine (ABRA); Cinada, Jean (OSSE); Moise, Jean (DBH); Mitchell, Jean (DOEE); Boyd, Jean (DYRS); Badalamenti, Jean (DCPL); Cook, Jean (OSSE); Abraham, Jean (OSSE); Arne, Jean (OSSE); Joseph, Jean (MPD); Lavoisier, Jean (OSSE); Rivera, Javier (OAG); Johnson, Jean (DOC); Marshall, Jean (DOES); Gautreaux, Jean (MPD); Staubyn, Jeanette (DHS); Norris, Jeanette (EOM); Johnson, Jeanette L. (OSSE); Norris, Jeanette (DFS); Thomas-Whitehorn, Jean (OSSE); Rousseau, Jean (OSSE); Washington, Jean (OSSE); Thompson, Jean (DHS); Stokes, Jean (DCHR); Francis, Jeanette (DGS); Fonrose, Jean (OSSE); Georges, Jean (OSSE); Gamble, Jean (DOH); Ward, Jeanell (OSSE)-Intern; Bullock, Jeanay (DHS); Allen, Jeanette (DDOT); Vilanova, Javier (DPW); Willett, Jason (MPD); Anthony, Jason E. (FEMS); Woods, Jason (FEMS); Chamberlain, Jasper (DYRS); Matharu, Jaswant (DDOT); Pahwa, Jaspreet (DCPL); Sterling, Jasper (FEMS); Frazier, Jatarious (EOM); Yuckenberg, Jason (EOM); Walker, JaTia (DCRA); Coleman, Jatana (OIG-Contractor); Thomas, Javon (DOES-SYEP); Cabrera-Felipe, Javier (DPR); Griffiths, Javier (DDOT); Briscoe, Javonne (OUC); Greene, Javon (FEMS); Johnson, Javelle (FEMS); Benson, Javon (FEMS); Cox, Javon (DPW); Andres, Javier (DOES); White, Javon (DYRS); Oliver, Javon (DBH); Hines-McCain, Javon (DOES-SYEP); Voglezon, Javon (MPD); jones, javon (FEMS); Thompson, Javan (DDOT); Mabry, Javon (DHS); wells, javon (DHS); Carter, Jeanine (DOH); Pinnix, Jeanette (DMV); Howard, Jeanine (OAG); Hofmeister, Jeanie (DDOT); Callender, Jeanette (DPW); Belle, Jeanette (OCME); Crestwell, Jeanette (OSSE); Rollines, Jeanine D. (MPD); Wallace, Jeanette (DBH); Chung, Jefferson (MPD); Wisecarver, Jeff C. (MPD); Willoughby, Jeanette (MPD); Marshall, Jeanice (OSSE); Robinson, Jeanette (DBH); Hinnant, Jeannette (DOH-CT); Hisle, Jeanne (CAH); Washington, Jean (DHCD); Decuir, Jeannine C. (DOC); Canty, Jeannette (DHS); Fontaine, Jean Lucien (OSSE); Charlotin, Jeanpierre (MPD); Fields, Jeanette (DOH); Williams, Jeannette (DOES); Tan, Jeff (DDOT-Contractor); Ross, Jed (ORM); Worrell, Jed (MPD); Hyson, Jeda (DCHBX-Contractor); Ellis, Jeff (DHCF); Davis, Jeff (DCPC); Dickerson, Jeff (DPW); Greenland, Jeff (DOH-Contractor-Contractor); Hartsuyker, Jeff (DCRA-Contractor); Janczyk, Jeff (MPD); Licklider, Jeff (DGS); Oser, Jeff (DOEE); Morgan, Jeff (OCTO-Contractor); Jones, Jeevon (MPD); Garvin, Jeffery (DDOT); Smith, Jeff (DGS-Contractor); Jackson, Jeffery (OAG); Garrison, Jeffery (DBH-Contractor); Paul, Jeff (MPD); Price, Jeff (DHCF-Contractor); Regis, Jefferson (DYRS); Hall, Jeffrey (CFSA); Brady, Jeffery (DGS); Buchanan, Jeffery (MPD); Baxter, Jeff (DDOT); Bonvechio, Jeff (DGS-Contractor); Carroll, Jeffery W. (MPD); Clay, Jeffery (MPD); agnew, Jeffery (FEMS); Balough, Jeffery (DOC); Fernandez, Jeannette (EOM); Suggs, Jeffrey (FEMS); Thorne, Jeffrey (FEMS); Wade, Jeffrey Jr (MPD); Todd, Jeffrey O. (MPD); Labofish, Jeffrey (MPD); Bennett, Jeffrey (DDOT); Bertrando, Jeffrey

(DCHBX);Borkman, Jeff (DHS);Bluford, Jeffrey (FEMS);Sipes, Jeffrey (MPD)  
**Subject:** Have a Safe Holiday



**John A. Wilson Building**

**1350 Pennsylvania  
Avenue, NW, Washington,  
DC 20004**

Phone: (202) 727-2643  
Email: [muriel.bowser@dc.gov](mailto:muriel.bowser@dc.gov)

Chief of Staff:  
[John Falcicchio](#)

Interim City Administrator:  
[Kevin Donahue](#)



**December 23, 2020**

## **Letter from the Mayor**

Dear Washingtonians,

As we prepare to celebrate the holidays and close out 2020, I want to first thank our entire community for your consistent and ongoing efforts to protect our city and stop the spread of this virus. I know it is a difficult sacrifice, but with the recent rise in cases, hospitalizations, and deaths, we are asking you to celebrate the holidays at home this year.

I know that some Washingtonians have not seen their families since this time last year. For some, it has been even longer. It is not easy to be apart from the ones we love for such a long time and it can be especially difficult during the holidays. But now is not the time to let down our guards or to put our most vulnerable family members and neighbors at risk.

As you plan the next few days and weeks, remember that there is a light at the end of the tunnel. Make these celebrations virtual, but then plan to come together in person once we have our vaccinations and when the virus is under control.

Remember:

- Many people are getting the virus from people who do not even know they have COVID-19. That's because some people who have COVID-19 have no symptoms at all. Don't assume that just because you feel well, you don't have the virus; and don't assume that just because the people you are with feel well, they don't have the virus. Always use caution.

Director of the Mayor's  
Office of Legal Counsel:  
[Eugene Adams](#)

Senior Advisor:  
[Beverly Perry](#)

Director of Mayor's Office  
of Community Affairs:  
[Lamont Akins](#)

Director of Mayor's Office  
of Community Relations  
and Services:  
[Julia Irving](#)

Scheduling Requests:  
[mayor.dc.gov/page/invite-  
mayor](http://mayor.dc.gov/page/invite-mayor)

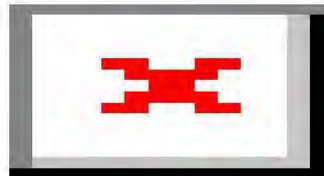
- Wearing a mask protects the people around you, but it also protects you. Wear a mask even when you are with close friends and family members who are not part of your household. Wear a mask around people who look and feel healthy.
- When meeting up with people, outdoors is better than indoors, but you still need to social distance and wear a mask even outdoors. If you are indoors, do not seat people from different households close to each other.
- Testing has its limitations. A negative test today could be a positive test tomorrow. Do not use testing to give yourself a false sense of security.

Finally, please take time to check on your friends, family, and neighbors. This has been a difficult year, and collectively, we have experienced so much loss and isolation. But with safe and effective vaccines in the early stages of distribution, we can go into 2021 with hope. DC has followed the science since the beginning, and now the science has provided us a way out of this pandemic.

I am optimistic that in 2021 we will regain some sense of normalcy, come back even stronger, and once again be able to celebrate with friends and family.

Happy holidays, DC. Stay safe.

With gratitude,



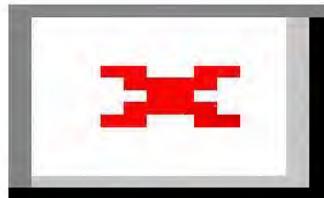


## In This Week's Newsletter:

- [The Fresh Start 5K is Going Virtual](#)
- [#ThankYouDC](#)
- [A Safe and Effective Vaccine](#)



## The Fresh Start 5K is Going Virtual



Mayor Bowser is inviting residents to celebrate the New Year by participating in a virtual 7<sup>th</sup> Annual #FITDC Fresh Start 5K. This year, instead of gathering at one location, residents are encouraged to mask up, social distance, and run/walk in their neighborhood, at a DCPS or DPR track, and/or on one of the suggested routes provided through the registration portal. Residents are encouraged to participate between 8:00 a.m. to 4:00 p.m. on January 1, 2021, and to share pictures and selfies on social media using the hashtag #FRESHSTART5K2021

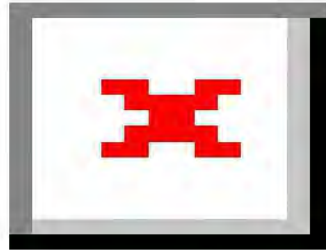
Participants who register will receive a #FITDC Fresh Start t-shirt and medal in the days leading up to the 5K via grab-and-go pickup at select DPR recreation centers.

Learn more and register [HERE](#).

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## #ThankYouDC



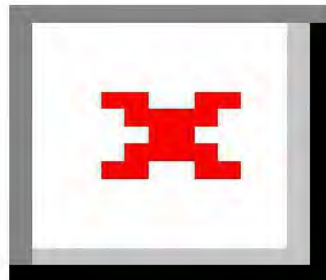
Through the #ThankYouDC campaign, we are recognizing individuals going above and beyond for their DC neighbors during a difficult year.

Follow the hashtag on Twitter, Facebook, and Instagram to see the stories of the public servants, like [Ingrid](#), [Officer Hamilton](#), and [Katie](#), who have helped lead DC through an unprecedented crisis with compassion, courage, and kindness.

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## A Safe and Effective Vaccine



Last week, the District received an initial allotment of 6,825 doses



of the Pfizer vaccine. By Monday, more than 4,500 health care workers and frontline workers had started receiving the vaccine at hospitals and health care providers across DC.

This week, the District is receiving additional doses of both the Pfizer vaccine and the Moderna vaccine. You can learn more about where these vaccines are going and who will be receiving them in [Monday's situational update](#).

Find more information about the vaccines at [coronavirus.dc.gov/vaccine](https://coronavirus.dc.gov/vaccine)

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Mayor Muriel Bowser

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[muriel.bowser@dc.gov](mailto:muriel.bowser@dc.gov) | [mayor.dc.gov](https://mayor.dc.gov) | [@mayorbowser](https://twitter.com/mayorbowser)

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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Breems, Joseph (EOM)  
**Sent:** Wed, 23 Dec 2020 22:16:18 +0000  
**To:** Melder, Jay (EOM);Donahue, Kevin (EOM);Nesbitt, LaQuandra S. (DOH);Falcicchio, John (EOM);Turnage, Wayne (DHCF);Babers, Lucinda (EOM);Kihn, Paul (EOM);Mitchell, Roger (OCME);Rodriguez, Chris (HSEMA);Geldart, Chris (DPW)  
**Cc:** Schutter, George (OCP);Osborn, Clint (HSEMA);Wong, Jacob (EOM);Stutz, Ben (EOM);Parker, Lindsey (OCTO);Anderson, Keith (DGS);Gibson, Ventris (DCHR);Maxwell, Lindsey (EOM);Ross, Jed (ORM);Feldman, Sophie (EOM);Dedner, Olivia (EOM);Talamante, Tomás (EOM);Foster, LaToya (EOM);Shackelford, Jerica (HSEMA);Lucas, Donte (HSEMA);Gil, Helder (EOM);Ferebee, Lewis (DCPS);Bush, Kevin (HSEMA);Reed, Jennifer (EOM);Spriggs, Timothy (DPW);Katz, Lia (EOM);EOC Manager (HSEMA);PlanSec, EOC (HSEMA);Sonko, Mayo (EOM);MacCarthy, Sean (FEMS);Manassa, Marvin (OCP);Leihgeber-Carpenter, Cody (OCP);Coleman, Marcus (EOM);Foust, David (DPW-Contractor);Harrison, Daniel (DPW);Faruk, Tehsin (OCTO);Goodman, Tony (HSEMA);Deas, Melissa (DOEE);Ashley, Patrick (DOH);Brown, Justin (DHS)  
**Subject:** This Week's Mission Support & Modified GovOps Section Reports : 12/21/20-12/25/20  
**Attachments:** 12.21.2020 - Agency Report.pdf, 12.21.2020 - Branch Report.pdf, DC Government Employee COVID Stats\_12.21.pdf, Mission Support and Modified Operations Dashboard\_12.21.pdf

EOC—

Please find attached **this week's** MS-MGO Section Reports:

- Agency Report
- Branch Section Report (links to Procurement Reports embedded within)
- Cases and Quarantine Report
- Performance Report

To note – This week and next we will be providing these reports only on Wednesday. The next MSMGO report will be sent out on 12/30. Also, we rectified a data input error that has revised down our new employee case numbers from 81 to 76 since the last report date (12/16).

Please let me know if any questions,  
Joey

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**COVID-19 HEALTH EMERGENCY – AGENCY DAILY REPORT**

**December 21<sup>st</sup>, 2020**

\*\*\*

**Mission Support & Modified Operations Section | Jay Melder, Section Chief**

**MODIFIED GOVERNMENT OPERATIONS | Joey Breems, Branch Chief**

**EXECUTIVE SUMMARY**

**Front Burners & Flags**

- Staff that are not required to be in office spaces or duty stations for operational reasons are being asked to telework from December 23 at 10pm to 5am on January 15, 2021, pursuant to Mayor’s Order 2020-127.

**Decisions Points**

[2-534\(e\)](#)

**Movements, Operating Changes, and Agency Needs**

- Pursuant to Mayor’s Oder 2020-127, from December 23 at 10pm to 5am on January 15, 2021:
  - DCPL is pausing any indoor services at libraries, including computer access
  - DPR is only offering reservations for individual swim and fitness room sessions
  - The DC Circulator will suspend the national mall circulator route
- Agencies continue to prepare spaces for additional employees to return, including building readiness and PPE, but are pausing on returning any additional employees at this time
- DCPS planning to modify meal distribution schedule over the December holiday break. Only 20 sites will be open on 12/23, 12/29 and 12/30; however, DCPS will still be supplied to deliver same total number of meals. Sites will be closed on 12/24-28, and 12/31-1/1. In previous years, DCPS distributed additional meals before the break started, and no meals were provided during the holiday break period.

**What’s Around the Corner**

[2-534\(e\)](#)

**PERSONNEL FLAGS**

(i.e increased COVID numbers, increased quarantining staff, or critical staffing shortages)

| Agency | Flag     |
|--------|----------|
| MPD    | 2-534(e) |
| DCPS   |          |
| DCHA   |          |
|        |          |
|        |          |

#### SUPPLY ISSUES

| Agency | Issue |
|--------|-------|
|        |       |
|        |       |
|        |       |

| <u>Meal Distribution</u> |                            |                                  |        |
|--------------------------|----------------------------|----------------------------------|--------|
|                          | Meals Distributed on Sites | Home Delivered Meals Distributed | TOTAL  |
| DCPS (12/14 - 12/18)     | 30,236                     | n/a                              | 30,236 |
| DPR                      | 380                        | n/a                              | 380    |
| DACL                     |                            |                                  |        |

\*DACL's delivers 7 frozen meals with each delivery, for a total of 7,581 meals delivered today.

#### PROPOSED OPERATIONAL CHANGES

#### AGENCY REPORTS

DMOI

| Agency | DMOI |
|--------|------|
|--------|------|

| Agency   | Department of For Hire Vehicles |
|--|---------------------------------|
| Number of Employees Who Have Tested Positive               | 4                               |
| Number of Employees on Quarantine Due to Possible Exposure | 2                               |
| Number of Employees Who Have Returned to Work              | 3                               |

| Agency   | DC Department of Motor Vehicles |
|--|---------------------------------|
| Number of Employees Who Have Tested Positive               | 18                              |
| Number of Employees on Quarantine Due to Possible Exposure | 19                              |
| Number of Employees Who Have Returned to Work              | 43                              |

| Agency   | DISB |
|--|------|
| Number of Employees Who Have Tested Positive               | 3    |
| Number of Employees on Quarantine Due to Possible Exposure | 1    |
| Number of Employees Who Have Returned to Work              | 4    |

| Agency   | DPW |
|--|-----|
| Number of Employees Who Have Tested Positive               | 83  |
| Number of Employees on Quarantine Due to Possible Exposure | 57  |
| Number of Employees Who Have Returned to Work              | 405 |

| Agency   | DOEE |
|--|------|
| Number of Employees Who Have Tested Positive               | 7    |
| Number of Employees on Quarantine Due to Possible Exposure | 9    |

|  |   |
|--|---|
| <b>Number of Employees Who Have Returned to Work</b> | 7 |
|--|---|

| <b>Agency</b>   | <b>DCRA</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 18          |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 2           |
| <b>Number of Employees Who Have Returned to Work</b>              | 74          |

| <b>Agency</b>   | <b>DDOT</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 47          |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 18          |
| <b>Number of Employees Who Have Returned to Work</b>              | 274         |

| <b>Agency</b>   | <b>Abra</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 3           |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1           |
| <b>Number of Employees Who Have Returned to Work</b>              | 7           |

| <b>Agency</b>  | <b>Public Service Commission</b> |
|--|----------------------------------|
| <b>Number of Employees Who Have Tested Positive</b>  | 1                                |
| <b>Number of Employees Who Have Returned to Work</b> | 1                                |

| <b>Agency</b>   | <b>DC Water</b>                    |
|---|------------------------------------|
| <b>Challenges to Operations Given Existing Resources</b>          | DC Water operations remain steady. |
| <b>Number of Employees Who Have Tested Positive</b>               | 41                                 |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 54                                 |
| <b>Number of Employees Who Have Returned to Work</b>              | 144                                |



| Agency   | Office of the People's Counsel |
|--|--------------------------------|
| Number of Employees Who Have Tested Positive               | 3                              |
| Number of Employees on Quarantine Due to Possible Exposure | 1                              |
| Number of Employees Who Have Returned to Work              | 1                              |

#### DMHHS

| Agency   | Department of Aging and Community Living |
|--|--|
| Number of Employees Who Have Tested Positive               | 4  |
| Number of Employees on Quarantine Due to Possible Exposure | 1  |
| Number of Employees Who Have Returned to Work              | 8  |

| Agency   | Department on Disability Services |
|--|-----------------------------------|
| Number of Employees Who Have Tested Positive               | 19                                |
| Number of Employees on Quarantine Due to Possible Exposure | 2                                 |
| Number of Employees Who Have Returned to Work              | 18                                |

| Agency                                       | Department of Health Care Finance |
|--|-----------------------------------|
| Number of Employees Who Have Tested Positive | 4                                 |

| Agency   | DHS      |
|--|----------|
| Challenges to Operations Given Existing Resources          | 2-534(e) |
| Newly Proposed Operational Changes                         |          |
| Number of Employees Who Have Tested Positive               | 44       |
| Number of Employees on Quarantine Due to Possible Exposure | 18       |

|  |    |
|--|----|
| <b>Number of Employees Who Have Returned to Work</b> | 70 |
|--|----|

**DMPED**

| <b>Agency</b>  | <b>Office of Planning</b>                                |
|--|--|
| <b>Challenges to Operations Given Existing Resources</b> | The Office of Planning has no challenges to report today |
| <b>Number of Employees Who Have Tested Positive</b>      | 2  |
| <b>Number of Employees Who Have Returned to Work</b>     | 2  |

| <b>Agency</b>  | <b>OCTFME</b>   |
|--|---|
| <b>Challenges to Operations Given Existing Resources</b> | OCTFME agency is not facing any challenges or concerns regarding Phase Two of Reopen DC. The operational issues and concerns have been addressed for Phase Two readiness. The agency has PPE supplies, operational plan for social distancing between each respective work station and methods to safely perform critical agency services . |
| <b>Number of Employees Who Have Tested Positive</b>      | 1   |
| <b>Number of Employees Who Have Returned to Work</b>     | 5   |

| <b>Agency</b>   | <b>DHCD</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 3           |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 2           |
| <b>Number of Employees Who Have Returned to Work</b>              | 6           |

| <b>Agency</b>  | <b>Office of Zoning</b>               |
|--|---------------------------------------|
| <b>Challenges to Operations Given Existing Resources</b> | OZ did not experience any challenges. |

| <b>Agency</b> | <b>OTA</b> |
|---------------|------------|
|---------------|------------|

| <b>Agency</b> | <b>DCHFA</b> |
|---------------|--------------|
|---------------|--------------|

|   |   |
|---|---|
| <b>Challenges to Operations Given Existing Resources</b>          | DCHFA's staff continues to primarily work remotely. PPE is available onsite for staff members that need to access the building. |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 9   |

| Agency  | DC Housing Authority |
|---|----------------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 51                   |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 22                   |
| <b>Number of Employees Who Have Returned to Work</b>              | 29                   |

#### DMPSJ

| Agency  | DC Department of Forensic Sciences |
|---|------------------------------------|
| <b>Challenges to Operations Given Existing Resources</b>          | None                               |
| <b>Approved Operational Changes Going Into Effect Next Week</b>   | 0                                  |
| <b>Newly Proposed Operational Changes</b>                         | 0                                  |
| <b>Number of Employees Who Have Tested Positive</b>               | 0                                  |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 0                                  |
| <b>Number of Employees Who Have Returned to Work</b>              | 0                                  |

| Agency  | HSEMA                          |
|---|--------------------------------|
| <b>Challenges to Operations Given Existing Resources</b>          | Nothing significant to report. |
| <b>Approved Operational Changes Going Into Effect Next Week</b>   | 0                              |
| <b>Newly Proposed Operational Changes</b>                         | 0                              |
| <b>Number of Employees Who Have Tested Positive</b>               | 0                              |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 0                              |



|  |   |
|--|---|
| <b>Number of Employees Who Have Returned to Work</b> | 0 |
|--|---|

| <b>Agency</b>   | <b>DC Office of the Chief Medical Examiner</b> |
|---|--|
| <b>Challenges to Operations Given Existing Resources</b>          | N/A  |
| <b>Approved Operational Changes Going Into Effect Next Week</b>   | 0  |
| <b>Newly Proposed Operational Changes</b>                         | 0  |
| <b>Number of Employees Who Have Tested Positive</b>               | 0  |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 0  |
| <b>Number of Employees Who Have Returned to Work</b>              | 0  |

| <b>Agency</b>   | <b>DYRS</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 39          |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 0           |
| <b>Number of Employees Who Have Returned to Work</b>              | 198         |

| <b>Agency</b>   | <b>OHR</b> |
|---|------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 2          |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1          |
| <b>Number of Employees Who Have Returned to Work</b>              | 2          |

| <b>Agency</b>   | <b>OVSJG</b> |
|---|--------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 1            |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 0            |
| <b>Number of Employees Who Have Returned to Work</b>              | 1            |

| Agency   | OUC |
|--|-----|
| Number of Employees Who Have Tested Positive               | 18  |
| Number of Employees on Quarantine Due to Possible Exposure | 0   |
| Number of Employees Who Have Returned to Work              | 89  |

| Agency   | Fire EMS           |
|--|--------------------|
| Challenges to Operations Given Existing Resources          | Nothing to report. |
| Approved Operational Changes Going Into Effect Next Week   | 2-534(e)           |
| Number of Employees Who Have Tested Positive               | 182                |
| Number of Employees on Quarantine Due to Possible Exposure | 128                |
| Number of Employees Who Have Returned to Work              | 2504               |

| Agency   | MPD  |
|--|------|
| Number of Employees Who Have Tested Positive               | 296  |
| Number of Employees on Quarantine Due to Possible Exposure | 85   |
| Number of Employees Who Have Returned to Work              | 2075 |

| Agency | Corrections Information Council |
|--------|---------------------------------|
|--------|---------------------------------|

|   |   |
|---|---|
| <b>Number of Employees Who Have Tested Positive</b>               | 1 |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1 |

|               |             |
|---------------|-------------|
| <b>Agency</b> | <b>CJCC</b> |
|---------------|-------------|

|               |             |
|---------------|-------------|
| <b>Agency</b> | <b>DCPC</b> |
|---------------|-------------|

**DME**

|   |             |
|---|-------------|
| <b>Agency</b>   | <b>OSSE</b> |
| <b>Number of Employees Who Have Tested Positive</b>               | 30          |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 2           |
| <b>Number of Employees Who Have Returned to Work</b>              | 40          |

|   |   |
|---|---|
| <b>Agency</b>   | <b>Department of Parks and Recreation</b> |
| <b>Number of Employees Who Have Tested Positive</b>               | 24  |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 2   |
| <b>Number of Employees Who Have Returned to Work</b>              | 72  |

|               |             |
|---------------|-------------|
| <b>Agency</b> | <b>SBOE</b> |
|---------------|-------------|

|  |  |
|--|--|
| <b>Agency</b>  | <b>DC Public Charter School Board</b>  |
| <b>Challenges to Operations Given Existing Resources</b> | DC PCSB continues as 100% remote during Phase Two with no concerns that would prohibit us from providing critical services and carrying out our day-to-day operations. |
| <b>Number of Employees Who Have Tested Positive</b>      | 1  |

|               |             |
|---------------|-------------|
| <b>Agency</b> | <b>DCPL</b> |
|---------------|-------------|

|   |  |
|---|--|
| <b>Approved Operational Changes Going Into Effect Next Week</b>   | Per the Mayor's Order, our 16 currently operating libraries are returning to curbside pickup service only as of this Wednesday, December 22nd. |
| <b>Number of Employees Who Have Tested Positive</b>               | 12   |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 4  |
| <b>Number of Employees Who Have Returned to Work</b>              | 41   |

| <b>Agency</b>   | <b>DCPS</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 151         |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 57          |

| <b>Agency</b>   | <b>University of the District of Columbia</b> |
|---|---|
| <b>Number of Employees Who Have Tested Positive</b>               | 6   |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1   |
| <b>Number of Employees Who Have Returned to Work</b>              | 5   |

**IS**

| <b>Agency</b>   | <b>Office of the Chief Financial Officer</b> |
|---|--|
| <b>Number of Employees Who Have Tested Positive</b>               | 45   |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 9  |
| <b>Number of Employees Who Have Returned to Work</b>              | 72   |

| <b>Agency</b>   | <b>OCP</b> |
|---|------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 1          |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1          |
| <b>Number of Employees Who Have Returned to Work</b>              | 6          |



|               |                                    |
|---------------|------------------------------------|
| <b>Agency</b> | <b>Office of Disability Rights</b> |
|---------------|------------------------------------|

|  |   |
|--|---|
| <b>Agency</b>  | <b>OCTO</b>   |
| <b>Challenges to Operations Given Existing Resources</b> | Continue to support agencies with their IT needs and requests |
| <b>Number of Employees Who Have Tested Positive</b>      | 18  |
| <b>Number of Employees Who Have Returned to Work</b>     | 25  |

|   |             |
|---|-------------|
| <b>Agency</b>   | <b>DCHR</b> |
| <b>Challenges to Operations Given Existing Resources</b>          | 2-534(e)    |
| <b>Number of Employees Who Have Tested Positive</b>               | 3           |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1           |
| <b>Number of Employees Who Have Returned to Work</b>              | 3           |

|   |  |
|---|--|
| <b>Agency</b>   | <b>DGS</b>   |
| <b>Challenges to Operations Given Existing Resources</b>          | Prep for Inauguration, Building Readiness, DGS fun |
| <b>Number of Employees Who Have Tested Positive</b>               | 43   |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 4  |
| <b>Number of Employees Who Have Returned to Work</b>              | 102  |

|   |            |
|---|------------|
| <b>Agency</b>   | <b>ORM</b> |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 9          |
| <b>Number of Employees Who Have Returned to Work</b>              | 3          |

|               |   |
|---------------|---|
| <b>Agency</b> | <b>Office of Employee Appeals (OEA)</b> |
|---------------|---|

|  |   |
|--|---|
| <b>Number of Employees Who Have Tested Positive</b>  | 1 |
| <b>Number of Employees Who Have Returned to Work</b> | 3 |

| <b>Agency</b>   | <b>Office of Administrative Hearings</b> |
|---|--|
| <b>Number of Employees Who Have Tested Positive</b>               | 1  |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 0  |
| <b>Number of Employees Who Have Returned to Work</b>              | 0  |

**EOM**

| <b>Agency</b> | <b>OSA/OPLA/OFRA/OS</b> |
|---------------|-------------------------|
|---------------|-------------------------|

| <b>Agency</b>  | <b>OCA</b> |
|--|------------|
| <b>Number of Employees Who Have Tested Positive</b>  | 2          |
| <b>Number of Employees Who Have Returned to Work</b> | 2          |











## Analysis of District Government COVID-19 Positive Cases

Updated with Data from the 12/21/2020 Agency Survey

**Number of New Cases Identified between 12/16 and 12/21**

**76**

**Total Number of DC Government Employees Who Have Tested Positive**

**1,863**

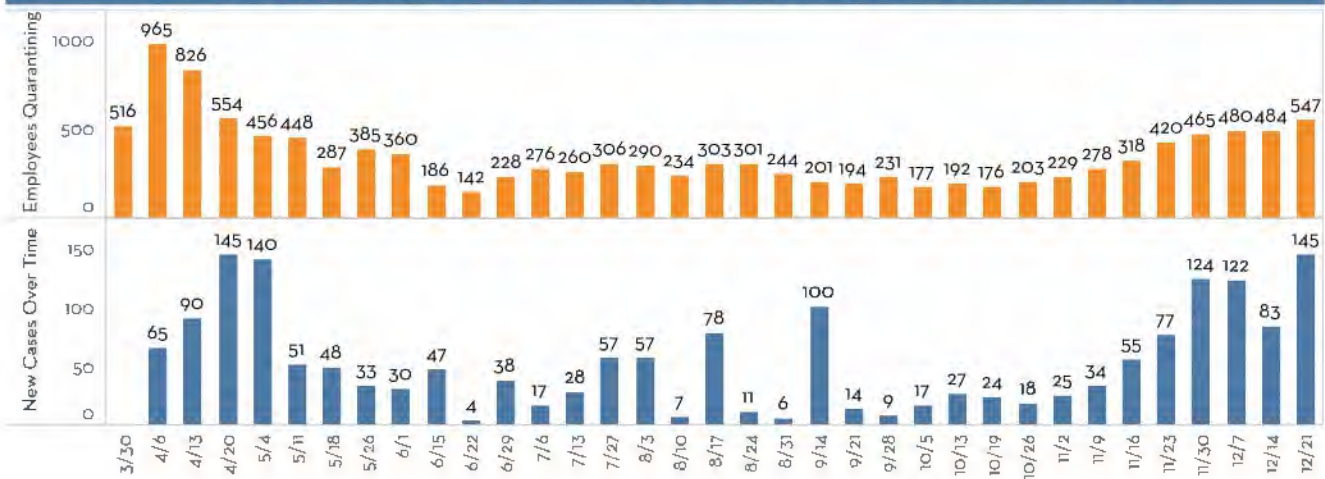
**Employees Who are Quarantining as of 12/21**

**547**

| Agency               | New Cases Since 12/16 | Number of Employees Who Tested Positive from 11/23 to 12/21 | Percent Change in Positive Cases from 11/23 to 12/21 | Number of Employees Quarantining as of 12/21 |
|----------------------|-----------------------|---|--|--|
| CFSA                 | 0                     | 5   | 26.9%  | 0  |
| DBH                  | 0                     | 27  | 15.0%  | 0  |
| DC Housing Authority | 6                     | 20  | 50.0%  | 22   |
| DC Water             | 2                     | 13  | 36.7%  | 54   |
| DCHBX                | 0                     | 3   | 150.0%   | 0  |
| DCPL                 | 0                     | 7   | 33.3%  | 4  |
| DCPS                 | 8                     | 53  | 5.6%   | 57   |
| DDOT                 | 4                     | 16  | 38.2%  | 18   |
| DFS                  | 1                     | 4   | 100.0%   | 3  |
| DGS                  | 4                     | 8   | 10.3%  | 4  |
| DHS                  | 5                     | 13  | 33.3%  | 18   |
| DMV                  | 1                     | 9   | 50.0%  | 19   |
| DOC                  | 5                     | 25  | 19.0%  | 0  |
| DOES                 | 0                     | 4   | 44.4%  | 0  |
| DPW                  | 1                     | 22  | 15.3%  | 57   |
| FEMS                 | 6                     | 64  | 22.3%  | 92   |
| MPD                  | 40                    | 113   | 28.7%  | 138  |
| OCFO                 | 0                     | 18  | 66.7%  | 36   |
| OCTO                 | 0                     | 5   | 28.6%  | 0  |
| OSSE                 | 3                     | 7   | 30.4%  | 2  |
| OUC                  | 0                     | 3   | 15.0%  | 3  |
| DCRA                 | 4                     | 6   | 28.6%  | 2  |
| DPR                  | 0                     | 7   | 9.1%   | 2  |

The above table shows the agencies with more than 2 new positive cases in the stated time frame.

### Number of Employees Quarantining vs. Number of New Cases Over Time



Agency

All

The above chart compares the number of employees quarantining as of the date shown, to the number of new positive cases since the previous week.

### Introduction

Welcome to the Office of Budget and Performance Management (OBPM) Mission Support and Modified Operations Dashboard. This dashboard supports the District's goals of creating and maintaining a highly efficient, transparent, and responsive District government during the COVID-19 pandemic response. This dashboard provides critical metrics in the following eight categories:

#### **Service Usage:**

This section contains data on the daily number of unique online applications for benefits (e.g., SNAP, TANF, and medical) as well as the number of calls and call wait times for the Department of Human Services (DHS) call center. Additionally, this section shows the number of individuals quarantining in hotels.

#### **People**

This section contains data on the number of people teleworking, quarantining due to exposure to COVID-19, or testing positive for COVID-19. Additionally, this section contains trends for District employee overtime hours for COVID and non-COVID related items.

#### **Supply Chain**

This section contains data on the supply and distribution of personal protective equipment (PPE) specific to the COVID-19 response.

#### **Technology**

This section contains data on the number of computers powered on with McAfee anti-virus and the amount of users logged on to the District government virtual private network (VPN) each day. Additionally, this section provides data on the top technology issues experienced by District government employees.

#### **Facilities**

This section contains data on facility operating and contract statuses as well as the number of facilities with recorded QA/QC inspections after enhanced cleans.

#### **Call Center Operations**

This section contains data for EMS transports and 311 service requests, including 311 service requests related to COVID-19.

#### **Energy Usage**

This section contains data on the energy usage of closed Department of Parks and Recreation (DPR) and District of Columbia Public Schools (DCPS) sites.

#### **Meals**

This section contains data on meals distributed from DAFL, DCPS, and DPR.

#### **Permitting and Vehicle Services**

This section contains data on DCRA and DDOT permitting operations as well as DMV transactions (both online and in-person).

The dynamic version of the dashboard can be accessed on [Tableau Server](#), and can be used to filter data by agency. Please contact [Lia.Katz@dc.gov](mailto:Lia.Katz@dc.gov) for access.



## Service Usage

The graphics below depict the number of online applications and calls received by the Department of Human Services (DHS).

### Online Applications Received

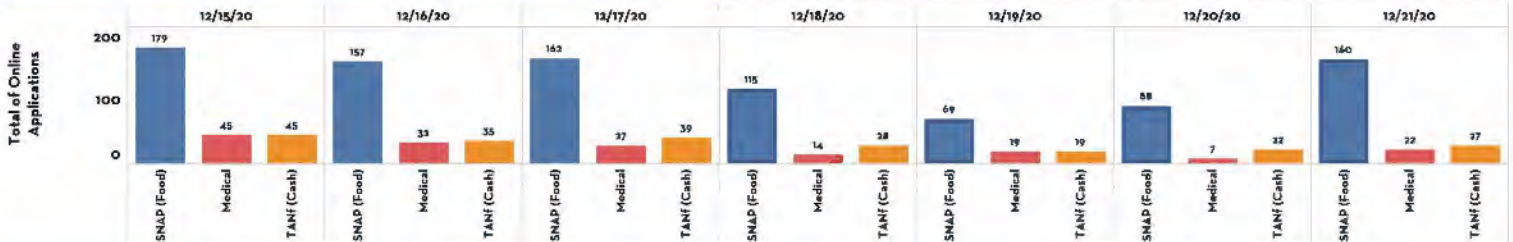
The majority of applications filed continue to be for SNAP and there is a weekly cyclical trend in when the applications are filed. As of December 21, DHS has received a total of 58,903 applications from both the online and mobile portal.

#### Unique Online Applications



**\*UPDT\* 12/23/2020.** The online portal started accepting applications on April 1, 2020. Some of the online application data were not transferred to a reporting server, however the data as of 4/17 reflects all additional applications added to the server. Additionally on 5/12, it was discovered that the online application submission platform had triggered duplicate submissions for some applications from 4/23 onward. The data currently illustrates the true number of unique applicants.

#### Unique Applications by Benefit Type

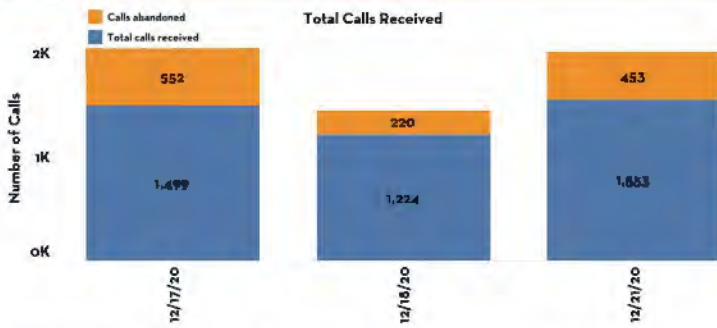


**\*UPDT\* 12/23/2020.** The online portal started accepting applications on April 1, 2020. A single application can be used to apply for more than one type of benefit. The number of online applications includes applications submitted through the DHS mobile app that launched on 6/17/20.

### Call Center Calls

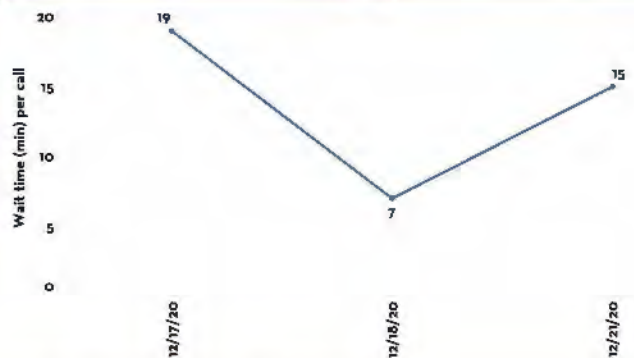
From December 17 to December 21, there was a 4% increase in the number of calls to the call center. The abandonment rate is currently 30% for the call center. On December 11, the wait time for the call center was 15 minutes, an 8 minute increase from the day before. Effective August 28, the P-EBT call center has been closed.

#### Call Center Calls



**\*UPDT\* 12/23/2020.** Weekends are omitted, as the call center is closed. DHS has been operating another temporary call center to implement the P-EBT (Pandemic-Electronic Benefit Transfer) program, which provides food benefits for school children receiving free or reduced meals during the school year, who are not able to get lunch during school closure, in partnership with OSSE and LEAs since May 20.

#### Wait Time

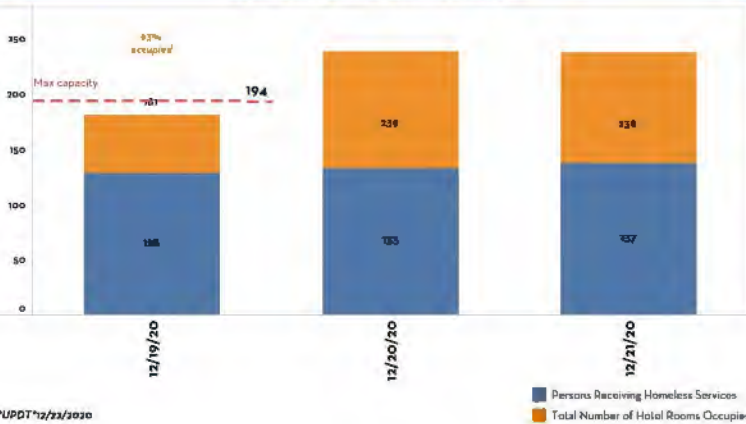


**\*UPDT\* 12/23/2020.** Weekends are omitted, as the call center is closed.

### Isolation and Quarantine Facilities Usage

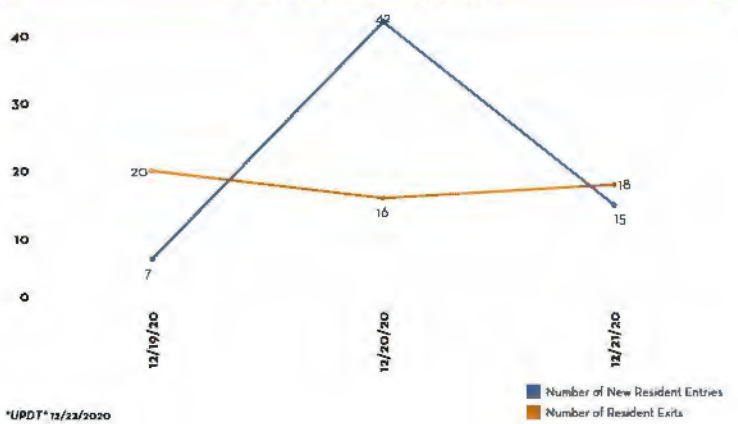
From December 19 to December 21, the occupancy rate of hotel rooms stayed below 93% and the number of individuals from the homelessness services system occupying ISAQ hotel rooms has been between 128 and 137 individuals. On December 21, 15 individuals entered ISAQ hotel rooms, a 27 person decrease from the day before. No additional youth have entered the foster-care quarantine respite facility since September 14.

#### Total Number of Hotel Rooms Occupied



**\*UPDT\* 12/23/2020**

#### Number of Resident Exits and Entries



**\*UPDT\* 12/23/2020**



People

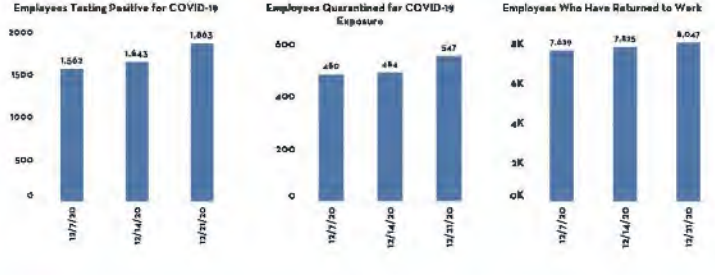
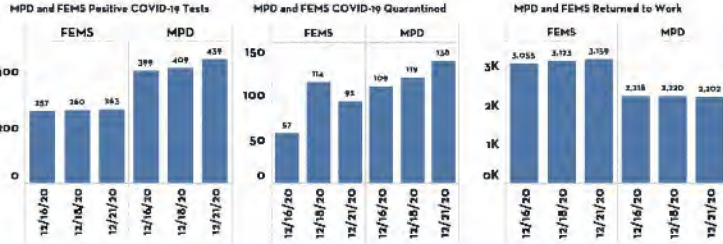
The graphics below display the number of staff affected by COVID-19. This includes the number of staff quarantining after COVID-19 exposure, the number testing positive for the virus, and the number teleworking.

Staffing Levels

Employees Quarantined/Testing Positive

From 12/16 and 12/21, the number of first responders testing positive for COVID-19 increased by 2% for FEMS and increased by 10% for MPD. In this same time period, the number of employees who are quarantining increased by 61% for FEMS and increased by 27% for MPD. The number of first responders returning to work after a 14-day quarantine held steady for FEMS and increased by 3% for MPD, which includes 219 FEMS employees and 328 MPD employees who have recovered from COVID-19.

Between 12/7 and 12/21, the number of District government employees who have tested positive increased by 19%. In the same time period, the number of quarantined employees increased by 14% and the number of employees who have returned to work increased by 5%.



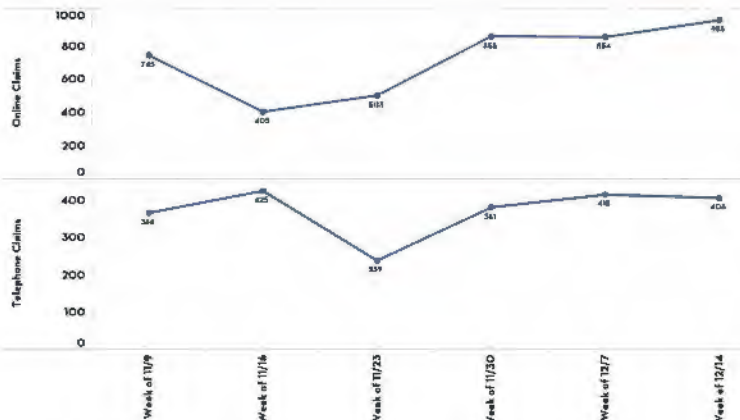
\*UPOI\* 12/22/20 FEMS and MPD data collected from <https://coronavirus.dc.gov/public-safety-agency-covid-19-case-data>. Weekends excluded

\*UPOI\* 12/22/20 Data for all agencies collected from surveys conducted on Mondays; responses reflect conditions as of the most recent survey.

Unemployment Insurance

Online claims continue to greatly outnumber telephone claims for unemployment insurance. Weekly online claims filed reached its highest peak in this five week window of 955 during the week of 12/14. Weekly telephone claims peaked for the same period at 425 claims during the week of 11/16. From the week of 12/7 to the week of 12/14, online claims increased by 14% and telephone claims increased by 2%.

The total number of claims filed from March 13 - December 14 was 161,795; the total amount paid was \$1,501,509,225.



| Week          | Number of Claims Filed | Number of Individuals with Claims Filed | Number of Individuals Paid | Number of Individuals Received FPUC Payments | Number of Payments | Number of FPUC Payments | Total Amount Paid (Regular UI and FPUC Payments) |
|---------------|------------------------|---|----------------------------|--|--------------------|-------------------------|--|
| 03/13 - 03/19 | 10,047                 | 13,600                                  | 9,799                      | 9,799  | 788,559            | 129,447                 | \$205,250,254                                    |
| 03/20 - 03/26 | 18,590                 | 14,984                                  | 12,817                     | 12,817                                       | 1,088,978          | 165,271                 | \$229,524,284                                    |
| 03/27 - 04/02 | 13,200                 | 14,532                                  | 10,977                     | 10,977                                       | 795,429            | 147,557                 | \$220,898,535                                    |
| 04/03 - 04/09 | 10,186                 | 11,370                                  | 8,370                      | 8,370  | 693,859            | 99,319                  | \$176,717,813                                    |
| 04/10 - 04/16 | 8,200                  | 7,995                                   | 5,833                      | 5,833  | 494,305            | 73,481                  | \$176,112,786                                    |
| 04/17 - 04/23 | 7,531                  | 7,411                                   | 5,506                      | 5,506  | 452,537            | 63,138                  | \$134,044,499                                    |
| 04/24 - 04/30 | 12,334                 | 12,142                                  | 9,274                      | 9,274  | 728,094            | 108,213                 | \$142,344,957                                    |
| 05/01 - 05/07 | 7,283                  | 7,208                                   | 5,444                      | 5,444  | 455,927            | 62,795                  | \$128,768,222                                    |
| 05/08 - 05/14 | 6,191                  | 5,790                                   | 4,378                      | 4,378  | 371,220            | 45,953                  | \$95,401,749                                     |
| 05/15 - 05/21 | 5,841                  | 5,384                                   | 4,400                      | 4,400  | 379,533            | 53,408                  | \$45,439,894                                     |
| 05/22 - 05/28 | 4,201                  | 4,028                                   | 3,454                      | 3,454  | 284,301            | 41,401                  | \$29,364,643                                     |
| 05/29 - 06/04 | 3,700                  | 3,527                                   | 3,266                      | 3,266  | 279,533            | 40,637                  | \$24,079,025                                     |
| 06/05 - 06/11 | 3,859                  | 3,437                                   | 3,084                      | 3,084  | 257,227            | 37,744                  | \$21,501,900                                     |
| 06/12 - 06/18 | 3,528                  | 3,214                                   | 2,955                      | 2,955  | 240,385            | 35,441                  | \$20,352,605                                     |
| 06/19 - 06/25 | 3,264                  | 2,990                                   | 2,728                      | 2,728  | 228,843            | 33,123                  | \$19,859,803                                     |
| 06/26 - 07/02 | 3,364                  | 3,213                                   | 2,827                      | 2,827  | 231,667            | 33,076                  | \$18,076,228                                     |
| 07/03 - 07/09 | 3,868                  | 2,846                                   | 2,622                      | 2,622  | 214,429            | 31,537                  | \$14,229,183                                     |
| 07/10 - 07/16 | 3,297                  | 3,044                                   | 2,571                      | 2,571  | 203,388            | 28,629                  | \$13,017,004                                     |
| 07/17 - 07/23 | 2,864                  | 2,919                                   | 2,308                      | 2,308  | 179,949            | 25,623                  | \$9,387,182                                      |
| 07/24 - 07/30 | 2,475                  | 2,200                                   | 1,929                      | 1,929  | 144,444            | 20,779                  | \$1,529,500                                      |
| 07/31 - 08/06 | 1,933                  | 1,701                                   | 1,482                      | 1,482  | 124,308            | 16,431                  | \$1,173,489                                      |
| 08/07 - 08/13 | 2,475                  | 1,927                                   | 1,691                      | 1,691  | 133,314            | 19,515                  | \$1,344,667                                      |
| 08/14 - 08/20 | 1,533                  | 1,479                                   | 1,179                      | 1,179  | 98,716             | 14,177                  | \$4,471,741                                      |
| 08/21 - 08/27 | 1,523                  | 1,417                                   | 1,097                      | 1,097  | 86,309             | 12,546                  | \$4,093,568                                      |
| 08/28 - 09/03 | 1,545                  | 1,465                                   | 1,151                      | 1,151  | 90,388             | 13,072                  | \$3,072,581                                      |
| 09/04 - 09/10 | 1,290                  | 1,216                                   | 929                        | 929  | 77,199             | 10,926                  | \$2,385,526                                      |
| 09/11 - 09/17 | 1,533                  | 1,443                                   | 1,092                      | 1,092  | 85,262             | 11,949                  | \$2,551,331                                      |
| 09/18 - 09/24 | 1,647                  | 1,516                                   | 1,132                      | 1,132  | 90,531             | 12,771                  | \$3,520,271                                      |
| 09/25 - 10/01 | 1,577                  | 1,519                                   | 1,109                      | 1,109  | 87,648             | 12,724                  | \$3,344,415                                      |
| 10/02 - 10/08 | 1,908                  | 1,498                                   | 1,143                      | 1,143  | 95,647             | 13,304                  | \$2,304,648                                      |
| 10/09 - 10/15 | 1,433                  | 1,242                                   | 929                        | 929  | 76,641             | 10,302                  | \$2,823,366                                      |
| 10/16 - 10/22 | 1,469                  | 1,344                                   | 932                        | 932  | 75,308             | 10,466                  | \$1,680,091                                      |
| 10/23 - 10/29 | 1,190                  | 1,057                                   | 815                        | 815  | 63,047             | 8,779                   | \$1,222,519                                      |
| 10/30 - 11/05 | 1,252                  | 1,120                                   | 803                        | 803  | 62,390             | 8,414                   | \$1,014,508                                      |
| 11/06 - 11/12 | 1,219                  | 1,077                                   | 816                        | 816  | 62,336             | 8,413                   | \$1,144,043                                      |
| 11/13 - 11/19 | 940                    | 747                                     | 610                        | 610  | 47,325             | 6,372                   | \$995,665  |
| 11/20 - 11/26 | 1,029                  | 940                                     | 725                        | 725  | 56,610             | 7,577                   | \$796,667  |
| 11/27 - 12/03 | 1,501                  | 1,108                                   | 851                        | 851  | 66,151             | 8,628                   | \$763,356  |
| 12/04 - 12/10 | 1,524                  | 1,431                                   | 1,052                      | 1,052  | 87,949             | 11,255                  | \$3,020,076                                      |
| 12/11 - 12/17 | 1,044                  | 1,236                                   | 951                        | 951  | 75,387             | 10,387                  | \$2,183,187                                      |
| 12/18 - 12/21 | 774                    | 680                                     | 500                        | 500  | 39,200             | 5,145                   | \$3,474,525                                      |
| Total         | 163,471                | 155,354                                 | 101,380                    | 90,378                                       | 7,439,810          | 1,046,502               | \$1,525,658,520                                  |

\*UPOI\* 12/22/20. Weekends excluded as the call center does not typically accept new claims during this time. Data available for week prior.

\*UPOI\* 12/22/20  
Federal Pandemic Unemployment Compensation (FPUC) is a separate benefit from regular unemployment insurance (UI). FPUC provides an additional \$600 which individuals receive on a weekly basis.

Telework Status, Overtime, & Contact Tracers

Number of Employees By Time Reporting Code and Pay Period End

This information provides data on agencies charging time against the situational telework and regular pay time reporting codes across 19 pay periods (represented by pay period end date). Several agencies do not report their time through PeopleSoft, such as MPD, FEMS, DOC, and QSSSE DOT.

From the pay period ending 11/21 to the pay period ending 12/5, the number of employees charging situational telework held steady, the number of employees charging both regular and situational telework decreased by 4%, and the number of employees charging regular time decreased by 2%.

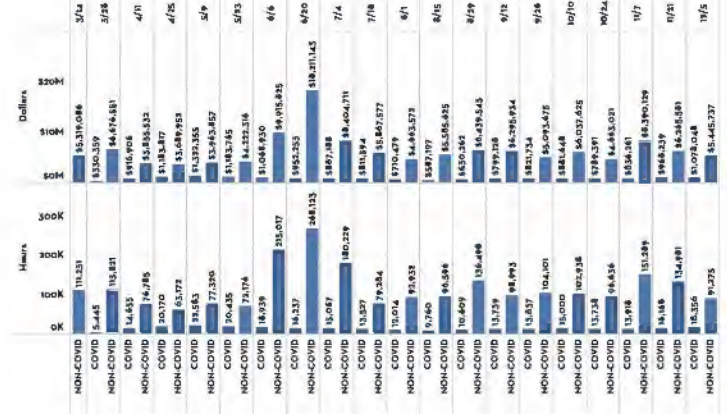
NOTE: The number of overall employees decreased from 7/4 to 7/16 due to fewer teachers reporting time in PeopleSoft as the end of the school year took effect; similarly, the number of overall employees increased from 8/15 to 8/29 as the beginning of the school year took effect.



\*UPOI\* 12/21/20

Overtime by Pay Period End

This chart represents overtime dollars, based on total earnings that are paid to employees, and overtime hours accrued over the course of 20 pay periods (shown here by end of pay period date). Telework and OT began on 3/15. COVID-related overtime remained low compared with non-COVID related overtime from the pay period ending 11/21 to the pay period ending 12/5. COVID overtime hours increased by 14%, and earnings increased by 11%.



\*UPOI\* 12/21/20



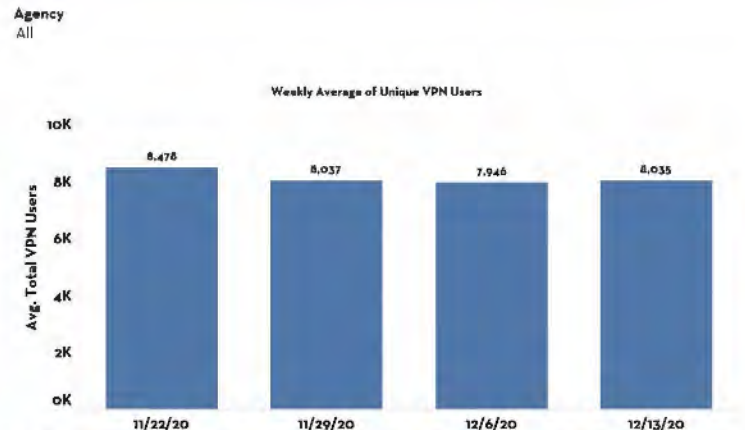
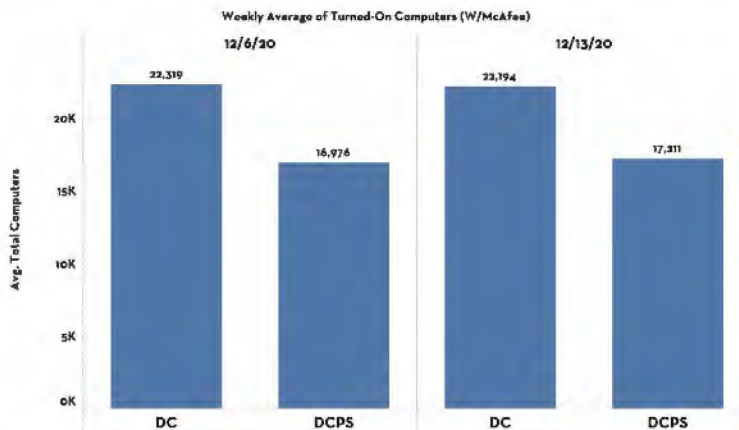


## Technology Usage

The graphics below depict the number of District employees using essential District hardware and software each day. The data below includes the number of District government computers turned on each day, the number of users logging on to the District government's virtual private network (VPN), and the number and type of IT help requests submitted.

### Network/Systems Usage and Digital Activity

From the week of December 6 to the week of December 13, the weekly average of turned-on (or left-on) computers for both non-DCPS (DC) and DCPS employees decreased by 1% and increased by 1%, respectively. During the same time frame, the weekly average of unique VPN users increased by 1%.

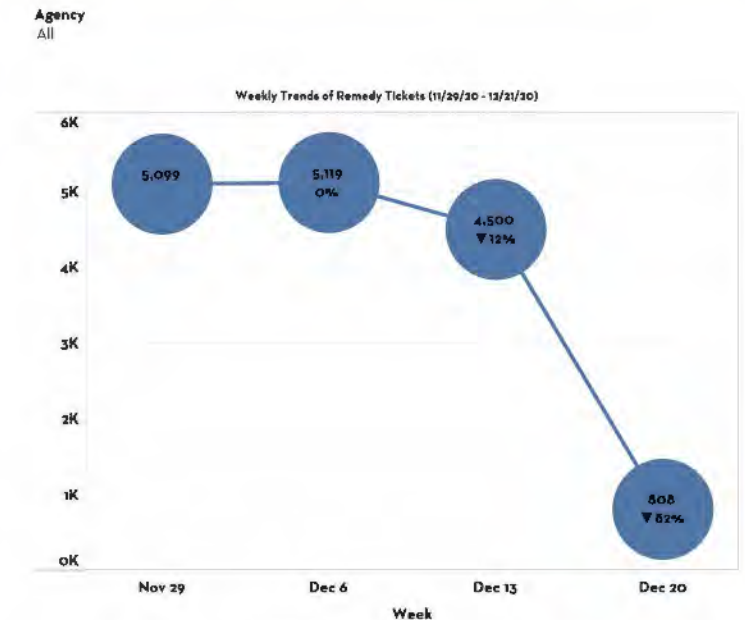
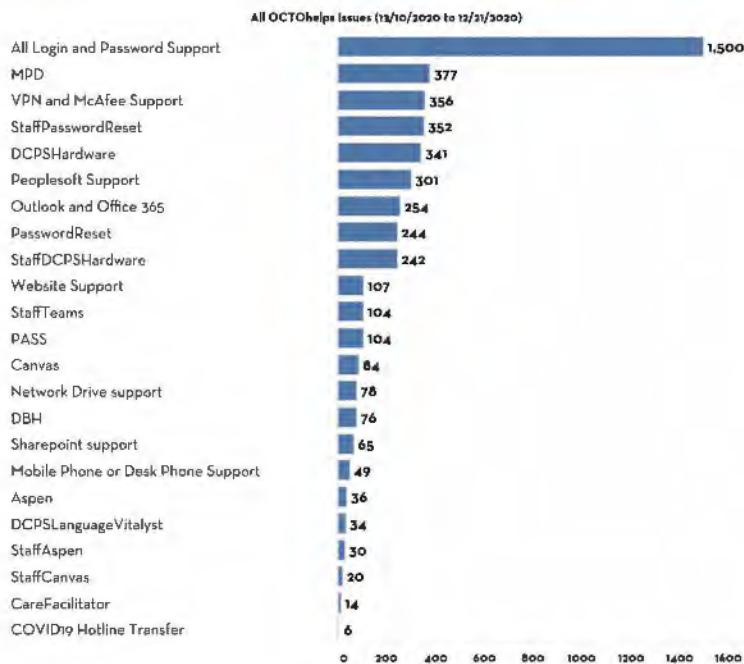


\*UPDT\* 12/21/2020. The chart above provides a daily snapshot of computers that are on, including those left on each day. This data is updated each day at noon. The chart above excludes weekends, as the drop in turned-on or left-on computers during weekends distort the daily trend data. Data for the week of 11/29 is absent due to technical issues.

\*UPDT\* 12/21/2020. This data is updated each day at 3 PM. The chart above excludes weekends, as the drop in turned-on or left-on computers during weekends distort the daily trend data. The chart above only displays averages for completed weeks. The weekly average of unique VPN users for the current week of 12/21 will appear in the 12/28 iteration of the dashboard.

### Key Systems and Platforms

Requests relating to DCPS support accounted for approximately 24% of all OCTOhelps tickets within the past two weeks. From the week of December 6 to the week of December 13, total Remedy tickets decreased by 12%. For the week of December 20, Remedy tickets are at 18% of the prior week's total.



\*UPDT\* 12/21/2020

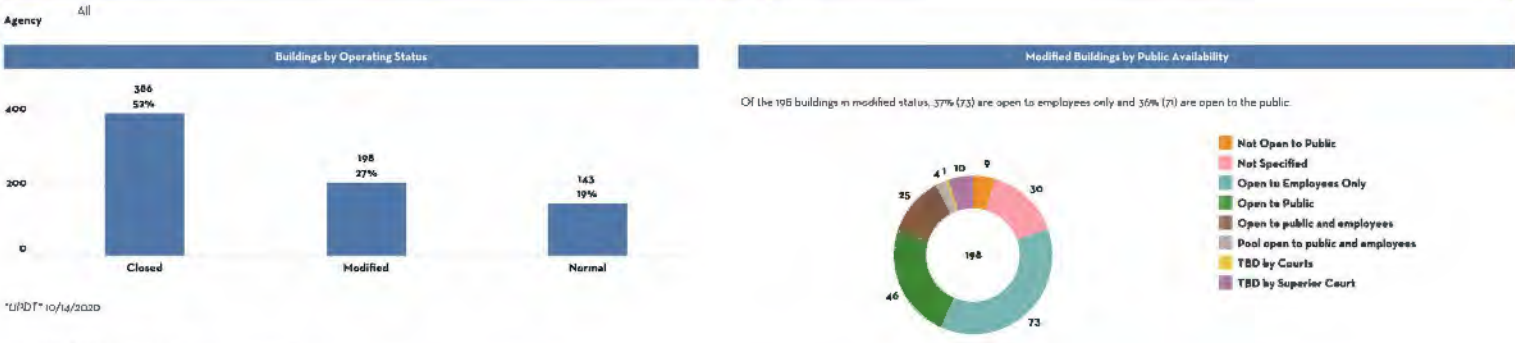
\*UPDT\* 12/21/20. The week of November 29 does not represent a full week's worth of data, which explains the substantial decrease in tickets from the prior week. The full week's data for Sunday - Saturday will be featured in the December 28 dashboard.

Employees can seek assistance from OCTO in two ways, 1) calling OCTOhelps and 2) creating a ticket in the Remedy system. The charts above depict the top 5 most frequent technology issues experienced by users in both systems. DBH, DHS, MPD, and DCPS have their own OCTOhelps number to contact, and these categories encompass all IT issues experienced by these four agencies.

Facilities

The charts below provide information on District government facilities, including operating status, contracts, and cleaning schedules.

Operating Status



\*UPDT\* 10/14/2020

**Normal:** The facility is operating exactly the same as normal  
**Closed:** The facility is completely closed  
**Modified:** The facility is operating under different conditions than normal (e.g. modified hours, drop-offs only)

\*UPDT\* 10/14/2020. The 50 buildings with the Not Specified public availability status include 26 DC public charter schools and one DPR site.

Facility Contracts Related to the COVID-19 Response

Spend Down on Facility Contracts by Vendor

The total value of all submitted invoices for the following contracts is \$5,091,793, approximately 24% of the total of all contract ceilings.

| Vendor   | Amount Invoiced | Contract Ceiling | Percent Of Contract Ceiling Spent |
|--|-----------------|------------------|-----------------------------------|
| AAA Complete Building Services                     | 120,000         | \$950,000.00     | 13%                               |
| All State Floors                                   | 130,293         | \$383,608.70     | 34%                               |
| B & B Solutions                                    | 317,071         | \$500,000.00     | 63%                               |
| Benji Holdings LLC                                 | 131,370         | \$131,370.00     | 100%                              |
| Capital Business Solutions, LLC                    | 309,347         | \$1,950,000.00   | 16%                               |
| Capital Construction Enterprises, Inc.             | 229,250         | \$803,648.00     | 29%                               |
| Carsen Cales Cleaning Company, LLC                 | 143,580         | \$257,413.61     | 56%                               |
| Citadel  | 42,600          | \$950,000.00     | 4%                                |
| Crown Construction Inc.                            | 73,340          | \$400,000.00     | 4%                                |
| CSHI   | 8,350           | \$200,000.00     | 4%                                |
| G-Sala General Services                            | 718,257         | \$1,380,458.04   | 52%                               |
| GMJ Facilities L.L.C.                              | 47,820          | \$300,000.00     | 16%                               |
| GMT Group LLC                                      | 49,433          | \$470,717.53     | 9%                                |
| J.L. Terrell                                       | 210,456         | \$400,000.00     | 53%                               |
| JDC Construction Co LLC                            | 58,720          | \$2,451,440.00   | 2%                                |
| Motiv Services Inc.                                | 30,330          | \$950,000.00     | 3%                                |
| PMGL LLC   | 70,510          | \$400,000.00     | 18%                               |
| Powell Manufacturing Industries Ind. Inc           | 30,780          | \$400,000.00     | 8%                                |
| R & R Janitorial, Painting & Building Services Inc | 103,189         | \$288,258.74     | 36%                               |
| RBK Construction                                   | 354,933         | \$487,138.78     | 73%                               |
| Reck Solid DC                                      | 8,955           | \$48,147.80      | 13%                               |
| RSC Electrical & Mechanic                          | 194,820         | \$509,243.30     | 39%                               |
| SalUT  | 374,748         | \$1,466,817.30   | 19%                               |
| Saques Raw Consulting                              | 304,674         | \$350,000.00     | 87%                               |
| Spectrum Management                                | \$48,530        | \$3,315,331.61   | 1%                                |
| Star Enterprises                                   | 123,900         | \$177,899.83     | 70%                               |
| Superior Service                                   | 233,370         | \$950,000.00     | 25%                               |
| Tilders Systems LLC                                | 221,757         | \$648,379.04     | 34%                               |
| Grand Total  | \$,091,793      | \$21,424,879.98  | 24%                               |

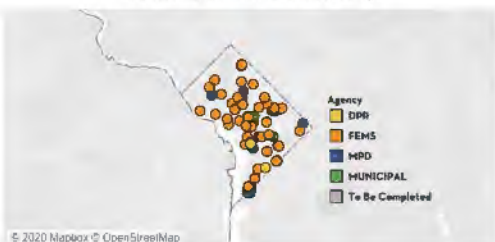
\*UPDT\* 12/23/2020

Maintenance

Today : 0 | 1-3 Days Ago : 16 | 4-7 Days Ago : 8 | More Than 1 Week Ago : 67 | Never : 4

\*UPDT\* 12/22/2020 at 4:19:17 AM. The ticker above provides the number of locations with a recorded QA/QC (quality control inspection) for enhanced cleanings within a given timeframe. Enhanced cleanings are those that occur on a repeating schedule. Multiple locations within a single building can be cleaned. A location without a recorded QA/QC may still have been cleaned.

Buildings with Scheduled Enhanced Cleanings



© 2020 Mapbox © OpenStreetMap

\*UPDT\* 12/22/2020 4:19:17 PM

As of 12/22/2020 at 4:19:17 AM, a total of 4 locations never had a recorded QA/QC inspection and 67 locations have not had a recorded QA/QC inspection in over a week. Zero locations have recorded QA/QC inspections for cleanings that were conducted the same day.

Enhanced Cleaning Requests Without a Recorded QA/QC Inspection

| Building Name           | Location in Building                         |
|-------------------------|--|
| 1ST DISTRICT (BOWEN)    | 1st District Headquarters-Call Block         |
| DGS FMT ADAMS PL        | DGS Warehouse/Arlems Place                   |
| LEASE # 0702 / HELIPORT | LEASE # 0702 / HELIPORT, Building as a whole |
| MPD/FEMS HARBOR         | FEMS Harbor-Building as a whole              |

\*UPDT\* 12/22/2020 4:19:17 PM



## Call Center Operations

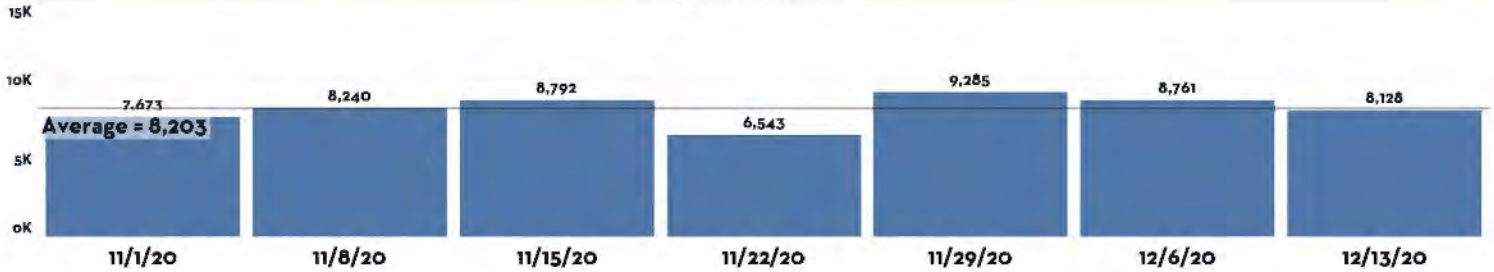
As a result of the COVID-19 pandemic, OUC tracks COVID-related 311 requests. Graphics below include daily total COVID-related calls and calls reporting mass gatherings.

\*Incoming includes all resident calls to 311, a significant percent of which get handled by a non-operator automated system.\*

### 311 Call Center Service Requests

311 Call Center service requests for the week of December 6 were 7% lower than the previous week and 1% lower than the weekly average.

Weekly Total 311 Requests

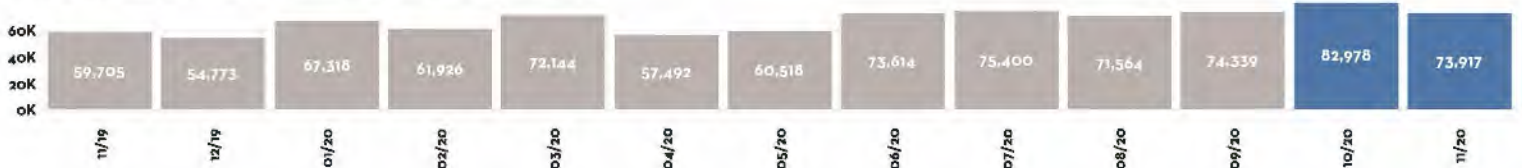


\*UPDT\* 12/22/20

\*Data refreshed at 2:00 AM, so the current dashboard will reflect information as of the prior day.

Monthly Answered 311 Calls

The number of monthly answered 311 calls had a year-over-year increase of 24% from November 2019 to November 2020. In addition, the number of monthly answered 311 calls decreased by 11% from October 2020 to November 2020.



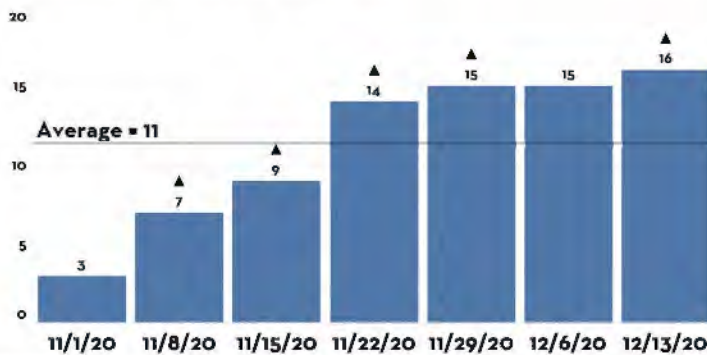
\*UPDT\* 12/8/2020

\*The chart above only shows data for complete months. December 2020 data will appear in the first iteration of the January 2021 dashboard\*

Fiscal Year  
 ■ FY 2020 ■ FY 2021

Weekly 311 COVID-19 Request Tracking

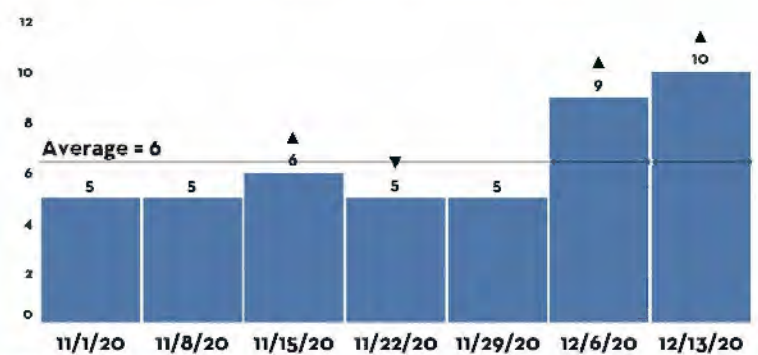
311 requests specific to COVID-19 increased from the week of December 6 to the week of December 13 with 16 requests.



\*UPDT\* 12/22/20

Weekly 311 COVID-19 Mass Gathering Tracking

311 requests specific to COVID-19 mass gatherings increased from the week of December 6 to the week of December 13, from 9 to 10 requests.



\*UPDT\* 12/22/20

Daily EMS Transports

EMS (Emergency Medical Service) transports decreased 2.9% from the week of December 6 to the week of December 13.



\*UPDT\* 12/22/20



## Energy Usage

The graphs below track the energy saved by school closures at non-meal sites and closed DPR sites.

### Non-meal Schools Energy Usage

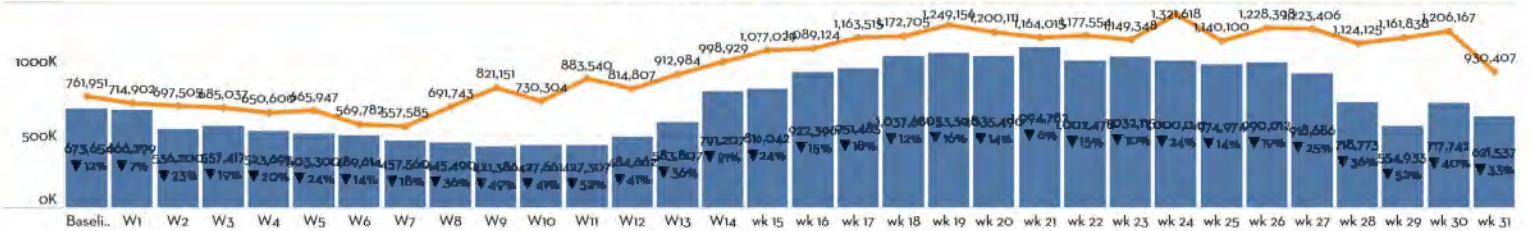
This data represents 54 closed schools that are confirmed non-meal sites. However, as of mid-June 2020 all schools have been powered up. Any year-over-year savings from mid-June onwards cannot be directly attributed to closed schools (due to COVID-19), but a combination of seasonality and continued distance learning.

#### DCPS Sites' Energy Usage



\*UPDT\* 11/25/20

#### DCPS Energy Usage (by Week) vs. Prior Year



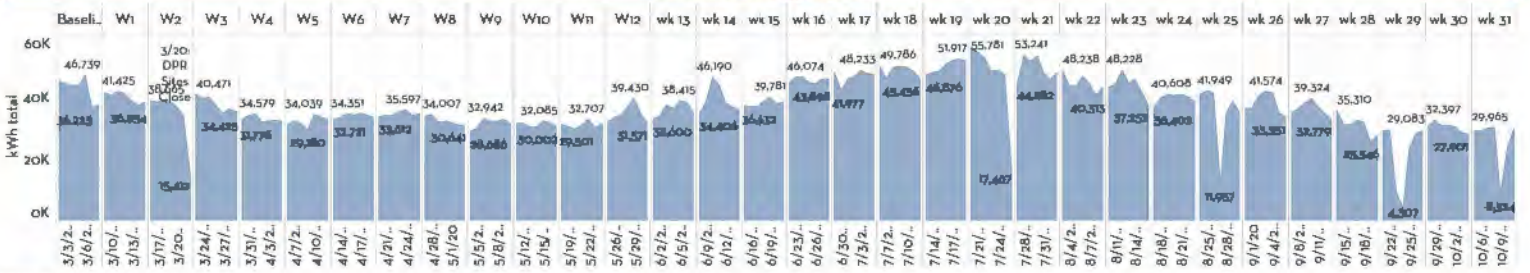
\*UPDT\* 11/23/20. 2019 includes energy usage data for 54 schools. Based on the data received, the full week of data for week 23 is not yet available. From 6/10 onward, the data became automated and accounts for all meters in the building, whereas before 6/10 the data was manually accumulated.

■ 2019 ■ 2020

### DPR Sites Energy Usage

This data represents 78 DPR Recreation/Community Center Sites. However, as of mid-June 2020 half the DPR recreation sites have since powered up.

#### DPR Sites' Energy Usage



\*UPDT\* 11/23/20

#### DPR Energy Usage (by Week) vs. Prior Year



\*UPDT\* 11/23/20. 2019 includes energy usage data for 78 DPR sites. Based on the data received, the full week of data for week 31 is not available. From 6/10 onward, the data became automated and accounts for all meters in the building, whereas before 6/10 the data was manually accumulated.

■ 2019 ■ 2020



## Meal Distribution

The graphics below depict the number of District residents receiving free meals and groceries at DCPS sites, free meals at DPR sites, and free meal deliveries from DACL. This data only encompasses part of the efforts to distribute meals to District residents during the COVID-19 response.

### DCPS Meal Distribution by Location

#### DCPS Meals Sites

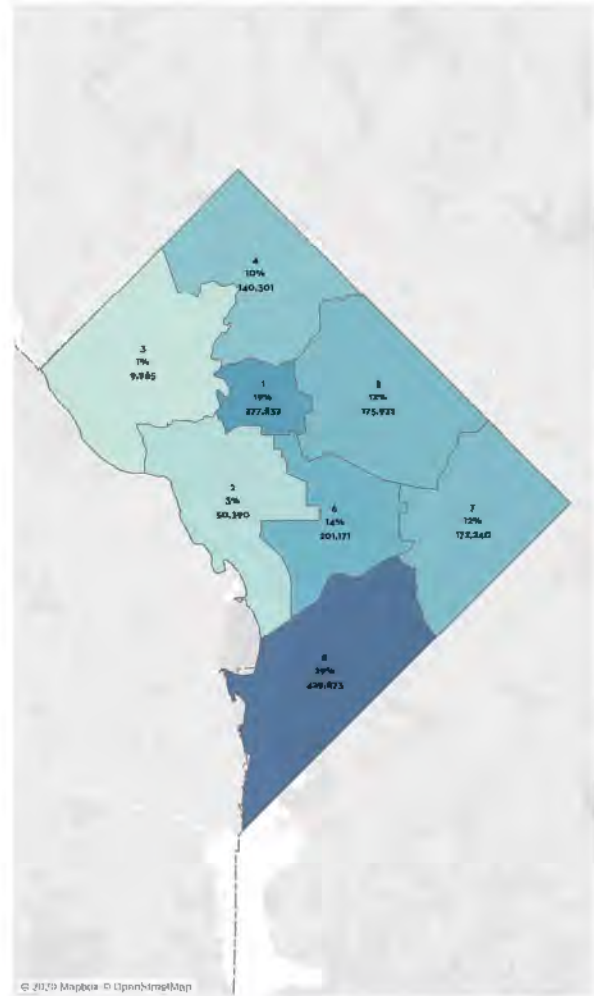
From March 16 to December 11, approximately 1.458M meals have been distributed in the District.

Ward  
All

| School Name                                 | Ward | Avg. Meals Served/Day | Total Meals Served |
|---|------|-----------------------|--------------------|
| Ballou HS                                   | 8    | 1,345                 | 265,919            |
| Columbia Heights EC                         | 1    | 989                   | 197,838            |
| Coolidge HS                                 | 4    | 319                   | 63,892             |
| Anacostia HS                                | 8    | 287                   | 57,334             |
| Walker-Jones EC                             | 6    | 311                   | 62,267             |
| Brookland MS                                | 5    | 283                   | 56,657             |
| Kelly Miller MS                             | 7    | 269                   | 53,892             |
| Eastern HS                                  | 6    | 256                   | 51,114             |
| Miner ES                                    | 6    | 221                   | 44,137             |
| Amidon Bowen ES                             | 6    | 274                   | 39,735             |
| H.D. Woodson HS                             | 7    | 185                   | 36,957             |
| Hendley ES                                  | 8    | 190                   | 37,527             |
| Roosevelt HS                                | 4    | 212                   | 29,203             |
| Kimball ES                                  | 7    | 174                   | 34,793             |
| LaSalle-Backus EC                           | 5    | 144                   | 28,805             |
| Cardozo EC                                  | 1    | 157                   | 31,346             |
| Stanton ES                                  | 8    | 130                   | 26,022             |
| Simon ES                                    | 8    | 125                   | 21,788             |
| Truesdell EC                                | 4    | 140                   | 27,975             |
| McKinley Tech MS/HS                         | 5    | 135                   | 25,701             |
| Wheatley EC                                 | 5    | 141                   | 28,306             |
| Thomson ES                                  | 2    | 146                   | 29,258             |
| Banneker HS                                 | 1    | 106                   | 21,182             |
| Langdon ES                                  | 5    | 117                   | 22,404             |
| Ron Brown HS                                | 7    | 91                    | 18,238             |
| SWW @ FS                                    | 2    | 62                    | 12,464             |
| Noyes ES                                    | 5    | 60                    | 12,015             |
| Marie Reed ES                               | 1    | 52                    | 10,380             |
| Wilson HS                                   | 3    | 50                    | 9,965              |
| Thomas ES                                   | 7    | 49                    | 10,035             |
| Tyler ES                                    | 6    | 18                    | 1,460              |
| Turner ES                                   | 8    | 90                    | 7,008              |
| Seaton ES                                   | 2    | 71                    | 6,024              |
| Randle Highlands ES                         | 7    | 22                    | 1,896              |
| Powell ES                                   | 4    | 179                   | 14,342             |
| Payne ES                                    | 6    | 23                    | 1,817              |
| Oyster-Adams Bilingual School @ Adams       | 1    | 15                    | 1,190              |
| Moten ES                                    | 8    | 57                    | 4,545              |
| Leckie EC                                   | 8    | 15                    | 1,188              |
| Hardy MS                                    | 2    | 33                    | 2,644              |
| Excel Academy                               | 8    | 70                    | 5,542              |
| C.W. Harris ES                              | 7    | 60                    | 4,790              |
| Burrville ES                                | 7    | 112                   | 9,548              |
| Bruce-Monroe ES @ Park View                 | 1    | 88                    | 7,074              |
| Browne EC                                   | 5    | 29                    | 2,034              |
| Brightwood EC                               | 4    | 61                    | 4,889              |
| Brent ES                                    | 6    | 8                     | 641                |
| Bard High School Early College DC (Bard DC) | 7    | 29                    | 2,092              |
| Bancroft ES                                 | 1    | 110                   | 8,822              |

#### Meals by Ward

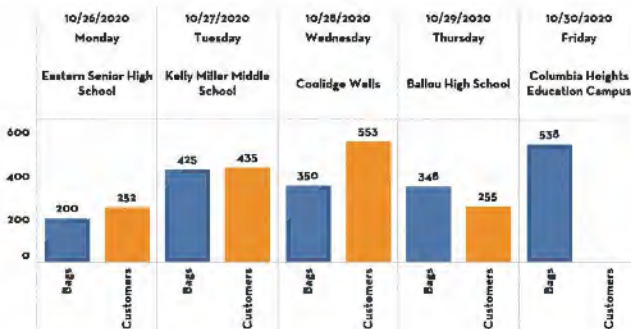
From March 16 to December 4, approximately two-thirds (62%) of meal distribution occurred in Wards 1, 6, and 8. 29% of DCPS meal distribution occurs in Ward 8. Ward 8 and Ward 7 have the most meal sites with 9, followed by Wards 6, 5 and 1, each with 5.



\*UPDT\* 12/15/20. Data submitted by 3:00 PM daily and small changes may occur over the following 24 hours. Weekends are excluded. Individuals may take up to three meal bags (six meals) per visit. Meal distribution at DCPS sites after August 26 has not been separated by time of day and is available to all District youth ages 18 and under. Parents/guardians may pick up meals on behalf of youth.

### DCPS Groceries Distribution

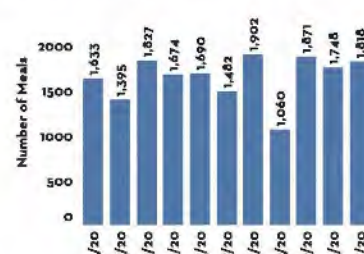
During the week of October 26, DCPS meal sites distributed 1,861 bags of groceries. Grocery distribution has concluded as of Friday, October 30th.



\*UPDT\* 10/30/20. Only schools that deliver groceries on the respective weekdays are shown. Data after 10/30/2020 are not available at this time. Columbia Heights Education Campus did not report total customers on 10/30/2020.

### DPR Meal Distribution

From the week of December 6 to the week of December 13, total meal distributions at DPR sites increased by 4%. Meal sites were closed on November 26 and November 27.



\*UPDT\* 12/13/20. DPR sites began to distribute breakfast and lunch meals to residents on 10/19/20. Customers can receive multiple meals per visit.

### DACL Meal Delivery

During the week of December 14, 92% of DACL meal deliveries were successful.

| Date        | Total Attempted Deliveries | Successful Deliveries | Percent Successful Deliveries |
|-------------|----------------------------|-----------------------|-------------------------------|
| 12/14/2020  | 1,130                      | 1,036                 | 92%                           |
| 12/15/2020  | 1,133                      | 1,044                 | 92%                           |
| 12/16/2020  | 1,164                      | 1,067                 | 92%                           |
| 12/17/2020  | 1,143                      | 1,041                 | 91%                           |
| 12/18/2020  | 1,119                      | 1,037                 | 93%                           |
| Grand Total | 5,689                      | 5,225                 | 92%                           |

\*UPDT\* 12/23/20

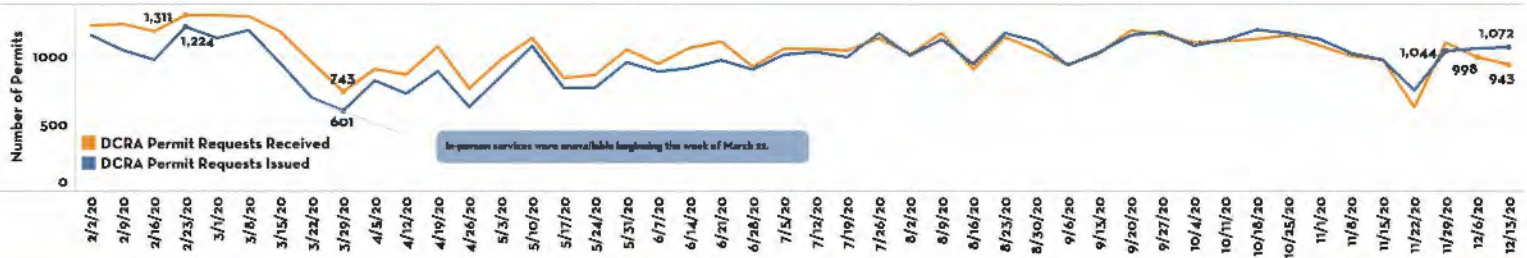
Permitting and Vehicle Services

The graphics below display service metrics within the Operations and Infrastructure cluster, including permitting within DDOT and DCRA and DMV transactions, and how these services have fluctuated through service changes due to COVID-19.

Permitting Services

DCRA Permitting

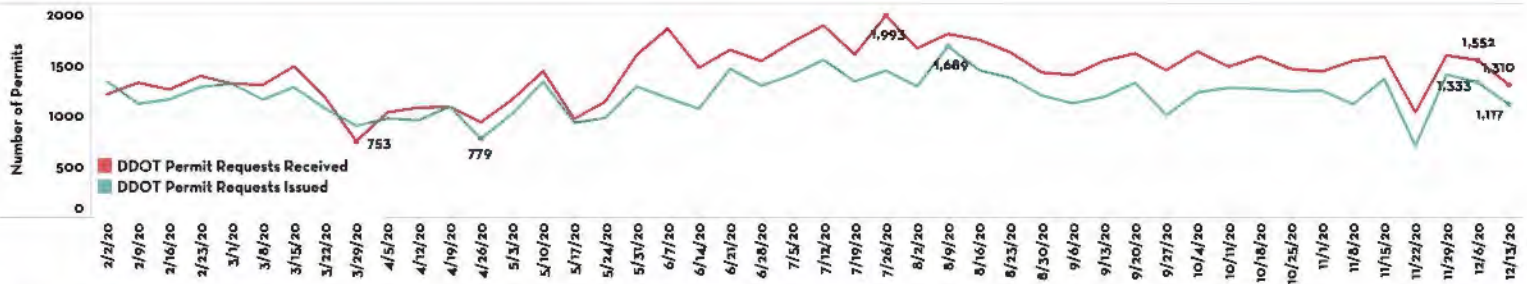
Weekly DCRA permitting requests received (applications received online) and issued (applications approved for permits) peaked during the week of February 23 at 1,311 and 1,224, respectively. From the week of December 6 to the week of December 13, DCRA permit requests received (943) and DCRA permit requests issued (1072) decreased by 6% and increased by 1%, respectively.



\*UPDT\* 12/22/20. DCRA permitting data prior to the week of 2/2 are not available at this time. Data is updated as of 11 PM the previous day. Data from 11 PM to midnight on the day prior to publishing of the the dashboard will be included in the following iteration of the dashboard.

DDOT Permitting

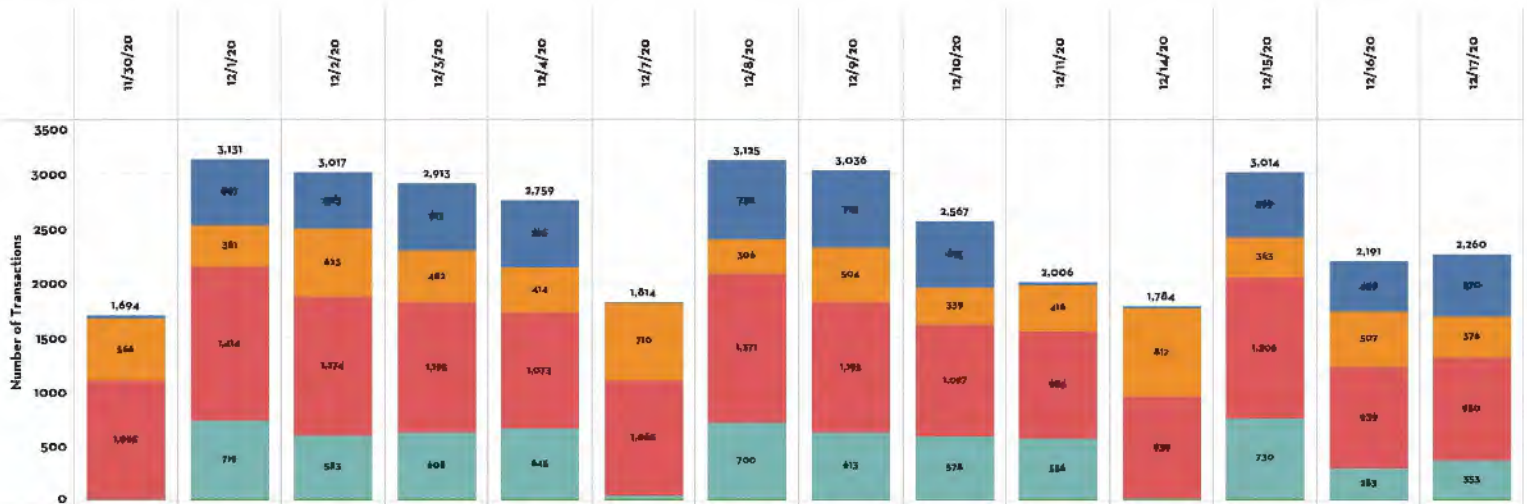
Weekly DDOT permitting requests issued peaked during the week of August 9 at 1,689, while DDOT permitting requests received peaked during the week of July 26 at 1,993. From the week of December 6 to the week of December 13 DDOT permit requests received (1310) and DDOT permit requests issued (1177) both decreased by 16%.



\*UPDT\* 12/22/20. DDOT permitting data prior to the week of 2/2 and after the week of 1/1 are not available at this time. Data is updated as of 12 PM on the previous day. The permitting system has been fully online since 2012.

DMV Services

From the week of December 7 to the week of December 14, DMV transactions decreased by 26%. 67% of transactions during the week of December 7 took place online. The week of December 14 represents an incomplete week, as there is no data for December 18.



\*UPDT\* 12/22/20. Weekends not shown due to low number of transactions. The full data for the week of December 21 will appear on the 12/28 iteration of the dashboard.

- Transaction Description
- Appointments Processed
  - Online Hearings Completed
  - Online Transactions Completed
  - Vehicle Inspections Completed
  - Vehicle Inspections Completed (At Kiosk)



**From:** Mayor Bowser  
**Sent:** Wed, 23 Dec 2020 21:57:51 +0000  
**To:** Mayor Bowser  
**Bcc:** all.personnel@dc.gov  
**Subject:** Have a Safe Holiday

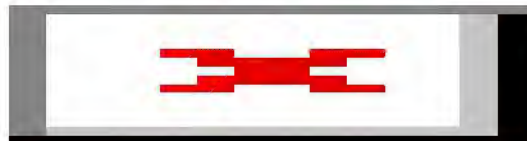


**John A. Wilson Building**

**1350 Pennsylvania  
Avenue, NW, Washington,  
DC 20004**

Phone: (202) 727-2643  
Email: [muriel.bowser@dc.gov](mailto:muriel.bowser@dc.gov)

Chief of Staff:  
[John Falcicchio](#)



**December 23, 2020**

## **Letter from the Mayor**

Dear Washingtonians,

As we prepare to celebrate the holidays and close out 2020, I want to first thank our entire community for your consistent and ongoing efforts to protect our city and stop the spread of this virus. I know it is a difficult sacrifice, but with the recent rise in cases, hospitalizations, and deaths, we are asking you to celebrate the holidays at home this year.

I know that some Washingtonians have not seen their families since this time last year. For some, it has been even longer. It is not easy to be apart from the ones we love for such a long time and it can be especially difficult during the holidays. But now is not the time to let down our guards or to put our most vulnerable family members and neighbors at risk.

As you plan the next few days and weeks, remember that there is a light at the end of the tunnel. Make these celebrations virtual, but then plan to come together in person once we have our vaccinations and when the virus is under control.

Remember:

- Many people are getting the virus from people who do not even know they have COVID-19. That's because some people who have COVID-19 have no symptoms at all. Don't assume that just because you feel well, you don't

Interim City Administrator:  
[Kevin Donahue](#)

Director of the Mayor's  
Office of Legal Counsel:  
[Eugene Adams](#)

Senior Advisor:  
[Beverly Perry](#)

Director of Mayor's Office  
of Community Affairs:  
[Lamont Akins](#)

Director of Mayor's Office  
of Community Relations  
and Services:  
[Julia Irving](#)

Scheduling Requests:  
[mayor.dc.gov/page/invite-  
mayor](http://mayor.dc.gov/page/invite-mayor)

have the virus; and don't assume that just because the people you are with feel well, they don't have the virus. Always use caution.

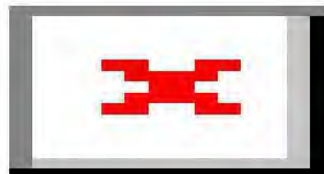
- Wearing a mask protects the people around you, but it also protects you. Wear a mask even when you are with close friends and family members who are not part of your household. Wear a mask around people who look and feel healthy.
- When meeting up with people, outdoors is better than indoors, but you still need to social distance and wear a mask even outdoors. If you are indoors, do not seat people from different households close to each other.
- Testing has its limitations. A negative test today could be a positive test tomorrow. Do not use testing to give yourself a false sense of security.

Finally, please take time to check on your friends, family, and neighbors. This has been a difficult year, and collectively, we have experienced so much loss and isolation. But with safe and effective vaccines in the early stages of distribution, we can go into 2021 with hope. DC has followed the science since the beginning, and now the science has provided us a way out of this pandemic.

I am optimistic that in 2021 we will regain some sense of normalcy, come back even stronger, and once again be able to celebrate with friends and family.

Happy holidays, DC. Stay safe.

With gratitude,



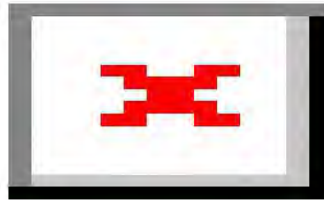


## In This Week's Newsletter:

- [The Fresh Start 5K is Going Virtual](#)
- [#ThankYouDC](#)
- [A Safe and Effective Vaccine](#)



## The Fresh Start 5K is Going Virtual



Mayor Bowser is inviting residents to celebrate the New Year by participating in a virtual 7<sup>th</sup> Annual #FITDC Fresh Start 5K. This year, instead of gathering at one location, residents are encouraged to mask up, social distance, and run/walk in their neighborhood, at a DCPS or DPR track, and/or on one of the suggested routes provided through the registration portal. Residents are encouraged to participate between 8:00 a.m. to 4:00 p.m. on January 1, 2021, and to share pictures and selfies on social media using the hashtag #FRESHSTART5K2021

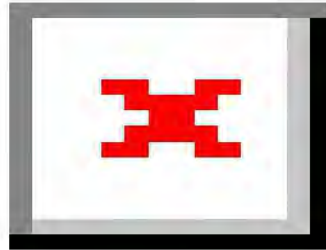
Participants who register will receive a #FITDC Fresh Start t-shirt and medal in the days leading up to the 5K via grab-and-go pickup at select DPR recreation centers.

Learn more and register [HERE](#).

[Back to Top](#)



## #ThankYouDC



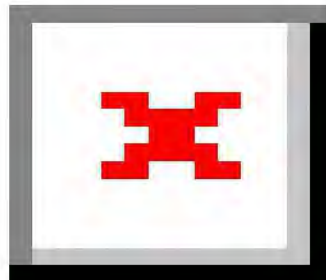
Through the #ThankYouDC campaign, we are recognizing individuals going above and beyond for their DC neighbors during a difficult year.

Follow the hashtag on Twitter, Facebook, and Instagram to see the stories of the public servants, like [Ingrid](#), [Officer Hamilton](#), and [Katie](#), who have helped lead DC through an unprecedented crisis with compassion, courage, and kindness.

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## A Safe and Effective Vaccine



Last week, the District received an initial allotment of 6,825 doses



of the Pfizer vaccine. By Monday, more than 4,500 health care workers and frontline workers had started receiving the vaccine at hospitals and health care providers across DC.

This week, the District is receiving additional doses of both the Pfizer vaccine and the Moderna vaccine. You can learn more about where these vaccines are going and who will be receiving them in [Monday's situational update](#).

Find more information about the vaccines at [coronavirus.dc.gov/vaccine](https://coronavirus.dc.gov/vaccine)

[Back to Top](#)



Mayor Muriel Bowser

John A. Wilson Building | 1350 Pennsylvania Avenue, NW | Washington DC, 20004

(202) 727-2643

[muriel.bowser@dc.gov](mailto:muriel.bowser@dc.gov) | [mayor.dc.gov](https://mayor.dc.gov) | [@mayorbowser](https://twitter.com/mayorbowser)

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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Vass, Chris (EOM)  
**Sent:** Wed, 23 Dec 2020 21:24:13 +0000  
**To:** Meyers, Sara (OSSE)  
**Cc:** Ross, Jed (ORM);Yeung, Sam (ORM);Healy, Patrick (EOM)  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)  
**Attachments:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE).eml

Thanks a ton Sara!

We received responses to our questions from Delino. We are just awaiting copies of the contracts and then I can close this out.

*Chris Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230*

**From:** Meyers, Sara (OSSE) <Sara.Meyers@dc.gov>  
**Sent:** Wednesday, December 23, 2020 4:21 PM  
**To:** Vass, Chris (EOM) <Christopher.Vass@dc.gov>  
**Cc:** Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Healy, Patrick (EOM) <Patrick.Healy3@dc.gov>  
**Subject:** Re: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Greetings Chris, thanks for the kind words Director, and my apologies for the delayed response!

Though it's taken me a couple of days to follow up, I actually connected with Director Brumley on Monday and she said she'd make sure the team got you the answers you were looking for so I'm assuming that's been closed out.

Please let me know if that's not the case, and otherwise have a terrific holiday and happy new year!

Best,  
Sara

Sent from my iPhone

On Dec 21, 2020, at 2:13 PM, Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)> wrote:

Good Afternoon Sara,

I would like to start off by saying Direct Ross has spoken very highly of you as partner to ORM. It seems we need your assistance again.

We were scheduled to meet with members of your team today about OSSE's agency costs related to GPS and driver safety. This morning the scheduled meeting was pushed back to January 7, 2021. We are sort of under a time crunch to obtain this information as we need to review and submit a response to OBPM by the end of January. Director Reed has also indicated that she would help obtain this information if we need her assistance. This has a very high priority to OBPM.

All we need is a response to the 4 questions listed below and any ongoing contracts related to GPS and driver safety. Do you think you could assist with expediting this? I would be happy to answer any additional questions.

Thanks,

*Christopher Voss*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

---

**From:** Vass, Chris (EOM)  
**Sent:** Monday, December 21, 2020 10:02 AM  
**To:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Lee, Carole (OSSE) <[carole.lee@dc.gov](mailto:carole.lee@dc.gov)>; Forte, Wesley (OSSE) <[wesley.forte@dc.gov](mailto:wesley.forte@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning,

I completely understand the delay, but I am curious is there is anything we can do to expedite this? We have a deadline for compiling of this information. We can work with pushing this back, but would like to know if there are an concerns I can help alleviate now?

Our goal is to obtain the recent contacts you all have in place related to this and answers for the few questions we asked.

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s).



- Are there video recorders in your assigned fleet vehicles? If so, is there a process on when the recordings are download/stored? Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving?
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of?

Thanks,

*Christopher Voss*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

---

**From:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>  
**Sent:** Monday, December 21, 2020 8:46 AM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Lee, Carole (OSSE) <[carole.lee@dc.gov](mailto:carole.lee@dc.gov)>; Forte, Wesley (OSSE) <[wesley.forte@dc.gov](mailto:wesley.forte@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning,  
Due to schedule conflicts and upcoming holidays; This meeting is being rescheduled.

Thank You,

**Stacia Ellis**  
Fleet Management Specialist  
202-724-2351 (Office)  
202-674-7738 ( Cell)  
[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)

**Did you know that DC has the second lowest uninsured rate in the nation? Together, let's make DC #1. Get covered and stay covered at [DCHealthLink.com](https://www.dchealthlink.com) or by calling (855) 532-5465. #GetCoveredDC, #StayCoveredDC**

-----Original Appointment-----

**From:** Ellis, Stacia (OSSE)

**Sent:** Tuesday, December 15, 2020 3:20 PM

**To:** Ellis, Stacia (OSSE); House, Delino (OSSE); Vass, Chris (EOM); King, Kenneth (OSSE); Lee, Carole (OSSE); Forte, Wesley (OSSE)

**Cc:** Ross, Jed (ORM); Yeung, Sam (ORM); Healy, Patrick (EOM)

**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)

**When:** Monday, December 21, 2020 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Microsoft Teams Meeting

Good Afternoon,  
As requested.

---

## Microsoft Teams meeting

**Join on your computer or mobile app**

[Click here to join the meeting](#)

[Learn More](#) | [Help](#) | [Meeting options](#)

---

**From:** House, Delino (OSSE)

**Sent:** Tuesday, December 15, 2020 3:01 PM

**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>

**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>

**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Thank you for the opportunity to work with you and your team to explore technology and software. Before we proceed with the questions below my team and I would like to meet to discuss in detail. Are you open to meeting soon? If so I have included Stacia Ellis on this communication so that she can work with you to schedule a meeting.

WE look forward to your response,

Delino "Del" House

Associate Director of Fleet Management and Facilities Services

Desk: 202-724-7818

[delino.house@dc.gov](mailto:delino.house@dc.gov)

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:19 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Perfect, thank you Gretchen!

Delino, if you have any questions or need anything, let me know.

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:18 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)  
**Importance:** High

Good Morning Chris,  
Delino House, our Associate Director of Fleet and Facilities, is the POC for this project and has gather the information you requested. I believe he's tried contacting you but if you haven't connected I've copied him on this correspondence.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

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**Sent:** Monday, December 14, 2020 11:12 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)



Good Morning Gretchen & Sara,

I wanted to follow-up on this request and see if you all had any updates?

Thanks,

*Christopher Voss*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Friday, December 4, 2020 9:48 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (DRM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Chris,  
Thanks for your email. Our team is reviewing the request and will provide a response to your question ASAP.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Thursday, December 3, 2020 3:45 PM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Director Brumley & Deputy Meyers,

I hope you are doing well. I am Chris Vass, Management Analyst with the DC Office of Risk Management (ORM). On behalf of Jed Ross, Director/Chief Risk Officer, I am reaching out to you and other District agencies in order to undertake a review and analysis of city-wide fleet safety programs that are being used by District agencies. In order for me to begin the review and analysis, I need your assistance to compile all data and information related to your safety program:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s).
- Are there video recorders in your assigned fleet vehicles? If so, is there a process on when the recordings are download/stored? Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving?
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of?

The goal of this project is to ultimately bring all agencies under one city-wide management system for GPS, liability documentation (video), safe driving training, data collection (life of vehicle, miles driven, speeding, dangerous driving, possible maintenance needs, performance metrics, etc....). We are in the early stages of this endeavor but feel it could lead to monumental change for the District. One procurement, one system, economies of scale, and better data for everyone.

Please let know if you have any question or concerns.

Thanks,

*Chris Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

*Open Enrollment for 2021 employee benefits runs Monday, November 9, 2020 through Monday, December 14, 2020. This is your annual opportunity to review your current benefit elections and make any necessary changes.*

*Visit <https://dchr.dc.gov/page/open-enrollment> for details!*

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** House, Delino (OSSE)  
**Sent:** Tue, 22 Dec 2020 18:40:52 +0000  
**To:** Vass, Chris (EOM)  
**Cc:** King, Kenneth (OSSE);Healy, Patrick (EOM);Ross, Jed (ORM);Yeung, Sam (ORM)  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Please see the response below:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s). Yes
- Are there video recorders in your assigned fleet vehicles? There is video surveillance camera in the newer additions to the fleet If so, is there a process on when the recordings are download/stored? We are currently working through this component as a part of a of larger system enhancement. Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving? For fleet vehicles, vehicles are signed in/out daily for each user. For school buses, keys are stored on the active fleet and locked for fleet not in use.
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of? No.

We will send copies of the contracts as soon as possible. Please let me know if you have any additional questions.

Best Regards,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

**From:** Vass, Chris (EOM)  
**Sent:** Tuesday, December 15, 2020 3:05 PM  
**To:** House, Delino (OSSE)  
**Cc:** Ellis, Stacia (OSSE) ; Healy, Patrick (EOM) ; Ross, Jed (ORM) ; Yeung, Sam (ORM)  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Sure can! I am good between now and 4PM. If that doesn't work, we can try tomorrow. I am wide up, except from 10-11 AM.

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Tuesday, December 15, 2020 3:01 PM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>



**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>

**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Thank you for the opportunity to work with you and your team to explore technology and software. Before we proceed with the questions below my team and I would like to meet to discuss in detail. Are you open to meeting soon? If so I have included Stacia Ellis on this communication so that she can work with you to schedule a meeting.

WE look forward to your response,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

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**Sent:** Monday, December 14, 2020 11:19 AM

**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>

**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>

**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Perfect, thank you Gretchen!

Delino, if you have any questions or need anything, let me know.

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>

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**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>

**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>

**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

**Importance:** High

Good Morning Chris,

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Best,  
Gretchen



Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

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**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Gretchen & Sara,

I wanted to follow-up on this request and see if you all had any updates?

Thanks,

*Christopher Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

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**Sent:** Friday, December 4, 2020 9:48 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
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**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

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Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE

Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

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**Sent:** Thursday, December 3, 2020 3:45 PM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Director Brumley & Deputy Meyers,

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- Are there video recorders in your assigned fleet vehicles? If so, is there a process on when the recordings are download/stored? Is this managed by a third party? If yes, please provide a copy of the contract(s).
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- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of?

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Please let know if you have any question or concerns.

Thanks,

*Chris Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

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**From:** Meyers, Sara (OSSE)  
**Sent:** Wed, 23 Dec 2020 21:21:22 +0000  
**To:** Vass, Chris (EOM)  
**Cc:** Ross, Jed (ORM);Yeung, Sam (ORM);Healy, Patrick (EOM)  
**Subject:** Re: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Greetings Chris, thanks for the kind words Director, and my apologies for the delayed response!

Though it's taken me a couple of days to follow up, I actually connected with Director Brumley on Monday and she said she'd make sure the team got you the answers you were looking for so I'm assuming that's been closed out.

Please let me know if that's not the case, and otherwise have a terrific holiday and happy new year!

Best,  
Sara

Sent from my iPhone

On Dec 21, 2020, at 2:13 PM, Vass, Chris (EOM) <Christopher.Vass@dc.gov> wrote:

Good Afternoon Sara,

I would like to start off by saying Direct Ross has spoken very highly of you as partner to ORM. It seems we need your assistance again.

We were scheduled to meet with members of your team today about OSSE's agency costs related to GPS and driver safety. This morning the scheduled meeting was pushed back to January 7, 2021. We are sort of under a time crunch to obtain this information as we need to review and submit a response to OBPM by the end of January. Director Reed has also indicated that she would help obtain this information if we need her assistance. This has a very high priority to OBPM.

All we need is a response to the 4 questions listed below and any ongoing contracts related to GPS and driver safety. Do you think you could assist with expediting this? I would be happy to answer any additional questions.

Thanks,

*Christopher Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230*

---

**From:** Vass, Chris (EOM)

**Sent:** Monday, December 21, 2020 10:02 AM

**To:** Ellis, Stacia (OSSE) <Stacia.Ellis@dc.gov>; House, Delino (OSSE) <delino.house@dc.gov>; King, Kenneth (OSSE) <Kenneth.King@dc.gov>; Lee, Carole (OSSE) <carole.lee@dc.gov>; Forte, Wesley (OSSE) <wesley.forte@dc.gov>

**Cc:** Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Healy, Patrick (EOM) <Patrick.Healy3@dc.gov>

**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning,

I completely understand the delay, but I am curious is there is anything we can do to expedite this? We have a deadline for compiling of this information. We can work with pushing this back, but would like to know if there are an concerns I can help alleviate now?

Our goal is to obtain the recent contacts you all have in place related to this and answers for the few questions we asked.

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s).
- Are there video recorders in your assigned fleet vehicles? If so, is there a process on when the recordings are download/stored? Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving?
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of?

Thanks,

*Christopher Voss  
Management Analyst  
DC Office of Risk Management  
202-299-5230*

---

**From:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>

**Sent:** Monday, December 21, 2020 8:46 AM

**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; Vass, Chris (EOM)

<[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Lee, Carole (OSSE) <[carole.lee@dc.gov](mailto:carole.lee@dc.gov)>; Forte, Wesley (OSSE) <[wesley.forte@dc.gov](mailto:wesley.forte@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning,  
Due to schedule conflicts and upcoming holidays; This meeting is being rescheduled.

Thank You,

## Stacia Ellis

Fleet Management Specialist  
202-724-2351 (Office)  
202-674-7738 ( Cell)  
[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)

**Did you know that DC has the second lowest uninsured rate in the nation?  
Together, let's make DC #1. Get covered and stay covered at  
[DCHealthLink.com](http://DCHealthLink.com) or by calling (855) 532-5465. #GetCoveredDC,  
#StayCoveredDC**

-----Original Appointment-----

**From:** Ellis, Stacia (OSSE)  
**Sent:** Tuesday, December 15, 2020 3:20 PM  
**To:** Ellis, Stacia (OSSE); House, Delino (OSSE); Vass, Chris (EOM); King, Kenneth (OSSE); Lee, Carole (OSSE); Forte, Wesley (OSSE)  
**Cc:** Ross, Jed (ORM); Yeung, Sam (ORM); Healy, Patrick (EOM)  
**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)  
**When:** Monday, December 21, 2020 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).  
**Where:** Microsoft Teams Meeting

Good Afternoon,  
As requested.

---

## Microsoft Teams meeting

**Join on your computer or mobile app**

[Click here to join the meeting](#)

[Learn More](#) | [Help](#) | [Meeting options](#)

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**From:** House, Delino (OSSE)  
**Sent:** Tuesday, December 15, 2020 3:01 PM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Thank you for the opportunity to work with you and your team to explore technology and software. Before we proceed with the questions below my team and I would like to meet to discuss in detail. Are you open to meeting soon? If so I have included Stacia Ellis on this communication so that she can work with you to schedule a meeting.

WE look forward to your response,

Delino "Del" House  
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**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Perfect, thank you Gretchen!

Delino, if you have any questions or need anything, let me know.

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:18 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)  
**Importance:** High



Good Morning Chris,  
Delino House, our Associate Director of Fleet and Facilities, is the POC for this project and has gather the information you requested. I believe he's tried contacting you but if you haven't connected I've copied him on this correspondence.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:12 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Gretchen & Sara,

I wanted to follow-up on this request and see if you all had any updates?

Thanks,

*Christopher Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Friday, December 4, 2020 9:48 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Chris,  
Thanks for your email. Our team is reviewing the request and will provide a response to your question ASAP.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Thursday, December 3, 2020 3:45 PM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Director Brumley & Deputy Meyers,

I hope you are doing well. I am Chris Vass, Management Analyst with the DC Office of Risk Management (ORM). On behalf of Jed Ross, Director/Chief Risk Officer, I am reaching out to you and other District agencies in order to undertake a review and analysis of city-wide fleet safety programs that are being used by District agencies. In order for me to begin the review and analysis, I need your assistance to compile all data and information related to your safety program:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s).
- Are there video recorders in your assigned fleet vehicles? If so, is there a process on when the recordings are download/stored? Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving?
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of?

The goal of this project is to ultimately bring all agencies under one city-wide management system for GPS, liability documentation (video), safe driving training, data collection (life of vehicle, miles driven, speeding, dangerous driving, possible maintenance needs, performance metrics, etc....). We are in the early stages of this endeavor but feel it could lead to monumental change for the District. One procurement, one system, economies of scale, and better data for everyone.

Please let know if you have any question or concerns.

Thanks,

*Chris Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230*

*Open Enrollment for 2021 employee benefits runs Monday, November 9, 2020 through Monday, December 14, 2020. This is your annual opportunity to review your current benefit elections and make any necessary changes.*

*Visit <https://dchr.dc.gov/page/open-enrollment> for details!*

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Federal News Network  
**Sent:** Wed, 23 Dec 2020 15:42:04 -0500  
**To:** jed.ross2@dc.gov  
**Subject:** JUST IN: Trump vetoes defense bill, setting up possible override vote

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December 23 2020

## Trump vetoes defense bill, setting up possible override vote

President Donald Trump on Wednesday vetoed the annual defense policy bill, following through on threats to veto a measure that has broad bipartisan support in Congress and potentially setting up the first override vote of his presidency. The bill affirms 3% pay raises for U.S. troops and authorizes more than \$740 billion in military programs and construction. [Read More.](#)

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**From:** The Well News  
**Sent:** Wed, 23 Dec 2020 15:24:34 -0500  
**To:** jed.ross@dc.gov  
**Subject:** SAVED BY THE WELL | Foundation Opens Door to 'Whole Different World' for Children with Ultra Rare Diseases

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## Saved by The Well

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Wednesday, December 23, 2020

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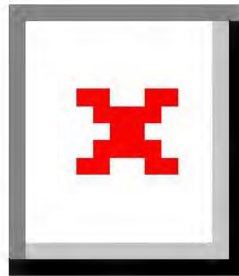
**Editor's Note:** *Saved by The Well* will not publish on Thursday, Dec. 24 through Friday, Jan. 1. We will be back on our normal schedule on Monday, Jan. 4. In the meantime, we hope you'll enjoy this holiday long read!

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READ TIME: 11 minutes



## Foundation Opens Door to 'Whole Different World' for Children with Ultra Rare Diseases



WASHINGTON – It began as a story no new parent wants to tell.

“I always say that the day my daughter was born was the happiest day of my life, because that was the only day I didn’t worry about her,” the woman on the other end of the line said.

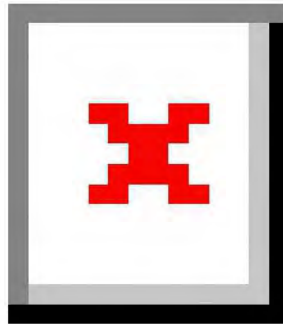
Speaking in a strong, clear voice that still bore hints of the emotional roller coaster her family has been through, Schillann Rodriguez then went on to describe what it was like to find out her daughter, Rian, suffered from one of the rarest medical conditions in the world.

Little Rian, the mother would learn, is just one of fewer than 150 children in the world that suffer from Aromatic I-amino Acid Decarboxylase Deficiency, an inherited genetic disorder that affects the way signals are passed between certain cells in the nervous system.

“The day after she was born, I knew something was wrong,” Rodriguez said. “She was sleeping too much. She was having feeding difficulties. But all of the doctors around us said, ‘Stop worrying. She’s dirtying her diapers and she’s eating enough to gain weight. She’s okay.’”

Rodriguez would come to learn that her experience is the norm when it comes to AACDd. The condition is so rare, it often goes unrecognized. On a day to day basis, doctors just aren't looking for it.

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Four months later, Rian's pediatrician confirmed Rodriguez's worst fears, suggesting the child be taken to a neurologist.

"That's basically when our world came crashing in," Rodriguez said. "That's when we went from being a typical, young, healthy family to ... facing this monster of fear about our daughter's future."

Between the ages of four and 11 months, Rian would be tested for well over 500 conditions.



Most of the testing was invasive. There were muscle biopsies, nerve conduction studies, and blood test after blood test.

All the while, Rian's symptoms grew steadily worse. It was almost impossible for her to hold her head up, and she had difficulty moving. She also began to feed poorly and experienced involuntary writhing movements in her limbs.

"Finally, through a quite progressive test called exome sequencing, which looked at her genetic makeup, they found she had this disease, AADCd," Rodriguez said.

Rian was a month away from her 1st birthday. And for the first time, Rodriguez said, she felt a renewed sense of hope.

"The thing about the day of diagnosis is, they give you an idea ... they can finally give you a name for what it is ... and when things are so rare, you're blessed to be able to call it something," she said.

The diagnosis also, in an instant, made Rian and her family part of a community fighting not just AADCd, but a whole host of ultra rare diseases.

This is critically important because while certain drug treatments can blunt the worst effects of these conditions for a time, the only known transformative and potentially life-saving genetic therapy costs on average, about \$2.8 million.

And it's a one-time proposition. According to Dr. Krystof Bankiewicz, perhaps the world's foremost expert on AADCd, the pioneering brain delivered gene therapy treatment he performs can only be done once. A second attempt could actually worsen the condition and hasten the child's death.

After learning the name of her daughter's condition, Rodriguez was ready to fight.

Taking to the internet, she learned of the [AADC Research Trust](#), a U.K.-based trust dedicated to raising funds so that AADCd children can undergo the gene therapy treatment.

The trust in turn put her in touch with Dr. Bankiewicz, who holds an M.D. from Jagiellonian University in Krakow, Poland, and a Ph.D., D.Sc., from the Institute of

Neurology and Psychiatry in Warsaw.

Bankiewicz trained at National Institutes of Health in Bethesda, Md., and he is now a world-renowned expert in neuro-restorative medicine. His work in AADCd is proving highly successful not only in stopping the progression of the disease, but in restoring function to children.

Schillann traveled to conferences to hear him speak, and he told her of another group that could help her get the treatment she needed for her daughter, the [Columbus Children's Foundation](#).

CCF is a registered 501(c)(3) nonprofit organization on a mission to ensure equitable and affordable access to the most effective gene therapy solutions for children with ultra-rare genetic diseases.

The nonprofit was founded in Valencia, Spain, in 2017 out of a recognition that because diseases like AADCd are so rare, traditional commercial development of treatments are either overlooked or too costly to be feasible.

A U.S. chapter was established in Chapel Hill, N.C., a year later.

Columbus Children's Foundation creates hope for affected families by applying a nonprofit model to accelerate gene therapy treatments for these devastating diseases.

Through strategic partnerships with other foundations, industry, patient groups and philanthropic donors, it leverages critical scientific and funding resources to fight these ultra-rare diseases in children.

CCF's four core focus areas include providing financial support to accelerate the advancement of gene therapy clinical trials for ultra-rare genetic diseases; ensuring access to manufacturing capacity and expertise — a significant obstacle for ultra-rare gene therapy programs — supporting the open-source data model and standard protocols across the broader gene therapy community; removing the hurdles for children and families to access life-altering clinical trials around the world.



The Columbus Children's Foundation has developed a manufacturing partnership that specifically gives access to lower-cost captive manufacturing for ultra-rare disease programs.

Officials with the organization said access to manufacturing is often a significant slowing step for these as supply is not generally available. This manufacturing partnership is a significant part of CCF's mission to accelerate treatments; without it, these programs will stall and children will die.

## **Coronavirus Slows Progress**

Of course, like every other aspect of contemporary life, the coronavirus outbreak has dramatically slowed treatment for children with ultra rare genetic diseases.

Among them is Michael Pirovolakis, who has Spastic Paraplegia 50, also known as "progressive cerebral palsy," of which there are only 61 known cases in the world.

Terry Pirovolakis, Michael's father, recalls the birth of his third child as being trouble free. Within hours of the delivery, mother and baby were resting at home in the care of a midwife.

But about six months after Michael was born, his parents noticed he wasn't meeting the milestones babies typically reach by that age. As in the Rodriguez's case, doctors initially assured the Pirovolakis they had nothing to worry about.

Months later, even the doctors were concerned. Michael's head appeared to stop growing and his muscle tone was disappearing.

Because Terry Pirovolakis had traveled to Latin America on business, doctors suspected Zika, which was very much in the news at the time, might be the culprit. However, testing for it and other infectious diseases came back negative.

Genetic testing followed. Then came the phone call.

"By that point, we had seen a number of doctors and they'd always called and simply given us the results on the phone," Pirovolakis said. "This time they told us to come ... and to be honest, our first reaction was to wait. After all this time, we were

afraid to find out what they'd found.

"Ultimately, we said, 'What does it matter? Why are we hesitating? If he had a disease, he's going to have it.' On April 2, 2019, they told us Michael has SPG50," the boy's father said.

Pirovolakis told The Well News he still clearly remembers that sense that a fog had descended on his family when he was told how rare the condition was and that there was no known treatment.

"It was like a piece of my soul was taken from me," he said.

By the time he left the doctor's office, he was on a mission. From that point on, he said, "I researched everything. I spoke to experts in the field. And I came away knowing exactly what I had to do — create a gene therapy, and do so as quickly as possible if I was going to be able to help my son and other children."

Everyone Pirovolakis knew felt for him, but at the same, "told us we were crazy. This was just too big an effort to undertake.

"Fortunately, we met a few really nice, really smart scientists along the way, and they kind of guided us down the path we needed to be on," he said. "Later, I flew to Washington and met with six of the world's seven experts on SPG50, and by the time I went home to Texas, I'd hired a scientist, Dr. Steven Gray, to develop the gene therapy."

Just as Dr. Bankiewicz had done with the Rodriguez family, Dr. Gray made clear to Pirovolakis that a long, hard road lay ahead and that there were no guarantees.

On top of everything else, Pirovolakis and his wife would have to raise \$3 million to \$5 million to provide the treatment to Michael and hopefully, several other children.

"That was daunting," Pirovolakis said. "Even if we sold our home and liquidated all of our assets, we wouldn't be able to raise enough money to save Michael. So we established a GoFundMe account, and did golf tournaments and barbecues ... and collectively, as a community, we raised \$1.7 million in a year and a half."



The next step was to establish a formal charity, which took time. It was then, just as the charity was getting under way, that the coronavirus pandemic took hold.

“Our fundraising stopped. And government resources were being redirected to battling the coronavirus, and it was at that point in our journey that we met the Columbus Children’s Foundation,” Pirovolakis said.

At this point, due to the scarcity of resources caused by the pandemic, the cost of creating the gene therapy had risen to an estimated \$7 million, “which would be unrealistic for a family or a small foundation like ours to raise,” he said.

At a conference in California, Pirovolakis met Laura Hameed, executive director of the Columbus Children’s Foundation. “We got to talking about our cause and our journey, and she said, ‘when you get a safe treatment, reach out to me’ ... and a couple of months later, I did.”

Earlier this week, Hameed explained the Foundation’s approach to The Well News.

“I think it’s really critical to apply a nonprofit mindset to these situations,” she said. “And by that what I mean is, a nonprofit mindset is focused on ‘How do I deliver treatment to kids?’ and we don’t have to balance the potential answer to that question with the return on investment expectations from investors.

“We leverage donors, we leverage industry partners, we leverage government, all to accelerate the speed at which we bring treatments forward ... while investing in programs that would be deemed not investable by the private sector,” Hameed said.

“Ultimately, I would say we fill a market gap for these ultra small patient populations, but we’re not starting from scratch, we work with other foundations, many of them started by parents, who have raised the funding for basic research and development,” she continued. “Our role is to accelerate the process by providing them with access to expertise and manufacturing, which is often the biggest hurdle for them to get over.”

“Now here we are trying to save these 61 kids together,” Pirovolakis added. “If everything goes well and we’re super lucky — and we raise our remaining 1.4 million — we should be treating as many as 43 kids in the next year,” he said.

## **Anxious Moments**

Before Rodriguez and her husband learned of the Columbus Children's Foundation, they were repeatedly told time was not their friend, and that in all likelihood the little girl they'd just welcomed to their home would never see five candles on her birthday cake.

With the help of the foundation, the family flew to Poland in September 2019, for Rian's surgery.

"I remember turning to my husband at one point and saying, 'You know your child is gravely ill when you're traveling to a foreign country so they can have trial brain surgery ... and you're excited about it,'" Rodriguez said.

The night before the surgery, Dr. Bankiewicz and his team walked the family through all the risks.

What was about to occur was an eight-and-a-half hour surgery on a very medically fragile child, he said. She could suffer brain bleed, cardiac arrest, respiratory failure. It was very important that she and her husband were aware of all the risks.

"And I said, 'With all due respect, the risk we would take by not giving her the chance of this intervention is a heck of a lot bleaker. The only alternative is for her to lie in a hospital bed in my living room until she dies. We don't have another choice.'" For all her resolve in the moment, Rodriguez admitted she was "absolutely frightened."

"But we had faith in Dr. Bankiewicz and we had faith in his team," she said.

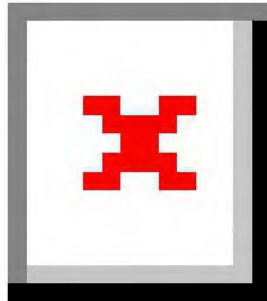
A month and a half after her surgery, Rian lifted her head up from her reclining wheelchair. On Christmas Eve, 2019, she reached out for the first time in her life to play with something.

"We were losing our minds with excitement," Rodriguez said of how she and her husband felt.

But better was yet to come. Soon, she was able to eat solid food, “which she could never do before,” and nine months after her surgery Rian was able to sit independently for the very first time.

“I tear up thinking about it,” Rodriguez said as her voice cracked.

“For so long just the ability to see your child sit independently and play was such a far off dream for us ... and now it’s our everyday reality,” she said. “That might not sound like a lot, but from where we came from to where we are today, it’s a whole different world,” she said.



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## MOST READ THIS WEEK

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By Dan McCue

- [Lawmakers Contribute to Lawsuit To Block EPA's Water Quality Rule](#)

By Tom Ramstack

- [The Future of Labor Law in the Post-COVID Economy](#)

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**Sam Yeung**

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**From:** OCP PASS ADMIN  
**Sent:** Wed, 23 Dec 2020 12:00:19 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

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 **CW4545** - **Risk Assessment and Impact Analysis**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4320** - **Drupal Platform Maintenance**  
3


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5

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 **CW4223** - **CW35004- Midtown Personnel Inc. - Do not use Closed**  
2

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
**Task description :** Approval for Insurance Documents No changes necessary. select button to clear.

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 **CW4247** - **Quality Plan Administrators FY 16**  
6

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
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 **CW4311** - **Alabama Clinical Schools-Residential Treatment Services**  
9

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


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 **CW4556 - McAfee Professional Services (On-Site Support)**  
5


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**Task description :** Approval for Insurance Documents

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5


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**Task description :** Approval for Insurance Documents

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 **CW4420 - FY16-T00-Splunk Dashboard**  
1


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 **CW4276 - Water Quality Monitoring at Two (2) District Engine Houses**  
6


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 **CW4426 - FY16\_GD0\_PostSec\_LiteracyPro**  
9


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**Task description :** COI ATTACHED TO CW. THEY MEET ALL REQUIREMENTS OF THE CONTRACT.

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 **CW4665 - District of Columbia Science Assessment Scoring**  
4

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9

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 CW4562 - DataMetrix RAC Contract Workspace (Procurement)  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 CW4805 - NextGen Enterprise Archiving  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 CW4721 - Network Access Control Implementation  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 CW4856 - Internet Service Provider  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 CW4919 - Redesign for Long-Term Care Administration  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 CW4774 - Life and Disability Insurance  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 CW4764 - FY17\_GD0\_ODR Impartial Hearing Officer\_Vaden  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 CW4638 - OCTO Temporary Resources - ANC  
0


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4859** - Provider Certification Review DDS DDA Liberty Healthcare  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4902** - DCAS Knowledge Transfer  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents  
7/1/16 - 7/1/17

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Blount  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Ruff  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4611** - DOT Trip Ticket Scanning Services  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents:  
Documents Systems Inc.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4768** - FY17\_GD0\_ODR Impartial Hearing Officer\_Seat  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4928** - SecureAuth IdP Multifactor Authentication  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5006** - **OCTO Blue Coat- Internet Proxy and SSL inspection**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5246** - **Additional Medicaid Data Warehouse Development**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4995** - **Monitoring Services - Outlying Hotels**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5054** - **Enlightened- OCTO HBX Competitive for Temporary Pesonnel**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5583** - **IBM Mainframe License and Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5560** - **Home Care Chore Aides**  
1

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5705** - **OSSE-Teaching & Learning-Restorative Practices**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

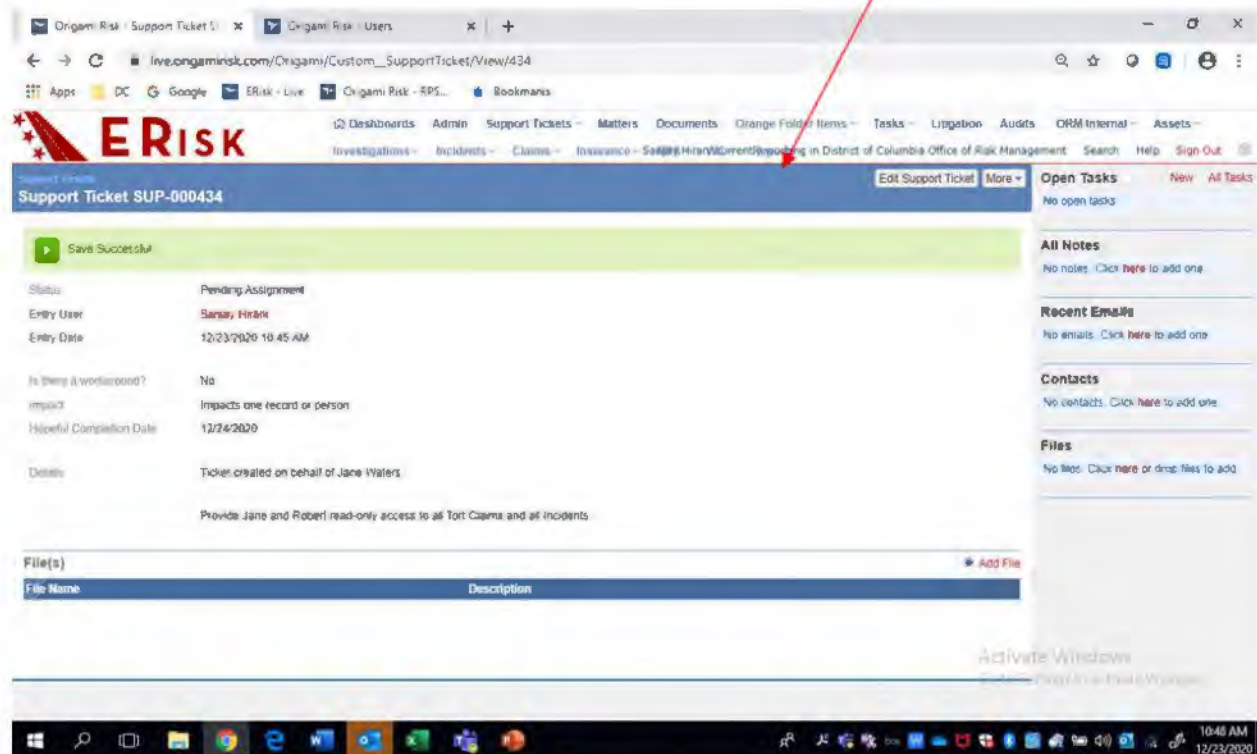
This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

**From:** Hirani, Sanjay (OCTO)  
**Sent:** Wed, 23 Dec 2020 15:56:05 +0000  
**To:** Waters, Jane (EOM)  
**Cc:** Stakem, Michael (OCTO);Preston, Robert (EOM);Ross, Jed (ORM);Yeung, Sam (ORM)  
**Subject:** Claim Access

Hi Jane,  
I received your Teams message requesting access to all Claims.

I have created a ERisk Support Ticket (on your behalf) and have received necessary approvals. Michael will be proceeding to work on this ticket. Will keep you updated.

We will greatly appreciate if you and the Insurance team start using the **ERisk Support Ticket** for requesting any ERisk enhancements or access privileges, reporting issues (like sort problem on Property Policy report), etc.



Thanks,  
Sanjay

Sanjay Hirani, PMP, ITIL, TOGAF, OpenGroup Certified Architect  
Enterprise Architect | Application Development & Operations  
Office of the Chief Technology Officer (OCTO) assigned to the Office of Risk Management (ORM)

441 4<sup>th</sup> Street NW, Suite 800, Washington, DC 20001  
Mobile: 703.334.1548  
Email: [sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)  
Website: [www.octo.dc.gov](http://www.octo.dc.gov)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](http://coronavirus.dc.gov).

**From:** Waters, Jane (EOM)  
**Sent:** Wed, 23 Dec 2020 15:02:59 +0000  
**To:** Barbera, Charles (EOM);Preston, Robert (EOM)  
**Cc:** Yeung, Sam (ORM);Ross, Jed (ORM)  
**Subject:** RE: URGENT ORM INSURANCE REVIEW REQUEST: DC Health Arizona  
Department of Human Services Cooperative Purchasing Agreement

All,

2-534(e)

Regards - Jane

**Jane C. Waters**  
*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

**From:** Waters, Jane (EOM)  
**Sent:** Wednesday, December 23, 2020 7:54 AM  
**To:** Barbera, Charles (EOM) <charles.barbera@dc.gov>; Preston, Robert (EOM) <robert.preston@dc.gov>  
**Cc:** Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>  
**Subject:** RE: URGENT ORM INSURANCE REVIEW REQUEST: DC Health Arizona Department of Human Services Cooperative Purchasing Agreement

Thanks Charlie,

2-534(e)









































**From:** Public Risk Management Association  
**Sent:** Wed, 23 Dec 2020 14:05:05 +0000  
**To:** jed.ross@dc.gov  
**Subject:** PRIMA Talk Digest for Tuesday December 22, 2020

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## [PRIMA Talk](#)

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Dec 22, 2020

### Discussions

started 17 hours ago, [Jackie Clewis](#) (0 replies)

#### [Risk Management Customer Satisfaction Survey](#)

1. [I have been asked to devise a customer...](#) Jackie Clewis

started 4 days ago, [Bob Keck](#) (15 replies)

#### [Risk Management in Organizational Structure](#)

2. [Bob, Risk Management is within the Finance...](#) Carl Vincent

3. [Hi Bob, I'm nestled under Administration &...](#) Katharine Peeling

4. [Risk Management reports to General Services. We...](#) Jackie Clewis

5. [Our Chief Risk, Safety, and Asset Management...](#) Tim Rosevear

6. [The Director of Risk Management reports to the...](#) George Woods

[top](#)

[next](#)

1. [Risk Management Customer Satisfaction Survey](#)

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Dec 22, 2020 3:56 PM  
[Jackie Clewis](#)

I have been asked to devise a customer satisfaction survey for City employees to determine what they think about services offered by Risk Management. Has anyone conducted such a survey and if so, do you mind sharing the type of questions asked? Thanks.

-----  
Jackie Clewis  
Risk Manager  
City of Roanoke  
Roanoke VA  
(540) 853-1856  
-----

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2. [Re: Risk Management in Organizational Structure](#)

[Reply to Group Online](#)   [Reply to Sender](#)



Dec 22, 2020 7:00 AM  
[Carl Vincent](#)

Bob,

Risk Management is within the Finance Department (Business Support Services) and report to the Comptroller in a Maryland Public School system.

I am the Risk Manager and Benefit Analyst and have a Risk Management Specialist as my #2 with an Accounting Associate lending support to us both.

Happy Holidays to you and yours,

Carl Vincent

---

Carl Vincent CPA  
Risk Manager & Benefits Analyst  
Wicomico County Public Schools  
Salisbury MD  
(410) 677-4567

---

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---

Original Message:  
Sent: 12-18-2020 14:24  
From: Bob Keck  
Subject: Risk Management in Organizational Structure

Would anyone please share with me where in your organization Risk Management reports to? Thank!

---

Bob Keck  
Risk Manager  
Oneida Nation of WI  
Green Bay WI

920-490-3570

---

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3. [Re: Risk Management in Organizational Structure](#)

[Reply to Group  
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[Reply to Sender](#)



Dec 22, 2020 9:39 AM  
[Katharine Peeling](#)

Hi Bob,

I'm nestled under Administration & Finance at the University.

I report to the Executive Director of Environmental Safety, Sustainability & Risk (ESSR) I'm the Risk. It's different but it works. In previous lives at local governments and K-12, I've always been in Finance, Central Admin or Management & Budget.

The money people have the broadest reach. The higher up the food chain the better.

I hope that helps.

Kathy

---

Katharine Peeling CPCU, ARM-P  
Assistant Director for Risk Mgmt  
University of Maryland-College Park  
College Park MD  
(301) 405-3965

---

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-----  
Original Message:  
Sent: 12-18-2020 14:24  
From: Bob Keck  
Subject: Risk Management in Organizational Structure

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-----  
Bob Keck  
Risk Manager  
Oneida Nation of WI  
Green Bay WI  
920-490-3570  
-----

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4. [Re: Risk Management in Organizational Structure](#)

[Reply to Group Online](#)

[Reply to Sender](#)



Dec 22, 2020 10:42 AM  
[Jackie Clewis](#)

Risk Management reports to General Services. We used to report to Human Resources until the HR Director was moved to General Services. The new HR Director had no experience with Risk and the decision was made to move us to General Services with the Director who had the experience.

---

Jackie Clewis  
Risk Manager  
City of Roanoke  
Roanoke VA  
(540) 853-1856

---

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---

Original Message:  
Sent: 12-18-2020 14:24  
From: Bob Keck  
Subject: Risk Management in Organizational Structure

Would anyone please share with me where in your organization Risk Management reports to? Thank!

---

Bob Keck  
Risk Manager  
Oneida Nation of WI  
Green Bay WI  
920-490-3570

---

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5. [Re: Risk Management in Organizational Structure](#)

[Reply to Group](#)

[Reply to Sender](#)



Online



Dec 22, 2020 11:52 AM

[Tim Rosevear](#)

Our Chief Risk, Safety, and Asset Management Officer reports to our CEO directly.

---

Tim Rosevear  
Manager, Risk Financing  
Los Angeles County Metropolitan Transportation Authority  
Los Angeles CA  
(213) 922-6354

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---

Original Message:  
Sent: 12-18-2020 14:24  
From: Bob Keck  
Subject: Risk Management in Organizational Structure

Would anyone please share with me where in your organization Risk Management reports to? Thank!

---

Bob Keck  
Risk Manager  
Oneida Nation of WI  
Green Bay WI  
920-490-3570

---



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[previous](#)

6. [Re: Risk Management in Organizational Structure](#)

[Reply to Group  
Online](#)

[Reply to Sender](#)



Dec 22, 2020 8:36 PM  
[George Woods](#)

The Director of Risk Management reports to the City Attorney.

Thank you,

George Woods Jr.

Claims Manager (Acting Director of Risk Management)  
City of Scottsdale Risk Management  
7447 E. Indian School Road, Suite 225  
Scottsdale, AZ 85251  
Phone: (480) 312-7040  
Fax: (480) 312-4232

[gwoods@scottsdaleaz.gov](mailto:gwoods@scottsdaleaz.gov)

-----  
George Woods  
Claims Manager (Acting Risk Director)  
City of Scottsdale  
Scottsdale AZ  
(480) 312-7040  
-----

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Inappropriate](#)

-----  
Original Message:

Sent: 12-18-2020 14:24

From: Bob Keck

Subject: Risk Management in Organizational Structure

Would anyone please share with me where in your organization Risk Management reports to? Thank!


-----  
Bob Keck

Risk Manager

Oneida Nation of WI

Green Bay WI

920-490-3570  
-----



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**From:** Waters, Jane (EOM)  
**Sent:** Wed, 23 Dec 2020 12:53:32 +0000  
**To:** Barbera, Charles (EOM);Preston, Robert (EOM)  
**Cc:** Yeung, Sam (ORM);Ross, Jed (ORM)  
**Subject:** RE: URGENT ORM INSURANCE REVIEW REQUEST: DC Health Arizona  
Department of Human Services Cooperative Purchasing Agreement  
**Attachments:** RE: URGENT ORM INSURANCE REVIEW REQUEST: DC Health Arizona  
Department of Human Services Cooperative Purchasing Agreement.eml

Thanks Charlie,

2-534(e)

Thanks - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Barbera, Charles (EOM) <charles.barbera@dc.gov>  
**Sent:** Tuesday, December 22, 2020 9:10 PM  
**To:** Waters, Jane (EOM) <jane.waters@dc.gov>; Preston, Robert (EOM) <robert.preston@dc.gov>  
**Cc:** Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>























































**From:** Risk Channel  
**Sent:** Wed, 23 Dec 2020 12:31:29 +0000  
**To:** jed.ross@dc.gov  
**Subject:** Risk Channel - Walmart accused of fueling opioid crisis

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Risk Channel

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To sign up to Risk Channel for free [click here](#).

**Wednesday, 23rd December 2020**

## THE HOT STORY

### **Walmart accused of fueling opioid crisis**

The U.S. Justice Department is suing **Walmart** over what it said was the company's role in fueling the nation's opioid crisis by allowing its network of pharmacies to fill millions of prescriptions for opioids, thousands of which authorities said were suspicious. The lawsuit claims Walmart sought to boost profits by understaffing its pharmacies and pressuring employees to fill prescriptions quickly, making it difficult for pharmacists to reject invalid prescriptions and enabling widespread drug abuse. The allegations date to June 2013, according to the suit. "Many of these prescription drugs would never have hit the streets if Walmart pharmacies had complied with their obligations", said Maria Chapa Lopez, a U.S. attorney in Tampa, Florida, who is one of several prosecutors involved in the suit. In response, Walmart said the lawsuit "invents a legal theory that unlawfully forces pharmacists to come between patients and their doctors, and is riddled with factual inaccuracies and cherry-picked documents taken out of context."

[New York Times](#) [Chicago Tribune](#) [Wall Street Journal](#)

## REPUTATION



## **Amazon's approach to competition under the spotlight**

A *Wall Street Journal* investigation into **Amazon's** relationship with both rival online retailers, and the smaller merchants that use its platform to sell their products, details the tactics the retail giant employs to gain market share and boost sales of its own-brand products. The report details the creation of a secret team, Project Santos, to replicate parts of **Shopify's** business model, after learning that an increasing number of third-party sellers were defecting to the Canadian firm. It also highlights how Amazon replicated one firm's best-selling camera tripods, priced it below the original, and then suspended the seller from its platform, alleging that the tripods had authenticity issues. CJ Rosenbaum, a lawyer who works on behalf of Amazon sellers, said some of them now use intermediary "black box" factories to hide suppliers' identities from Amazon: "They get the finished goods and ship them to a black-box factory who will ship their products to Amazon". Amazon has rejected suggestions of wrongdoing.

[\*Wall Street Journal\*](#)

## **LEGAL**

### **New York's fast food workers win added job security**

The New York City Council has approved a bill that protects fast food workers from being fired without a valid reason, and which allows them to appeal terminations through arbitration. The council also approved another bill requiring fast food restaurants to conduct layoffs based on seniority. The bills regulating firings and layoffs apply to fast food chains that have at least 30 locations nationwide, including **Chipotle**, **Domino's**, **McDonald's**, **Burger King** and **KFC**. "No one should get fired on a whim, but for years this has been the norm for fast food workers," said Brad Lander, a Democratic city councilman who sponsored the worker bill. "Today they won a big victory for job stability and dignity," he added. Opponents say the council legislation will do more harm than good because it will encourage restaurants to accelerate automation and reduce labor costs by not having to hire as many workers. "Taking away employers' rights to determine who the worst performers are and being able to easily replace the poor performers with better performers," said Eli Freedberg, a labor lawyer whose firm represents the restaurant industry, "will result in the employer having to incur tens or hundreds of thousands of dollars in defending a just cause challenge, and prevents their ability to maximize the product or service it is offering to the public."

[\*New York Times\*](#)

### **U.S. sanctions watchdog closes probe into Danske Bank**

The Office of Foreign Assets Control, the U.S. Treasury Department's sanctions watchdog, has closed an investigation into money-laundering at Copenhagen-headquartered **Danske Bank's** Estonia unit. The closure of the probe doesn't however mean an end to legal issues precipitated by the scandal, notes the *Wall Street Journal*, and the lender continues to be investigated by the U.S. Justice Department, U.S. Securities and Exchange Commission and by criminal law enforcement and regulatory

agencies in Denmark and France.

[Wall Street Journal](#)

## ECONOMY

### **Federal drilling lease ban could cost billions in tax revenue**

A ban on new oil and gas drilling leases on federal lands would cost eight Western states \$8.1bn in tax revenue and \$34.1bn in investment in the next five years, according to a study by the state of Wyoming. The report, commissioned by one of the nation's top oil and gas-producing states, aims to push back against President-elect Joe Biden's campaign promise to halt leasing on public lands as part of a sweeping plan to tackle climate change. The policy would be most detrimental to Wyoming and New Mexico, the report said, which are projected to lose \$304m and \$946m a year in tax revenue, respectively, through 2025.

[Reuters](#)

## REGULATION

### **PCAOB proposal would 'weaken auditor independence rules'**

A number of public interest leaders and public officials say that a recent PCAOB proposal to revise auditor independence rules "would weaken auditor independence standards, further undermining investors' faith in the reliability of financial disclosures and putting the integrity of our capital markets at risk." The letter, whose signatories include former SEC chief accountant Lynn Turner of the Alliance for Concerned Investors, continues: "In a gross abuse of process, these changes were adopted by the PCAOB without any opportunity for public comment and without any apparent consideration of how they will affect communications between auditors and audit committees," the group wrote. "They are now being hurried through the approval process at the SEC under an artificially short timeframe. For these and other reasons discussed below, the rule changes should be withdrawn."

[Corporate Crime Reporter](#)

## WORKFORCE

### **Companies ramp up Covid-19 testing for workers**

Companies including **Delta Air Lines**, **Goldman Sachs** and **Netflix** are using on-site Covid-19 tests from CVS Health to screen employees more regularly and catch outbreaks before vaccines become widely available. The *Wall Street Journal* notes that human resources executives say many staff become infected with the virus at social gatherings rather than at the office, but they are starting to offer free testing as a wellness benefit, regardless of whether workers are physically returning to the office.



[\*Wall Street Journal\*](#)

## STRATEGY

### **Coca-Cola to shed 2.2k jobs**

**Coca-Cola** is cutting 2,200 jobs globally, including 1,200 in the U.S., as the pandemic accelerates restructuring efforts. Coke expects the job cuts to result in annual savings of between \$350m and \$550m. The restructuring will enable the business to function more like a network needing “less decision making, less bureaucracy and ultimately less people,” Coke finance chief John Murphy said in an interview last month.

[\*Wall Street Journal\*](#)

### **Global banks boost Singapore hiring to mitigate Hong Kong risk**

Banks are ramping up hiring in Singapore and shunning Hong Kong as concerns over Beijing’s sweeping national security law in the Chinese territory spur the relocation of key roles.

[\*Financial Times\*](#)

## TECHNOLOGY

### **Walmart to use fully driverless trucks in 2021**

**Walmart** will use fully-autonomous box trucks to make deliveries in Arkansas next year. The retailer has been working with a start-up called Gatik on a delivery pilot for the past 18 months. Since last year, the trucks have been operating on a two-mile route between a so-called “dark store” and a nearby outlet in Bentonville, Arkansas. Since then, the vehicles have racked up 70,000 miles in autonomous mode with a safety driver. Next year, the companies intend to start incorporating fully autonomous trucks into those deliveries.

[\*The Verge\*](#)

## CORPORATE GOVERNANCE

### **Companies with women on boards perform better**

Researchers at France’s NEOMA Business School say boards with greater female representation perform better, and having more women in senior roles leads to less excessive risk-taking and greater efficiency. It was also shown that companies with women on the board are less likely to use accounting techniques which produce financial statements that offer an overly successful view of a firm’s position. Researchers also found that female directors have a greater influence on firms in countries where gender equality is more prominent. The report says: “If a society, in general, holds a biased attitude toward women, it is difficult to believe that female directors will have a

voice among their male counterparts." The study, published in International Business Review, looked at 19B6 public firms from 24 countries between 2007 and 2016.

*The Independent*

### **Carmaker to [2-53](#) top executives' bonuses to ESG targets**

Volkswagen is to [2-5](#) senior executives' bonuses to environmental, social and governance (ESG) targets as the carmaker seeks to further boost sustainability efforts following the diesel emissions scandal. "Integrating ESG criteria into the bonus calculations for our management board offers concrete incentives to pursue the sustainability goals we have outlined," VW chair Hans Dieter Poetsch said.

[Bloomberg](#)

## **OTHER**

### **Russian tax authority blocks Steven Seagal's bank account**

American action star and Russian citizen Steven Seagal's Russian bank account has been blocked by the country's Federal Tax Service. The actor, who received Russian citizenship in 2016 and was appointed Moscow's envoy for Russian-U.S. humanitarian ties in 2018, is an outspoken supporter of President Vladimir Putin, describing him as "one of the great living world leaders" in a 2014 interview. A spokesperson for Mr Seagal said the block, reportedly made in order to ensure the collection of a tax, penalty or fine, was most likely a mistake.

[The Moscow Times](#)

### **Trump's personal banker quits Deutsche Bank**

Rosemary Vrablic, President Trump's long-time personal banker at **Deutsche Bank**, is stepping down from her role effective as of year-end. Her colleague Dominic Scalzi has also resigned. No reason was given for the departures.

[The Daily Telegraph](#) [Financial Times](#)

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## SET MANAGEMENT

Wednesday, December 23, 2020



### TOP NEWS

#### **3 Firms Steer Blackstone's \$873M Bid For Roadside Store Biz**

Blackstone Infrastructure Partners said Tuesday it plans to snap up roadside convenience store operator Applegreen in a €718 million (\$873 million) deal shaped by Latham & Watkins LLP, Arthur Cox LLP and A&L Goodbody.

[Read full article »](#)


#### **SEC Overhauls Marketing Rules For Investment Advisers**

The U.S. Securities and Exchange Commission on Tuesday revamped its marketing rules governing registered investment advisers, including private equity and hedge fund managers, aiming to better reflect the digital communications era and allow the use of testimonials.

 [1 document attached](#) | [Read full article »](#)

#### **Fed Orders Credit Suisse To Beef Up AML Compliance**

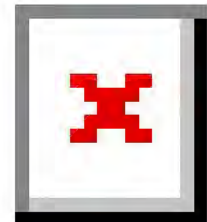
The Federal Reserve ordered a sweeping rewrite of Credit Suisse's procedures for anti-money laundering compliance across its U.S. operations on Tuesday, citing deficiencies found during a 2019 examination of the Swiss bank's New York branch that will require ongoing quarterly reporting and independent compliance testing.

 [Settlement attached](#) | [Read full article »](#)

### POLICY & REGULATION

#### **SEC Investment Chief Who Led Key Reg Agenda To Depart**

The U.S. Securities and Exchange Commission announced Tuesday that the head of its investment management division — who helped usher in



### COMPANIES

[Airbnb Inc.](#)  
[Alcoa Corp.](#)  
[Altman Weil Inc.](#)  
[Amazon.com Inc.](#)  
[American Bar Association](#)  
[Apple Inc.](#)  
[Asana Inc.](#)  
[BTIG LLC](#)  
[Bank of America Corp.](#)  
[Barclays PLC](#)  
[Boehringer Ingelheim](#)  
[Vetmedica Inc.](#)

key regulations including Regulation Best Interest and others tied to exchange-traded funds, fund-of-funds and derivatives markets — will depart the agency in January.

[Read full article »](#)

### **SEC Allows NYSE Cos. To Sell Shares In Direct Listings**

The U.S. Securities and Exchange Commission on Tuesday approved a New York Stock Exchange plan allowing companies that conduct direct listings to also sell new shares and raise capital, potentially making this alternative to an initial public offering attractive to more companies.

[Read full article »](#)

## **DEALS**

### **Latham, White & Case Drive \$1.9B SPAC Deal For Lidar Co.**

Sensor technology provider Ouster said Tuesday it has agreed to go public by merging with a special purpose acquisition company, in a \$1.9 billion deal guided by Latham & Watkins and White & Case.

[Read full article »](#)

### **Hana Financial Drops \$669M On Stake In Seattle Building**

South Korea-based Hana Financial Group picked up a 95% stake in a Seattle office property from developer Skanska for roughly \$669 million, according to an announcement from Skanska on Tuesday.

[Read full article »](#)

## **PEOPLE**

### **Securities Standards Setter Chief To Depart In February**

The International Organization of Securities Commissions has said that Paul Andrews is stepping down from the post of secretary general of the global standards setter in 2021 after a term that began in 2016.

[Read full article »](#)

## **EXPERT ANALYSIS**

### **How Corporate Transparency Act Could Benefit Finance Cos.**

The recently passed Corporate Transparency Act directs the Financial Crimes Enforcement Network to maintain a registry of beneficial ownership information, which could mollify financial institutions' anti-money laundering compliance, depending on how FinCEN revises its requirements on customer due diligence reporting, say attorneys at Morgan Lewis.

[Read full article »](#)

### **5 Important E-Discovery Trends And Developments In 2020**

The rapid adoption of varied remote communication and collaboration tools during the pandemic created new information preservation and

British Airways PLC  
British Land Co.  
Citigroup Inc.  
Cox Enterprises Inc.  
Credit Suisse Group AG  
Daimler AG  
Delta Air Lines Inc.  
DocuSign Inc.  
DoorDash Inc.  
Dropbox Inc.  
Euronext Amsterdam NV  
Facebook Inc.  
Fitbit Inc.  
Fontinalis Partners LLC  
Fox Corp.  
Girl Scouts of the United States of America  
Google Inc.  
Hana Financial  
Healthfirst Inc.  
International Organization of Securities Commissions  
JPMorgan Chase & Co.  
L'Oreal SA  
LegalZoom.com Inc.  
LexisNexis Group  
LinkedIn Corp.  
London Stock Exchange Group PLC  
Major Lindsey & Africa LLC  
MasterCard Inc.  
Mercedes-Benz  
Microsoft Corp.  
Moderna Inc.  
NASDAQ Inc.  
NBCUniversal Media LLC  
New York City Bar Association



privilege considerations this year, while courts and regulators offered some guidance on technology-assisted review and the movement of data across borders, say attorneys at Troutman Pepper and Boehringer Ingelheim.

[Read full article »](#)

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[Read full article »](#)

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[Read full article »](#)

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[Read full article »](#)

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#### **How GCs Can Prepare For The COVID-19 Vaccine Rollout**

New York State Bar Association

PG&E Corp.

Palantir Technologies Inc.

Pfizer Inc.

PricewaterhouseCoopers LLP

Qualtrics

Ruth's Hospitality Group, Inc.

Samsung Electronics Co. Ltd.

Skanska AB

Spotify Technology SA

Tax Foundation

The Boeing Co.

Tommy Bahama Group Inc.

Waste Management Inc.

Wells Fargo & Co.

Yahoo! Inc.

iHeartMedia Inc.

### LAW FIRMS

A&L Goodbody

Arnold & Porter

Arthur Cox

Bandas Law Firm

Boies Schiller

Cadwalader

Wickersham

Cohen & Grigsby

Davis Brown

Dentons

Dinsmore & Shohl

Eckert Seamans

Edelson PC

Faegre Drinker

Fenwick & West

Foley & Lardner

Fowler White Burnett

Fried Frank

Girardi & Keese



While there isn't a one-size-fits-all approach to how general counsel should handle the COVID-19 vaccine rollout, legal experts suggest most in-house teams strongly encourage — rather than mandate — immunization for their employees once the shots become more widely available.

[Read full article »](#)

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[Read full article »](#)

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Georgia's Cobb County announced Tuesday that it has suspended in-person jury trials and limited all in-person proceedings amid local spread of the coronavirus "at unprecedented levels."

[Read full article »](#)

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Since the pandemic forced courts to go virtual in March, fairness hearings held over Zoom have drawn more unrepresented objectors voicing their concerns about the adequacy of big-ticket, multidistrict litigation deals and class counsel fees, increasing the time and scrutiny judges give to settlement hearings.

[Read full article »](#)

### **Boies Schiller Atty Tapped As GC For Ruth's Chris**

An attorney at the Miami office of Boies Schiller Flexner LLP has left to join Ruth's Hospitality Group as senior vice president and general counsel.

[Read full article »](#)

### **iHeartMedia Promotes In-House Atty To GC Spot**

Radio giant iHeartMedia Inc. said Tuesday that the company's deputy general counsel will be promoted to general counsel.

[Read full article »](#)

### **Legal Tech Co. Ironclad Secures \$100M In Series D Round**

Digital contract management software company Ironclad is just shy of hitting unicorn status after securing its largest capital raise to date, confirming Tuesday to Law360 that it has raised \$100 million in Series D funding and is now worth just under \$1 billion.

[Read full article »](#)

### **Bankruptcy Judgeship Extension Bill Headed To Trump's Desk**

A bipartisan bill extending 25 temporary judgeships on the bankruptcy

Greenberg Traurig

Hawke McKeon

Hertz Schram

Hogan Lovells

Jones Day

Kaplan Hecker

Latham & Watkins

Mayer Brown

Mintz Levin

Monico & Spevack

Morgan Lewis

Morrison Cohen

Munger Tolles

Patterson Belknap

Perkins Coie

Quinn Emanuel

Radix Law

Robie & Matthai

Ropes & Gray

Shearman & Sterling

Shipman & Goodwin

Sirote & Permutt

Skadden Arps

Snell & Wilmer

Stradley Ronon

Stroock & Stroock

Swanson Martin

Troutman Pepper

Weil Gotshal

White & Case

#### **GOVERNMENT AGENCIES**

Bureau of Land Management

California Supreme Court

Centers for Disease Control and Prevention

Equal Employment Opportunity Commission

European Commission

European Union



bench is headed to the desk of President Donald J. Trump after the House of Representatives approved it late Monday night.

[Read full article »](#)

### **SDNY Extends Strauss' Term In Rare Stopgap Measure**

Audrey Strauss was formally appointed as U.S. attorney for the Southern District of New York on Tuesday in an unusual move seemingly aimed at bridging a five-day gap between the scheduled end of her term as acting U.S. attorney on Jan. 15 and Inauguration Day.

[Read full article »](#)

### **NYC Bar's Diversity And Inclusion Leader To Leave Post**

The New York City Bar's diversity and inclusion chief will leave her post this week, the association announced Monday.

[Read full article »](#)

#### **Q&A**

### **Boston Legal Diversity Group Aims To 'Turn A Corner' In 2021**

The Boston Lawyers Group has spent decades promoting the hiring and retention of legal talent of color in Hub, but the pandemic has forced it to get creative in order to fulfill its mission in a changed world, according to executive director Carolyn Golden Hebsgaard.

[Read full article »](#)

### **Shipman & Goodwin Taps 3 For 'Unique' Take On Leadership**

A Northeast firm announced it's shaking things up by electing a three-person leadership team to replace its retiring managing editor, in an effort to expand its footprint.

[Read full article »](#)

### **NJ In-Person Bar Exam Pass Rates On Par With Past 5 Years**

Despite the effects the coronavirus pandemic had on the New Jersey bar exam, two-thirds of applicants passed the exam in October, results consistent with the past five years.

[Read full article »](#)

### **Former NY Top Judges Back Courts In Retiring Older Judges**

Five former New York chief judges and chief administrative judges said the state constitution gives top state court officials ample authority to make "difficult" choices in forcing judges over the age of 70 into retirement, especially when budgetary constraints require it, according to an amicus brief filed late Monday.

[Read full article »](#)

### **Va. Judge Orders 'Sea Of Portraits Of White Judges' Removed**

Federal Bureau of Investigation

Federal Election Commission

Federal Emergency Management Agency

Federal Reserve System

Financial Crimes Enforcement Network

Food and Drug Administration

Georgia Supreme Court

Legal Services Corp.

Massachusetts Port Authority

New Jersey

Department of Health

New Jersey Supreme Court

New York State

Department of Financial Services

New York State Unified Court System

Occupational Safety and Health Administration

Pennsylvania General Assembly

Small Business Administration

U.S. Department of Commerce

U.S. Department of the Treasury

U.S. District Court for the District of Arizona

U.S. District Court for the District of New Jersey

U.S. District Court for the Middle District of Pennsylvania

U.S. District Court for the Northern District of California

A Virginia state judge ordered the portraits of past judges, almost all of whom are white, removed from his courtroom, finding that they could serve as symbols that suggest the courtroom has been a place administered "by whites for whites."

[Read full article »](#)

### **Calif. Clears Path For Retired Judges To Ease Case Backlog**

California's chief justice has devised a plan to address a mounting pile of criminal cases backlogged because of the pandemic by making it easier to bring back retired judges to oversee early decisions in some criminal cases.

[Read full article »](#)

### **Pa. Judge Partly Blocks Medical Malpractice Insurer Law**

A Pennsylvania federal judge on Tuesday partly blocked a law establishing more state control over a publicly created medical malpractice insurer, ruling that it's unconstitutional to force the group to use state funding and state lawyers.

[Read full article »](#)

### **Chase Ducks Firm's PPP Fee Suit Thanks To Unfiled Form**

An Arizona federal judge has dismissed a law firm's suit claiming JPMorgan Chase improperly withheld borrower's agent fees for its work on Paycheck Protection Program loans, saying the firm failed to fill out the proper paperwork to obtain the payout.

[Read full article »](#)

### **Coronavirus Regulations: A State-By-State Week In Review**

Moderna's COVID-19 vaccine on Friday became the second to receive emergency use authorization by the U.S. Food and Drug Administration, a development that came as state governments issued progress updates on the distribution of the Pfizer vaccine and unveiled plans to deliver the new one, with front-line health care workers prioritized.

[Read full article »](#)

## **JOBS**

[Search full listings](#) or [advertise your job opening](#)

#### **Corporate partner for NY office of well-known NY/NJ mid-sized firm**

Schoen Legal Search  
New York City, New York

#### **israel Dept of AMLAW 200 NY branch office seeks mid-level securities assoc**

Schoen Legal Search  
NYC, New York

#### **MID-LEVEL ASSOCIATE: Traditional Labor**

Epstein Becker & Green, P.C.  
Los Angeles, California

#### **Corporate partner for NY office of well-known NY/NJ mid-sized firm**

Schoen Legal Search  
New York City, New York

#### **Top ranked RE firm seeks up and coming RE Capital Mkts/RE Finance partner**

Schoen Legal Search  
New York, New York

#### **Paralegal - Product Liability (4-6 yrs)**

Gordon & Rees LLP  
New York, New York

[U.S. District Court for the Northern District of Illinois](#)

[U.S. District Court for the Southern District of New York](#)

[U.S. House of Representatives](#)

[U.S. Securities and Exchange Commission](#)

[U.S. Senate](#)

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## TRANSPORTATION

Wednesday, December 23, 2020



### TOP NEWS

#### **Uber Drivers' Predominance Issues Threaten Class Cert.**

A California federal judge overseeing Uber drivers' suit claiming the ride-hailing giant denied them minimum wage, overtime, and expense reimbursements, probed during a hearing Tuesday into whether their bid for class certification could get past predominance issues given that some drivers exclusively worked for Uber while others juggled multiple jobs.

[Read full article »](#)

#### **Congress Passes FAA Reform Bill Over 737 Max Crashes**

Bipartisan legislation mandating tighter controls on the Federal Aviation Administration's aircraft certification process, in response to two deadly Boeing 737 Max crashes that exposed gaps in government oversight and jet makers' outsized role in vetting their own aircraft safety, awaits President Donald Trump's signature.

[Read full article »](#)

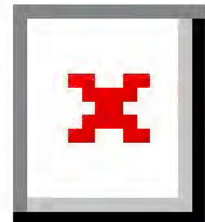
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A fifth family on Tuesday accused plaintiffs firm Girardi Keese of improperly taking funds from their settlement with Boeing Co., seeking to join four other sets of survivors of plane crash victims who were shorted at least \$2 million by the now-insolvent firm.

 [Motion attached](#) | [Read full article »](#)

#### **Northeast States, DC Join Cap-And-Invest Transportation Plan**

Massachusetts, Washington, D.C., Connecticut and Rhode Island have launched a cap-and-invest program aimed at slashing carbon emissions



### COMPANIES

[Alcoa Corp.](#)  
[Altman Weil Inc.](#)  
[American Bar Association](#)  
[American Trucking Associations Inc.](#)  
[Apple Inc.](#)  
[Arch Capital Group Ltd.](#)  
[BMW of North America LLC](#)  
[BTIG LLC](#)  
[Bank of America Corp.](#)  
[Barclays PLC](#)  
[Boehringer Ingelheim](#)

in the transportation sector while investing in cleaner transportation options.

[Read full article »](#)

### **Instacart Can Arbitrate Delivery Drivers' Wage Claims**

An Illinois federal judge decided Monday that a proposed class of delivery drivers and paid shoppers must individually arbitrate claims that Instacart misclassified them as independent contractors to avoid paying them minimum wage, overtime and other benefits.

📄 *Order attached* | [Read full article »](#)

## **GROUP OF THE YEAR**

### **Transportation Group Of The Year: Mayer Brown**

Mayer Brown LLP deftly negotiated unique financing arrangements for major highway improvement and toll road projects, such as the Gilcrease Expressway West in Tulsa, Oklahoma, landing the firm among Law360's Transportation Groups of the Year.

[Read full article »](#)

## **AUTOMOTIVE**

### **Navistar Can't Duck EPA's Clean Air Act Claims**

Because Navistar Inc. reaped economic benefits from Clean Air Act credits for its diesel engines that shouldn't have been granted, it can't avoid the U.S. Environmental Protection Agency's attempt to pursue CAA violations over those engines, an Illinois federal judge has ruled.

📄 *Order attached* | [Read full article »](#)

### **Mercedes Will Reimburse Drivers To End Paint Peeling Suit**

Mercedes-Benz USA LLC and Daimler AG have agreed to reimburse drivers who claim their cars had defective paint and to extend the vehicles' warranties, as part of a deal to end a class suit over the defect.

📄 *Motion attached* | [Read full article »](#)

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Sensor technology provider Ouster said Tuesday it has agreed to go public by merging with a special purpose acquisition company, in a \$1.9 billion deal guided by Latham & Watkins and White & Case.

[Read full article »](#)

## **MARITIME**

### **Lloyd's Underwriter Sues To Cap Yacht Payout At €6.5M**

A Lloyd's of London underwriter is suing a Maltese yachting company to cap its payout at €6.5 million (\$7.9 million) after the firm tried to recover the total cost of a damaged vessel under two policies worth a combined €37 million.

Vetmedica Inc.  
British Airways PLC  
CBL & Associates Properties, Inc.  
CEC Entertainment Inc.  
California Pizza Kitchen Inc.  
Century 21 Department Stores LLC  
Chesapeake Energy Corp.  
Citigroup Inc.  
Costco Wholesale Corp.  
Cox Enterprises Inc.  
Daimler AG  
Delta Air Lines Inc.  
Deutsche Bank AG  
Diamond Offshore Drilling Inc.  
DocuSign Inc.  
DoorDash Inc.  
Dynamex, Inc.  
Education Management Corporation  
Ethiopian Airlines Enterprise  
Facebook Inc.  
Fitbit Inc.  
Fontinalis Partners LLC  
Ford Motor Co.  
Fox Corp.  
Frontier Communications Corp.  
General Motors Co.  
Girl Scouts of the United States of America  
Gold's Gym International Inc.  
Google Inc.  
GrubHub Inc.  
Healthfirst Inc.  
Hertz Global Holdings Inc.



[Read full article »](#)

## EXPERT ANALYSIS

### **Biden Needs Congress' Help On Green Transportation Plans**

While some of President-elect Joe Biden's climate-oriented transportation priorities can be accomplished through executive action and regulations, others will require congressional authorization — and strong bipartisan interest in passing surface transportation reauthorization creates a window for significant progress, say attorneys at Arnold & Porter.

[Read full article »](#)

### **2020 Bankruptcy Trends And Sectors To Watch In 2021**

Following a slew of 2020 bankruptcies prompted by the COVID-19 crisis, uncertainty regarding the pace of economic recovery in 2021 could further intensify corporate stress and the need for deleveraging across an array of industries, say Suzanne Uhland and George Davis at Latham.

[Read full article »](#)

### **What Gov't Contracting Might Look Like Under Biden**

President-elect Joe Biden's campaign proposals provide a useful guide to his administration's priorities and some of the changes government contractors can expect, regardless of whether Biden's legislative efforts are hindered by a Republican-led Senate, say Joseph Berger and Thomas Mason at Thompson Hine.

[Read full article »](#)

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Former Skadden Arps Slate Meagher & Flom LLP attorney Alex van der

Honda Motor Co. Ltd.  
J.C. Penney Co. Inc.  
JPMorgan Chase & Co.  
L'Oreal SA  
LegalZoom.com Inc.  
LexisNexis Group  
Lord & Taylor LLC  
Lyft Inc.  
Major Lindsey & Africa LLC  
Maplebear Inc.  
MasterCard Inc.  
McDermott International Inc.  
Mercedes-Benz  
Microsoft Corp.  
Moderna Inc.  
Morgan Stanley  
NBCUniversal Media LLC  
Navistar International Corp.  
Neiman Marcus Group  
New York City Bar Association  
New York State Bar Association  
PG&E Corp.  
Palantir Technologies Inc.  
Pennsylvania Real Estate Investment Trust  
Pfizer Inc.  
Refinitiv US Holdings Inc.  
Ruth's Hospitality Group, Inc.  
S&P Global Inc.  
Samsung Electronics Co. Ltd.  
Stein Mart, Inc.  
Studio Movie Grill Concepts I Ltd.  
Tax Foundation  
The Boeing Co.



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Uber Technologies Inc.  
United Airlines Holdings Inc.  
Volkswagen AG  
Volvo Car Corp.  
Wells Fargo & Co.  
Yahoo! Inc.  
iHeartMedia Inc.

#### **LAW FIRMS**

Arnold & Porter  
Arns Law Firm  
Bandas Law Firm  
Billhorn Law Firm  
Blake Morgan LLP  
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Dentons  
Dinsmore & Shohl  
Eckert Seamans  
Edelson PC  
Faegre Drinker  
Fenwick & West  
Foley & Lardner  
Fowler White Burnett  
Fried Frank  
Gibson Dunn  
Girardi & Keese  
Greenberg Traurig  
Hawke McKeon  
Heninger Garrison  
Hertz Schram  
Hogan Lovells  
Jones Day  
Kaplan Hecker  
Keker Van Nest & Peters  
King & Spalding  
Latham & Watkins  
Lichten & Liss-Riordan  
Mayer Brown



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### **Boies Schiller Atty Tapped As GC For Ruth's Chris**

An attorney at the Miami office of Boies Schiller Flexner LLP has left to join Ruth's Hospitality Group as senior vice president and general counsel.

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### **iHeartMedia Promotes In-House Atty To GC Spot**

Radio giant iHeartMedia Inc. said Tuesday that the company's deputy general counsel will be promoted to general counsel.

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### **Legal Tech Co. Ironclad Secures \$100M In Series D Round**

Digital contract management software company Ironclad is just shy of hitting unicorn status after securing its largest capital raise to date, confirming Tuesday to Law360 that it has raised \$100 million in Series D funding and is now worth just under \$1 billion.

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### **Bankruptcy Judgeship Extension Bill Headed To Trump's Desk**

A bipartisan bill extending 25 temporary judgeships on the bankruptcy bench is headed to the desk of President Donald J. Trump after the House of Representatives approved it late Monday night.

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### **SDNY Extends Strauss' Term In Rare Stopgap Measure**

Audrey Strauss was formally appointed as U.S. attorney for the Southern District of New York on Tuesday in an unusual move seemingly aimed at bridging a five-day gap between the scheduled end of her term as acting U.S. attorney on Jan. 15 and Inauguration Day.

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### **NYC Bar's Diversity And Inclusion Leader To Leave Post**

The New York City Bar's diversity and inclusion chief will leave her post this week, the association announced Monday.

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#### **Q&A**

### **Boston Legal Diversity Group Aims To 'Turn A Corner' In 2021**

The Boston Lawyers Group has spent decades promoting the hiring and retention of legal talent of color in Hub, but the pandemic has forced it to get creative in order to fulfill its mission in a changed world, according to executive director Carolyn Golden Hebsgaard.

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### **Shipman & Goodwin Taps 3 For 'Unique' Take On Leadership**

Mintz Levin  
Monico & Spevack  
Morrison Cohen  
Munger Tolles  
Patterson Belknap  
Perkins Coie  
Quadrant Chambers  
Quinn Emanuel  
Radix Law  
Robie & Matthai  
Shipman & Goodwin  
Sirote & Permutt  
Skadden Arps  
Snell & Wilmer  
Stradley Ronon  
Stroock & Stroock  
Swanson Martin  
Thompson Hine  
Troutman Pepper  
Weil Gotshal  
White & Case

#### **GOVERNMENT AGENCIES**

Bureau of Land Management  
California Supreme Court  
Centers for Disease Control and Prevention  
Council on Environmental Quality  
Equal Employment Opportunity Commission  
European Commission  
European Union  
Executive Office of the President  
Federal Aviation Administration  
Federal Bureau of Investigation  
Federal Election Commission



A Northeast firm announced it's shaking things up by electing a three-person leadership team to replace its retiring managing editor, in an effort to expand its footprint.

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### **NJ In-Person Bar Exam Pass Rates On Par With Past 5 Years**

Despite the effects the coronavirus pandemic had on the New Jersey bar exam, two-thirds of applicants passed the exam in October, results consistent with the past five years.

[Read full article »](#)

### **Former NY Top Judges Back Courts In Retiring Older Judges**

Five former New York chief judges and chief administrative judges said the state constitution gives top state court officials ample authority to make "difficult" choices in forcing judges over the age of 70 into retirement, especially when budgetary constraints require it, according to an amicus brief filed late Monday.

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### **Va. Judge Orders 'Sea Of Portraits Of White Judges' Removed**

A Virginia state judge ordered the portraits of past judges, almost all of whom are white, removed from his courtroom, finding that they could serve as symbols that suggest the courtroom has been a place administered "by whites for whites."

[Read full article »](#)

### **Calif. Clears Path For Retired Judges To Ease Case Backlog**

California's chief justice has devised a plan to address a mounting pile of criminal cases backlogged because of the pandemic by making it easier to bring back retired judges to oversee early decisions in some criminal cases.

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### **Pa. Judge Partly Blocks Medical Malpractice Insurer Law**

A Pennsylvania federal judge on Tuesday partly blocked a law establishing more state control over a publicly created medical malpractice insurer, ruling that it's unconstitutional to force the group to use state funding and state lawyers.

[Read full article »](#)

### **Chase Ducks Firm's PPP Fee Suit Thanks To Unfiled Form**

An Arizona federal judge has dismissed a law firm's suit claiming JPMorgan Chase improperly withheld borrower's agent fees for its work on Paycheck Protection Program loans, saying the firm failed to fill out the proper paperwork to obtain the payout.

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Federal Emergency Management Agency

Food and Drug Administration

Georgia Supreme Court

Legal Services Corp.

National Aeronautics and Space Administration

National Highway Traffic Safety Administration

New Jersey Department of Health  
New Jersey Supreme Court

New York State Unified Court System

Occupational Safety and Health Administration

Oklahoma Department of Transportation

Pennsylvania General Assembly

Small Business Administration

U.S. Army

U.S. Army Corps of Engineers

U.S. Bankruptcy Court for the District of Delaware

U.S. Bankruptcy Court for the Southern District of New York

U.S. Department of Commerce

U.S. Department of Justice

U.S. Department of Transportation

U.S. Department of the Treasury

U.S. District Court for the District of Arizona

U.S. District Court for

## Coronavirus Regulations: A State-By-State Week In Review

Moderna's COVID-19 vaccine on Friday became the second to receive emergency use authorization by the U.S. Food and Drug Administration, a development that came as state governments issued progress updates on the distribution of the Pfizer vaccine and unveiled plans to deliver the new one, with front-line health care workers prioritized.

[Read full article »](#)

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**From:** notify@quickbase.com  
**Sent:** Wed, 23 Dec 2020 09:04:03 +0000  
**To:** jed.ross@dc.gov  
**Subject:** Your QuickBase subscription to audit report 'Audit reports More than 180 days'

Dear Jed Ross,

You are subscribed to report 'Audit reports More than 180 days' in the application ['Tracking Audit Recommendations: Audit Reports'](#).

**Tracking Audit Recommendations: Audit Reports**

Click [here](#) to see this report in Quick Base.

| Audit report Date is before '180 days ago' AND ...<br>23 Audit reports |                   |                     |   |                |              |                        |  |             |            |   |                 |                     |                   |                      |           |
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| Department   | Audit report Date | Audit report Number | Audit report Title  | Issuing Agency | Final Status | Recommendation Summary | Number of days overdue (past 6 months) | Fiscal Year | Due Date   | Explanation of Position   | Agency Response | ORM Completion Date | OIG Response Date | Agency Response Date | Follow Up |
| <a href="#">Department of Employment Services</a>                      | 04-18-2021        | DCA-41918           | DOES Lacks Policies and Procedures to Effectively Monitor D.C.'s First Source Program | DC A           | Open         |                        | -79                                    | 2018        | 10-16-2018 | For more than 30 years, the First Source Program (Program) was designed to be an import |                 |                     |                   |                      |           |













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|                                     |   |            |           |   |      | those charged with governance, our observations and recommendations to improve the District's internal controls and operations. Accordingly, this communication is not intended to be used for any other purpose. |  |      |      |       |  |  |  |  |  |
| <input checked="" type="checkbox"/> | <a href="#">Governance Management Recommendations</a> | 05-22-2018 | DCA 52218 | District Overtime Tops \$108 Million; Better Management and Hiring Permanent Staff Could Reduce Costs | ODCA | Open  | The District's overtime paid from local funds increased by 167 percent in six years, from \$40.5 million in FY | -766 | 2018 | 11-18 |  |  |  |  |  |

2011 to \$108.2 million in FY 2017, including 41 employees who more than doubled their annual salaries by working overtime. Major contributors were the Metropolitan Police Department and Fire and Emergency Medical Services Department, whose overtime use has been reviewed previously. Also experiencing increases were the Department of




Youth Rehabilitation Services (DYRS), the Department of Public Works (DPW), the Department of Forensic Sciences (DFS), and the Department of Corrections (DOC) whose policies and procedures were reviewed by ODCA. Insufficient permanent staff was a common element in three of the four agencies. For instance, DOC has seen extensive growth

in the District's inmate population from about 1,600 a few years ago to around 2,100 in September 2017. This growth has required DOC to create, through overtime, about 60 recurring posts daily for safety and security. DFS has kept up with growing responsibilities assigned to its Crime Scene Services Division using overtime. DPW has used existing staff on overtime for



parking enforcement along the Street Car route. At DYRS, unauthorized staff absences were a large contributor to overtime use, requiring other staff to work overtime to fill necessary positions. ODCA examined policies and practices on overtime documentation at the four agencies, and found instances of failure to comply with DCHR's



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|   | 10-2018 | 15FB        | e Times to Basic Life Support Calls Have Improved, but Contract Award and Administration Deficiencies Need to Be Addressed | n      |        |   | 7 |    | -  | 0 | 6 | - | 2 | 0 | 1 | 9 |   |   |   |  |
|  <a href="#">C. yvern</a><br> <a href="#">ent anag</a><br><a href="#">ement</a><br><a href="#">Recom</a><br><a href="#">menda</a><br><a href="#">tions</a> | 08-2018 | DCA 8220 18 | The District's Worksite Parking Program Treats Employees Inequitably and Could Increase Revenue                            | O DC A | O pe n | The Department of General Services (DGS) did not effectively manage the Worksite Parking Program, which led to inconsistent treatment of program participants, some free employee parking, and loss of revenue to the | - | 69 | 20 | 0 | 1 | - | 2 | 9 | - | 2 | 0 | 1 | 9 |  |

District. In addition, ODCA found internal control deficiencies that included a lack of supervisory reviews, segregation of duties, and program monitoring, and unreliable program data. For example, the inequitable treatment involved some employees parking for free at District-owned and leased facilities throughout the District while others paid for parking through

enrollment in the Workplace Parking Program . We also found instances when employees who parked for free should have been taxed on a portion of the parking benefits they received . Neither the Office of the Chief Financial Officer nor DGS took the initiative to address this disparity . While DGS created an infrastructure for the Workplace Parking

Program and collected \$2 million in revenue annually during FYs 2014 through 2016, it failed to collect at least \$331,684 from employees who received free parking and \$26,880 from DHCF, an agency that agreed to pay for parking on behalf of its employees. ODCA tallied these amounts from a sample of just six agencies and a review of agency

MOU payments, and we believe the amount of uncollected revenue is much larger. Our analysis also showed that if the District were to expand the program to additional facilities that currently provide parking spaces at no cost to employees, the District could generate an additional \$2 million to \$4 million in revenue annually. However



r, the internal control deficiencies identified in our report must first be addressed to minimize loss of revenue and the inequities we identified. Furthermore, the \$140 monthly fee that Worksite Parking Program participants pay equates to \$7 per day and is approximately 39% lower than the market rate for monthly parking. These low rates may be providing incentiv





required documentation to OCP for posting to the Awarded Contracts Database, and went on to state that this had occurred prior to the initiation of our engagement. We acknowledge that the contract is now posted on OCP's publicly-accessible website. However, DOEE should take steps to clear up the misconception identified during the course of this engagement.

ment; specifically, the DMPED contracting officer's belief that only sole-source contracts should be posted to the Awarded Contracts Database. As DOEE is reliant on external agencies to award contracts on its behalf, it is important to ensure that sound policies and procedures reside within DOEE to ensure other external partners appropriately

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|  |            |            |   |     |      | execute statutory responsibilities on its behalf. The OIG may review actions DOEE has taken in relation to this, or other contracts, in future engagements.                           |      |      |          |  |  |  |  |  |  |
| <a href="#">Department</a><br><a href="#">Services</a> | 19-01-2018 | 19-01-2018 | Evaluation of the Buzzard Point and St. Elizabeth's Solicitations | OIG | Open | In this report we made two recommendations to the Executive Office of the Mayor (EOM) and five recommendations to DGS. We provided EOM and DGS our draft report on August 1, 2018. We | -611 | 2018 | 042-2019 |  |  |  |  |  |  |







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|   |            |               |  |     |      | EOM's response on September 7, 2018 and DGS's response on September 25, 2018, included as Appendices C and D, respectively. |      |      |            |  |  |  |  |  |  |
| <a href="#">Office of the Chief Financial Officer</a> | 11-16-2018 | I 8-I - 22M A | Audit of the West End Library and Fire Station Maintenance Fund for the Period of October 1, 2016, through June 30, 2018 | OIG | Open | The OIG made 6 recommendations  | -588 | 2019 | 05-15-2019 |  |  |  |  |  |  |
| <a href="#">Department of General Services</a>        | 11-16-2018 | I 8-I - 22M A | Audit of the West End Library and Fire Station Maintenance Fund for the Period of October                                | OIG | Open | We provided the Department of General Services (DGS) and the Office of Chief Financial Officer                              | -588 | 2019 | 05-15-2019 |  |  |  |  |  |  |

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| <a href="#">Office of the Chief Technology Officer</a> | 04-09-2019 | 18-IT-0 | OCTO's Oversight of Information Technology Acquisitions Needs Improvement to Ensure the District Realizes Intended Benefits | OIG | Open | The OIG made 12 recommendations for the District to strengthen controls over project management and improve processes for reviewing and approving ITTS budgets and requisitions. | -444 | 2019 | 10062019 |  | We provided OCTO with our draft report on March 7, 2019, and received its responses on April 1, 2019. We acknowledge and commend OCTO for actively working with OCP to strengthen the District's IT acquisition systems and helping other District agencies understand the |  |  |  |  |

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|   |         |  |      |      |   |     |      |            |   |  | value of IT to their businesses processes and find enterprise-wide cost efficiencies. We appreciate that OCTO officials began addressing some of the findings immediately upon notification during the audit. |  |  |  |
| <input checked="" type="checkbox"/> <a href="#">Office of the Chief Financial Officer</a> | 11-2018 | Accuracy and Consistency Needed in Travel Advances and Reconciliations | ODCA | Open | This review was prompted by the personal experience of an employee of the Office of the D.C. Auditor (ODCA) | -62 | 2019 | 05-01-2019 | On November 2, 2018, we sent a draft copy of this report to the Office of the Chief Financial |  |   |  |  |  |

who, when completing an OCFO-created travel form after returning from government travel, discovered that the pre-filled formulas on the travel form miscalculated the amount due to the traveler, twice crediting the amount of the advance payment. The objective of this review was to determine whether District government employees who received travel

Officer (OCFO) for review and written comment. OCFO responded with comments on November 27, 2018. On November 5, 2018, we sent a draft copy of this report to the Office of the City Administrator (OCA) for review and written comment. OCA responded with comments on December 7, 2018. Agency comments are

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| <input checked="" type="checkbox"/> Department<br><input checked="" type="checkbox"/> Correct<br><a href="#">ions</a> | 02-28-2019 | ODC A 2/28/2019 | Poor Conditions Persist at Aging D.C. Jail; New Facility Needed to Mitigate Risks | Open | DC A | <p>#9632 ; DOC should take all steps necessary, including requesting additional funding if necessary, to achieve and maintain full compliance with all ACA and APHA requirements. #9632 ; The</p> | -48 | 2019 | 08-27-2019 |  | On December 21, 2018, we sent a draft copy of this report to the Department of Corrections (DOC) and the Department of Health (DOH) for review and written comment. |  |  |  |







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| <input checked="" type="checkbox"/> |                         |    |       |                |    |    |    | May       |    |    |   |  |  |  |  |  |  |  |  |  |  |  |
| <input checked="" type="checkbox"/> |                         |    |       |                |    |    |    | 2018      |    |    |   |  |  |  |  |  |  |  |  |  |  |  |
| <input checked="" type="checkbox"/> |                         |    |       |                |    |    |    | through   |    |    |   |  |  |  |  |  |  |  |  |  |  |  |
| <input checked="" type="checkbox"/> |                         |    |       |                |    |    |    | September |    |    |   |  |  |  |  |  |  |  |  |  |  |  |
| <input checked="" type="checkbox"/> |                         |    |       |                |    |    |    | 2018      |    |    |   |  |  |  |  |  |  |  |  |  |  |  |
| <input checked="" type="checkbox"/> |                         |    |       |                |    |    |    | that      |    |    |   |  |  |  |  |  |  |  |  |  |  |  |

2018,  
was  
collected during  
the  
fiscal  
year,  
but  
because  
the  
taxpayer  
did not  
indicate  
that the  
payments  
were  
for  
motor  
fuel  
taxes,  
the  
revenue  
was  
recorded as  
sales  
and use  
tax  
revenue  
. The  
July  
payment  
of  
\$127,586  
was  
collected;  
however  
, the tax  
return  
was not  
received  
, and  
therefore,  
the  
payment  
was  
not  
recorded as  
motor  
fuel



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|--|------------|------------|--|-----|------|---|------|------|------------|--|--|--|--|--|
|  |            |            |  |     |      | taxes. These payments had not been transferred to the Fund as of September 30, 2018. In addition, the September 30, 2018 payment of \$116,967 was incorrectly recognized in fiscal year 2019. |      |      |            |  |  |  |  |  |
| <input checked="" type="checkbox"/> Department | 04-03-2019 | 18-01-02KA | Contract Solicitation and Management Practices for Transportation Projects can be Improved | OIG | Open | The OIG made 10 recommendations for DDOT to enhance competition, use data more effectively, formalize cost estimates, and release unspent   | -450 | 2019 | 09-30-2019 |  | DDOT agreed with Recommendations 1, 2, 4, 5, 7, 8, 9, and 10. DDOT's actions taken and/or planned are responsive and meet the intent |  |  |  |







submission of Medicaid claims for reimbursement. The agency should also explore additional sources of funding for the program . 3. OSSE should continue the enhancement of the new data system to ensure data integrity and report reliability, particularly in the number of children who receive services and the number of service hours provide

ges as staff members changed during this period and institutional knowledge was lost. We acknowledge that the program has improved its budget processes over the past year. In addition, we found that OSSE did not have a working policy or methodology for estimating the number of young childre

d. OSSE should also monitor the impact brought about by any changes in funding to the number of service hours and participants in DC EIP. 4.

OSSE and OCP should continue to collaborate through

documented bi-weekly meetings and ensure that all contracts (Blanket Purchase Agreements, Human Care Agreements, and contract

n to receive DC EIP services annually for use in budget development. Without a comprehensive budget methodology, there was no means to connect the number of children being served with the funding needed to serve them. During the scope of our review we found that Medicaid reimbursement procedures

modifications) are fully executed with signatures and requirements and are compliant with applicable policies, laws, and regulations. 5. OSSE should strengthen its internal controls and develop written policies and procedures for a timely and documented invoice review, approval for payment of supported invoices, and provide training to relevant staff on

for the cost of services provided to manage care organization fee-for-service participants were not in effect so DC EIP bore this cost that could otherwise have been saved or funneled into the program. Our review found that there is a need to strengthen internal controls in OSSE's review, approval, and payme



those policies and procedures. 6. The OCFO and OSSE should work to ensure compliance with policies and procedures regarding booking of year-end accruals and obligations.

nt processes of invoices from service providers. Delayed payments to vendors should also be addressed and monitored because such delays can contribute to vendors' lack of confidence in OSSE's ability to meet financial obligations on time and cause a negative financial impact on their businesses.

ses. This could potentially impede the service providers ability to continue to do business with the District and could also hamper DC EIP's ability to retain qualified service providers. There also is a need to strengthen controls in executing contract agreements and modifications to ensure

that they are signed by all contracting parties and that key requirements are incorporated into the contract agreements and modifications. Lastly, we found that accruals booked in FY 2016 and FY 2017 were not supported with a detailed description of the methodology used for the estimation of





**From:** Yeung, Sam (ORM)  
**Sent:** Wed, 23 Dec 2020 05:50:49 +0000  
**To:** Stewart, Shaneah (EOM); Ross, Jed (ORM)  
**Subject:** RE: November 2020 FRP  
**Attachments:** FRP - RJO - FY21 02 NOVEMBER - Executive Summary.pdf 12.22.2020.pdf, FRP - RK0 - FY21 02 NOVEMBER - Executive Summary.pdf 12.22.2020.pdf, FRP - BG0 - FY21 02 NOVEMBER - Executive Summary.pdf 12.22.2020.pdf

See attached, signed FRPs.

**From:** Stewart, Shaneah (EOM) <Shaneah.Stewart@dc.gov>  
**Sent:** Tuesday, December 22, 2020 3:20 PM  
**To:** Ross, Jed (ORM) <jed.ross@dc.gov>  
**Cc:** Yeung, Sam (ORM) <Sam.Yeung@dc.gov>  
**Subject:** November 2020 FRP

Hi Jed,

Please review and sign the FRP's for Nov 2020.

2-534(e)

Thanks,  
Neah

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).













**From:** OCP PASS ADMIN  
**Sent:** Wed, 23 Dec 2020 00:00:41 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

 **CW4545** - **Risk Assessment and Impact Analysis**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4320** - **Drupal Platform Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4308** - **DCSS Application for Engineering and Logistics-NORTH ARROW INC.**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4223** - **CW35004- Midtown Personnel Inc. - Do not use Closed**  
2

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents No changes necessary. select button to clear.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4247** - **Quality Plan Administrators FY 16**  
6

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4311** - **Alabama Clinical Schools-Residential Treatment Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4556 - McAfee Professional Services (On-Site Support)**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4160 - DCSS - Furniture and Furniture Management Services - American Business Supplies, LLC**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4420 - FY16-T00-Splunk Dashboard**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4276 - Water Quality Monitoring at Two (2) District Engine Houses**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4426 - FY16\_GD0\_PostSec\_LiteracyPro**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** COI ATTACHED TO CW. THEY MEET ALL REQUIREMENTS OF THE CONTRACT.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4665 - District of Columbia Science Assessment Scoring**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4712 - DCPS DCSS CRS - Temp Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)




 **CW4562** - **DataMetrix RAC Contract Workspace (Procurement)**  
7

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4805** - **NextGen Enterprise Archiving**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4721** - **Network Access Control Implementation**  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856** - **Internet Service Provider**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Redesign for Long-Term Care Administration**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4774** - **Life and Disability Insurance**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4764** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Vaden**  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4638** - **OCTO Temporary Resources - ANC**  
0

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4859** - Provider Certification Review DDS DDA Liberty Healthcare  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4902** - DCAS Knowledge Transfer  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents  
7/1/16 - 7/1/17

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Blount  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Ruff  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4611** - DOT Trip Ticket Scanning Services  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents:  
Documents Systems Inc.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4768** - FY17\_GD0\_ODR Impartial Hearing Officer\_Seat  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


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 **CW4928** - SecureAuth IdP Multifactor Authentication  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




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 **CW5006** - **OCTO Blue Coat- Internet Proxy and SSL inspection**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW5246** - **Additional Medicaid Data Warehouse Development**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
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 **CW4995** - **Monitoring Services - Outlying Hotels**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW5054** - **Enlightened- OCTO HBX Competitive for Temporary Pesonnel**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW5583** - **IBM Mainframe License and Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5560** - **Home Care Chore Aides**  
1

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW5705** - **OSSE-Teaching & Learning-Restorative Practices**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

**From:** Yeung, Sam (ORM)  
**Sent:** Wed, 23 Dec 2020 04:44:10 +0000  
**To:** Arnic, Jennifer (EOM); Ross, Jed (ORM); Evans, Valerie (EOM)  
**Cc:** Hagin, Tammy (EOM)  
**Subject:** RE: Approved: November 2020 Mitchell Pharmacy Billings  
**Attachments:** DCORM\_November 2020 Invoice.pdf

Thanks Jennifer on the review. Definitely a concern on the brand drug Zyprexa, as the cost represented 17% of the total invoice.

See attached for signed invoice.

-Sam

---

**From:** Arnic, Jennifer (EOM) <Jennifer.Arnica@dc.gov>  
**Sent:** Tuesday, December 22, 2020 6:04 PM  
**To:** Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>  
**Cc:** Evans, Valerie (EOM) <valerie.evans@dc.gov>; Hagin, Tammy (EOM) <tammy.hagin2@dc.gov>  
**Subject:** Approved: November 2020 Mitchell Pharmacy Billings  
**Importance:** High

Good evening Jed & Sam,

I recommend payment to Mitchell in the amount of \$22,795.01 for the November pharmacy services per the attached invoice and supporting documentation. All is going well with the program. 13 of the 76 total prescriptions (17%) were filled as brand.

As identified last month, we are working on Claim # 0468-WC-76-0500001.

Also of note for this month is claim # 0468-WC-90-0500023 with Zyprexa. There is a generic available and I have instructed the team to inform all parties that ONLY the generic should be approved going forward.

Thank you,

**Jennifer Arnic**  
Program Administrator  
Public Sector Workers Compensation Program  
(202) 549-7034

---

**From:** Hagin, Tammy (EOM) <[tammy.hagin2@dc.gov](mailto:tammy.hagin2@dc.gov)>  
**Sent:** Monday, December 21, 2020 9:02 AM  
**To:** Arnic, Jennifer (EOM) <[Jennifer.Arnica@dc.gov](mailto:Jennifer.Arnica@dc.gov)>

**Cc:** Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>  
**Subject:** FW: November Pharmacy Billings

Good morning Jen,

The review and analysis of the November 2020 Mitchell Pharmacy invoice and back-up data is complete, resulting in no unanticipated concerns or issues. As previously discussed, the CE and NCM are reviewing the prescriptions for 2-534(a)(2) to determine which are authorized as it appears that some have continuously been filled and mailed without authorization updates. Payment of the \$22,795.01, invoiced for the November 2020 Mitchell Pharmacy, is recommended.

Regards,

Tammy Hagin  
Compliance Review Officer  
District of Columbia Government  
Office of Risk Management  
441 4<sup>th</sup> Street, NW, Suite 800 South  
Washington, DC 20001  
[Tammy.hagin2@dc.gov](mailto:Tammy.hagin2@dc.gov)  
202-724-2214

**From:** Nataly Serrano <[Nataly.Serrano@mitchell.com](mailto:Nataly.Serrano@mitchell.com)>  
**Sent:** Tuesday, December 15, 2020 1:45 PM  
**To:** Hagin, Tammy (EOM) <[tammy.hagin2@dc.gov](mailto:tammy.hagin2@dc.gov)>  
**Cc:** Teresa Cashen <[Teresa.Cashen@mitchell.com](mailto:Teresa.Cashen@mitchell.com)>; ScriptAdvisor AR <[ScriptAdvisorAR@Mitchell.com](mailto:ScriptAdvisorAR@Mitchell.com)>;  
Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>  
**Subject:** November Pharmacy Billings



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Hi Tammy,

I have attached the November pharmacy billings there are no ancillary billings.

Once the review has been completed please let me know so that I may upload to the DC Vendor website.

Have a great day!



mitchell

**Nataly Serrano**

Credit/Collections Support 3 | Pharmacy Solutions

(o) 949.335.1826 | (f) 949.945.2350 | [nataly.serrano@mitchell.com](mailto:nataly.serrano@mitchell.com)

Connect with us [LinkedIn](#) | [Twitter](#) | [YouTube](#) | [mitchell.com](http://mitchell.com)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](http://coronavirus.dc.gov).



Mitchell ScriptAdvisor

# STATEMENT

| Invoice Number |
|----------------|
| 11302020       |

| Invoice Date |
|--------------|
| 12/15/2020   |

| To:  |
|--|
| The District of Columbia's Public Sector Workers' Compensation Program (PSWCP)<br>One Judiciary Square<br>441 4th Street, NW Suite 800 South<br>Washington, DC 20001 |

| Description                                  | Billing Date Beginning | Billing Date End | Total # of Scripts / Items | Total # of Invoices | Total Amount Due |
|--|------------------------|------------------|----------------------------|---------------------|------------------|
| PBM Prescriptions Processed in November 2020 | 11/01/2020             | 11/30/2020       | 73                         | 51                  | \$22,795.01      |

**Total Amount Due:** \$22,795.01

Payments can be submitted to: Mitchell International, Inc.  
110 Theory, Suite 250  
Irvine, CA 92617

Contact for all Purposes:  
Ashley Snell  
Manager of Operations  
Ashley.Snell@Mitchell.com  
(949) 335-1788

**APPROVED**  
*By Sam Yeung at 11:42 pm, Dec 22, 2020*

**Mitchell International, Inc**

110 Theory, Ste# 250, Irvine, CA 92617  
p. (866) 846-9279 | f. (949) 271-4621 | [www.ScriptAdvisorCS@Mitchell.com](http://www.ScriptAdvisorCS@Mitchell.com)  
FEIN#: 94-3355101

**From:** Barbera, Charles (EOM)  
**Sent:** Wed, 23 Dec 2020 02:10:12 +0000  
**To:** Waters, Jane (EOM);Preston, Robert (EOM)  
**Cc:** Yeung, Sam (ORM);Ross, Jed (ORM)  
**Subject:** Re: URGENT ORM INSURANCE REVIEW REQUEST: DC Health Arizona  
Department of Human Services Cooperative Purchasing Agreement

2-534(e)

2-534(e)

**Jane C. Waters**  
*Insurance Program Administrator*  
Office of Risk Management (ORM)



























**From:** Arnic, Jennifer (EOM)  
**Sent:** Tue, 22 Dec 2020 23:04:05 +0000  
**To:** Ross, Jed (ORM);Yeung, Sam (ORM)  
**Cc:** Evans, Valerie (EOM);Hagin, Tammy (EOM)  
**Subject:** Approved: November 2020 Mitchell Pharmacy Billings  
**Attachments:** DCORM\_November 2020 Invoice.pdf, November\_Pharmacy Billings.xlsx  
**Importance:** High

Good evening Jed & Sam,

I recommend payment to Mitchell in the amount of \$22,795.01 for the November pharmacy services per the attached invoice and supporting documentation. All is going well with the program. 13 of the 76 total prescriptions (17%) were filled as brand.

As identified last month, we are working on Claim # 0468-WC-76-0500001.

Also of note for this month is claim # 0468-WC-90-0500023 with Zyprexa. There is a generic available and I have instructed the team to inform all parties that ONLY the generic should be approved going forward.

Thank you,

**Jennifer Arnic**  
Program Administrator  
Public Sector Workers Compensation Program  
(202) 549-7034

**From:** Hagin, Tammy (EOM) <tammy.hagin2@dc.gov>  
**Sent:** Monday, December 21, 2020 9:02 AM  
**To:** Arnic, Jennifer (EOM) <Jennifer.Arnica@dc.gov>  
**Cc:** Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Evans, Valerie (EOM) <valerie.evans@dc.gov>  
**Subject:** FW: November Pharmacy Billings

Good morning Jen,

The review and analysis of the November 2020 Mitchell Pharmacy invoice and back-up data is complete, resulting in no unanticipated concerns or issues. As previously discussed, the CE and NCM are reviewing the prescriptions for 2-534(a)(2) to determine which are authorized as it appears that some have continuously been filled and

mailed without authorization updates. Payment of the \$22,795.01, invoiced for the November 2020 Mitchell Pharmacy, is recommended.

Regards,

Tammy Hagin  
Compliance Review Officer  
District of Columbia Government  
Office of Risk Management  
441 4<sup>th</sup> Street, NW, Suite 800 South  
Washington, DC 20001  
[Tammy.hagin2@dc.gov](mailto:Tammy.hagin2@dc.gov)  
202-724-2214

---

**From:** Nataly Serrano <[Nataly.Serrano@mitchell.com](mailto:Nataly.Serrano@mitchell.com)>  
**Sent:** Tuesday, December 15, 2020 1:45 PM  
**To:** Hagin, Tammy (EOM) <[tammy.hagin2@dc.gov](mailto:tammy.hagin2@dc.gov)>  
**Cc:** Teresa Cashen <[Teresa.Cashen@mitchell.com](mailto:Teresa.Cashen@mitchell.com)>; ScriptAdvisor AR <[ScriptAdvisorAR@Mitchell.com](mailto:ScriptAdvisorAR@Mitchell.com)>; Evans, Valerie (EOM) <[valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)>  
**Subject:** November Pharmacy Billings

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Hi Tammy,

I have attached the November pharmacy billings there are no ancillary billings.

Once the review has been completed please let me know so that I may upload to the DC Vendor website.

Have a great day!



mitchell

**Nataly Serrano**

Credit/Collections Support 3 | Pharmacy Solutions

(o) 949.335.1826 | (f) 949.945.2350 | [nataly.serrano@mitchell.com](mailto:nataly.serrano@mitchell.com)

Connect with us [LinkedIn](#) | [Twitter](#) | [YouTube](#) | [mitchell.com](http://mitchell.com)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](http://coronavirus.dc.gov).



Mitchell ScriptAdvisor

# STATEMENT

|                       |
|-----------------------|
| <b>Invoice Number</b> |
| 11302020              |

|                     |
|---------------------|
| <b>Invoice Date</b> |
| 12/15/2020          |

|  |
|--|
| <b>To:</b>   |
| The District of Columbia's Public Sector Workers' Compensation Program (PSWCP)<br>One Judiciary Square<br>441 4th Street, NW Suite 800 South<br>Washington, DC 20001 |

| Description                                  | Billing Date Beginning | Billing Date End | Total # of Scripts / Items | Total # of Invoices | Total Amount Due |
|--|------------------------|------------------|----------------------------|---------------------|------------------|
| PBM Prescriptions Processed in November 2020 | 11/01/2020             | 11/30/2020       | 73                         | 51                  | \$22,795.01      |

**Total Amount Due:** \$22,795.01

Payments can be submitted to: Mitchell International, Inc.  
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Contact for all Purposes:  
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Manager of Operations  
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(949) 335-1788

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FEIN#: 94-3355101





**From:** Waters, Jane (EOM)  
**Sent:** Tue, 22 Dec 2020 22:44:06 +0000  
**To:** Barbera, Charles (EOM);Preston, Robert (EOM)  
**Cc:** Yeung, Sam (ORM);Ross, Jed (ORM)  
**Subject:** FW: URGENT ORM INSURANCE REVIEW REQUEST: DC Health Arizona  
Department of Human Services Cooperative Purchasing Agreement  
**Importance:** High

Charlie,

2-534(e)

Thanks - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

**From:** Barbera, Charles (EOM) <[charles.barbera@dc.gov](mailto:charles.barbera@dc.gov)>

**Sent:** Tuesday, December 22, 2020 11:15 AM

**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>; Preston, Robert (EOM) <[robert.preston@dc.gov](mailto:robert.preston@dc.gov)>

**Cc:** Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>

























**From:** Carlos, Melbert (EOM)  
**Sent:** Tue, 22 Dec 2020 21:48:17 +0000  
**To:** Carlos, Melbert (EOM)  
**Bcc:** ORM.Employees@dc.gov  
**Subject:** Mayor's Order 2020-127

**SENT IN BEHALF OF DIRECTOR ROSS:**

Dear ORM Team,

I hope this email finds you well. As always, I first want to say thank you to all of you for all the work you do during these times. The agency continues to operate at a high-level providing support to all our clients and partners thanks to our collective efforts.

In light of the rising number of COVID-19 cases in the District, the Mayor released a new Mayor's Order on December 18, 2020 (Mayor's Order 2020-127) that will take effect tomorrow, December 23, 2020 through January 15, 2021. The order has placed restrictions on most indoor related activities such as restaurant dining, museums, libraries, and others.

Furthermore, the order also mentioned the requirement for non-essential businesses to telework, except in-person staff needed to support minimum business operations. This section applies to government agencies such as ORM, and that's why I am writing today to remind everyone that if you do plan to come to the office to please consult with your Program Administrator first for them to evaluate the need of additional personnel in the office.

I would be remiss if I forget to give additional kudos to our essential staff that have been reporting and will continue to report to the office to support our daily operation. Thank you for your work and always remember to please stay safe and follow current health and social distancing guidelines.

In addition to the Mayor's Order 2020-127, I also would like to go over the changes with Mayor's Order 2020-110.

District government employees who do not reside in the District and travel to a high-risk area are not subject to the self-quarantine or testing requirements of Mayor's Order 2020-110 if they will be in the District for less than 24 hours. They still must self-monitor and cannot come to work if they have recently had close contact with someone diagnosed with COVID-19.

District government employees who reside in the District and who travel to a high-risk area are not subject to the self-quarantine or testing requirements of the Mayor's order if they are performing essential work, and if they have not been exposed to someone with COVID-19 through recent close contact. For the purposes of Mayor's Order 2020-110, the District government considers all employees who are physically reporting to work to be performing essential work, regardless of whether their position is formally designated as an essential or emergency position.

If you have any questions or need additional information please feel free to reach out to me, Sam, and Melbert. You may also find additional information on <https://coronavirus.dc.gov/> or DCHR's policy page at <https://edpm.dc.gov/issuances/human-resources-guidance-covid-19-emergency/>.



Have a wonderful and safe holiday season.

Thank you,  
Jed

---

*Thank you,*  
*Melbert Carlos*  
*Program Manager*  
*District of Columbia Office of Risk Management*  
441 4th Street, N.W., Suite 800S  
Washington, D.C. 20001  
Main: [\(202\) 727-8600](tel:2027278600)  
Direct: [\(202\) 727-7723](tel:2027277723)



For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Ross, Jed (ORM)  
**Sent:** Tue, 22 Dec 2020 21:41:28 +0000  
**To:** Carlos, Melbert (EOM);Yeung, Sam (ORM);Evans, Valerie (EOM);Krainak, Michael (EOM)  
**Subject:** RE: DRAFT: Email Communication for Mayor's Order 2020-127

I'm good for you to send out.

Much appreciated!

Thank you,

Jed Ross

Chief Risk Officer/Director

D.C. Office of Risk Management (ORM)

202-727-6056

----- Original message -----

From: "Carlos, Melbert (EOM)" <melbert.carlos2@dc.gov>

Date: 12/22/20 4:20 PM (GMT-05:00)

To: "Yeung, Sam (ORM)" <Sam.Yeung@dc.gov>, "Ross, Jed (ORM)" <jed.ross@dc.gov>,  
"Evans, Valerie (EOM)" <valerie.evans@dc.gov>, "Krainak, Michael (EOM)"

<Michael.Krainak@dc.gov>

Subject: RE: DRAFT: Email Communication for Mayor's Order 2020-127

Thank you for the feedback Sam.

Jed,

If you have no changes, would you like for me to send in your behalf the message, or is this something that you would like to come directly from you. Thank you in advance.

---

Dear ORM Team,

I hope this email finds you well. As always, I first want to say thank you to all of you for all the work you do during these times. The agency continues to operate at a high-level providing support to all our clients and partners thanks to our collective efforts.

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Have a wonderful and safe holiday season.

Thank you,  
Jed  
--

*Thank you,  
Melbert Carlos  
Program Manager  
District of Columbia Office of Risk Management  
441 4th Street, N.W., Suite 8005  
Washington, D.C. 20001  
Main: [\(202\) 727-8600](tel:(202)727-8600)  
Direct: [\(202\) 727-7723](tel:(202)727-7723)*



ent's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Carlos, Melbert (EOM)  
**Sent:** Tue, 22 Dec 2020 21:20:09 +0000  
**To:** Yeung, Sam (ORM); Ross, Jed (ORM); Evans, Valerie (EOM); Krainak, Michael (EOM)  
**Subject:** RE: DRAFT: Email Communication for Mayor's Order 2020-127

Thank you for the feedback Sam.

Jed,

If you have no changes, would you like for me to send in your behalf the message, or is this something that you would like to come directly from you. Thank you in advance.

---

Dear ORM Team,

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Have a wonderful and safe holiday season.

Thank you,

Jed

--

*Thank you,*

*Melbert Carlos*

*Program Manager*

*District of Columbia Office of Risk Management*

*441 4th Street, N.W., Suite 8005*

*Washington, D.C. 20001*

*Main: [\(202\) 727-8600](tel:(202)727-8600)*

*Direct: [\(202\) 727-7723](tel:(202)727-7723)*



ent's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Susana Suarez  
**Sent:** Tue, 22 Dec 2020 21:12:49 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** erikalee.turner@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** SCARBOROUGH-DRUMMOND, DEBRA (0468-WC-11-0500560)  
**Attachments:** Debra Scarborough-Drummond - OAH - Order Denying Claimant's Motion to Re-Open .pdf

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[https://live.origamirisk.com/Origami/Claims/view/67916?\\_account=DOC](https://live.origamirisk.com/Origami/Claims/view/67916?_account=DOC)

## **ORDER DENYING CLAIMANT'S MOTION TO REOPEN**

**ORDERED, that Claimant's motion to set aside the Final Order is DENIED**

Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

DEBRA SCARBOROUGH-DRUMMOND,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

D.C. DEPARTMENT OF YOUTH  
REHABILITATION SERVICES,  
Respondent/Employer.

Case No.: 2020-PSWC-00015

---

**ORDER DENYING CLAIMANT’S MOTION TO REOPEN**

Claimant Debra Scarborough-Drummond seeks to reopen this case after agreeing to a settlement. Although I am sympathetic to Claimant’s situation, I deny Claimant’s motion.

**I. BACKGROUND**

Claimant, an employee of the Department of Youth Rehabilitation Services, injured her spine in January 2011 when she fell while trying to break up a fight among a group of teenage boys. She was awarded temporary total disability (TTD) benefits by the Office of Risk Management (ORM) until January 28, 2020, when ORM issued a Notice of Determination terminating her TTD benefits. Claimant appealed the Determination to this administrative court.

On October 2, 2020, Claimant participated in a mediation facilitated by Judge Margaret Mangan. She agreed to a settlement with ORM and signed a settlement agreement (Agreement). On October 30, 2020, the parties filed a Joint Motion To Dismiss Case with Prejudice signed by Claimant. Respondents state that Claimant has been paid the sum provided in the Agreement. In



accord with the parties' request, I issued an order dismissing the case with prejudice on October 30, 2020.

On December 2, 2020, Claimant submitted an email asking to reopen her case. Claimant stated that she had not been represented by an attorney, that she "didn't understand everything that [Respondents] were saying," and she signed the agreement because she felt "pressured," because she "was worrying about how to keep a roof over my grandsons and my heads," and was "mentally and physically stressed out" because her health was deteriorating. Claimant says that she needs spinal surgery to avoid becoming paralyzed.

Respondents opposed Claimant's motion, asserting that that Claimant had an opportunity to review the Agreement before signing it, and never indicated that she misunderstood its terms. Moreover, Respondents note that the mediation was conducted under the guidance of an experienced Administrative Law Judge who was responsible for ensuring that the parties understood the outcome.

## **II. DISCUSSION**

### **A. A final order may only be vacated or changed for limited reasons.**

Once a final order is issued, a judge's discretion to change the final order is subject to serious limitations. If a party moves to vacate or change a final order within 10 days of when it is issued, the motion is considered to be a motion for reconsideration and the judge may change the final order for "any reason." OAH Rule 2828.5. But if, as here, a party waits more than 10 days before seeking to change a final order, the judge's discretion is limited. The motion is a motion for relief from a final order. OAH Rule 2827.7. Such a motion may be granted only for specified reasons, including, as relevant here:

- (a) Mistake, inadvertence, surprise, or excusable neglect.
- (c) Fraud, misrepresentation, or other misconduct of an adverse party.

OAH Rule 2828.10.

Claimant has not alleged facts to support any of these reasons to set aside the Final Order and the Agreement. Although Claimant suggests that her understanding of the Agreement was mistaken, she had ample opportunity to review the Agreement before signing it. She was not

surprised, and she has not alleged any facts that may be construed as excusable neglect. Nor has she asserted any facts that might constitute fraud, misrepresentation, or other misconduct by Respondents. She may have misjudged the benefits of the settlement, but there is no evidence that the settlement was misrepresented or that Respondents engaged in other misconduct.

**B. Settlements may only be set aside for compelling reasons.**

Decisions of the District of Columbia Court of Appeals establish that settlements can only be set aside for very serious, limited reasons. The Court emphasized in *Dyer v. Bilaal* that a party's subjective understanding of a settlement is irrelevant to its validity.<sup>1</sup>

Settlement agreements are construed under “general principles of contract law.” *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1142 (D.C. 1983) (quoting *Brown v. Brown*, 343 A.2d 59, 62 (D.C. 1975)). Accordingly, we enforce a valid and binding settlement just like “any other contract.” *Rommel v. West American Insurance Co.*, 158 A.2d 683, 684–85 (D.C. 1960).

This jurisdiction adheres to an “objective” law of contacts, meaning “the written language embodying the terms of an agreement will govern the rights and liabilities of the parties [regardless] of the intent of the parties at the time they entered into the contract, unless there is fraud, duress, or mutual mistake.” *DSP Venture Group, Inc. v. Allen*, 830 A.2d 850, 852 (D.C. 2003) . . . . In other words, a party's unexpressed intent is irrelevant if a contract is unambiguous.

The Court has also noted that “The law favors settlement of controversies . . . . [A]n agreement of the parties becomes the law of the case and its terms may not be enlarged or diminished by the court.”<sup>2</sup> “Although a court may set aside a stipulation [of settlement] where justice requires, parties generally are bound by their stipulations, and a stipulation deliberately entered into by parties for final disposition of their controversy ought not to be lightly set

---

<sup>1</sup> 983 A.2d 349, 354–55 (D.C. 2009):

<sup>2</sup> *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1141 (D.C. 1983).

aside.”<sup>3</sup> ““The general rule is that a compromise and settlement operates as a merger of and bars the right of recovery on any claim therein.”<sup>4</sup>

As the Court of Appeals noted in *Dyer*, notwithstanding the strong policy favoring settlement, a settlement agreement, like any contract, may be set aside in the rare case where a party is able to demonstrate that the settlement was procured by fraud, duress, or mutual mistake. Here, there is no evidence in the record of fraud or mutual mistake, and Claimant does not assert them in her motion. Instead, she states that nearly a month after she signed the agreement and accepted the settlement funds, she concluded that it was a mistake for her to agree to the settlement. But she was not mistaken about the terms of the settlement and the mistake was not mutual. Nor did the stress and worry that led her to execute the settlement constitute the level of coercion necessary to qualify as duress under the law. Duress is “any wrongful threat of one person by words or other conduct that induces another to enter a transaction under the influence of such fear as precludes him from exercising free will and judgment.”<sup>5</sup> Claimant does not assert that Respondents made any threats to her.

I sympathize with Claimant’s plight, one which is unfortunately shared by many other self-represented litigants before OAH. Without a lawyer, she was at a disadvantage negotiating against Respondents’ lawyers and claims specialists. But one of the fundamental principles of the rule of law is that parties should be bound by their agreements. Claimant may have misjudged the benefits that were offered to her, but there is no evidence that she misunderstood them or was intentionally deceived by Respondents.

### III. ORDER

Accordingly, it is

**ORDERED**, that Claimant’s motion to set aside the Final Order is **DENIED**; and it is further

<sup>3</sup> *Brown v. Hornstein*, 669 A.2d 139, 142 (D.C. 1996) (quoting *Goozh*, 462 A.2d at 1142, and *Maiatico v Novick*, 108 A.2d 540, 541 (D.C. 1954)).

<sup>4</sup> *Grand Hyatt Washington v. D.C. Dep’t of Emp’t Servs.*, 963 A.2d 142, 146 (D.C. 2008) (quoting *McGee v. Marbury*, 83 A.2d 152, 159 (D.C. 1951)).

<sup>5</sup> *Dyer*, 983 A.2d at 360 (quoting *Sind v. Pollin*, 356 A.2d 653, 656 (D.C. 1976) and Restatement of Contracts § 492 (1932)).



**After an administrative law judge has issued a Final Order, a party may ask the judge to change the Final Order and ask the District of Columbia Court of Appeals to change the Final Order. There are important time limitations described below for doing so.**

**HOW TO REQUEST THE ADMINISTRATIVE LAW JUDGE TO CHANGE THE FINAL ORDER**

Under certain limited circumstances and within certain time limits, a party may file a written request asking the administrative law judge to change a final order. OAH Rule 2828 explains the circumstances under which such a request may be made. Rule 2828 and other OAH rules are available at [www.oah.dc.gov](http://www.oah.dc.gov).

A request to change a final order does not affect the party's obligation to comply with the final order and to pay any fine or penalty. If a request to change a final order is received at OAH within 10 calendar days of the date the Final Order was filed (15 calendar days if OAH mailed the final order to you), the period for filing an appeal with the District of Columbia Court of Appeals does not begin to run until the Administrative Law Judge rules on the request. A request for a change in a final order will not be considered if it is received at OAH more than 120 calendar days of the date the Final Order was filed (125 calendar days if OAH mailed the Final Order to you).

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**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**

## **APPEAL RIGHTS**

If you disagree with this Compensation Order you may file an appeal, called an Application For Review, with the Compensation Review Board. The Compensation Review Board is a department within the Labor Standards Bureau of the District of Columbia Department of Employment Services. There is no charge for filing an Application For Review but there are certain procedures that must be followed for your appeal to be processed.

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1. An Application for Review, identifying the Compensation Order from which the petitioner appeals, the office that issued the Compensation Order and attaching a copy of the Compensation Order being appealed; and,
2. A Memorandum of Points and Authorities in support of the Application for Review, setting forth the legal and factual basis for the review.

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You must also send a paper copy to the Compensation Review Board of the Application for Review that you filed using the e-filing system. The Compensation Review Board's address is 4058 Minnesota Avenue, N.E., Washington, D.C. 20019. The paper copy of the document must be sent or delivered to the Compensation Review Board within 2 business days after it is e-filed.

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Questions regarding the procedure for filing an Application for Review can be sent to the CRB at [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov).



**Certificate of Service:**

**By First-Class Mail and Email where indicated:**

Debra Scarborough-Drummond

2-534(a)(2)

**By Email only:**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumnr.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

\_\_\_\_\_  
Clerk / Deputy Clerk



**From:** Susana Suarez  
**Sent:** Tue, 22 Dec 2020 21:12:49 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** erikalee.turner@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** SCARBOROUGH-DRUMMOND, DEBRA (0468-WC-11-0500560)  
**Attachments:** Debra Scarborough-Drummond - OAH - Order Denying Claimant's Motion to Re-Open .pdf

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## **ORDER DENYING CLAIMANT'S MOTION TO REOPEN**

**ORDERED, that Claimant's motion to set aside the Final Order is DENIED**

Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

DEBRA SCARBOROUGH-DRUMMOND,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

D.C. DEPARTMENT OF YOUTH  
REHABILITATION SERVICES,  
Respondent/Employer.

Case No.: 2020-PSWC-00015

---

**ORDER DENYING CLAIMANT’S MOTION TO REOPEN**

Claimant Debra Scarborough-Drummond seeks to reopen this case after agreeing to a settlement. Although I am sympathetic to Claimant’s situation, I deny Claimant’s motion.

**I. BACKGROUND**

Claimant, an employee of the Department of Youth Rehabilitation Services, injured her spine in January 2011 when she fell while trying to break up a fight among a group of teenage boys. She was awarded temporary total disability (TTD) benefits by the Office of Risk Management (ORM) until January 28, 2020, when ORM issued a Notice of Determination terminating her TTD benefits. Claimant appealed the Determination to this administrative court.

On October 2, 2020, Claimant participated in a mediation facilitated by Judge Margaret Mangan. She agreed to a settlement with ORM and signed a settlement agreement (Agreement). On October 30, 2020, the parties filed a Joint Motion To Dismiss Case with Prejudice signed by Claimant. Respondents state that Claimant has been paid the sum provided in the Agreement. In

accord with the parties' request, I issued an order dismissing the case with prejudice on October 30, 2020.

On December 2, 2020, Claimant submitted an email asking to reopen her case. Claimant stated that she had not been represented by an attorney, that she "didn't understand everything that [Respondents] were saying," and she signed the agreement because she felt "pressured," because she "was worrying about how to keep a roof over my grandsons and my heads," and was "mentally and physically stressed out" because her health was deteriorating. Claimant says that she needs spinal surgery to avoid becoming paralyzed.

Respondents opposed Claimant's motion, asserting that that Claimant had an opportunity to review the Agreement before signing it, and never indicated that she misunderstood its terms. Moreover, Respondents note that the mediation was conducted under the guidance of an experienced Administrative Law Judge who was responsible for ensuring that the parties understood the outcome.

## **II. DISCUSSION**

### **A. A final order may only be vacated or changed for limited reasons.**

Once a final order is issued, a judge's discretion to change the final order is subject to serious limitations. If a party moves to vacate or change a final order within 10 days of when it is issued, the motion is considered to be a motion for reconsideration and the judge may change the final order for "any reason." OAH Rule 2828.5. But if, as here, a party waits more than 10 days before seeking to change a final order, the judge's discretion is limited. The motion is a motion for relief from a final order. OAH Rule 2827.7. Such a motion may be granted only for specified reasons, including, as relevant here:

- (a) Mistake, inadvertence, surprise, or excusable neglect.
- (c) Fraud, misrepresentation, or other misconduct of an adverse party.

OAH Rule 2828.10.

Claimant has not alleged facts to support any of these reasons to set aside the Final Order and the Agreement. Although Claimant suggests that her understanding of the Agreement was mistaken, she had ample opportunity to review the Agreement before signing it. She was not

surprised, and she has not alleged any facts that may be construed as excusable neglect. Nor has she asserted any facts that might constitute fraud, misrepresentation, or other misconduct by Respondents. She may have misjudged the benefits of the settlement, but there is no evidence that the settlement was misrepresented or that Respondents engaged in other misconduct.

**B. Settlements may only be set aside for compelling reasons.**

Decisions of the District of Columbia Court of Appeals establish that settlements can only be set aside for very serious, limited reasons. The Court emphasized in *Dyer v. Bilaal* that a party's subjective understanding of a settlement is irrelevant to its validity.<sup>1</sup>

Settlement agreements are construed under “general principles of contract law.” *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1142 (D.C. 1983) (quoting *Brown v. Brown*, 343 A.2d 59, 62 (D.C. 1975)). Accordingly, we enforce a valid and binding settlement just like “any other contract.” *Rommel v. West American Insurance Co.*, 158 A.2d 683, 684–85 (D.C. 1960).

This jurisdiction adheres to an “objective” law of contacts, meaning “the written language embodying the terms of an agreement will govern the rights and liabilities of the parties [regardless] of the intent of the parties at the time they entered into the contract, unless there is fraud, duress, or mutual mistake.” *DSP Venture Group, Inc. v. Allen*, 830 A.2d 850, 852 (D.C. 2003) . . . . In other words, a party's unexpressed intent is irrelevant if a contract is unambiguous.

The Court has also noted that “The law favors settlement of controversies . . . . [A]n agreement of the parties becomes the law of the case and its terms may not be enlarged or diminished by the court.”<sup>2</sup> “Although a court may set aside a stipulation [of settlement] where justice requires, parties generally are bound by their stipulations, and a stipulation deliberately entered into by parties for final disposition of their controversy ought not to be lightly set

---

<sup>1</sup> 983 A.2d 349, 354–55 (D.C. 2009):

<sup>2</sup> *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1141 (D.C. 1983).

aside.”<sup>3</sup> ““The general rule is that a compromise and settlement operates as a merger of and bars the right of recovery on any claim therein.”<sup>4</sup>

As the Court of Appeals noted in *Dyer*, notwithstanding the strong policy favoring settlement, a settlement agreement, like any contract, may be set aside in the rare case where a party is able to demonstrate that the settlement was procured by fraud, duress, or mutual mistake. Here, there is no evidence in the record of fraud or mutual mistake, and Claimant does not assert them in her motion. Instead, she states that nearly a month after she signed the agreement and accepted the settlement funds, she concluded that it was a mistake for her to agree to the settlement. But she was not mistaken about the terms of the settlement and the mistake was not mutual. Nor did the stress and worry that led her to execute the settlement constitute the level of coercion necessary to qualify as duress under the law. Duress is “any wrongful threat of one person by words or other conduct that induces another to enter a transaction under the influence of such fear as precludes him from exercising free will and judgment.”<sup>5</sup> Claimant does not assert that Respondents made any threats to her.

I sympathize with Claimant’s plight, one which is unfortunately shared by many other self-represented litigants before OAH. Without a lawyer, she was at a disadvantage negotiating against Respondents’ lawyers and claims specialists. But one of the fundamental principles of the rule of law is that parties should be bound by their agreements. Claimant may have misjudged the benefits that were offered to her, but there is no evidence that she misunderstood them or was intentionally deceived by Respondents.

### III. ORDER

Accordingly, it is

**ORDERED**, that Claimant’s motion to set aside the Final Order is **DENIED**; and it is further

<sup>3</sup> *Brown v. Hornstein*, 669 A.2d 139, 142 (D.C. 1996) (quoting *Goozh*, 462 A.2d at 1142, and *Maiatico v Novick*, 108 A.2d 540, 541 (D.C. 1954)).

<sup>4</sup> *Grand Hyatt Washington v. D.C. Dep’t of Emp’t Servs.*, 963 A.2d 142, 146 (D.C. 2008) (quoting *McGee v. Marbury*, 83 A.2d 152, 159 (D.C. 1951)).

<sup>5</sup> *Dyer*, 983 A.2d at 360 (quoting *Sind v. Pollin*, 356 A.2d 653, 656 (D.C. 1976) and Restatement of Contracts § 492 (1932)).



**After an administrative law judge has issued a Final Order, a party may ask the judge to change the Final Order and ask the District of Columbia Court of Appeals to change the Final Order. There are important time limitations described below for doing so.**

**HOW TO REQUEST THE ADMINISTRATIVE LAW JUDGE TO CHANGE THE FINAL ORDER**

Under certain limited circumstances and within certain time limits, a party may file a written request asking the administrative law judge to change a final order. OAH Rule 2828 explains the circumstances under which such a request may be made. Rule 2828 and other OAH rules are available at [www.oah.dc.gov](http://www.oah.dc.gov).

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**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**



## **APPEAL RIGHTS**

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**Certificate of Service:**

**By First-Class Mail and Email where indicated:**

Debra Scarborough-Drummond

2-534(a)(2)

**By Email only:**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumnr.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

\_\_\_\_\_  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 22 Dec 2020 21:12:49 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** erikalee.turner@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** SCARBOROUGH-DRUMMOND, DEBRA (0468-WC-11-0500560)  
**Attachments:** Debra Scarborough-Drummond - OAH - Order Denying Claimant's Motion to Re-Open .pdf

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## **ORDER DENYING CLAIMANT'S MOTION TO REOPEN**

**ORDERED, that Claimant's motion to set aside the Final Order is DENIED**

Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

DEBRA SCARBOROUGH-DRUMMOND,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

D.C. DEPARTMENT OF YOUTH  
REHABILITATION SERVICES,  
Respondent/Employer.

Case No.: 2020-PSWC-00015

---

**ORDER DENYING CLAIMANT’S MOTION TO REOPEN**

Claimant Debra Scarborough-Drummond seeks to reopen this case after agreeing to a settlement. Although I am sympathetic to Claimant’s situation, I deny Claimant’s motion.

**I. BACKGROUND**

Claimant, an employee of the Department of Youth Rehabilitation Services, injured her spine in January 2011 when she fell while trying to break up a fight among a group of teenage boys. She was awarded temporary total disability (TTD) benefits by the Office of Risk Management (ORM) until January 28, 2020, when ORM issued a Notice of Determination terminating her TTD benefits. Claimant appealed the Determination to this administrative court.

On October 2, 2020, Claimant participated in a mediation facilitated by Judge Margaret Mangan. She agreed to a settlement with ORM and signed a settlement agreement (Agreement). On October 30, 2020, the parties filed a Joint Motion To Dismiss Case with Prejudice signed by Claimant. Respondents state that Claimant has been paid the sum provided in the Agreement. In

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Respondents opposed Claimant's motion, asserting that that Claimant had an opportunity to review the Agreement before signing it, and never indicated that she misunderstood its terms. Moreover, Respondents note that the mediation was conducted under the guidance of an experienced Administrative Law Judge who was responsible for ensuring that the parties understood the outcome.

## **II. DISCUSSION**

### **A. A final order may only be vacated or changed for limited reasons.**

Once a final order is issued, a judge's discretion to change the final order is subject to serious limitations. If a party moves to vacate or change a final order within 10 days of when it is issued, the motion is considered to be a motion for reconsideration and the judge may change the final order for "any reason." OAH Rule 2828.5. But if, as here, a party waits more than 10 days before seeking to change a final order, the judge's discretion is limited. The motion is a motion for relief from a final order. OAH Rule 2827.7. Such a motion may be granted only for specified reasons, including, as relevant here:

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- (c) Fraud, misrepresentation, or other misconduct of an adverse party.

OAH Rule 2828.10.

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surprised, and she has not alleged any facts that may be construed as excusable neglect. Nor has she asserted any facts that might constitute fraud, misrepresentation, or other misconduct by Respondents. She may have misjudged the benefits of the settlement, but there is no evidence that the settlement was misrepresented or that Respondents engaged in other misconduct.

**B. Settlements may only be set aside for compelling reasons.**

Decisions of the District of Columbia Court of Appeals establish that settlements can only be set aside for very serious, limited reasons. The Court emphasized in *Dyer v. Bilaal* that a party's subjective understanding of a settlement is irrelevant to its validity.<sup>1</sup>

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This jurisdiction adheres to an “objective” law of contacts, meaning “the written language embodying the terms of an agreement will govern the rights and liabilities of the parties [regardless] of the intent of the parties at the time they entered into the contract, unless there is fraud, duress, or mutual mistake.” *DSP Venture Group, Inc. v. Allen*, 830 A.2d 850, 852 (D.C. 2003) . . . . In other words, a party's unexpressed intent is irrelevant if a contract is unambiguous.

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As the Court of Appeals noted in *Dyer*, notwithstanding the strong policy favoring settlement, a settlement agreement, like any contract, may be set aside in the rare case where a party is able to demonstrate that the settlement was procured by fraud, duress, or mutual mistake. Here, there is no evidence in the record of fraud or mutual mistake, and Claimant does not assert them in her motion. Instead, she states that nearly a month after she signed the agreement and accepted the settlement funds, she concluded that it was a mistake for her to agree to the settlement. But she was not mistaken about the terms of the settlement and the mistake was not mutual. Nor did the stress and worry that led her to execute the settlement constitute the level of coercion necessary to qualify as duress under the law. Duress is “any wrongful threat of one person by words or other conduct that induces another to enter a transaction under the influence of such fear as precludes him from exercising free will and judgment.”<sup>5</sup> Claimant does not assert that Respondents made any threats to her.

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### III. ORDER

Accordingly, it is

**ORDERED**, that Claimant’s motion to set aside the Final Order is **DENIED**; and it is further

<sup>3</sup> *Brown v. Hornstein*, 669 A.2d 139, 142 (D.C. 1996) (quoting *Goozh*, 462 A.2d at 1142, and *Maiatico v Novick*, 108 A.2d 540, 541 (D.C. 1954)).

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Questions regarding the procedure for filing an Application for Review can be sent to the CRB at [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov).

**Certificate of Service:**

**By First-Class Mail and Email where indicated:**

Debra Scarborough-Drummond  
2-534(a)(2)



**By Email only:**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumnr.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

\_\_\_\_\_  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 22 Dec 2020 21:12:49 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** erikalee.turner@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** SCARBOROUGH-DRUMMOND, DEBRA (0468-WC-11-0500560)  
**Attachments:** Debra Scarborough-Drummond - OAH - Order Denying Claimant's Motion to Re-Open .pdf

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## **ORDER DENYING CLAIMANT'S MOTION TO REOPEN**

**ORDERED, that Claimant's motion to set aside the Final Order is DENIED**

Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

DEBRA SCARBOROUGH-DRUMMOND,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

D.C. DEPARTMENT OF YOUTH  
REHABILITATION SERVICES,  
Respondent/Employer.

Case No.: 2020-PSWC-00015

---

**ORDER DENYING CLAIMANT’S MOTION TO REOPEN**

Claimant Debra Scarborough-Drummond seeks to reopen this case after agreeing to a settlement. Although I am sympathetic to Claimant’s situation, I deny Claimant’s motion.

**I. BACKGROUND**

Claimant, an employee of the Department of Youth Rehabilitation Services, injured her spine in January 2011 when she fell while trying to break up a fight among a group of teenage boys. She was awarded temporary total disability (TTD) benefits by the Office of Risk Management (ORM) until January 28, 2020, when ORM issued a Notice of Determination terminating her TTD benefits. Claimant appealed the Determination to this administrative court.

On October 2, 2020, Claimant participated in a mediation facilitated by Judge Margaret Mangan. She agreed to a settlement with ORM and signed a settlement agreement (Agreement). On October 30, 2020, the parties filed a Joint Motion To Dismiss Case with Prejudice signed by Claimant. Respondents state that Claimant has been paid the sum provided in the Agreement. In



accord with the parties' request, I issued an order dismissing the case with prejudice on October 30, 2020.

On December 2, 2020, Claimant submitted an email asking to reopen her case. Claimant stated that she had not been represented by an attorney, that she "didn't understand everything that [Respondents] were saying," and she signed the agreement because she felt "pressured," because she "was worrying about how to keep a roof over my grandsons and my heads," and was "mentally and physically stressed out" because her health was deteriorating. Claimant says that she needs spinal surgery to avoid becoming paralyzed.

Respondents opposed Claimant's motion, asserting that that Claimant had an opportunity to review the Agreement before signing it, and never indicated that she misunderstood its terms. Moreover, Respondents note that the mediation was conducted under the guidance of an experienced Administrative Law Judge who was responsible for ensuring that the parties understood the outcome.

## **II. DISCUSSION**

### **A. A final order may only be vacated or changed for limited reasons.**

Once a final order is issued, a judge's discretion to change the final order is subject to serious limitations. If a party moves to vacate or change a final order within 10 days of when it is issued, the motion is considered to be a motion for reconsideration and the judge may change the final order for "any reason." OAH Rule 2828.5. But if, as here, a party waits more than 10 days before seeking to change a final order, the judge's discretion is limited. The motion is a motion for relief from a final order. OAH Rule 2827.7. Such a motion may be granted only for specified reasons, including, as relevant here:

- (a) Mistake, inadvertence, surprise, or excusable neglect.
- (c) Fraud, misrepresentation, or other misconduct of an adverse party.

OAH Rule 2828.10.

Claimant has not alleged facts to support any of these reasons to set aside the Final Order and the Agreement. Although Claimant suggests that her understanding of the Agreement was mistaken, she had ample opportunity to review the Agreement before signing it. She was not



surprised, and she has not alleged any facts that may be construed as excusable neglect. Nor has she asserted any facts that might constitute fraud, misrepresentation, or other misconduct by Respondents. She may have misjudged the benefits of the settlement, but there is no evidence that the settlement was misrepresented or that Respondents engaged in other misconduct.

**B. Settlements may only be set aside for compelling reasons.**

Decisions of the District of Columbia Court of Appeals establish that settlements can only be set aside for very serious, limited reasons. The Court emphasized in *Dyer v. Bilaal* that a party's subjective understanding of a settlement is irrelevant to its validity.<sup>1</sup>

Settlement agreements are construed under “general principles of contract law.” *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1142 (D.C. 1983) (quoting *Brown v. Brown*, 343 A.2d 59, 62 (D.C. 1975)). Accordingly, we enforce a valid and binding settlement just like “any other contract.” *Rommel v. West American Insurance Co.*, 158 A.2d 683, 684–85 (D.C. 1960).

This jurisdiction adheres to an “objective” law of contacts, meaning “the written language embodying the terms of an agreement will govern the rights and liabilities of the parties [regardless] of the intent of the parties at the time they entered into the contract, unless there is fraud, duress, or mutual mistake.” *DSP Venture Group, Inc. v. Allen*, 830 A.2d 850, 852 (D.C. 2003) . . . . In other words, a party's unexpressed intent is irrelevant if a contract is unambiguous.

The Court has also noted that “The law favors settlement of controversies . . . . [A]n agreement of the parties becomes the law of the case and its terms may not be enlarged or diminished by the court.”<sup>2</sup> “Although a court may set aside a stipulation [of settlement] where justice requires, parties generally are bound by their stipulations, and a stipulation deliberately entered into by parties for final disposition of their controversy ought not to be lightly set

<sup>1</sup> 983 A.2d 349, 354–55 (D.C. 2009):

<sup>2</sup> *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1141 (D.C. 1983).

aside.”<sup>3</sup> ““The general rule is that a compromise and settlement operates as a merger of and bars the right of recovery on any claim therein.”<sup>4</sup>

As the Court of Appeals noted in *Dyer*, notwithstanding the strong policy favoring settlement, a settlement agreement, like any contract, may be set aside in the rare case where a party is able to demonstrate that the settlement was procured by fraud, duress, or mutual mistake. Here, there is no evidence in the record of fraud or mutual mistake, and Claimant does not assert them in her motion. Instead, she states that nearly a month after she signed the agreement and accepted the settlement funds, she concluded that it was a mistake for her to agree to the settlement. But she was not mistaken about the terms of the settlement and the mistake was not mutual. Nor did the stress and worry that led her to execute the settlement constitute the level of coercion necessary to qualify as duress under the law. Duress is “any wrongful threat of one person by words or other conduct that induces another to enter a transaction under the influence of such fear as precludes him from exercising free will and judgment.”<sup>5</sup> Claimant does not assert that Respondents made any threats to her.

I sympathize with Claimant’s plight, one which is unfortunately shared by many other self-represented litigants before OAH. Without a lawyer, she was at a disadvantage negotiating against Respondents’ lawyers and claims specialists. But one of the fundamental principles of the rule of law is that parties should be bound by their agreements. Claimant may have misjudged the benefits that were offered to her, but there is no evidence that she misunderstood them or was intentionally deceived by Respondents.

### III. ORDER

Accordingly, it is

**ORDERED**, that Claimant’s motion to set aside the Final Order is **DENIED**; and it is further

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<sup>3</sup> *Brown v. Hornstein*, 669 A.2d 139, 142 (D.C. 1996) (quoting *Goozh*, 462 A.2d at 1142, and *Maiatico v Novick*, 108 A.2d 540, 541 (D.C. 1954)).

<sup>4</sup> *Grand Hyatt Washington v. D.C. Dep’t of Emp’t Servs.*, 963 A.2d 142, 146 (D.C. 2008) (quoting *McGee v. Marbury*, 83 A.2d 152, 159 (D.C. 1951)).

<sup>5</sup> *Dyer*, 983 A.2d at 360 (quoting *Sind v. Pollin*, 356 A.2d 653, 656 (D.C. 1976) and Restatement of Contracts § 492 (1932)).



**After an administrative law judge has issued a Final Order, a party may ask the judge to change the Final Order and ask the District of Columbia Court of Appeals to change the Final Order. There are important time limitations described below for doing so.**

**HOW TO REQUEST THE ADMINISTRATIVE LAW JUDGE TO CHANGE THE FINAL ORDER**

Under certain limited circumstances and within certain time limits, a party may file a written request asking the administrative law judge to change a final order. OAH Rule 2828 explains the circumstances under which such a request may be made. Rule 2828 and other OAH rules are available at [www.oah.dc.gov](http://www.oah.dc.gov).

A request to change a final order does not affect the party's obligation to comply with the final order and to pay any fine or penalty. If a request to change a final order is received at OAH within 10 calendar days of the date the Final Order was filed (15 calendar days if OAH mailed the final order to you), the period for filing an appeal with the District of Columbia Court of Appeals does not begin to run until the Administrative Law Judge rules on the request. A request for a change in a final order will not be considered if it is received at OAH more than 120 calendar days of the date the Final Order was filed (125 calendar days if OAH mailed the Final Order to you).

**PLEASE NOTE: By the October 9, 2020 Order of the Chief Administrative Law Judge, all filing deadlines that would otherwise expire during the public health emergency, as declared by the Mayor, are suspended/tolled/extended. Upon the expiration of the public health emergency, the Chief Administrative Law Judge will issue an order ending the suspension/tolling/extension period and parties will have thirty calendar days to timely submit any outstanding filings.**

**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**

## **APPEAL RIGHTS**

If you disagree with this Compensation Order you may file an appeal, called an Application For Review, with the Compensation Review Board. The Compensation Review Board is a department within the Labor Standards Bureau of the District of Columbia Department of Employment Services. There is no charge for filing an Application For Review but there are certain procedures that must be followed for your appeal to be processed.

The Application For Review must be filed and received by the Compensation Review Board **within 30 days** from the date shown on this Compensation Order's Certificate of Service. An Application for Review must include the following:

1. An Application for Review, identifying the Compensation Order from which the petitioner appeals, the office that issued the Compensation Order and attaching a copy of the Compensation Order being appealed; and,
2. A Memorandum of Points and Authorities in support of the Application for Review, setting forth the legal and factual basis for the review.

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**Certificate of Service:**

**By First-Class Mail and Email where indicated:**

Debra Scarborough-Drummond

2-534(a)(2)

**By Email only:**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumnr.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

\_\_\_\_\_  
Clerk / Deputy Clerk



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**Cc:** erikalee.turner@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** SCARBOROUGH-DRUMMOND, DEBRA (0468-WC-11-0500560)  
**Attachments:** Debra Scarborough-Drummond - OAH - Order Denying Claimant's Motion to Re-Open .pdf

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## **ORDER DENYING CLAIMANT'S MOTION TO REOPEN**

**ORDERED, that Claimant's motion to set aside the Final Order is DENIED**

Thank you,  
Susana

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**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

DEBRA SCARBOROUGH-DRUMMOND,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

D.C. DEPARTMENT OF YOUTH  
REHABILITATION SERVICES,  
Respondent/Employer.

Case No.: 2020-PSWC-00015

---

**ORDER DENYING CLAIMANT’S MOTION TO REOPEN**

Claimant Debra Scarborough-Drummond seeks to reopen this case after agreeing to a settlement. Although I am sympathetic to Claimant’s situation, I deny Claimant’s motion.

**I. BACKGROUND**

Claimant, an employee of the Department of Youth Rehabilitation Services, injured her spine in January 2011 when she fell while trying to break up a fight among a group of teenage boys. She was awarded temporary total disability (TTD) benefits by the Office of Risk Management (ORM) until January 28, 2020, when ORM issued a Notice of Determination terminating her TTD benefits. Claimant appealed the Determination to this administrative court.

On October 2, 2020, Claimant participated in a mediation facilitated by Judge Margaret Mangan. She agreed to a settlement with ORM and signed a settlement agreement (Agreement). On October 30, 2020, the parties filed a Joint Motion To Dismiss Case with Prejudice signed by Claimant. Respondents state that Claimant has been paid the sum provided in the Agreement. In

accord with the parties' request, I issued an order dismissing the case with prejudice on October 30, 2020.

On December 2, 2020, Claimant submitted an email asking to reopen her case. Claimant stated that she had not been represented by an attorney, that she "didn't understand everything that [Respondents] were saying," and she signed the agreement because she felt "pressured," because she "was worrying about how to keep a roof over my grandsons and my heads," and was "mentally and physically stressed out" because her health was deteriorating. Claimant says that she needs spinal surgery to avoid becoming paralyzed.

Respondents opposed Claimant's motion, asserting that that Claimant had an opportunity to review the Agreement before signing it, and never indicated that she misunderstood its terms. Moreover, Respondents note that the mediation was conducted under the guidance of an experienced Administrative Law Judge who was responsible for ensuring that the parties understood the outcome.

## **II. DISCUSSION**

### **A. A final order may only be vacated or changed for limited reasons.**

Once a final order is issued, a judge's discretion to change the final order is subject to serious limitations. If a party moves to vacate or change a final order within 10 days of when it is issued, the motion is considered to be a motion for reconsideration and the judge may change the final order for "any reason." OAH Rule 2828.5. But if, as here, a party waits more than 10 days before seeking to change a final order, the judge's discretion is limited. The motion is a motion for relief from a final order. OAH Rule 2827.7. Such a motion may be granted only for specified reasons, including, as relevant here:

- (a) Mistake, inadvertence, surprise, or excusable neglect.
- (c) Fraud, misrepresentation, or other misconduct of an adverse party.

OAH Rule 2828.10.

Claimant has not alleged facts to support any of these reasons to set aside the Final Order and the Agreement. Although Claimant suggests that her understanding of the Agreement was mistaken, she had ample opportunity to review the Agreement before signing it. She was not

surprised, and she has not alleged any facts that may be construed as excusable neglect. Nor has she asserted any facts that might constitute fraud, misrepresentation, or other misconduct by Respondents. She may have misjudged the benefits of the settlement, but there is no evidence that the settlement was misrepresented or that Respondents engaged in other misconduct.

**B. Settlements may only be set aside for compelling reasons.**

Decisions of the District of Columbia Court of Appeals establish that settlements can only be set aside for very serious, limited reasons. The Court emphasized in *Dyer v. Bilaal* that a party's subjective understanding of a settlement is irrelevant to its validity.<sup>1</sup>

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As the Court of Appeals noted in *Dyer*, notwithstanding the strong policy favoring settlement, a settlement agreement, like any contract, may be set aside in the rare case where a party is able to demonstrate that the settlement was procured by fraud, duress, or mutual mistake. Here, there is no evidence in the record of fraud or mutual mistake, and Claimant does not assert them in her motion. Instead, she states that nearly a month after she signed the agreement and accepted the settlement funds, she concluded that it was a mistake for her to agree to the settlement. But she was not mistaken about the terms of the settlement and the mistake was not mutual. Nor did the stress and worry that led her to execute the settlement constitute the level of coercion necessary to qualify as duress under the law. Duress is “any wrongful threat of one person by words or other conduct that induces another to enter a transaction under the influence of such fear as precludes him from exercising free will and judgment.”<sup>5</sup> Claimant does not assert that Respondents made any threats to her.

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### III. ORDER

Accordingly, it is

**ORDERED**, that Claimant’s motion to set aside the Final Order is **DENIED**; and it is further

<sup>3</sup> *Brown v. Hornstein*, 669 A.2d 139, 142 (D.C. 1996) (quoting *Goozh*, 462 A.2d at 1142, and *Maiatico v Novick*, 108 A.2d 540, 541 (D.C. 1954)).

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**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**



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**Certificate of Service:**

**By First-Class Mail and Email where indicated:**

Debra Scarborough-Drummond

2-534(a)(2)

**By Email only:**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumur.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

\_\_\_\_\_  
Clerk / Deputy Clerk

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**Sent:** Tue, 22 Dec 2020 21:12:49 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** erikalee.turner@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** SCARBOROUGH-DRUMMOND, DEBRA (0468-WC-11-0500560)  
**Attachments:** Debra Scarborough-Drummond - OAH - Order Denying Claimant's Motion to Re-Open .pdf

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[https://live.origamirisk.com/Origami/Claims/view/67916?\\_account=DOC](https://live.origamirisk.com/Origami/Claims/view/67916?_account=DOC)

## **ORDER DENYING CLAIMANT'S MOTION TO REOPEN**

**ORDERED, that Claimant's motion to set aside the Final Order is DENIED**

Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

DEBRA SCARBOROUGH-DRUMMOND,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

D.C. DEPARTMENT OF YOUTH  
REHABILITATION SERVICES,  
Respondent/Employer.

Case No.: 2020-PSWC-00015

---

**ORDER DENYING CLAIMANT’S MOTION TO REOPEN**

Claimant Debra Scarborough-Drummond seeks to reopen this case after agreeing to a settlement. Although I am sympathetic to Claimant’s situation, I deny Claimant’s motion.

**I. BACKGROUND**

Claimant, an employee of the Department of Youth Rehabilitation Services, injured her spine in January 2011 when she fell while trying to break up a fight among a group of teenage boys. She was awarded temporary total disability (TTD) benefits by the Office of Risk Management (ORM) until January 28, 2020, when ORM issued a Notice of Determination terminating her TTD benefits. Claimant appealed the Determination to this administrative court.

On October 2, 2020, Claimant participated in a mediation facilitated by Judge Margaret Mangan. She agreed to a settlement with ORM and signed a settlement agreement (Agreement). On October 30, 2020, the parties filed a Joint Motion To Dismiss Case with Prejudice signed by Claimant. Respondents state that Claimant has been paid the sum provided in the Agreement. In

accord with the parties' request, I issued an order dismissing the case with prejudice on October 30, 2020.

On December 2, 2020, Claimant submitted an email asking to reopen her case. Claimant stated that she had not been represented by an attorney, that she "didn't understand everything that [Respondents] were saying," and she signed the agreement because she felt "pressured," because she "was worrying about how to keep a roof over my grandsons and my heads," and was "mentally and physically stressed out" because her health was deteriorating. Claimant says that she needs spinal surgery to avoid becoming paralyzed.

Respondents opposed Claimant's motion, asserting that that Claimant had an opportunity to review the Agreement before signing it, and never indicated that she misunderstood its terms. Moreover, Respondents note that the mediation was conducted under the guidance of an experienced Administrative Law Judge who was responsible for ensuring that the parties understood the outcome.

## **II. DISCUSSION**

### **A. A final order may only be vacated or changed for limited reasons.**

Once a final order is issued, a judge's discretion to change the final order is subject to serious limitations. If a party moves to vacate or change a final order within 10 days of when it is issued, the motion is considered to be a motion for reconsideration and the judge may change the final order for "any reason." OAH Rule 2828.5. But if, as here, a party waits more than 10 days before seeking to change a final order, the judge's discretion is limited. The motion is a motion for relief from a final order. OAH Rule 2827.7. Such a motion may be granted only for specified reasons, including, as relevant here:

- (a) Mistake, inadvertence, surprise, or excusable neglect.
- (c) Fraud, misrepresentation, or other misconduct of an adverse party.

OAH Rule 2828.10.

Claimant has not alleged facts to support any of these reasons to set aside the Final Order and the Agreement. Although Claimant suggests that her understanding of the Agreement was mistaken, she had ample opportunity to review the Agreement before signing it. She was not

surprised, and she has not alleged any facts that may be construed as excusable neglect. Nor has she asserted any facts that might constitute fraud, misrepresentation, or other misconduct by Respondents. She may have misjudged the benefits of the settlement, but there is no evidence that the settlement was misrepresented or that Respondents engaged in other misconduct.

**B. Settlements may only be set aside for compelling reasons.**

Decisions of the District of Columbia Court of Appeals establish that settlements can only be set aside for very serious, limited reasons. The Court emphasized in *Dyer v. Bilaal* that a party's subjective understanding of a settlement is irrelevant to its validity.<sup>1</sup>

Settlement agreements are construed under “general principles of contract law.” *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1142 (D.C. 1983) (quoting *Brown v. Brown*, 343 A.2d 59, 62 (D.C. 1975)). Accordingly, we enforce a valid and binding settlement just like “any other contract.” *Rommel v. West American Insurance Co.*, 158 A.2d 683, 684–85 (D.C. 1960).

This jurisdiction adheres to an “objective” law of contacts, meaning “the written language embodying the terms of an agreement will govern the rights and liabilities of the parties [regardless] of the intent of the parties at the time they entered into the contract, unless there is fraud, duress, or mutual mistake.” *DSP Venture Group, Inc. v. Allen*, 830 A.2d 850, 852 (D.C. 2003) . . . . In other words, a party's unexpressed intent is irrelevant if a contract is unambiguous.

The Court has also noted that “The law favors settlement of controversies . . . . [A]n agreement of the parties becomes the law of the case and its terms may not be enlarged or diminished by the court.”<sup>2</sup> “Although a court may set aside a stipulation [of settlement] where justice requires, parties generally are bound by their stipulations, and a stipulation deliberately entered into by parties for final disposition of their controversy ought not to be lightly set

<sup>1</sup> 983 A.2d 349, 354–55 (D.C. 2009):

<sup>2</sup> *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1141 (D.C. 1983).

aside.”<sup>3</sup> ““The general rule is that a compromise and settlement operates as a merger of and bars the right of recovery on any claim therein.”<sup>4</sup>

As the Court of Appeals noted in *Dyer*, notwithstanding the strong policy favoring settlement, a settlement agreement, like any contract, may be set aside in the rare case where a party is able to demonstrate that the settlement was procured by fraud, duress, or mutual mistake. Here, there is no evidence in the record of fraud or mutual mistake, and Claimant does not assert them in her motion. Instead, she states that nearly a month after she signed the agreement and accepted the settlement funds, she concluded that it was a mistake for her to agree to the settlement. But she was not mistaken about the terms of the settlement and the mistake was not mutual. Nor did the stress and worry that led her to execute the settlement constitute the level of coercion necessary to qualify as duress under the law. Duress is “any wrongful threat of one person by words or other conduct that induces another to enter a transaction under the influence of such fear as precludes him from exercising free will and judgment.”<sup>5</sup> Claimant does not assert that Respondents made any threats to her.

I sympathize with Claimant’s plight, one which is unfortunately shared by many other self-represented litigants before OAH. Without a lawyer, she was at a disadvantage negotiating against Respondents’ lawyers and claims specialists. But one of the fundamental principles of the rule of law is that parties should be bound by their agreements. Claimant may have misjudged the benefits that were offered to her, but there is no evidence that she misunderstood them or was intentionally deceived by Respondents.

### III. ORDER

Accordingly, it is

**ORDERED**, that Claimant’s motion to set aside the Final Order is **DENIED**; and it is further

<sup>3</sup> *Brown v. Hornstein*, 669 A.2d 139, 142 (D.C. 1996) (quoting *Goozh*, 462 A.2d at 1142, and *Maiatico v Novick*, 108 A.2d 540, 541 (D.C. 1954)).

<sup>4</sup> *Grand Hyatt Washington v. D.C. Dep’t of Emp’t Servs.*, 963 A.2d 142, 146 (D.C. 2008) (quoting *McGee v. Marbury*, 83 A.2d 152, 159 (D.C. 1951)).

<sup>5</sup> *Dyer*, 983 A.2d at 360 (quoting *Sind v. Pollin*, 356 A.2d 653, 656 (D.C. 1976) and Restatement of Contracts § 492 (1932)).





**After an administrative law judge has issued a Final Order, a party may ask the judge to change the Final Order and ask the District of Columbia Court of Appeals to change the Final Order. There are important time limitations described below for doing so.**

### **HOW TO REQUEST THE ADMINISTRATIVE LAW JUDGE TO CHANGE THE FINAL ORDER**

Under certain limited circumstances and within certain time limits, a party may file a written request asking the administrative law judge to change a final order. OAH Rule 2828 explains the circumstances under which such a request may be made. Rule 2828 and other OAH rules are available at [www.oah.dc.gov](http://www.oah.dc.gov).

A request to change a final order does not affect the party's obligation to comply with the final order and to pay any fine or penalty. If a request to change a final order is received at OAH within 10 calendar days of the date the Final Order was filed (15 calendar days if OAH mailed the final order to you), the period for filing an appeal with the District of Columbia Court of Appeals does not begin to run until the Administrative Law Judge rules on the request. A request for a change in a final order will not be considered if it is received at OAH more than 120 calendar days of the date the Final Order was filed (125 calendar days if OAH mailed the Final Order to you).

**PLEASE NOTE: By the October 9, 2020 Order of the Chief Administrative Law Judge, all filing deadlines that would otherwise expire during the public health emergency, as declared by the Mayor, are suspended/tolled/extended. Upon the expiration of the public health emergency, the Chief Administrative Law Judge will issue an order ending the suspension/tolling/extension period and parties will have thirty calendar days to timely submit any outstanding filings.**

**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**

## **APPEAL RIGHTS**

If you disagree with this Compensation Order you may file an appeal, called an Application For Review, with the Compensation Review Board. The Compensation Review Board is a department within the Labor Standards Bureau of the District of Columbia Department of Employment Services. There is no charge for filing an Application For Review but there are certain procedures that must be followed for your appeal to be processed.

The Application For Review must be filed and received by the Compensation Review Board **within 30 days** from the date shown on this Compensation Order's Certificate of Service. An Application for Review must include the following:

1. An Application for Review, identifying the Compensation Order from which the petitioner appeals, the office that issued the Compensation Order and attaching a copy of the Compensation Order being appealed; and,
2. A Memorandum of Points and Authorities in support of the Application for Review, setting forth the legal and factual basis for the review.

The Application for Review must be filed using the DOES AHD/CRB electronic filing system ("e-filing"). To use this free e-filing system you must register and have an account. The e-filing system and registration information is found at this web site: <http://efile.does.dc.gov>.

You must also send a paper copy to the Compensation Review Board of the Application for Review that you filed using the e-filing system. The Compensation Review Board's address is 4058 Minnesota Avenue, N.E., Washington, D.C. 20019. The paper copy of the document must be sent or delivered to the Compensation Review Board within 2 business days after it is e-filed.

More information regarding the procedure for filing an appeal can be found at the Compensation Review Board's website: <https://does.dc.gov/page/compensation-review-board>. The Compensation Review Board's staff can help you register for the e-filing system. To make an appointment for assistance, please call the Compensation Review Board at (202)-671-2394 or request an appointment using the Board's email: [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov). The Compensation Review Board's staff cannot give you legal advice nor can they extend the 30-day deadline for filing an appeal. Please make your appointment for assistance with enough time to meet this deadline.

Questions regarding the procedure for filing an Application for Review can be sent to the CRB at [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov).

**Certificate of Service:**

**By First-Class Mail and Email where indicated:**

Debra Scarborough-Drummond

2-534(a)(2)

**By Email only:**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section

**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumnr.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

\_\_\_\_\_  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 22 Dec 2020 21:12:49 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** erikalee.turner@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** SCARBOROUGH-DRUMMOND, DEBRA (0468-WC-11-0500560)  
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## **ORDER DENYING CLAIMANT'S MOTION TO REOPEN**

**ORDERED, that Claimant's motion to set aside the Final Order is DENIED**

Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

DEBRA SCARBOROUGH-DRUMMOND,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

D.C. DEPARTMENT OF YOUTH  
REHABILITATION SERVICES,  
Respondent/Employer.

Case No.: 2020-PSWC-00015

---

**ORDER DENYING CLAIMANT’S MOTION TO REOPEN**

Claimant Debra Scarborough-Drummond seeks to reopen this case after agreeing to a settlement. Although I am sympathetic to Claimant’s situation, I deny Claimant’s motion.

**I. BACKGROUND**

Claimant, an employee of the Department of Youth Rehabilitation Services, injured her spine in January 2011 when she fell while trying to break up a fight among a group of teenage boys. She was awarded temporary total disability (TTD) benefits by the Office of Risk Management (ORM) until January 28, 2020, when ORM issued a Notice of Determination terminating her TTD benefits. Claimant appealed the Determination to this administrative court.

On October 2, 2020, Claimant participated in a mediation facilitated by Judge Margaret Mangan. She agreed to a settlement with ORM and signed a settlement agreement (Agreement). On October 30, 2020, the parties filed a Joint Motion To Dismiss Case with Prejudice signed by Claimant. Respondents state that Claimant has been paid the sum provided in the Agreement. In

accord with the parties' request, I issued an order dismissing the case with prejudice on October 30, 2020.

On December 2, 2020, Claimant submitted an email asking to reopen her case. Claimant stated that she had not been represented by an attorney, that she "didn't understand everything that [Respondents] were saying," and she signed the agreement because she felt "pressured," because she "was worrying about how to keep a roof over my grandsons and my heads," and was "mentally and physically stressed out" because her health was deteriorating. Claimant says that she needs spinal surgery to avoid becoming paralyzed.

Respondents opposed Claimant's motion, asserting that that Claimant had an opportunity to review the Agreement before signing it, and never indicated that she misunderstood its terms. Moreover, Respondents note that the mediation was conducted under the guidance of an experienced Administrative Law Judge who was responsible for ensuring that the parties understood the outcome.

## **II. DISCUSSION**

### **A. A final order may only be vacated or changed for limited reasons.**

Once a final order is issued, a judge's discretion to change the final order is subject to serious limitations. If a party moves to vacate or change a final order within 10 days of when it is issued, the motion is considered to be a motion for reconsideration and the judge may change the final order for "any reason." OAH Rule 2828.5. But if, as here, a party waits more than 10 days before seeking to change a final order, the judge's discretion is limited. The motion is a motion for relief from a final order. OAH Rule 2827.7. Such a motion may be granted only for specified reasons, including, as relevant here:

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surprised, and she has not alleged any facts that may be construed as excusable neglect. Nor has she asserted any facts that might constitute fraud, misrepresentation, or other misconduct by Respondents. She may have misjudged the benefits of the settlement, but there is no evidence that the settlement was misrepresented or that Respondents engaged in other misconduct.

**B. Settlements may only be set aside for compelling reasons.**

Decisions of the District of Columbia Court of Appeals establish that settlements can only be set aside for very serious, limited reasons. The Court emphasized in *Dyer v. Bilaal* that a party's subjective understanding of a settlement is irrelevant to its validity.<sup>1</sup>

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### III. ORDER

Accordingly, it is

**ORDERED**, that Claimant’s motion to set aside the Final Order is **DENIED**; and it is further

<sup>3</sup> *Brown v. Hornstein*, 669 A.2d 139, 142 (D.C. 1996) (quoting *Goozh*, 462 A.2d at 1142, and *Maiatico v Novick*, 108 A.2d 540, 541 (D.C. 1954)).

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**Certificate of Service:**

**By First-Class Mail and Email where indicated:**

Debra Scarborough-Drummond

2-534(a)(2)

**By Email only:**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumnr.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

\_\_\_\_\_  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 22 Dec 2020 21:12:49 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** erikalee.turner@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** SCARBOROUGH-DRUMMOND, DEBRA (0468-WC-11-0500560)  
**Attachments:** Debra Scarborough-Drummond - OAH - Order Denying Claimant's Motion to Re-Open .pdf

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## **ORDER DENYING CLAIMANT'S MOTION TO REOPEN**

**ORDERED, that Claimant's motion to set aside the Final Order is DENIED**

Thank you,  
Susana

Replies to this email message will be saved with our email records.



**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

DEBRA SCARBOROUGH-DRUMMOND,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

D.C. DEPARTMENT OF YOUTH  
REHABILITATION SERVICES,  
Respondent/Employer.

Case No.: 2020-PSWC-00015

---

**ORDER DENYING CLAIMANT’S MOTION TO REOPEN**

Claimant Debra Scarborough-Drummond seeks to reopen this case after agreeing to a settlement. Although I am sympathetic to Claimant’s situation, I deny Claimant’s motion.

**I. BACKGROUND**

Claimant, an employee of the Department of Youth Rehabilitation Services, injured her spine in January 2011 when she fell while trying to break up a fight among a group of teenage boys. She was awarded temporary total disability (TTD) benefits by the Office of Risk Management (ORM) until January 28, 2020, when ORM issued a Notice of Determination terminating her TTD benefits. Claimant appealed the Determination to this administrative court.

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accord with the parties' request, I issued an order dismissing the case with prejudice on October 30, 2020.

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Respondents opposed Claimant's motion, asserting that that Claimant had an opportunity to review the Agreement before signing it, and never indicated that she misunderstood its terms. Moreover, Respondents note that the mediation was conducted under the guidance of an experienced Administrative Law Judge who was responsible for ensuring that the parties understood the outcome.

## **II. DISCUSSION**

### **A. A final order may only be vacated or changed for limited reasons.**

Once a final order is issued, a judge's discretion to change the final order is subject to serious limitations. If a party moves to vacate or change a final order within 10 days of when it is issued, the motion is considered to be a motion for reconsideration and the judge may change the final order for "any reason." OAH Rule 2828.5. But if, as here, a party waits more than 10 days before seeking to change a final order, the judge's discretion is limited. The motion is a motion for relief from a final order. OAH Rule 2827.7. Such a motion may be granted only for specified reasons, including, as relevant here:

- (a) Mistake, inadvertence, surprise, or excusable neglect.
- (c) Fraud, misrepresentation, or other misconduct of an adverse party.

OAH Rule 2828.10.

Claimant has not alleged facts to support any of these reasons to set aside the Final Order and the Agreement. Although Claimant suggests that her understanding of the Agreement was mistaken, she had ample opportunity to review the Agreement before signing it. She was not

surprised, and she has not alleged any facts that may be construed as excusable neglect. Nor has she asserted any facts that might constitute fraud, misrepresentation, or other misconduct by Respondents. She may have misjudged the benefits of the settlement, but there is no evidence that the settlement was misrepresented or that Respondents engaged in other misconduct.

**B. Settlements may only be set aside for compelling reasons.**

Decisions of the District of Columbia Court of Appeals establish that settlements can only be set aside for very serious, limited reasons. The Court emphasized in *Dyer v. Bilaal* that a party's subjective understanding of a settlement is irrelevant to its validity.<sup>1</sup>

Settlement agreements are construed under “general principles of contract law.” *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1142 (D.C. 1983) (quoting *Brown v. Brown*, 343 A.2d 59, 62 (D.C. 1975)). Accordingly, we enforce a valid and binding settlement just like “any other contract.” *Rommel v. West American Insurance Co.*, 158 A.2d 683, 684–85 (D.C. 1960).

This jurisdiction adheres to an “objective” law of contacts, meaning “the written language embodying the terms of an agreement will govern the rights and liabilities of the parties [regardless] of the intent of the parties at the time they entered into the contract, unless there is fraud, duress, or mutual mistake.” *DSP Venture Group, Inc. v. Allen*, 830 A.2d 850, 852 (D.C. 2003) . . . . In other words, a party's unexpressed intent is irrelevant if a contract is unambiguous.

The Court has also noted that “The law favors settlement of controversies . . . . [A]n agreement of the parties becomes the law of the case and its terms may not be enlarged or diminished by the court.”<sup>2</sup> “Although a court may set aside a stipulation [of settlement] where justice requires, parties generally are bound by their stipulations, and a stipulation deliberately entered into by parties for final disposition of their controversy ought not to be lightly set

<sup>1</sup> 983 A.2d 349, 354–55 (D.C. 2009):

<sup>2</sup> *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1141 (D.C. 1983).

aside.”<sup>3</sup> ““The general rule is that a compromise and settlement operates as a merger of and bars the right of recovery on any claim therein.”<sup>4</sup>

As the Court of Appeals noted in *Dyer*, notwithstanding the strong policy favoring settlement, a settlement agreement, like any contract, may be set aside in the rare case where a party is able to demonstrate that the settlement was procured by fraud, duress, or mutual mistake. Here, there is no evidence in the record of fraud or mutual mistake, and Claimant does not assert them in her motion. Instead, she states that nearly a month after she signed the agreement and accepted the settlement funds, she concluded that it was a mistake for her to agree to the settlement. But she was not mistaken about the terms of the settlement and the mistake was not mutual. Nor did the stress and worry that led her to execute the settlement constitute the level of coercion necessary to qualify as duress under the law. Duress is “any wrongful threat of one person by words or other conduct that induces another to enter a transaction under the influence of such fear as precludes him from exercising free will and judgment.”<sup>5</sup> Claimant does not assert that Respondents made any threats to her.

I sympathize with Claimant’s plight, one which is unfortunately shared by many other self-represented litigants before OAH. Without a lawyer, she was at a disadvantage negotiating against Respondents’ lawyers and claims specialists. But one of the fundamental principles of the rule of law is that parties should be bound by their agreements. Claimant may have misjudged the benefits that were offered to her, but there is no evidence that she misunderstood them or was intentionally deceived by Respondents.

### III. ORDER

Accordingly, it is

**ORDERED**, that Claimant’s motion to set aside the Final Order is **DENIED**; and it is further

<sup>3</sup> *Brown v. Hornstein*, 669 A.2d 139, 142 (D.C. 1996) (quoting *Goozh*, 462 A.2d at 1142, and *Maiatico v Novick*, 108 A.2d 540, 541 (D.C. 1954)).

<sup>4</sup> *Grand Hyatt Washington v. D.C. Dep’t of Emp’t Servs.*, 963 A.2d 142, 146 (D.C. 2008) (quoting *McGee v. Marbury*, 83 A.2d 152, 159 (D.C. 1951)).

<sup>5</sup> *Dyer*, 983 A.2d at 360 (quoting *Sind v. Pollin*, 356 A.2d 653, 656 (D.C. 1976) and Restatement of Contracts § 492 (1932)).



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**HOW TO REQUEST THE ADMINISTRATIVE LAW JUDGE TO CHANGE THE FINAL ORDER**

Under certain limited circumstances and within certain time limits, a party may file a written request asking the administrative law judge to change a final order. OAH Rule 2828 explains the circumstances under which such a request may be made. Rule 2828 and other OAH rules are available at [www.oah.dc.gov](http://www.oah.dc.gov).

A request to change a final order does not affect the party's obligation to comply with the final order and to pay any fine or penalty. If a request to change a final order is received at OAH within 10 calendar days of the date the Final Order was filed (15 calendar days if OAH mailed the final order to you), the period for filing an appeal with the District of Columbia Court of Appeals does not begin to run until the Administrative Law Judge rules on the request. A request for a change in a final order will not be considered if it is received at OAH more than 120 calendar days of the date the Final Order was filed (125 calendar days if OAH mailed the Final Order to you).

**PLEASE NOTE: By the October 9, 2020 Order of the Chief Administrative Law Judge, all filing deadlines that would otherwise expire during the public health emergency, as declared by the Mayor, are suspended/tolled/extended. Upon the expiration of the public health emergency, the Chief Administrative Law Judge will issue an order ending the suspension/tolling/extension period and parties will have thirty calendar days to timely submit any outstanding filings.**

**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**

## **APPEAL RIGHTS**

If you disagree with this Compensation Order you may file an appeal, called an Application For Review, with the Compensation Review Board. The Compensation Review Board is a department within the Labor Standards Bureau of the District of Columbia Department of Employment Services. There is no charge for filing an Application For Review but there are certain procedures that must be followed for your appeal to be processed.

The Application For Review must be filed and received by the Compensation Review Board **within 30 days** from the date shown on this Compensation Order's Certificate of Service. An Application for Review must include the following:

1. An Application for Review, identifying the Compensation Order from which the petitioner appeals, the office that issued the Compensation Order and attaching a copy of the Compensation Order being appealed; and,
2. A Memorandum of Points and Authorities in support of the Application for Review, setting forth the legal and factual basis for the review.

The Application for Review must be filed using the DOES AHD/CRB electronic filing system ("e-filing"). To use this free e-filing system you must register and have an account. The e-filing system and registration information is found at this web site: <http://efile.does.dc.gov>.

You must also send a paper copy to the Compensation Review Board of the Application for Review that you filed using the e-filing system. The Compensation Review Board's address is 4058 Minnesota Avenue, N.E., Washington, D.C. 20019. The paper copy of the document must be sent or delivered to the Compensation Review Board within 2 business days after it is e-filed.

More information regarding the procedure for filing an appeal can be found at the Compensation Review Board's website: <https://does.dc.gov/page/compensation-review-board>. The Compensation Review Board's staff can help you register for the e-filing system. To make an appointment for assistance, please call the Compensation Review Board at (202)-671-2394 or request an appointment using the Board's email: [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov). The Compensation Review Board's staff cannot give you legal advice nor can they extend the 30-day deadline for filing an appeal. Please make your appointment for assistance with enough time to meet this deadline.

Questions regarding the procedure for filing an Application for Review can be sent to the CRB at [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov).



**Certificate of Service:**

**By First-Class Mail and Email where indicated:**

Debra Scarborough-Drummond

2-534(a)(2)

**By Email only:**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumnr.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

\_\_\_\_\_  
Clerk / Deputy Clerk



**From:** Susana Suarez  
**Sent:** Tue, 22 Dec 2020 21:12:49 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** erikalee.turner@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** SCARBOROUGH-DRUMMOND, DEBRA (0468-WC-11-0500560)  
**Attachments:** Debra Scarborough-Drummond - OAH - Order Denying Claimant's Motion to Re-Open .pdf

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## **ORDER DENYING CLAIMANT'S MOTION TO REOPEN**

**ORDERED, that Claimant's motion to set aside the Final Order is DENIED**

Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

DEBRA SCARBOROUGH-DRUMMOND,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

D.C. DEPARTMENT OF YOUTH  
REHABILITATION SERVICES,  
Respondent/Employer.

Case No.: 2020-PSWC-00015

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**ORDER DENYING CLAIMANT’S MOTION TO REOPEN**

Claimant Debra Scarborough-Drummond seeks to reopen this case after agreeing to a settlement. Although I am sympathetic to Claimant’s situation, I deny Claimant’s motion.

**I. BACKGROUND**

Claimant, an employee of the Department of Youth Rehabilitation Services, injured her spine in January 2011 when she fell while trying to break up a fight among a group of teenage boys. She was awarded temporary total disability (TTD) benefits by the Office of Risk Management (ORM) until January 28, 2020, when ORM issued a Notice of Determination terminating her TTD benefits. Claimant appealed the Determination to this administrative court.

On October 2, 2020, Claimant participated in a mediation facilitated by Judge Margaret Mangan. She agreed to a settlement with ORM and signed a settlement agreement (Agreement). On October 30, 2020, the parties filed a Joint Motion To Dismiss Case with Prejudice signed by Claimant. Respondents state that Claimant has been paid the sum provided in the Agreement. In

accord with the parties' request, I issued an order dismissing the case with prejudice on October 30, 2020.

On December 2, 2020, Claimant submitted an email asking to reopen her case. Claimant stated that she had not been represented by an attorney, that she "didn't understand everything that [Respondents] were saying," and she signed the agreement because she felt "pressured," because she "was worrying about how to keep a roof over my grandsons and my heads," and was "mentally and physically stressed out" because her health was deteriorating. Claimant says that she needs spinal surgery to avoid becoming paralyzed.

Respondents opposed Claimant's motion, asserting that that Claimant had an opportunity to review the Agreement before signing it, and never indicated that she misunderstood its terms. Moreover, Respondents note that the mediation was conducted under the guidance of an experienced Administrative Law Judge who was responsible for ensuring that the parties understood the outcome.

## **II. DISCUSSION**

### **A. A final order may only be vacated or changed for limited reasons.**

Once a final order is issued, a judge's discretion to change the final order is subject to serious limitations. If a party moves to vacate or change a final order within 10 days of when it is issued, the motion is considered to be a motion for reconsideration and the judge may change the final order for "any reason." OAH Rule 2828.5. But if, as here, a party waits more than 10 days before seeking to change a final order, the judge's discretion is limited. The motion is a motion for relief from a final order. OAH Rule 2827.7. Such a motion may be granted only for specified reasons, including, as relevant here:

- (a) Mistake, inadvertence, surprise, or excusable neglect.
- (c) Fraud, misrepresentation, or other misconduct of an adverse party.

OAH Rule 2828.10.

Claimant has not alleged facts to support any of these reasons to set aside the Final Order and the Agreement. Although Claimant suggests that her understanding of the Agreement was mistaken, she had ample opportunity to review the Agreement before signing it. She was not

surprised, and she has not alleged any facts that may be construed as excusable neglect. Nor has she asserted any facts that might constitute fraud, misrepresentation, or other misconduct by Respondents. She may have misjudged the benefits of the settlement, but there is no evidence that the settlement was misrepresented or that Respondents engaged in other misconduct.

**B. Settlements may only be set aside for compelling reasons.**

Decisions of the District of Columbia Court of Appeals establish that settlements can only be set aside for very serious, limited reasons. The Court emphasized in *Dyer v. Bilaal* that a party's subjective understanding of a settlement is irrelevant to its validity.<sup>1</sup>

Settlement agreements are construed under “general principles of contract law.” *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1142 (D.C. 1983) (quoting *Brown v. Brown*, 343 A.2d 59, 62 (D.C. 1975)). Accordingly, we enforce a valid and binding settlement just like “any other contract.” *Rommel v. West American Insurance Co.*, 158 A.2d 683, 684–85 (D.C. 1960).

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The Court has also noted that “The law favors settlement of controversies . . . . [A]n agreement of the parties becomes the law of the case and its terms may not be enlarged or diminished by the court.”<sup>2</sup> “Although a court may set aside a stipulation [of settlement] where justice requires, parties generally are bound by their stipulations, and a stipulation deliberately entered into by parties for final disposition of their controversy ought not to be lightly set

---

<sup>1</sup> 983 A.2d 349, 354–55 (D.C. 2009):

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aside.”<sup>3</sup> ““The general rule is that a compromise and settlement operates as a merger of and bars the right of recovery on any claim therein.”<sup>4</sup>

As the Court of Appeals noted in *Dyer*, notwithstanding the strong policy favoring settlement, a settlement agreement, like any contract, may be set aside in the rare case where a party is able to demonstrate that the settlement was procured by fraud, duress, or mutual mistake. Here, there is no evidence in the record of fraud or mutual mistake, and Claimant does not assert them in her motion. Instead, she states that nearly a month after she signed the agreement and accepted the settlement funds, she concluded that it was a mistake for her to agree to the settlement. But she was not mistaken about the terms of the settlement and the mistake was not mutual. Nor did the stress and worry that led her to execute the settlement constitute the level of coercion necessary to qualify as duress under the law. Duress is “any wrongful threat of one person by words or other conduct that induces another to enter a transaction under the influence of such fear as precludes him from exercising free will and judgment.”<sup>5</sup> Claimant does not assert that Respondents made any threats to her.

I sympathize with Claimant’s plight, one which is unfortunately shared by many other self-represented litigants before OAH. Without a lawyer, she was at a disadvantage negotiating against Respondents’ lawyers and claims specialists. But one of the fundamental principles of the rule of law is that parties should be bound by their agreements. Claimant may have misjudged the benefits that were offered to her, but there is no evidence that she misunderstood them or was intentionally deceived by Respondents.

### III. ORDER

Accordingly, it is

**ORDERED**, that Claimant’s motion to set aside the Final Order is **DENIED**; and it is further

<sup>3</sup> *Brown v. Hornstein*, 669 A.2d 139, 142 (D.C. 1996) (quoting *Goozh*, 462 A.2d at 1142, and *Maiatico v Novick*, 108 A.2d 540, 541 (D.C. 1954)).

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**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**



## **APPEAL RIGHTS**

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2. A Memorandum of Points and Authorities in support of the Application for Review, setting forth the legal and factual basis for the review.

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**Certificate of Service:**

**By First-Class Mail and Email where indicated:**

Debra Scarborough-Drummond

2-534(a)(2)

**By Email only:**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumnr.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

\_\_\_\_\_  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 22 Dec 2020 21:12:49 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** erikalee.turner@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** SCARBOROUGH-DRUMMOND, DEBRA (0468-WC-11-0500560)  
**Attachments:** Debra Scarborough-Drummond - OAH - Order Denying Claimant's Motion to Re-Open .pdf

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## **ORDER DENYING CLAIMANT'S MOTION TO REOPEN**

**ORDERED, that Claimant's motion to set aside the Final Order is DENIED**

Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

DEBRA SCARBOROUGH-DRUMMOND,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

D.C. DEPARTMENT OF YOUTH  
REHABILITATION SERVICES,  
Respondent/Employer.

Case No.: 2020-PSWC-00015

---

**ORDER DENYING CLAIMANT’S MOTION TO REOPEN**

Claimant Debra Scarborough-Drummond seeks to reopen this case after agreeing to a settlement. Although I am sympathetic to Claimant’s situation, I deny Claimant’s motion.

**I. BACKGROUND**

Claimant, an employee of the Department of Youth Rehabilitation Services, injured her spine in January 2011 when she fell while trying to break up a fight among a group of teenage boys. She was awarded temporary total disability (TTD) benefits by the Office of Risk Management (ORM) until January 28, 2020, when ORM issued a Notice of Determination terminating her TTD benefits. Claimant appealed the Determination to this administrative court.

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OAH Rule 2828.10.

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surprised, and she has not alleged any facts that may be construed as excusable neglect. Nor has she asserted any facts that might constitute fraud, misrepresentation, or other misconduct by Respondents. She may have misjudged the benefits of the settlement, but there is no evidence that the settlement was misrepresented or that Respondents engaged in other misconduct.

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Settlement agreements are construed under “general principles of contract law.” *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1142 (D.C. 1983) (quoting *Brown v. Brown*, 343 A.2d 59, 62 (D.C. 1975)). Accordingly, we enforce a valid and binding settlement just like “any other contract.” *Rommel v. West American Insurance Co.*, 158 A.2d 683, 684–85 (D.C. 1960).

This jurisdiction adheres to an “objective” law of contacts, meaning “the written language embodying the terms of an agreement will govern the rights and liabilities of the parties [regardless] of the intent of the parties at the time they entered into the contract, unless there is fraud, duress, or mutual mistake.” *DSP Venture Group, Inc. v. Allen*, 830 A.2d 850, 852 (D.C. 2003) . . . . In other words, a party's unexpressed intent is irrelevant if a contract is unambiguous.

The Court has also noted that “The law favors settlement of controversies . . . . [A]n agreement of the parties becomes the law of the case and its terms may not be enlarged or diminished by the court.”<sup>2</sup> “Although a court may set aside a stipulation [of settlement] where justice requires, parties generally are bound by their stipulations, and a stipulation deliberately entered into by parties for final disposition of their controversy ought not to be lightly set

<sup>1</sup> 983 A.2d 349, 354–55 (D.C. 2009):

<sup>2</sup> *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1141 (D.C. 1983).

aside.”<sup>3</sup> ““The general rule is that a compromise and settlement operates as a merger of and bars the right of recovery on any claim therein.”<sup>4</sup>

As the Court of Appeals noted in *Dyer*, notwithstanding the strong policy favoring settlement, a settlement agreement, like any contract, may be set aside in the rare case where a party is able to demonstrate that the settlement was procured by fraud, duress, or mutual mistake. Here, there is no evidence in the record of fraud or mutual mistake, and Claimant does not assert them in her motion. Instead, she states that nearly a month after she signed the agreement and accepted the settlement funds, she concluded that it was a mistake for her to agree to the settlement. But she was not mistaken about the terms of the settlement and the mistake was not mutual. Nor did the stress and worry that led her to execute the settlement constitute the level of coercion necessary to qualify as duress under the law. Duress is “any wrongful threat of one person by words or other conduct that induces another to enter a transaction under the influence of such fear as precludes him from exercising free will and judgment.”<sup>5</sup> Claimant does not assert that Respondents made any threats to her.

I sympathize with Claimant’s plight, one which is unfortunately shared by many other self-represented litigants before OAH. Without a lawyer, she was at a disadvantage negotiating against Respondents’ lawyers and claims specialists. But one of the fundamental principles of the rule of law is that parties should be bound by their agreements. Claimant may have misjudged the benefits that were offered to her, but there is no evidence that she misunderstood them or was intentionally deceived by Respondents.

### III. ORDER

Accordingly, it is

**ORDERED**, that Claimant’s motion to set aside the Final Order is **DENIED**; and it is further

---

<sup>3</sup> *Brown v. Hornstein*, 669 A.2d 139, 142 (D.C. 1996) (quoting *Goozh*, 462 A.2d at 1142, and *Maiatico v Novick*, 108 A.2d 540, 541 (D.C. 1954)).

<sup>4</sup> *Grand Hyatt Washington v. D.C. Dep’t of Emp’t Servs.*, 963 A.2d 142, 146 (D.C. 2008) (quoting *McGee v. Marbury*, 83 A.2d 152, 159 (D.C. 1951)).

<sup>5</sup> *Dyer*, 983 A.2d at 360 (quoting *Sind v. Pollin*, 356 A.2d 653, 656 (D.C. 1976) and Restatement of Contracts § 492 (1932)).





**After an administrative law judge has issued a Final Order, a party may ask the judge to change the Final Order and ask the District of Columbia Court of Appeals to change the Final Order. There are important time limitations described below for doing so.**

### **HOW TO REQUEST THE ADMINISTRATIVE LAW JUDGE TO CHANGE THE FINAL ORDER**

Under certain limited circumstances and within certain time limits, a party may file a written request asking the administrative law judge to change a final order. OAH Rule 2828 explains the circumstances under which such a request may be made. Rule 2828 and other OAH rules are available at [www.oah.dc.gov](http://www.oah.dc.gov).

A request to change a final order does not affect the party's obligation to comply with the final order and to pay any fine or penalty. If a request to change a final order is received at OAH within 10 calendar days of the date the Final Order was filed (15 calendar days if OAH mailed the final order to you), the period for filing an appeal with the District of Columbia Court of Appeals does not begin to run until the Administrative Law Judge rules on the request. A request for a change in a final order will not be considered if it is received at OAH more than 120 calendar days of the date the Final Order was filed (125 calendar days if OAH mailed the Final Order to you).

**PLEASE NOTE: By the October 9, 2020 Order of the Chief Administrative Law Judge, all filing deadlines that would otherwise expire during the public health emergency, as declared by the Mayor, are suspended/tolled/extended. Upon the expiration of the public health emergency, the Chief Administrative Law Judge will issue an order ending the suspension/tolling/extension period and parties will have thirty calendar days to timely submit any outstanding filings.**

**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**

## **APPEAL RIGHTS**

If you disagree with this Compensation Order you may file an appeal, called an Application For Review, with the Compensation Review Board. The Compensation Review Board is a department within the Labor Standards Bureau of the District of Columbia Department of Employment Services. There is no charge for filing an Application For Review but there are certain procedures that must be followed for your appeal to be processed.

The Application For Review must be filed and received by the Compensation Review Board **within 30 days** from the date shown on this Compensation Order's Certificate of Service. An Application for Review must include the following:

1. An Application for Review, identifying the Compensation Order from which the petitioner appeals, the office that issued the Compensation Order and attaching a copy of the Compensation Order being appealed; and,
2. A Memorandum of Points and Authorities in support of the Application for Review, setting forth the legal and factual basis for the review.

The Application for Review must be filed using the DOES AHD/CRB electronic filing system ("e-filing"). To use this free e-filing system you must register and have an account. The e-filing system and registration information is found at this web site: <http://efile.does.dc.gov>.

You must also send a paper copy to the Compensation Review Board of the Application for Review that you filed using the e-filing system. The Compensation Review Board's address is 4058 Minnesota Avenue, N.E., Washington, D.C. 20019. The paper copy of the document must be sent or delivered to the Compensation Review Board within 2 business days after it is e-filed.

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Questions regarding the procedure for filing an Application for Review can be sent to the CRB at [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov).

**Certificate of Service:**

**By First-Class Mail and Email where indicated:**

Debra Scarborough-Drummond

2-534(a)(2)

**By Email only:**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumnr.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

\_\_\_\_\_  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 22 Dec 2020 21:12:49 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** erikalee.turner@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** SCARBOROUGH-DRUMMOND, DEBRA (0468-WC-11-0500560)  
**Attachments:** Debra Scarborough-Drummond - OAH - Order Denying Claimant's Motion to Re-Open .pdf

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## **ORDER DENYING CLAIMANT'S MOTION TO REOPEN**

**ORDERED, that Claimant's motion to set aside the Final Order is DENIED**

Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

DEBRA SCARBOROUGH-DRUMMOND,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

D.C. DEPARTMENT OF YOUTH  
REHABILITATION SERVICES,  
Respondent/Employer.

Case No.: 2020-PSWC-00015

---

**ORDER DENYING CLAIMANT’S MOTION TO REOPEN**

Claimant Debra Scarborough-Drummond seeks to reopen this case after agreeing to a settlement. Although I am sympathetic to Claimant’s situation, I deny Claimant’s motion.

**I. BACKGROUND**

Claimant, an employee of the Department of Youth Rehabilitation Services, injured her spine in January 2011 when she fell while trying to break up a fight among a group of teenage boys. She was awarded temporary total disability (TTD) benefits by the Office of Risk Management (ORM) until January 28, 2020, when ORM issued a Notice of Determination terminating her TTD benefits. Claimant appealed the Determination to this administrative court.

On October 2, 2020, Claimant participated in a mediation facilitated by Judge Margaret Mangan. She agreed to a settlement with ORM and signed a settlement agreement (Agreement). On October 30, 2020, the parties filed a Joint Motion To Dismiss Case with Prejudice signed by Claimant. Respondents state that Claimant has been paid the sum provided in the Agreement. In



accord with the parties' request, I issued an order dismissing the case with prejudice on October 30, 2020.

On December 2, 2020, Claimant submitted an email asking to reopen her case. Claimant stated that she had not been represented by an attorney, that she "didn't understand everything that [Respondents] were saying," and she signed the agreement because she felt "pressured," because she "was worrying about how to keep a roof over my grandsons and my heads," and was "mentally and physically stressed out" because her health was deteriorating. Claimant says that she needs spinal surgery to avoid becoming paralyzed.

Respondents opposed Claimant's motion, asserting that that Claimant had an opportunity to review the Agreement before signing it, and never indicated that she misunderstood its terms. Moreover, Respondents note that the mediation was conducted under the guidance of an experienced Administrative Law Judge who was responsible for ensuring that the parties understood the outcome.

## **II. DISCUSSION**

### **A. A final order may only be vacated or changed for limited reasons.**

Once a final order is issued, a judge's discretion to change the final order is subject to serious limitations. If a party moves to vacate or change a final order within 10 days of when it is issued, the motion is considered to be a motion for reconsideration and the judge may change the final order for "any reason." OAH Rule 2828.5. But if, as here, a party waits more than 10 days before seeking to change a final order, the judge's discretion is limited. The motion is a motion for relief from a final order. OAH Rule 2827.7. Such a motion may be granted only for specified reasons, including, as relevant here:

- (a) Mistake, inadvertence, surprise, or excusable neglect.
- (c) Fraud, misrepresentation, or other misconduct of an adverse party.

OAH Rule 2828.10.

Claimant has not alleged facts to support any of these reasons to set aside the Final Order and the Agreement. Although Claimant suggests that her understanding of the Agreement was mistaken, she had ample opportunity to review the Agreement before signing it. She was not



surprised, and she has not alleged any facts that may be construed as excusable neglect. Nor has she asserted any facts that might constitute fraud, misrepresentation, or other misconduct by Respondents. She may have misjudged the benefits of the settlement, but there is no evidence that the settlement was misrepresented or that Respondents engaged in other misconduct.

**B. Settlements may only be set aside for compelling reasons.**

Decisions of the District of Columbia Court of Appeals establish that settlements can only be set aside for very serious, limited reasons. The Court emphasized in *Dyer v. Bilaal* that a party's subjective understanding of a settlement is irrelevant to its validity.<sup>1</sup>

Settlement agreements are construed under “general principles of contract law.” *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1142 (D.C. 1983) (quoting *Brown v. Brown*, 343 A.2d 59, 62 (D.C. 1975)). Accordingly, we enforce a valid and binding settlement just like “any other contract.” *Rommel v. West American Insurance Co.*, 158 A.2d 683, 684–85 (D.C. 1960).

This jurisdiction adheres to an “objective” law of contacts, meaning “the written language embodying the terms of an agreement will govern the rights and liabilities of the parties [regardless] of the intent of the parties at the time they entered into the contract, unless there is fraud, duress, or mutual mistake.” *DSP Venture Group, Inc. v. Allen*, 830 A.2d 850, 852 (D.C. 2003) . . . . In other words, a party's unexpressed intent is irrelevant if a contract is unambiguous.

The Court has also noted that “The law favors settlement of controversies . . . . [A]n agreement of the parties becomes the law of the case and its terms may not be enlarged or diminished by the court.”<sup>2</sup> “Although a court may set aside a stipulation [of settlement] where justice requires, parties generally are bound by their stipulations, and a stipulation deliberately entered into by parties for final disposition of their controversy ought not to be lightly set

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As the Court of Appeals noted in *Dyer*, notwithstanding the strong policy favoring settlement, a settlement agreement, like any contract, may be set aside in the rare case where a party is able to demonstrate that the settlement was procured by fraud, duress, or mutual mistake. Here, there is no evidence in the record of fraud or mutual mistake, and Claimant does not assert them in her motion. Instead, she states that nearly a month after she signed the agreement and accepted the settlement funds, she concluded that it was a mistake for her to agree to the settlement. But she was not mistaken about the terms of the settlement and the mistake was not mutual. Nor did the stress and worry that led her to execute the settlement constitute the level of coercion necessary to qualify as duress under the law. Duress is “any wrongful threat of one person by words or other conduct that induces another to enter a transaction under the influence of such fear as precludes him from exercising free will and judgment.”<sup>5</sup> Claimant does not assert that Respondents made any threats to her.

I sympathize with Claimant’s plight, one which is unfortunately shared by many other self-represented litigants before OAH. Without a lawyer, she was at a disadvantage negotiating against Respondents’ lawyers and claims specialists. But one of the fundamental principles of the rule of law is that parties should be bound by their agreements. Claimant may have misjudged the benefits that were offered to her, but there is no evidence that she misunderstood them or was intentionally deceived by Respondents.

### III. ORDER

Accordingly, it is

**ORDERED**, that Claimant’s motion to set aside the Final Order is **DENIED**; and it is further

<sup>3</sup> *Brown v. Hornstein*, 669 A.2d 139, 142 (D.C. 1996) (quoting *Goozh*, 462 A.2d at 1142, and *Maiatico v Novick*, 108 A.2d 540, 541 (D.C. 1954)).

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**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**

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**Certificate of Service:**

**By First-Class Mail and Email where indicated:**

Debra Scarborough-Drummond

2-534(a)(2)

**By Email only:**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumnr.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

\_\_\_\_\_  
Clerk / Deputy Clerk



**From:** Susana Suarez  
**Sent:** Tue, 22 Dec 2020 21:12:49 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** erikalee.turner@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** SCARBOROUGH-DRUMMOND, DEBRA (0468-WC-11-0500560)  
**Attachments:** Debra Scarborough-Drummond - OAH - Order Denying Claimant's Motion to Re-Open .pdf

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## **ORDER DENYING CLAIMANT'S MOTION TO REOPEN**

**ORDERED, that Claimant's motion to set aside the Final Order is DENIED**

Thank you,  
Susana

Replies to this email message will be saved with our email records.



**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

DEBRA SCARBOROUGH-DRUMMOND,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

D.C. DEPARTMENT OF YOUTH  
REHABILITATION SERVICES,  
Respondent/Employer.

Case No.: 2020-PSWC-00015

---

**ORDER DENYING CLAIMANT’S MOTION TO REOPEN**

Claimant Debra Scarborough-Drummond seeks to reopen this case after agreeing to a settlement. Although I am sympathetic to Claimant’s situation, I deny Claimant’s motion.

**I. BACKGROUND**

Claimant, an employee of the Department of Youth Rehabilitation Services, injured her spine in January 2011 when she fell while trying to break up a fight among a group of teenage boys. She was awarded temporary total disability (TTD) benefits by the Office of Risk Management (ORM) until January 28, 2020, when ORM issued a Notice of Determination terminating her TTD benefits. Claimant appealed the Determination to this administrative court.

On October 2, 2020, Claimant participated in a mediation facilitated by Judge Margaret Mangan. She agreed to a settlement with ORM and signed a settlement agreement (Agreement). On October 30, 2020, the parties filed a Joint Motion To Dismiss Case with Prejudice signed by Claimant. Respondents state that Claimant has been paid the sum provided in the Agreement. In

accord with the parties' request, I issued an order dismissing the case with prejudice on October 30, 2020.

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Respondents opposed Claimant's motion, asserting that that Claimant had an opportunity to review the Agreement before signing it, and never indicated that she misunderstood its terms. Moreover, Respondents note that the mediation was conducted under the guidance of an experienced Administrative Law Judge who was responsible for ensuring that the parties understood the outcome.

## **II. DISCUSSION**

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surprised, and she has not alleged any facts that may be construed as excusable neglect. Nor has she asserted any facts that might constitute fraud, misrepresentation, or other misconduct by Respondents. She may have misjudged the benefits of the settlement, but there is no evidence that the settlement was misrepresented or that Respondents engaged in other misconduct.

**B. Settlements may only be set aside for compelling reasons.**

Decisions of the District of Columbia Court of Appeals establish that settlements can only be set aside for very serious, limited reasons. The Court emphasized in *Dyer v. Bilaal* that a party's subjective understanding of a settlement is irrelevant to its validity.<sup>1</sup>

Settlement agreements are construed under “general principles of contract law.” *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1142 (D.C. 1983) (quoting *Brown v. Brown*, 343 A.2d 59, 62 (D.C. 1975)). Accordingly, we enforce a valid and binding settlement just like “any other contract.” *Rommel v. West American Insurance Co.*, 158 A.2d 683, 684–85 (D.C. 1960).

This jurisdiction adheres to an “objective” law of contacts, meaning “the written language embodying the terms of an agreement will govern the rights and liabilities of the parties [regardless] of the intent of the parties at the time they entered into the contract, unless there is fraud, duress, or mutual mistake.” *DSP Venture Group, Inc. v. Allen*, 830 A.2d 850, 852 (D.C. 2003) . . . . In other words, a party's unexpressed intent is irrelevant if a contract is unambiguous.

The Court has also noted that “The law favors settlement of controversies . . . . [A]n agreement of the parties becomes the law of the case and its terms may not be enlarged or diminished by the court.”<sup>2</sup> “Although a court may set aside a stipulation [of settlement] where justice requires, parties generally are bound by their stipulations, and a stipulation deliberately entered into by parties for final disposition of their controversy ought not to be lightly set

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aside.”<sup>3</sup> ““The general rule is that a compromise and settlement operates as a merger of and bars the right of recovery on any claim therein.”<sup>4</sup>

As the Court of Appeals noted in *Dyer*, notwithstanding the strong policy favoring settlement, a settlement agreement, like any contract, may be set aside in the rare case where a party is able to demonstrate that the settlement was procured by fraud, duress, or mutual mistake. Here, there is no evidence in the record of fraud or mutual mistake, and Claimant does not assert them in her motion. Instead, she states that nearly a month after she signed the agreement and accepted the settlement funds, she concluded that it was a mistake for her to agree to the settlement. But she was not mistaken about the terms of the settlement and the mistake was not mutual. Nor did the stress and worry that led her to execute the settlement constitute the level of coercion necessary to qualify as duress under the law. Duress is “any wrongful threat of one person by words or other conduct that induces another to enter a transaction under the influence of such fear as precludes him from exercising free will and judgment.”<sup>5</sup> Claimant does not assert that Respondents made any threats to her.

I sympathize with Claimant’s plight, one which is unfortunately shared by many other self-represented litigants before OAH. Without a lawyer, she was at a disadvantage negotiating against Respondents’ lawyers and claims specialists. But one of the fundamental principles of the rule of law is that parties should be bound by their agreements. Claimant may have misjudged the benefits that were offered to her, but there is no evidence that she misunderstood them or was intentionally deceived by Respondents.

### III. ORDER

Accordingly, it is

**ORDERED**, that Claimant’s motion to set aside the Final Order is **DENIED**; and it is further

<sup>3</sup> *Brown v. Hornstein*, 669 A.2d 139, 142 (D.C. 1996) (quoting *Goozh*, 462 A.2d at 1142, and *Maiatico v Novick*, 108 A.2d 540, 541 (D.C. 1954)).

<sup>4</sup> *Grand Hyatt Washington v. D.C. Dep’t of Emp’t Servs.*, 963 A.2d 142, 146 (D.C. 2008) (quoting *McGee v. Marbury*, 83 A.2d 152, 159 (D.C. 1951)).

<sup>5</sup> *Dyer*, 983 A.2d at 360 (quoting *Sind v. Pollin*, 356 A.2d 653, 656 (D.C. 1976) and Restatement of Contracts § 492 (1932)).



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Under certain limited circumstances and within certain time limits, a party may file a written request asking the administrative law judge to change a final order. OAH Rule 2828 explains the circumstances under which such a request may be made. Rule 2828 and other OAH rules are available at [www.oah.dc.gov](http://www.oah.dc.gov).

A request to change a final order does not affect the party's obligation to comply with the final order and to pay any fine or penalty. If a request to change a final order is received at OAH within 10 calendar days of the date the Final Order was filed (15 calendar days if OAH mailed the final order to you), the period for filing an appeal with the District of Columbia Court of Appeals does not begin to run until the Administrative Law Judge rules on the request. A request for a change in a final order will not be considered if it is received at OAH more than 120 calendar days of the date the Final Order was filed (125 calendar days if OAH mailed the Final Order to you).

**PLEASE NOTE: By the October 9, 2020 Order of the Chief Administrative Law Judge, all filing deadlines that would otherwise expire during the public health emergency, as declared by the Mayor, are suspended/tolled/extended. Upon the expiration of the public health emergency, the Chief Administrative Law Judge will issue an order ending the suspension/tolling/extension period and parties will have thirty calendar days to timely submit any outstanding filings.**

**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**



## **APPEAL RIGHTS**

If you disagree with this Compensation Order you may file an appeal, called an Application For Review, with the Compensation Review Board. The Compensation Review Board is a department within the Labor Standards Bureau of the District of Columbia Department of Employment Services. There is no charge for filing an Application For Review but there are certain procedures that must be followed for your appeal to be processed.

The Application For Review must be filed and received by the Compensation Review Board **within 30 days** from the date shown on this Compensation Order's Certificate of Service. An Application for Review must include the following:

1. An Application for Review, identifying the Compensation Order from which the petitioner appeals, the office that issued the Compensation Order and attaching a copy of the Compensation Order being appealed; and,
2. A Memorandum of Points and Authorities in support of the Application for Review, setting forth the legal and factual basis for the review.

The Application for Review must be filed using the DOES AHD/CRB electronic filing system ("e-filing"). To use this free e-filing system you must register and have an account. The e-filing system and registration information is found at this web site: <http://efile.does.dc.gov>.

You must also send a paper copy to the Compensation Review Board of the Application for Review that you filed using the e-filing system. The Compensation Review Board's address is 4058 Minnesota Avenue, N.E., Washington, D.C. 20019. The paper copy of the document must be sent or delivered to the Compensation Review Board within 2 business days after it is e-filed.

More information regarding the procedure for filing an appeal can be found at the Compensation Review Board's website: <https://does.dc.gov/page/compensation-review-board>. The Compensation Review Board's staff can help you register for the e-filing system. To make an appointment for assistance, please call the Compensation Review Board at (202)-671-2394 or request an appointment using the Board's email: [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov). The Compensation Review Board's staff cannot give you legal advice nor can they extend the 30-day deadline for filing an appeal. Please make your appointment for assistance with enough time to meet this deadline.

Questions regarding the procedure for filing an Application for Review can be sent to the CRB at [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov).



**Certificate of Service:**

**By First-Class Mail and Email where indicated:**

Debra Scarborough-Drummond

2-534(a)(2)

**By Email only:**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumnr.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

\_\_\_\_\_  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 22 Dec 2020 21:12:49 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** erikalee.turner@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** SCARBOROUGH-DRUMMOND, DEBRA (0468-WC-11-0500560)  
**Attachments:** Debra Scarborough-Drummond - OAH - Order Denying Claimant's Motion to Re-Open .pdf

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## **ORDER DENYING CLAIMANT'S MOTION TO REOPEN**

**ORDERED, that Claimant's motion to set aside the Final Order is DENIED**

Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

DEBRA SCARBOROUGH-DRUMMOND,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

D.C. DEPARTMENT OF YOUTH  
REHABILITATION SERVICES,  
Respondent/Employer.

Case No.: 2020-PSWC-00015

---

**ORDER DENYING CLAIMANT’S MOTION TO REOPEN**

Claimant Debra Scarborough-Drummond seeks to reopen this case after agreeing to a settlement. Although I am sympathetic to Claimant’s situation, I deny Claimant’s motion.

**I. BACKGROUND**

Claimant, an employee of the Department of Youth Rehabilitation Services, injured her spine in January 2011 when she fell while trying to break up a fight among a group of teenage boys. She was awarded temporary total disability (TTD) benefits by the Office of Risk Management (ORM) until January 28, 2020, when ORM issued a Notice of Determination terminating her TTD benefits. Claimant appealed the Determination to this administrative court.

On October 2, 2020, Claimant participated in a mediation facilitated by Judge Margaret Mangan. She agreed to a settlement with ORM and signed a settlement agreement (Agreement). On October 30, 2020, the parties filed a Joint Motion To Dismiss Case with Prejudice signed by Claimant. Respondents state that Claimant has been paid the sum provided in the Agreement. In

accord with the parties' request, I issued an order dismissing the case with prejudice on October 30, 2020.

On December 2, 2020, Claimant submitted an email asking to reopen her case. Claimant stated that she had not been represented by an attorney, that she "didn't understand everything that [Respondents] were saying," and she signed the agreement because she felt "pressured," because she "was worrying about how to keep a roof over my grandsons and my heads," and was "mentally and physically stressed out" because her health was deteriorating. Claimant says that she needs spinal surgery to avoid becoming paralyzed.

Respondents opposed Claimant's motion, asserting that that Claimant had an opportunity to review the Agreement before signing it, and never indicated that she misunderstood its terms. Moreover, Respondents note that the mediation was conducted under the guidance of an experienced Administrative Law Judge who was responsible for ensuring that the parties understood the outcome.

## **II. DISCUSSION**

### **A. A final order may only be vacated or changed for limited reasons.**

Once a final order is issued, a judge's discretion to change the final order is subject to serious limitations. If a party moves to vacate or change a final order within 10 days of when it is issued, the motion is considered to be a motion for reconsideration and the judge may change the final order for "any reason." OAH Rule 2828.5. But if, as here, a party waits more than 10 days before seeking to change a final order, the judge's discretion is limited. The motion is a motion for relief from a final order. OAH Rule 2827.7. Such a motion may be granted only for specified reasons, including, as relevant here:

- (a) Mistake, inadvertence, surprise, or excusable neglect.
- (c) Fraud, misrepresentation, or other misconduct of an adverse party.

OAH Rule 2828.10.

Claimant has not alleged facts to support any of these reasons to set aside the Final Order and the Agreement. Although Claimant suggests that her understanding of the Agreement was mistaken, she had ample opportunity to review the Agreement before signing it. She was not

surprised, and she has not alleged any facts that may be construed as excusable neglect. Nor has she asserted any facts that might constitute fraud, misrepresentation, or other misconduct by Respondents. She may have misjudged the benefits of the settlement, but there is no evidence that the settlement was misrepresented or that Respondents engaged in other misconduct.

**B. Settlements may only be set aside for compelling reasons.**

Decisions of the District of Columbia Court of Appeals establish that settlements can only be set aside for very serious, limited reasons. The Court emphasized in *Dyer v. Bilaal* that a party's subjective understanding of a settlement is irrelevant to its validity.<sup>1</sup>

Settlement agreements are construed under “general principles of contract law.” *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1142 (D.C. 1983) (quoting *Brown v. Brown*, 343 A.2d 59, 62 (D.C. 1975)). Accordingly, we enforce a valid and binding settlement just like “any other contract.” *Rommel v. West American Insurance Co.*, 158 A.2d 683, 684–85 (D.C. 1960).

This jurisdiction adheres to an “objective” law of contacts, meaning “the written language embodying the terms of an agreement will govern the rights and liabilities of the parties [regardless] of the intent of the parties at the time they entered into the contract, unless there is fraud, duress, or mutual mistake.” *DSP Venture Group, Inc. v. Allen*, 830 A.2d 850, 852 (D.C. 2003) . . . . In other words, a party's unexpressed intent is irrelevant if a contract is unambiguous.

The Court has also noted that “The law favors settlement of controversies . . . . [A]n agreement of the parties becomes the law of the case and its terms may not be enlarged or diminished by the court.”<sup>2</sup> “Although a court may set aside a stipulation [of settlement] where justice requires, parties generally are bound by their stipulations, and a stipulation deliberately entered into by parties for final disposition of their controversy ought not to be lightly set

---

<sup>1</sup> 983 A.2d 349, 354–55 (D.C. 2009):

<sup>2</sup> *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1141 (D.C. 1983).

aside.”<sup>3</sup> ““The general rule is that a compromise and settlement operates as a merger of and bars the right of recovery on any claim therein.”<sup>4</sup>

As the Court of Appeals noted in *Dyer*, notwithstanding the strong policy favoring settlement, a settlement agreement, like any contract, may be set aside in the rare case where a party is able to demonstrate that the settlement was procured by fraud, duress, or mutual mistake. Here, there is no evidence in the record of fraud or mutual mistake, and Claimant does not assert them in her motion. Instead, she states that nearly a month after she signed the agreement and accepted the settlement funds, she concluded that it was a mistake for her to agree to the settlement. But she was not mistaken about the terms of the settlement and the mistake was not mutual. Nor did the stress and worry that led her to execute the settlement constitute the level of coercion necessary to qualify as duress under the law. Duress is “any wrongful threat of one person by words or other conduct that induces another to enter a transaction under the influence of such fear as precludes him from exercising free will and judgment.”<sup>5</sup> Claimant does not assert that Respondents made any threats to her.

I sympathize with Claimant’s plight, one which is unfortunately shared by many other self-represented litigants before OAH. Without a lawyer, she was at a disadvantage negotiating against Respondents’ lawyers and claims specialists. But one of the fundamental principles of the rule of law is that parties should be bound by their agreements. Claimant may have misjudged the benefits that were offered to her, but there is no evidence that she misunderstood them or was intentionally deceived by Respondents.

### III. ORDER

Accordingly, it is

**ORDERED**, that Claimant’s motion to set aside the Final Order is **DENIED**; and it is further

<sup>3</sup> *Brown v. Hornstein*, 669 A.2d 139, 142 (D.C. 1996) (quoting *Goozh*, 462 A.2d at 1142, and *Maiatico v Novick*, 108 A.2d 540, 541 (D.C. 1954)).

<sup>4</sup> *Grand Hyatt Washington v. D.C. Dep’t of Emp’t Servs.*, 963 A.2d 142, 146 (D.C. 2008) (quoting *McGee v. Marbury*, 83 A.2d 152, 159 (D.C. 1951)).

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**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**

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If you disagree with this Compensation Order you may file an appeal, called an Application For Review, with the Compensation Review Board. The Compensation Review Board is a department within the Labor Standards Bureau of the District of Columbia Department of Employment Services. There is no charge for filing an Application For Review but there are certain procedures that must be followed for your appeal to be processed.

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**Certificate of Service:**

**By First-Class Mail and Email where indicated:**

Debra Scarborough-Drummond

2-534(a)(2)

**By Email only:**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumnr.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

\_\_\_\_\_  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 22 Dec 2020 21:12:49 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** erikalee.turner@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** SCARBOROUGH-DRUMMOND, DEBRA (0468-WC-11-0500560)  
**Attachments:** Debra Scarborough-Drummond - OAH - Order Denying Claimant's Motion to Re-Open .pdf

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## **ORDER DENYING CLAIMANT'S MOTION TO REOPEN**

**ORDERED, that Claimant's motion to set aside the Final Order is DENIED**

Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

DEBRA SCARBOROUGH-DRUMMOND,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

D.C. DEPARTMENT OF YOUTH  
REHABILITATION SERVICES,  
Respondent/Employer.

Case No.: 2020-PSWC-00015

---

**ORDER DENYING CLAIMANT’S MOTION TO REOPEN**

Claimant Debra Scarborough-Drummond seeks to reopen this case after agreeing to a settlement. Although I am sympathetic to Claimant’s situation, I deny Claimant’s motion.

**I. BACKGROUND**

Claimant, an employee of the Department of Youth Rehabilitation Services, injured her spine in January 2011 when she fell while trying to break up a fight among a group of teenage boys. She was awarded temporary total disability (TTD) benefits by the Office of Risk Management (ORM) until January 28, 2020, when ORM issued a Notice of Determination terminating her TTD benefits. Claimant appealed the Determination to this administrative court.

On October 2, 2020, Claimant participated in a mediation facilitated by Judge Margaret Mangan. She agreed to a settlement with ORM and signed a settlement agreement (Agreement). On October 30, 2020, the parties filed a Joint Motion To Dismiss Case with Prejudice signed by Claimant. Respondents state that Claimant has been paid the sum provided in the Agreement. In

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Respondents opposed Claimant's motion, asserting that that Claimant had an opportunity to review the Agreement before signing it, and never indicated that she misunderstood its terms. Moreover, Respondents note that the mediation was conducted under the guidance of an experienced Administrative Law Judge who was responsible for ensuring that the parties understood the outcome.

## **II. DISCUSSION**

### **A. A final order may only be vacated or changed for limited reasons.**

Once a final order is issued, a judge's discretion to change the final order is subject to serious limitations. If a party moves to vacate or change a final order within 10 days of when it is issued, the motion is considered to be a motion for reconsideration and the judge may change the final order for "any reason." OAH Rule 2828.5. But if, as here, a party waits more than 10 days before seeking to change a final order, the judge's discretion is limited. The motion is a motion for relief from a final order. OAH Rule 2827.7. Such a motion may be granted only for specified reasons, including, as relevant here:

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- (c) Fraud, misrepresentation, or other misconduct of an adverse party.

OAH Rule 2828.10.

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surprised, and she has not alleged any facts that may be construed as excusable neglect. Nor has she asserted any facts that might constitute fraud, misrepresentation, or other misconduct by Respondents. She may have misjudged the benefits of the settlement, but there is no evidence that the settlement was misrepresented or that Respondents engaged in other misconduct.

**B. Settlements may only be set aside for compelling reasons.**

Decisions of the District of Columbia Court of Appeals establish that settlements can only be set aside for very serious, limited reasons. The Court emphasized in *Dyer v. Bilaal* that a party's subjective understanding of a settlement is irrelevant to its validity.<sup>1</sup>

Settlement agreements are construed under “general principles of contract law.” *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1142 (D.C. 1983) (quoting *Brown v. Brown*, 343 A.2d 59, 62 (D.C. 1975)). Accordingly, we enforce a valid and binding settlement just like “any other contract.” *Rommel v. West American Insurance Co.*, 158 A.2d 683, 684–85 (D.C. 1960).

This jurisdiction adheres to an “objective” law of contacts, meaning “the written language embodying the terms of an agreement will govern the rights and liabilities of the parties [regardless] of the intent of the parties at the time they entered into the contract, unless there is fraud, duress, or mutual mistake.” *DSP Venture Group, Inc. v. Allen*, 830 A.2d 850, 852 (D.C. 2003) . . . . In other words, a party's unexpressed intent is irrelevant if a contract is unambiguous.

The Court has also noted that “The law favors settlement of controversies . . . . [A]n agreement of the parties becomes the law of the case and its terms may not be enlarged or diminished by the court.”<sup>2</sup> “Although a court may set aside a stipulation [of settlement] where justice requires, parties generally are bound by their stipulations, and a stipulation deliberately entered into by parties for final disposition of their controversy ought not to be lightly set

---

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As the Court of Appeals noted in *Dyer*, notwithstanding the strong policy favoring settlement, a settlement agreement, like any contract, may be set aside in the rare case where a party is able to demonstrate that the settlement was procured by fraud, duress, or mutual mistake. Here, there is no evidence in the record of fraud or mutual mistake, and Claimant does not assert them in her motion. Instead, she states that nearly a month after she signed the agreement and accepted the settlement funds, she concluded that it was a mistake for her to agree to the settlement. But she was not mistaken about the terms of the settlement and the mistake was not mutual. Nor did the stress and worry that led her to execute the settlement constitute the level of coercion necessary to qualify as duress under the law. Duress is “any wrongful threat of one person by words or other conduct that induces another to enter a transaction under the influence of such fear as precludes him from exercising free will and judgment.”<sup>5</sup> Claimant does not assert that Respondents made any threats to her.

I sympathize with Claimant’s plight, one which is unfortunately shared by many other self-represented litigants before OAH. Without a lawyer, she was at a disadvantage negotiating against Respondents’ lawyers and claims specialists. But one of the fundamental principles of the rule of law is that parties should be bound by their agreements. Claimant may have misjudged the benefits that were offered to her, but there is no evidence that she misunderstood them or was intentionally deceived by Respondents.

### III. ORDER

Accordingly, it is

**ORDERED**, that Claimant’s motion to set aside the Final Order is **DENIED**; and it is further

<sup>3</sup> *Brown v. Hornstein*, 669 A.2d 139, 142 (D.C. 1996) (quoting *Goozh*, 462 A.2d at 1142, and *Maiatico v Novick*, 108 A.2d 540, 541 (D.C. 1954)).

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### **HOW TO REQUEST THE ADMINISTRATIVE LAW JUDGE TO CHANGE THE FINAL ORDER**

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**PLEASE NOTE: By the October 9, 2020 Order of the Chief Administrative Law Judge, all filing deadlines that would otherwise expire during the public health emergency, as declared by the Mayor, are suspended/tolled/extended. Upon the expiration of the public health emergency, the Chief Administrative Law Judge will issue an order ending the suspension/tolling/extension period and parties will have thirty calendar days to timely submit any outstanding filings.**

**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**

## **APPEAL RIGHTS**

If you disagree with this Compensation Order you may file an appeal, called an Application For Review, with the Compensation Review Board. The Compensation Review Board is a department within the Labor Standards Bureau of the District of Columbia Department of Employment Services. There is no charge for filing an Application For Review but there are certain procedures that must be followed for your appeal to be processed.

The Application For Review must be filed and received by the Compensation Review Board **within 30 days** from the date shown on this Compensation Order's Certificate of Service. An Application for Review must include the following:

1. An Application for Review, identifying the Compensation Order from which the petitioner appeals, the office that issued the Compensation Order and attaching a copy of the Compensation Order being appealed; and,
2. A Memorandum of Points and Authorities in support of the Application for Review, setting forth the legal and factual basis for the review.

The Application for Review must be filed using the DOES AHD/CRB electronic filing system ("e-filing"). To use this free e-filing system you must register and have an account. The e-filing system and registration information is found at this web site: <http://efile.does.dc.gov>.

You must also send a paper copy to the Compensation Review Board of the Application for Review that you filed using the e-filing system. The Compensation Review Board's address is 4058 Minnesota Avenue, N.E., Washington, D.C. 20019. The paper copy of the document must be sent or delivered to the Compensation Review Board within 2 business days after it is e-filed.

More information regarding the procedure for filing an appeal can be found at the Compensation Review Board's website: <https://does.dc.gov/page/compensation-review-board>. The Compensation Review Board's staff can help you register for the e-filing system. To make an appointment for assistance, please call the Compensation Review Board at (202)-671-2394 or request an appointment using the Board's email: [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov). The Compensation Review Board's staff cannot give you legal advice nor can they extend the 30-day deadline for filing an appeal. Please make your appointment for assistance with enough time to meet this deadline.

Questions regarding the procedure for filing an Application for Review can be sent to the CRB at [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov).

**Certificate of Service:**

**By First-Class Mail and Email where indicated:**

Debra Scarborough-Drummond

2-534(a)(2)

**By Email only:**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumnr.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

\_\_\_\_\_  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 22 Dec 2020 21:12:49 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** erikalee.turner@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** SCARBOROUGH-DRUMMOND, DEBRA (0468-WC-11-0500560)  
**Attachments:** Debra Scarborough-Drummond - OAH - Order Denying Claimant's Motion to Re-Open .pdf

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[https://live.origamirisk.com/Origami/Claims/view/67916?\\_account=DOC](https://live.origamirisk.com/Origami/Claims/view/67916?_account=DOC)

## **ORDER DENYING CLAIMANT'S MOTION TO REOPEN**

**ORDERED, that Claimant's motion to set aside the Final Order is DENIED**

Thank you,  
Susana

Replies to this email message will be saved with our email records.



**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

DEBRA SCARBOROUGH-DRUMMOND,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

D.C. DEPARTMENT OF YOUTH  
REHABILITATION SERVICES,  
Respondent/Employer.

Case No.: 2020-PSWC-00015

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**ORDER DENYING CLAIMANT’S MOTION TO REOPEN**

Claimant Debra Scarborough-Drummond seeks to reopen this case after agreeing to a settlement. Although I am sympathetic to Claimant’s situation, I deny Claimant’s motion.

**I. BACKGROUND**

Claimant, an employee of the Department of Youth Rehabilitation Services, injured her spine in January 2011 when she fell while trying to break up a fight among a group of teenage boys. She was awarded temporary total disability (TTD) benefits by the Office of Risk Management (ORM) until January 28, 2020, when ORM issued a Notice of Determination terminating her TTD benefits. Claimant appealed the Determination to this administrative court.

On October 2, 2020, Claimant participated in a mediation facilitated by Judge Margaret Mangan. She agreed to a settlement with ORM and signed a settlement agreement (Agreement). On October 30, 2020, the parties filed a Joint Motion To Dismiss Case with Prejudice signed by Claimant. Respondents state that Claimant has been paid the sum provided in the Agreement. In



accord with the parties' request, I issued an order dismissing the case with prejudice on October 30, 2020.

On December 2, 2020, Claimant submitted an email asking to reopen her case. Claimant stated that she had not been represented by an attorney, that she "didn't understand everything that [Respondents] were saying," and she signed the agreement because she felt "pressured," because she "was worrying about how to keep a roof over my grandsons and my heads," and was "mentally and physically stressed out" because her health was deteriorating. Claimant says that she needs spinal surgery to avoid becoming paralyzed.

Respondents opposed Claimant's motion, asserting that that Claimant had an opportunity to review the Agreement before signing it, and never indicated that she misunderstood its terms. Moreover, Respondents note that the mediation was conducted under the guidance of an experienced Administrative Law Judge who was responsible for ensuring that the parties understood the outcome.

## **II. DISCUSSION**

### **A. A final order may only be vacated or changed for limited reasons.**

Once a final order is issued, a judge's discretion to change the final order is subject to serious limitations. If a party moves to vacate or change a final order within 10 days of when it is issued, the motion is considered to be a motion for reconsideration and the judge may change the final order for "any reason." OAH Rule 2828.5. But if, as here, a party waits more than 10 days before seeking to change a final order, the judge's discretion is limited. The motion is a motion for relief from a final order. OAH Rule 2827.7. Such a motion may be granted only for specified reasons, including, as relevant here:

- (a) Mistake, inadvertence, surprise, or excusable neglect.
- (c) Fraud, misrepresentation, or other misconduct of an adverse party.

OAH Rule 2828.10.

Claimant has not alleged facts to support any of these reasons to set aside the Final Order and the Agreement. Although Claimant suggests that her understanding of the Agreement was mistaken, she had ample opportunity to review the Agreement before signing it. She was not

surprised, and she has not alleged any facts that may be construed as excusable neglect. Nor has she asserted any facts that might constitute fraud, misrepresentation, or other misconduct by Respondents. She may have misjudged the benefits of the settlement, but there is no evidence that the settlement was misrepresented or that Respondents engaged in other misconduct.

**B. Settlements may only be set aside for compelling reasons.**

Decisions of the District of Columbia Court of Appeals establish that settlements can only be set aside for very serious, limited reasons. The Court emphasized in *Dyer v. Bilaal* that a party's subjective understanding of a settlement is irrelevant to its validity.<sup>1</sup>

Settlement agreements are construed under “general principles of contract law.” *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1142 (D.C. 1983) (quoting *Brown v. Brown*, 343 A.2d 59, 62 (D.C. 1975)). Accordingly, we enforce a valid and binding settlement just like “any other contract.” *Rommel v. West American Insurance Co.*, 158 A.2d 683, 684–85 (D.C. 1960).

This jurisdiction adheres to an “objective” law of contacts, meaning “the written language embodying the terms of an agreement will govern the rights and liabilities of the parties [regardless] of the intent of the parties at the time they entered into the contract, unless there is fraud, duress, or mutual mistake.” *DSP Venture Group, Inc. v. Allen*, 830 A.2d 850, 852 (D.C. 2003) . . . . In other words, a party's unexpressed intent is irrelevant if a contract is unambiguous.

The Court has also noted that “The law favors settlement of controversies . . . . [A]n agreement of the parties becomes the law of the case and its terms may not be enlarged or diminished by the court.”<sup>2</sup> “Although a court may set aside a stipulation [of settlement] where justice requires, parties generally are bound by their stipulations, and a stipulation deliberately entered into by parties for final disposition of their controversy ought not to be lightly set

---

<sup>1</sup> 983 A.2d 349, 354–55 (D.C. 2009):

<sup>2</sup> *Goozh v. Capitol Souvenir Co.*, 462 A.2d 1140, 1141 (D.C. 1983).

aside.”<sup>3</sup> ““The general rule is that a compromise and settlement operates as a merger of and bars the right of recovery on any claim therein.”<sup>4</sup>

As the Court of Appeals noted in *Dyer*, notwithstanding the strong policy favoring settlement, a settlement agreement, like any contract, may be set aside in the rare case where a party is able to demonstrate that the settlement was procured by fraud, duress, or mutual mistake. Here, there is no evidence in the record of fraud or mutual mistake, and Claimant does not assert them in her motion. Instead, she states that nearly a month after she signed the agreement and accepted the settlement funds, she concluded that it was a mistake for her to agree to the settlement. But she was not mistaken about the terms of the settlement and the mistake was not mutual. Nor did the stress and worry that led her to execute the settlement constitute the level of coercion necessary to qualify as duress under the law. Duress is “any wrongful threat of one person by words or other conduct that induces another to enter a transaction under the influence of such fear as precludes him from exercising free will and judgment.”<sup>5</sup> Claimant does not assert that Respondents made any threats to her.

I sympathize with Claimant’s plight, one which is unfortunately shared by many other self-represented litigants before OAH. Without a lawyer, she was at a disadvantage negotiating against Respondents’ lawyers and claims specialists. But one of the fundamental principles of the rule of law is that parties should be bound by their agreements. Claimant may have misjudged the benefits that were offered to her, but there is no evidence that she misunderstood them or was intentionally deceived by Respondents.

### III. ORDER

Accordingly, it is

**ORDERED**, that Claimant’s motion to set aside the Final Order is **DENIED**; and it is further

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<sup>3</sup> *Brown v. Hornstein*, 669 A.2d 139, 142 (D.C. 1996) (quoting *Goozh*, 462 A.2d at 1142, and *Maiatico v Novick*, 108 A.2d 540, 541 (D.C. 1954)).

<sup>4</sup> *Grand Hyatt Washington v. D.C. Dep’t of Emp’t Servs.*, 963 A.2d 142, 146 (D.C. 2008) (quoting *McGee v. Marbury*, 83 A.2d 152, 159 (D.C. 1951)).

<sup>5</sup> *Dyer*, 983 A.2d at 360 (quoting *Sind v. Pollin*, 356 A.2d 653, 656 (D.C. 1976) and Restatement of Contracts § 492 (1932)).



**After an administrative law judge has issued a Final Order, a party may ask the judge to change the Final Order and ask the District of Columbia Court of Appeals to change the Final Order. There are important time limitations described below for doing so.**

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**Certificate of Service:**

**By First-Class Mail and Email where indicated:**

Debra Scarborough-Drummond

2-534(a)(2)

**By Email only:**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
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**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumnr.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

\_\_\_\_\_  
Clerk / Deputy Clerk



**From:** Yeung, Sam (ORM)  
**Sent:** Tue, 22 Dec 2020 21:10:32 +0000  
**To:** Carlos, Melbert (EOM); Ross, Jed (ORM); Evans, Valerie (EOM); Krainak, Michael (EOM)  
**Subject:** RE: DRAFT: Email Communication for Mayor's Order 2020-127

Melbert,

I don't have any comments on the draft. It seems it follows the same message from DCHR.

-Sam

**From:** Carlos, Melbert (EOM) <melbert.carlos2@dc.gov>  
**Sent:** Tuesday, December 22, 2020 10:37 AM  
**To:** Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Evans, Valerie (EOM) <valerie.evans@dc.gov>; Krainak, Michael (EOM) <Michael.Krainak@dc.gov>  
**Subject:** DRAFT: Email Communication for Mayor's Order 2020-127

Jed and Sam,

Good morning.

I am writing to quickly send over the draft email/Teams for your review and feedback.

I also incorporated the language from a recent email from DCHR which I thought came in at the right time.

Please see below.

---

Dear ORM Team,

I hope this email finds you well. As always, I first want to say thank you to all of you for all the work you do during these times. The agency continues to operate at a high-level providing support to all our clients and partners thank to our collective efforts.

In light of the rising number of COVID-19 cases in the District, the Mayor released a new Mayor's Order on December 18, 2020 (Mayor's Order 2020-127) that will take effect tomorrow, December 23, 2020 through January 15, 2021. The order has placed restrictions on most indoor related activities such as restaurant dining, museums, libraries, and others.

Furthermore, the order also mentioned the requirement for non-essential businesses to telework, except in-person staff needed to support minimum business operations. This section applies to government agencies such as ORM, and that's why I am writing today to remind everyone that if you do

plan to come to the office to please consult with your Program Administrator first for them to evaluate the need of additional personnel in the office.

I would be remiss if I forget to give additional kudos to our essential staff that have been reporting and will continue to report to the office to support our daily operation. Thank you for your work and always remember to please stay safe and follow current health and social distancing guidelines.

In addition to the Mayor's Order 2020-127, I also would like to go over the changes with Mayor's Order 2020-110.

District government employees who do not reside in the District and travel to a high-risk area are not subject to the self-quarantine or testing requirements of Mayor's Order 2020-110 if they will be in the District for less than 24 hours. They still must self-monitor and cannot come to work if they have recently had close contact with someone diagnosed with COVID-19.

District government employees who reside in the District and who travel to a high-risk area are not subject to the self-quarantine or testing requirements of the Mayor's order if they are performing essential work, and if they have not been exposed to someone with COVID-19 through recent close contact. For the purposes of Mayor's Order 2020-110, the District government considers all employees who are physically reporting to work to be performing essential work, regardless of whether their position is formally designated as an essential or emergency position.

If you have any questions or need additional information please feel free to reach out to me, Sam, and Melbert. You may also find information or <https://coronavirus.dc.gov/> or DCHR's policy page at <https://edpm.dc.gov/issuances/human-resources-guidance-covid-19-emergency/>.

Have a wonderful and safe holiday season.

Thank you,  
Jed

---

*Thank you,  
Melbert Carlos  
Program Manager  
District of Columbia Office of Risk Management  
441 4th Street, N.W., Suite 800S  
Washington, D.C. 20001  
Main: [\(202\) 727-8600](tel:(202)727-8600)  
Direct: [\(202\) 727-7723](tel:(202)727-7723)*

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Susana Suarez  
**Sent:** Tue, 22 Dec 2020 21:03:25 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither@morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** aneela.ijaz@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** FISHER, EDWARD (0468-WC-02-0500049)  
**Attachments:** Edward Fisher - OAH - Amended Order Awarding Attorney's Fees .pdf

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to phishing@dc.gov for additional analysis by OCTO Security Operations Center (SOC).

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## **AMENDED ORDER AWARDING ATTORNEY'S FEES**

On November 17, 2020, Claimant's counsel filed a Consent Motion for Approval of attorney's fees of \$4,285, and expenses of \$1,715. On December 8, 2020, I issued an order awarding attorney's fees as requested. By mistake, I ordered the award to be paid by Respondents Office of Risk Management and the Department of Public Works. On December 9, 2020, Claimant's counsel filed a motion to modify or correct the order. Counsel noted that the fees and expenses were being claimed from the settlement that Claimant received and were not assessed against the District of Columbia. Claimant has consented to this distribution. For good cause, the motion is granted. **Accordingly, it is ORDERED, that Claimant's counsel's motion to modify the order awarding attorney's fees and expenses is GRANTED; and it is further ORDERED, that the December 8, 2020, Order Awarding Attorney's Fees is amended as set forth below; and it is further ORDERED, that an attorney fee of \$4,285.00 and reimbursed expenses of \$1,715.00 is awarded to Burgos & Burgos LLC from settlement funds received.**

Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

EDWARD FISHER,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

DISTRICT OF COLUMBIA DEPARTMENT OF  
PUBLIC WORKS,  
Respondent/Employer.

Case No.: 2019-PSWC-00070

**AMENDED ORDER AWARDING ATTORNEY'S FEES**

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On December 9, 2020, Claimant's counsel filed a motion to modify or correct the order. Counsel noted that the fees and expenses were being claimed from the settlement that Claimant received and were not assessed against the District of Columbia. Claimant has consented to this distribution.

For good cause, the motion is granted. Accordingly, it is

**ORDERED**, that Claimant's counsel's motion to modify the order awarding attorney's fees and expenses is **GRANTED**; and it is further

**ORDERED**, that the December 8, 2020, Order Awarding Attorney's Fees is amended as set forth below; and it is further



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Questions regarding the procedure for filing an Application for Review can be sent to the CRB at [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov).

**Certificate of Service:**

**By First-Class Mail:**

Edward Fisher

2-534(a)(2)

**By Email:**

Nelson I. Burgos, Esquire  
**nelson@burgoslaw.net**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumur.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

\_\_\_\_\_  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 22 Dec 2020 21:03:25 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither@morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** aneela.ijaz@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** FISHER, EDWARD (0468-WC-02-0500049)  
**Attachments:** Edward Fisher - OAH - Amended Order Awarding Attorney's Fees .pdf

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**OFFICE OF ADMINISTRATIVE HEARINGS**  
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Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

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Respondent/Administrator,

and

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**By First-Class Mail:**

Edward Fisher

2-534(a)(2)

**By Email:**

Nelson I. Burgos, Esquire  
**nelson@burgoslaw.net**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumur.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

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**Certificate of Service:**

**By First-Class Mail:**

Edward Fisher

2-534(a)(2)

**By Email:**

Nelson I. Burgos, Esquire  
**nelson@burgoslaw.net**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumur.razzaque@dc.gov**

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Office of Risk Management  
**michael.krainak@dc.gov**

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Edward Fisher

2-534(a)(2)

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Clerk / Deputy Clerk



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One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

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v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

DISTRICT OF COLUMBIA DEPARTMENT OF  
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Case No.: 2019-PSWC-00070

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Case No.: 2019-PSWC-00070

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**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
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and

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**Certificate of Service:**

**By First-Class Mail:**

Edward Fisher

2-534(a)(2)

**By Email:**

Nelson I. Burgos, Esquire  
**nelson@burgoslaw.net**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumur.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

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Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 22 Dec 2020 21:03:25 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither@morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
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**Certificate of Service:**

**By First-Class Mail:**

Edward Fisher

2-534(a)(2)

**By Email:**

Nelson I. Burgos, Esquire  
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Andrea Comentale, Esquire  
Office of the Attorney General  
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Jhumur Razzaque, Esquire  
Assistant Attorney General  
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Clerk / Deputy Clerk



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**By First-Class Mail:**

Edward Fisher

2-534(a)(2)

**By Email:**

Nelson I. Burgos, Esquire  
**nelson@burgoslaw.net**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
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Clerk / Deputy Clerk

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**By First-Class Mail:**

Edward Fisher

2-534(a)(2)

**By Email:**

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**nelson@burgoslaw.net**

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
**andrea.comentale@dc.gov**

Jhumur Razzaque, Esquire  
Assistant Attorney General  
**Jhumur.razzaque@dc.gov**

Michael Krainak, General Counsel  
Office of Risk Management  
**michael.krainak@dc.gov**

I hereby certify that on December 22, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

*/s/ Tyrone Williams*

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Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 22 Dec 2020 21:03:25 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither@morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** aneela.ijaz@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** FISHER, EDWARD (0468-WC-02-0500049)  
**Attachments:** Edward Fisher - OAH - Amended Order Awarding Attorney's Fees .pdf

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[https://live.origamirisk.com/Origami/Claims/view/56695?\\_account=DOC](https://live.origamirisk.com/Origami/Claims/view/56695?_account=DOC)

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Thank you,  
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**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

EDWARD FISHER,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

DISTRICT OF COLUMBIA DEPARTMENT OF  
PUBLIC WORKS,  
Respondent/Employer.

Case No.: 2019-PSWC-00070

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2-534(a)(2)

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Clerk / Deputy Clerk

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**Sent:** Tue, 22 Dec 2020 21:03:25 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither@morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** aneela.ijaz@dc.gov;matt.graeff@dc.gov;susana.suarez@dc.gov  
**Subject:** FISHER, EDWARD (0468-WC-02-0500049)  
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TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

EDWARD FISHER,  
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v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

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Respondent/Employer.

Case No.: 2019-PSWC-00070

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TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

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Petitioner/Claimant,

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Case No.: 2019-PSWC-00070

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2-534(a)(2)

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*/s/ Tyrone Williams*

---

Clerk / Deputy Clerk

**From:** Yeung, Sam (ORM)  
**Sent:** Tue, 22 Dec 2020 20:49:30 +0000  
**To:** Ross, Jed (ORM);Hirani, Sanjay (OCTO)  
**Subject:** FW: please update and return

FYI...seems odd to make agencies send us building information. See email below; which as I can gather started from legal.

---

**From:** Krainak, Michael (EOM) <Michael.Krainak@dc.gov>  
**Sent:** Tuesday, December 22, 2020 10:01 AM  
**To:** Barbera, Charles (EOM) <charles.barbera@dc.gov>  
**Cc:** Yeung, Sam (ORM) <Sam.Yeung@dc.gov>  
**Subject:** Fw: please update and return

2-534(e)

---

**From:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Sent:** Tuesday, December 22, 2020 9:48 AM  
**To:** Krainak, Michael (EOM) <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>  
**Cc:** Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Subject:** FW: please update and return

Michael,

Per yesterday's discussion. Will attached work?

Notification of any changes to/additions to property owned or rented by the District:

Owned property – for each location:

- Construction ( frame, joisted-masonry, non-combustible, masonry non-combustible, modified fire-resistive, fire resistive)
- Occupancy ( municipal building, school, library, etc.)
- Protection ( sprinklers, hydrants, fire department, security)
- Exposure ( note any hazardous adjacent locations)
- Immediate notification of any changes: values, ownership, occupancy/vacancy, losses, demolition
- Annual assessments/valuations
- Recommendation compliance

- Planned new construction/renovation – with standing MOU in place for ORM to procure insurance
- Itemization of contents
- Tenants must provide proof of insurance (COI) that meets District/ORM insurance requirements provided annually
- Copies of executed leases

District as tenant

- Insurance requirements of lease; If the District is to provide insurance on the leased location, the following is needed:
  - Construction (frame, joisted - masonry, non-combustible, masonry non-combustible, modified fire-resistive, fire resistive)
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  - Protection (sprinklers, hydrants, fire department, security)
  - Exposure (note any hazardous adjacent locations)
  - Building valuation
- Itemization of District owned contents
- Copies of executed leases
- Itemization of contents

Please advise any questions/comments.

Regards,  
Jane

**Jane C. Waters**

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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** HSEMA Operations (HSEMA) on behalf of "DC HSEMA"  
[2-534\(a\)\(10\)](#)

**Sent:** Sun, 3 Jan 2021 20:54:17 +0000

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**Subject:** CMT Call January 5th-6th Demonstrations

**Attachments:** Webex\_Meeting.ics

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Monday, January 4, 2021

5:00 pm | (UTC-05:00) Eastern Time (US & Canada) | 2 hrs

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**Subject:** CMT Notice - January 5-6 Demonstrations

Colleagues,

We are expecting demonstrations in the District this week when the new Congress finalizes the Electoral College vote. I want to provide you with some advanced awareness to help you evaluate and potentially adjust your agency/department operations. The Emergency Operations Center (EOC) conducted a

briefing call with your agency operations leads on Thursday to cover this information and answer questions.

We expect the heaviest impact to District roadways and transportation routes on Tuesday, January 5 and Wednesday, January 6, in the downtown core and near the Capitol. We also expect heavy foot traffic along Pennsylvania Avenue, near the White House, and BLM Plaza throughout the day and into the evening. Notably, we expect demonstrators to arrive in the region beginning today and tomorrow (January 3-4). As a result, we may see ad-hoc activities from Monday through Wednesday. This is also a weekday—rather than a weekend—event, so we project more significant impacts to traffic and transportation routes.

To prepare for this event:

- Agencies should review and ensure that staff and facility managers are familiar with the road closures that MPD and Capitol Police have established leading up to the event: <https://mpdc.dc.gov/release/traffic-advisory-first-amendment-activity-4>
- Agencies with services in the closure areas should plan for delays in staff arrival and transit between sites.
- The EOC, which has been activated since March to support the COVID-19 response, will monitor this event beginning at 8am on the 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup>. We are **not requesting** agency liaisons at this time, but we will have a standing WebEx between the EOC and department operations centers to facilitate communication and interagency coordination.

This event is evolving quickly, so we will conduct a brief CMT call on Monday afternoon (invite forthcoming) to provide this group with updated information. In the meantime, please reach out to me if you have any questions.

Regards,  
Chris Rodriguez

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**To:** /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=664f7034e56d42339ee2f3d07446cbb4-Marc E. Dal;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8b8118c77ae44c67a1ad9a3efae30961-Jwashington;/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=914f300539d843b3bbd5e5999cdb7539-Chalon Jone;Legacy\_Forwarding: Mourtos, Aiyana (DCPS);Anderson, Arrelle (OUC);Anderson, Keith (DGS);Ashley, Patrick (DOH);Babers, Lucinda (EOM);Baker, Craig (FEMS);Bazron, Barbara (DBH);Benab, Jasmin (EOM);Bowden, Tomeika (DCPCSB);Bowen, Whitney (HSEMA);Breems, Joseph (EOM);Brown, Justin (DHS);Brumley, Gretchen (OSSE);Carroll, Jeffery W. (MPD);Carter, Michael (DPW);Chapple, Nicole (DOES);Chrappah, Ernest (DCRA);Christian, Julia (DOEE);COL Jonathan Ebbert - DCNG (jonathan.s.ebbert.mil@mail.mil);Contee, Robert (MPD);Crawford, Elijah (HSEMA);Crispino, Anthony (DPW);David Gadis;David, Gregory (HSEMA);Dedner, Olivia (EOM);Deichmeister, Jayne (DOEE);Deputy Mayor Wayne Turnage;Dey, Soumya (DDOT);Diaz, Francisco (OCME);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Dusti Lowndes;Emminizer, Samantha (EOM);EOC Manager (HSEMA);Falcicchio, John (EOM);Ferebee, Lewis;Foster, LaToya (EOM);Fuller, Yohance (DGS);HGebreyes;Geldart, Chris (DPW);Gonzalez, Donny (DGS);Goodall, Lee (DDOT);Goodhue, Shannon (DBH);Handerhan, Larry J. (DHS);Harvin, Donell (HSEMA);Hawkins, Derron (FEMS);Healy, Patrick (EOM);Gil, Helder (EOM);Hochberg, Adriana (DOEE);Hunter, Delano (DPR);Irving, Julia (EOM);Jackson, Alfa (EOM);james\_murphy@nps.gov;Jones, Phyllis (DBH);Holmes, Karima (OUC);Kavaleri, Teddy (OUC);Kershbaum, Sharon (DHS);Donahue, Kevin (EOM);Kihn, Paul (EOM);Kwan-hui, Shirley (DCRA);Nesbitt, LaQuandra S. (DOH);Zeilinger, Laura (DHS);Lawson, Julie (EOM);Lott, Everett (DDOT);Manassa, Marvin (OCP);Marootian, Jeffrey M. (DDOT);Mauro, Amy (FEMS);McClure, Helen (EOM);Melder, Jay (EOM);Rupert, Michael (EOM);Mims, Keisha (EOM);Mitchell, Roger (OCME);Murphy, Christina (EOM);Neider, Thomas (DDOT);NWS General Alerts Box;NWS Sterling 24/7 Desk;Osborn, Clint (HSEMA);Parker, Lindsey (OCTO);Peckumn, Nicole (HSEMA);PlanSec, EOC (HSEMA);Randy Estes;Barnes, Regina L. (DDOT);Rivera, Guillermo (MPD);Rodriguez, Chris (HSEMA);Ross, Ely (DPR);Ross, Jed (ORM);Rourke, Denton;Rucker, Clarissa (DCHR);Ruesch, Emily (HSEMA);Sandra Hawthorn (sandra.hawthorn@opm.gov);Scales, Ayris (EOM);Schutter, George (OCP);Shreve, Johanna (OTA);Slade, Keith (DCRA);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Speranza, Carrie (HSEMA);Spriggs, Timothy (DPW);Strong, Christopher (NWS);Stutz, Ben (EOM);Swintz, Monica (EOM);Talamante, Tomás (EOM);Tyrone Garrett;Gibson, Ventris (DCHR);Walker, William;Wassmer, Victoria (EOM);Wayne Bridgeforth;Ways, Howard (DDOT);Wells, Tommy (DOEE);Young, Shana (OSSE);Bush, Kevin (EOM);Gill, Adriane (HSEMA);Goldsmith, Frederick W. (HSEMA);Harley, Stephanie (HSEMA);Harris, Robert S. (HSEMA);Lucas, Donte (HSEMA);Mein, John (EOM);Mena, Rebekah (HSEMA);NCR Watch Desk;Scott, Renaud (HSEMA);Shackelford, Jerica (HSEMA);Sneed, Robert (HSEMA);Tepper, Alexandria (HSEMA);White, Christopher (HSEMA)  
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**From:** OCP PASS ADMIN  
**Sent:** Sun, 3 Jan 2021 00:00:13 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue


**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

 **CW3609** - **FY15-DOH HIV AIDS AND TB Control Human Car Agreement**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents is in anticipation


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW3770** - **AIS Implementation - DFS - FY15 - It Group**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4135** - **Verizon Telecommunication Services**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4395** - **Oracle SOA Licenses**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4428** - **Pre & Post Transitional Care Homes (PTCH) - Sasha Bruce Youthwork**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)


 **CW4550** - **Alger Park Stream Restoration Project**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4213 - FY16\_OSSE\_ODM-ELA-MATH-ALT-MSAA-OPERATIONAL\_(MEASURED\_PROGRESS)**  
2


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 **CW4188 - NFPA Class 4 Fireboat**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4326 - FY17\_GD0\_Data\_SEDS Management and Maintenance**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4558 - CW37399 Environmental Services (Option Year 1)**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4472 - Pre & Post Transitional Care Homes (PTCH) - Associates for Renewal in Education**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4369 - Springhouse Run Stream Restoration & Stormwater Management Retrofit Project**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4688 - Third Party BLS Medical Transport Services**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856 - FY17-OCTO-cGOV360 Maintenance and Support**  
0




**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4870** - **NFF; OCTO Temporary Personnel**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4651** - **DHS - Temp Services - AVID Systems**  
2


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**Task description :** Approval for Insurance Documents

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 **CW4644** - **Enrollment Audit**  
0


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 **CW4661** - **Dell VDI (DESKTOP VIRTUALIZATION)**  
9


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 **CW4716** - **FY16-DOH Youth Social Marketing-Public Education and Communication**  
4


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 **CW4656** - **DHS - Temporary Services**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4767** - **FY17\_OSSE\_DAR\_Science Test Administration**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Telecommunications Services Wireless Digital & Data Services, Associated**  
**8** - **Services Equipment**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4588** - **FY16-Power Equipment (DCPS)**  
**4**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4687** - **FY16-17 DOH HCA with Lab Corp for HAHSTA Laboratory Services**  
**3**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4915** - **FY17-OCTO-BOX LICENSES AND SUPPORT**  
**4**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4837** - **FY17\_GDO\_Data Analysts**  
**0**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4918** - **Cisco Equipment**  
**8**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Cisco Switches and Wireless Access Points**  
**3**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4634** - **Temp Services - OCTO - NFF**




8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4806** - OSSE-DOT\_FY17\_Emergency\_Attendants for Vehicles BATTLE  
1

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5239** - SECURITY SERVICES FOR DCPS  
3


**The following** Approval for Insurance Documents

**task is overdue :**

**Task description :** Approval for Insurance Documents Required and is attached in the document section.

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW5742** - ELC Web-Based Licensure Application  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5710** - MMIS IV&V  
3

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


**From:** OCP PASS ADMIN  
**Sent:** Sat, 2 Jan 2021 12:00:13 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

 **CW4545** - **Risk Assessment and Impact Analysis**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4320** - **Drupal Platform Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4308** - **DCSS Application for Engineering and Logistics-NORTH ARROW INC.**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4223** - **CW35004- Midtown Personnel Inc. - Do not use Closed**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents No changes necessary. select button to clear.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4247** - **Quality Plan Administrators FY 16**  
6

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4311** - **Alabama Clinical Schools-Residential Treatment Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4556 - McAfee Professional Services (On-Site Support)**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4160 - DCSS - Furniture and Furniture Management Services - American Business Supplies, LLC**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4420 - FY16-T00-Splunk Dashboard**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4276 - Water Quality Monitoring at Two (2) District Engine Houses**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4426 - FY16\_GD0\_PostSec\_LiteracyPro**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** COI ATTACHED TO CW. THEY MEET ALL REQUIREMENTS OF THE CONTRACT.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4665 - District of Columbia Science Assessment Scoring**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4712 - DCPS DCSS CRS - Temp Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)




 CW4562 - DataMetrix RAC Contract Workspace (Procurement)  
7

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 CW4805 - NextGen Enterprise Archiving  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 CW4721 - Network Access Control Implementation  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 CW4856 - Internet Service Provider  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 CW4919 - Redesign for Long-Term Care Administration  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 CW4774 - Life and Disability Insurance  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 CW4764 - FY17\_GD0\_ODR Impartial Hearing Officer\_Vaden  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 CW4638 - OCTO Temporary Resources - ANC  
0

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4859** - Provider Certification Review DDS DDA Liberty Healthcare  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4902** - DCAS Knowledge Transfer  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents  
7/1/16 - 7/1/17

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Blount  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Ruff  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4611** - DOT Trip Ticket Scanning Services  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents:  
Documents Systems Inc.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4768** - FY17\_GD0\_ODR Impartial Hearing Officer\_Seat  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4928** - SecureAuth IdP Multifactor Authentication  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5006** - **OCTO Blue Coat- Internet Proxy and SSL inspection**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5246** - **Additional Medicaid Data Warehouse Development**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4995** - **Monitoring Services - Outlying Hotels**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5054** - **Enlightened- OCTO HBX Competitive for Temporary Pesonnel**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5583** - **IBM Mainframe License and Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5560** - **Home Care Chore Aides**  
1

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5705** - **OSSE-Teaching & Learning-Restorative Practices**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)


**From:** OCP PASS ADMIN  
**Sent:** Sat, 2 Jan 2021 00:00:13 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

 **CW4545** - **Risk Assessment and Impact Analysis**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4320** - **Drupal Platform Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4308** - **DCSS Application for Engineering and Logistics-NORTH ARROW INC.**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4223** - **CW35004- Midtown Personnel Inc. - Do not use Closed**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents No changes necessary. select button to clear.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4247** - **Quality Plan Administrators FY 16**  
6

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4311** - **Alabama Clinical Schools-Residential Treatment Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4556 - McAfee Professional Services (On-Site Support)**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4160 - DCSS - Furniture and Furniture Management Services - American Business Supplies, LLC**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4420 - FY16-T00-Splunk Dashboard**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4276 - Water Quality Monitoring at Two (2) District Engine Houses**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4426 - FY16\_GD0\_PostSec\_LiteracyPro**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** COI ATTACHED TO CW. THEY MEET ALL REQUIREMENTS OF THE CONTRACT.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4665 - District of Columbia Science Assessment Scoring**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4712 - DCPS DCSS CRS - Temp Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)




 **CW4562** - **DataMetrix RAC Contract Workspace (Procurement)**  
7

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4805** - **NextGen Enterprise Archiving**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4721** - **Network Access Control Implementation**  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4856** - **Internet Service Provider**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4919** - **Redesign for Long-Term Care Administration**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4774** - **Life and Disability Insurance**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4764** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Vaden**  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.


[Click here to view the project](#)

 **CW4638** - **OCTO Temporary Resources - ANC**  
0

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4859** - **Provider Certification Review DDS DDA Liberty Healthcare**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4902** - **DCAS Knowledge Transfer**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents  
7/1/16 - 7/1/17

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Blount**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Ruff**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4611** - **DOT Trip Ticket Scanning Services**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents:  
Documents Systems Inc.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4768** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Seat**  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4928** - **SecureAuth IdP Multifactor Authentication**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5006** - **OCTO Blue Coat- Internet Proxy and SSL inspection**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5246** - **Additional Medicaid Data Warehouse Development**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4995** - **Monitoring Services - Outlying Hotels**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5054** - **Enlightened- OCTO HBX Competitive for Temporary Pesonnel**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5583** - **IBM Mainframe License and Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5560** - **Home Care Chore Aides**  
1

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5705** - **OSSE-Teaching & Learning-Restorative Practices**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

**From:** Linda Manley  
**Sent:** Fri, 1 Jan 2021 23:53:47 +0000  
**To:** Wells, Tommy (DOEE);Krystal Brumfield (kjbrumfield@gmail.com);rachna;emilethompson;Howard Gibbs (hcgibbs06@gmail.com);Anthony Giancola;Reverend Kendrick Curry;Jed Ross;Joe Leonard;Frishberg, Ivan;Floyd Holt;Baxter, Lavinia A.;Randy Bartlett;Motsch, Sarah;Ortiz, Adam;Fariba.Kassiri;Shofar, Steven;Adriana Hochberg  
**Cc:** David L. Gadis;Scott Ellinwood  
**Subject:** Fwd: CEOs Weekly Highlights to the Board - 12/31/2020  
**Attachments:** 2020-12-31 Weekly Highlights Memo FINAL.pdf

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

Happy New Year. Please find attached CEO's Highlights for the Board, for the week beginning December 28, 2020.

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David L. Gadis, Chief Executive Officer

DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY | 1385 CANAL STREET, SE | WASHINGTON, DC 20003

**DATE:** December 31, 2020  
**TO:** Chairman Tommy Wells and Board Members  
**FROM:** David L. Gadis, CEO/General Manager  
**SUBJECT:** Highlights from the Week of December 28

With the winter holiday season here, many employees are taking some well-deserved leave to enjoy extra time with family. As I mentioned in last week's update, I have also authorized an early four-hour release for staff today to allow them extra time to prepare for holiday celebrations.

Rollouts of both the Pfizer and Moderna vaccines are already happening around the region. At this time, access to the vaccine is limited to front line medical personnel and those at the highest risk for severe COVID-related illness. However, the Authority's Incident Management Team (IMT) is monitoring vaccine availability and will communicate vaccination opportunities to employees as appropriate in the weeks and months ahead. I am grateful for the leadership of **Kishia Powell** (*Chief Operating Officer and EVP*), **Maureen Holman** (*Executive Vice President / Administration*) and the rest of the IMT in delivering a highly effective Recovery Incident Action Plan that continues to protect our staff, our assets and our customers.

Although temperatures are projected to remain above freezing, the District is expected to receive significant rainfall over the next 48 hours and perhaps more than [1.5" inches over the coming weekend](#). The Office of Emergency Management (OEM) is tracking this system and will update managers and crew leads on weather developments as conditions warrant.

Please read on for additional highlights from the week:

1. [Annual Report Production Progress Update](#)

The Office of Marketing and Communication has been working closely with departments across the Authority to compile and present the most compelling stories highlighting our impactful work over the past year. Viewed through the lens of the unprecedented challenges from the pandemic, DC Water has delivered in spectacular fashion for our community.

One exciting aspect of this year's Annual Report is the addition of our progress scorecard for initiatives relating to the strategic programs outlined in *The Blueprint*. For the first time in recent memory, the Authority is using the Annual Report to highlight these efforts, demonstrate alignment and measure our progress in specific areas that track to program objectives.

Stories featured in this year's Annual Report include our COVID response, the revised Business Development Plan, a Clean Rivers update, the Lead-Free DC program, Customer Assistance Programs, as well as features on the Senior Executive Team (SET) and more.



The Annual Report is expected to be released at the end of January, and I look forward to sharing it with the Board upon completion.

2. September 10 Flooding Response Update

Although incoming claims have slowed considerably, our teams continue to assist families affected by the September 10 flooding with guidance and support on claims as needed.

As of this morning, 280 related claims for reimbursement have been received. For the DC Water cleaning program, (Service Masters and ServePro), approximately 175 customer properties have requested the service and, in all but nine of those cases, cleaning services have started, and the remaining are in the scheduling process. To date, DC Water has been invoiced for cleaning totaling \$540,171.

On behalf of my team, please have a wonderful New Year's celebration and raise a glass with us to a healthy and hopeful 2021.

**From:** notifications@origamirisk.com  
**Sent:** Fri, 1 Jan 2021 22:02:03 +0000  
**To:** jed.ross@dc.gov  
**Subject:** Origami Risk Scheduled Dashboard  
**Attachments:** Tort Default Admin-2021010192755d9de03b4c1c8f5cf656a50cde17.pdf

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to phishing@dc.gov for additional analysis by OCTO Security Operations Center (SOC).

Attached is your scheduled Origami Risk dashboard, Tort Default Administrator Dashboard

| Approval Requests - All Incoming Checks |                         |                |                                     |                |                                |                                 |              |                 |              |                               |                              |              |
|---|-------------------------|----------------|-------------------------------------|----------------|--------------------------------|---------------------------------|--------------|-----------------|--------------|-------------------------------|------------------------------|--------------|
| Entry Date                              | Approval Request Number | Claim Number   | Budget Code-Fund                    | Request Type   | ORM Division                   | Check Payor                     | Check Number | Check AO Amount | Check Status | Program Check Approver Status | Program Administrator Status | Final Status |
| 12/30/2020<br>2:13 PM                   | AR-21-0102              | AL-18-00826    | FA - Metropolitan Police Department | Incoming Check | 11073 - Tort Liability Program | Allstate                        | 182399922    | 97,486.58       | Approved     | Approved                      | Approved                     | Approved     |
| 12/23/2020<br>1:32 PM                   | AR-21-0095              | APD-19-02127   | FA - Metropolitan Police Department | Incoming Check | 11073 - Tort Liability Program | Progressive                     | 2034901388   | 2,703.63        | Approved     | Approved                      | Approved                     | Approved     |
| 12/21/2020<br>2:36 PM                   | AR-21-0093              | APD-19-005778  | KT - Department of Public Works     | Incoming Check | 11073 - Tort Liability Program | GEICO Secure Insurance Co       | 220003876    | 2,191.43        | Approved     | Approved                      | Approved                     | Approved     |
| 12/21/2020<br>2:33 PM                   | AR-21-0092              | PROP-20-001995 | GA - DC Public Schools              | Incoming Check | 11073 - Tort Liability Program | GEICO Secure Insurance Co       | 220003890    | 7,808.57        | Approved     | Approved                      | Approved                     | Approved     |
| 12/15/2020<br>12:18 PM                  | AR-21-0082              | APD-20-001213  | FA - Metropolitan Police Department | Incoming Check | 11073 - Tort Liability Program | USAA Casualty Insurance Company | 0029991115   | 126.00          | Approved     | Approved                      | Approved                     | Approved     |

1 to 5 of 104

Check Tasks for Program Administrator

My Adjusters' Tasks Overdue More than 5 Days

My Team's Tasks Overdue 5 Days

Tasks List Tort Team

| Description | Due Date | Completed |
|-------------|----------|-----------|
|-------------|----------|-----------|

My Tasks Due Today

Claims With Unread Emails

Open Claims without Reserves

Open Claims Without Tasks Assigned

Open Claims w/ No Activity in the Last 60 Days

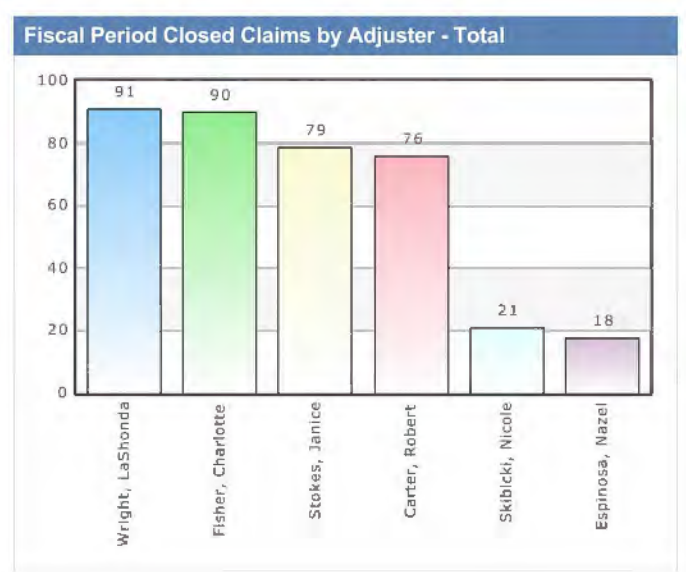
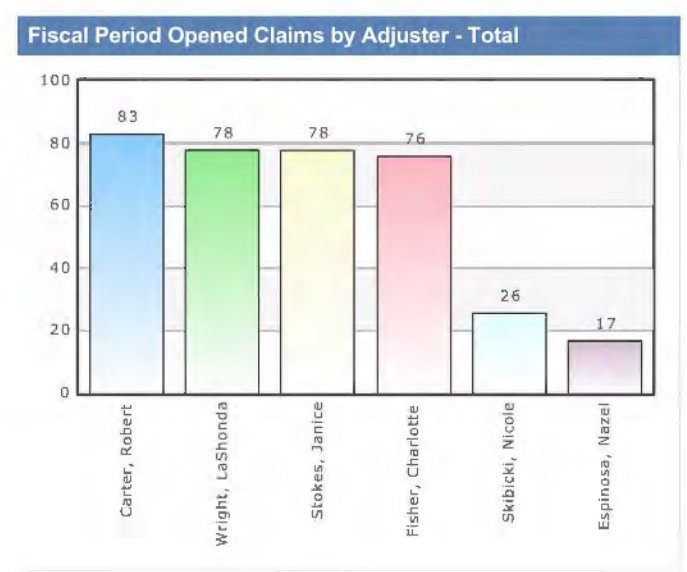
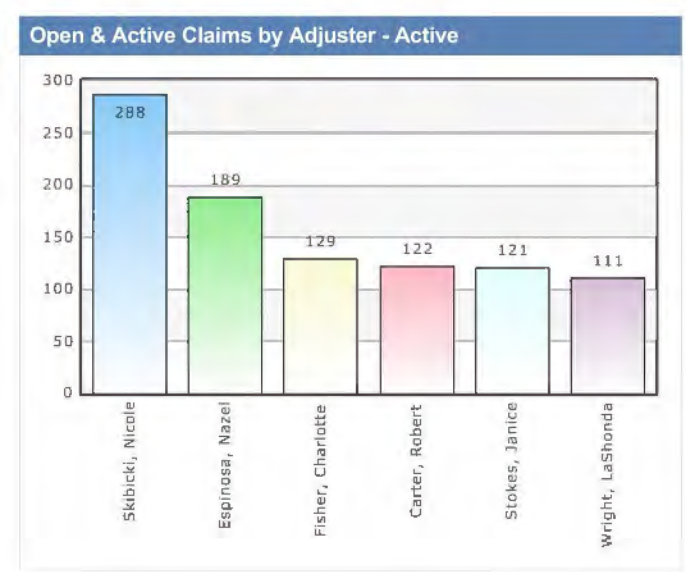


| Employment Practices Claims |                  |                      |                                     |                                |            |        |             |            |                |  |
|-----------------------------|------------------|----------------------|-------------------------------------|--------------------------------|------------|--------|-------------|------------|----------------|--|
| Claim Number                | Claimant         | Coverage             | Agency                              | Agency                         | Sub Status | Status | Report Date | Loss Date  | Total Incurred |  |
| EP-20-005945                | Yeung, Sing      | Employment Practices | RK - Office of Risk Management      | Office of Risk Management      |            | Open   | 12/17/2020  | 01/11/2019 | 0.00           |  |
| EP-20-006040                | Yeung, Sing      | Employment Practices | RK - Office of Risk Management      | Office of Risk Management      |            | Open   | 12/30/2020  | 12/20/2020 | 0.00           |  |
| EP-20-006054                | ROSS, JED        | Employment Practices | RK - Office of Risk Management      | Office of Risk Management      |            | Open   | 12/31/2020  | 02/16/2018 | 0.00           |  |
| EP-20-006056                | Schofield, Anita | Employment Practices | FA - Metropolitan Police Department | Metropolitan Police Department |            | Open   | 12/11/2020  | 12/09/2011 | 417,723.36     |  |

1 to 4 of 4

| COVID-19 Claims |   |                   |                                |                           |            |        |             |            |                |  |
|-----------------|---|-------------------|--------------------------------|---------------------------|------------|--------|-------------|------------|----------------|--|
| Claim Number    | Claimant  | Coverage          | Agency                         | Agency                    | Sub Status | Status | Report Date | Loss Date  | Total Incurred |  |
| GL-20-001615    | Long, Colie Levar DCDC#269265                           | General Liability | FL - Department of Corrections | Department of Corrections |            | Open   | 04/24/2020  | 04/03/2020 | 2-534(e)       |  |
| GL-20-001627    | Benson, Joann o/b/o The Estate of Deon M. Crowell       | General Liability | FL - Department of Corrections | Department of Corrections |            | Open   | 04/28/2020  | 04/13/2020 |                |  |
| GL-20-001628    | Crowell, Danisha K. o/b/o The Estate of Deon M. Crowell | General Liability | FL - Department of Corrections | Department of Corrections |            | Open   | 04/28/2020  | 04/13/2020 |                |  |
| GL-20-001725    | Washington, David L. DCDC#183-212                       | General Liability | FL - Department of Corrections | Department of Corrections |            | Open   | 05/06/2020  | 04/03/2020 |                |  |
| GL-20-001835    | Timmons, Marvin   | General Liability | FL - Department of Corrections | Department of Corrections |            | Closed | 05/12/2020  | 04/07/2020 |                |  |

1 to 5 of 17





| Tasks Due Today  |            |
|------------------|------------|
| Owner            | # of Tasks |
| Charlotte Fisher | 3          |
| Janice Stokes    | 1          |
| Robert Carter    | 1          |
|                  | 5          |

| Tasks Due Today (Nicole) |            |
|--------------------------|------------|
| Owner                    | # of Tasks |
|                          | 0          |

| Claim Totals by Adjuster Table - Active |             |            |                |             |
|---|-------------|------------|----------------|-------------|
| Adjuster                                | Claim Count | Total Paid | Total Incurred | Outstanding |
| Skibicki, Nicole                        | 288         | -26,904.56 | 2-534(e)       |             |
| Espinosa, Nazel                         | 189         | -8,490.00  |                |             |
| Fisher, Charlotte                       | 151         | 0.00       |                |             |
| Carter, Robert                          | 138         | 49.41      |                |             |
| Stokes, Janice                          | 130         | 0.00       |                |             |
| Wright, LaShonda                        | 123         | 750.00     |                |             |

| Fiscal Period Claims Assigned to Adjuster Total |              |
|---|--------------|
| Claims Examiner                                 | Record Count |
| Robert Carter                                   | 83           |
| LaShonda Wright                                 | 78           |
| Janice Stokes                                   | 78           |
| Charlotte Fisher                                | 76           |
|   | 315          |



| Open & Active Claim Count w/o Payment Pending |             |            |                |             |
|---|-------------|------------|----------------|-------------|
| Adjuster                                      | Claim Count | Total Paid | Total Incurred | Outstanding |
| Skibicki, Nicole                              | 288         | -26,904.56 | 2-534(e)       |             |
| Espinosa, Nazel                               | 189         | -8,490.00  |                |             |
| Fisher, Charlotte                             | 129         | 0.00       |                |             |
| Carter, Robert                                | 122         | 0.00       |                |             |
| Stokes, Janice                                | 121         | 0.00       |                |             |
| Wright, LaShonda                              | 111         | 0.00       |                |             |

| Fiscal Period Subrogation Transactions |            |   |             |              |            |                   |
|--|------------|---|-------------|--------------|------------|-------------------|
| Claim                                  | Date       | Type  | Payee Name  | Service From | Service To | Amount Status     |
| DDOT (APD-19-005539)                   | 10/02/2020 | Subrogation Payment - Subrogation Payment NOC | DC Treasury | 11/05/2019   | 10/02/2020 | 3,223.23 Closed   |
| FEMS (APD-19-02208)                    | 09/24/2020 | Subrogation Payment - Subrogation Payment NOC | DC Treasury | 05/15/2019   | 10/02/2020 | 6,469.00 Reopened |
| DDOT (PROP-20-002104)                  | 09/23/2020 | Subrogation Payment - Subrogation Payment NOC | DC Treasury | 06/09/2020   | 10/02/2020 | 2,417.79 Closed   |
| MPD (APD-19-004297)                    | 09/30/2020 | Subrogation Payment - Subrogation Payment NOC | DC Treasury | 08/26/2019   | 10/06/2020 | 115.00 Closed     |
| DDOT (PROP-20-002710)                  | 10/06/2020 | Subrogation Payment - Subrogation Payment NOC | DC Treasury | 08/10/2020   | 10/19/2020 | 2,408.63 Closed   |

1 to 5 of 29

Fiscal Quarter Subrogation Transactions

| Fiscal Period Subrogation Recoveries by Adjuster |             |             |                |             |
|--|-------------|-------------|----------------|-------------|
| Adjuster   | Claim Count | Total Paid  | Total Incurred | Outstanding |
| Espinosa, Nazel                                  | 16          | -144,996.26 | -144,996.26    | 2-534(e)    |
| Skibicki, Nicole                                 | 11          | -60,358.27  | -88,188.72     |             |

| Fiscal Period Subrogation Transactions |            |
|--|------------|
| Financial Category                     | Amount     |
| Subrogation Payment NOC                | 203,784.90 |
|  | 203,784.90 |





Incidents

Incidents (Today)

Incident Search

| #             | Incident Details    | Incident Type                     | Employing Agency                                  | Loss Date  | Subrogation Potential | Subrogation Date Reviewed | Subrogation Reviewed By | Pursuing Subrogation? |
|---------------|---------------------|-----------------------------------|---|------------|-----------------------|---------------------------|-------------------------|-----------------------|
| I-20-005891   | Pennington, James   | District Government Motor Vehicle | FB - Fire & Emergency Medical Services Department | 12/18/2020 | Yes                   | 12/18/2020                | Peter Clark             | Yes                   |
| I-20-005891-2 | Robinson, Shawnyell | Privately-Owned Motor Vehicle     | FB - Fire & Emergency Medical Services Department | 12/18/2020 | No                    |                           |                         |                       |
| I-20-005893   |                     | Safety and Health Concern         | HC - Department of Health                         | 12/16/2020 | No                    |                           |                         |                       |
| I-20-005905   | See case #00082922  | Private Citizen Injury or Illness | HC - Department of Health                         | 12/16/2020 | No                    |                           |                         |                       |
| I-20-005906   | Green, Deamonte     | District Government Motor Vehicle | FB11520000 - Battalion 2 Platoon 1 Eng. 3         | 12/11/2020 | Yes                   | 12/29/2020                | Peter Clark             | Yes                   |

1 to 5 of 30

Fiscal Period All Reported Claims Negotiated

| Claim Number | Claimant           | Coverage          | Agency                                     | Status | Claims Examiner | Report Date | Loss Date  | Total Incurred | Initial Demand | Settlement Initial Offer | Settlement Negotiated Settlement | Total Paid |
|--------------|--------------------|-------------------|--|--------|-----------------|-------------|------------|----------------|----------------|--------------------------|----------------------------------|------------|
| GL-20-005529 | Altshuler, Braddon | General Liability | KA - District Department of Transportation | Closed | Robert Carter   | 11/21/2020  | 11/18/2020 | 97.54          | 97.54          | 97.54                    | 97.54                            | 97.54      |
| AL-20-005451 | Hunter, Mary       | Auto Liability    | KT - Department of Public Works            | Closed | Janice Stokes   | 11/17/2020  | 11/17/2020 | 319.48         | 319.48         | 319.48                   | 319.48                           | 319.48     |
| AL-20-005371 | Fattahi, Kambiz    | Auto Liability    | KT - Department of Public Works            | Closed | Robert Carter   | 11/12/2020  | 10/20/2020 | 3,336.00       | 4,448.00       | 3,336.00                 | 3,336.00                         | 3,336.00   |
| AL-20-004024 | Rountree, Carla    | Auto Liability    | KT - Department of Public Works            | Closed | Janice Stokes   | 10/30/2020  | 09/28/2020 | 685.55         | 685.55         | 685.55                   | 685.55                           | 685.55     |

1 to 4 of 4



## Fiscal Period All Claims Negotiated

| Claim Number | Claimant           | Coverage          | Agency                                     | Status | Claims Examiner | Report Date | Loss Date  | Total Incurred | Initial Demand | Settlement Initial Offer | Settlement Negotiated Settlement | Total Paid |
|--------------|--------------------|-------------------|--|--------|-----------------|-------------|------------|----------------|----------------|--------------------------|----------------------------------|------------|
| GL-20-005529 | Altshuler, Braddon | General Liability | KA - District Department of Transportation | Closed | Robert Carter   | 11/21/2020  | 11/18/2020 | 97.54          | 97.54          | 97.54                    | 97.54                            | 97.54      |
| AL-20-005451 | Hunter, Mary       | Auto Liability    | KT - Department of Public Works            | Closed | Janice Stokes   | 11/17/2020  | 11/17/2020 | 319.48         | 319.48         | 319.48                   | 319.48                           | 319.48     |
| AL-20-005371 | Fattahi, Kambiz    | Auto Liability    | KT - Department of Public Works            | Closed | Robert Carter   | 11/12/2020  | 10/20/2020 | 3,336.00       | 4,448.00       | 3,336.00                 | 3,336.00                         | 3,336.00   |
| AL-20-004024 | Rountree, Carla    | Auto Liability    | KT - Department of Public Works            | Closed | Janice Stokes   | 10/30/2020  | 09/28/2020 | 685.55         | 685.55         | 685.55                   | 685.55                           | 685.55     |
| AL-20-003565 | Beecher, Brian     | Auto Liability    | KT - Department of Public Works            | Closed | Janice Stokes   | 09/12/2020  | 05/20/2020 | 149.74         | 1,386.50       | 149.74                   | 149.74                           | 149.74     |

1 to 5 of 37



## Tort Subrogation Litigation

| Description | Outcome | Last Settlement Offer Given | Actual Settlement Amount | Settlement Date | Litigation Number | Claim | Tribunal            | Docket Number | Summary   | Claims Examiner | Entry Date          | Claim |
|-------------|---------|-----------------------------|--------------------------|-----------------|-------------------|-------|---------------------|---------------|---|-----------------|---------------------|-------|
| Open        |         | 2,070.96                    |                          |                 | LIT-20-00322      | FEMS  | D.C. Superior Court |               | <p>Description of Accident: On April 23, 2019, a District owned Fire Engine 5, operated by Deonte Pollard, was responding to an emergency incident and was parked facing southbound with emergency lights activated on 1015 31st Street, NW, Washington, DC, when GEICO's insured, Emily Bone, operating a 2017 Ford Mustang traveling northbound on 31st Street, attempted to pass the Fire Engine and struck and damaged the FEMS vehicle.</p> <p>Reason for Referral: *Note – liability has been accepted and facts are not disputed. This referral is for the storage fees and loss of use portion of this claim only. On October 30, 2019, ORM sent a demand package to GEICO in the amount of \$8,242.96 and on September 24, 2020, GEICO issued a settlement check in the amount of \$6,469.00. On October 5, 2020, ORM sent GEICO an amended demand letter for \$2,070.96 which included the storage fees and loss of use claim not paid by GEICO in the initial settlement. On December 14, 2020, ORM spoke with GEICO claims examiner, Sunny Kaur, who stated that she needed proof that Engine 5 would have been involved in an event. ORM advised Sunny that the District is entitled to loss of use reimbursement without providing proof of a scheduled event and ORM sent Sunny the Fire Code and supporting favorable case law for review. ORM advised Sunny via telephone and in writing that if GEICO did not issue payment by 12/22/2020, ORM would refer this case to OAG for suit To-date, ORM has not received a response from Sunny Kaur. ORM recommends filing suit for loss of use and storage fee only.</p> | Nicole Skibicki | 12/29/2020 8:17 AM  | FEMS  |
| Open        |         | 34,925.90                   |                          |                 | LIT-20-00321      | DDOT  | D.C. Superior Court |               | <p>Description of Accident: Details: On May 24, 2020, a vehicle with Maryland temporary tag number <a href="#">2-534(a)</a> was discovered abandoned in the southbound lanes of 295 prior to exits 1A, B, and C after the operator struck and damaged a guard rail and attenuator.</p> <p>Reason for Referral: On May 20, 2019, ORM's SIU completed a report which stated that ORM contacted the registered owner of the vehicle, Drivetime and was advised that the vehicle was under the control of Ashley N. Parks. Drivetime refused to provide any additional information regarding Ashley N. Parks. On June 30, 2020, ORM contacted Ashley Parks and was unable to reach her by telephone. On July 16, 2020, ORM contacted Brandy at Drivetime who stated that they could not release customer information without a subpoena. ORM recommends filing suit against Drivetime and potentially Ashley N. Parks.</p>  | Nicole Skibicki | 12/28/2020 11:01 AM | DDOT  |

1 to 2 of 132

## Open Claims without District Driver set





The District of Columbia's eFiling Claims Portal

**eFiled Claim Submissions Pending Creation**  
eFiling Pending Creation

**2**

**eFiled Claims Created**  
Daily eFiling Created

**0**

**eFiled Claims Created**  
Weekly eFiling Created

**19**

**New eFiling Claim Assignments**

| Incident Number | Program Analyst | Report Date | Report Time |
|-----------------|-----------------|-------------|-------------|
| I-21-000001     | Marcia Pezoa    | 01/01/2021  | 12:16 PM    |
| I-21-000002     | Donia Pope      | 01/01/2021  | 4:49 PM     |

1 to 2 of 2

**Total eFiled Claims Created**  
Total eFilings Created

**131**

**Total New Claims - Tort Manual Entry**  
Tort Manual Entry Claims Created

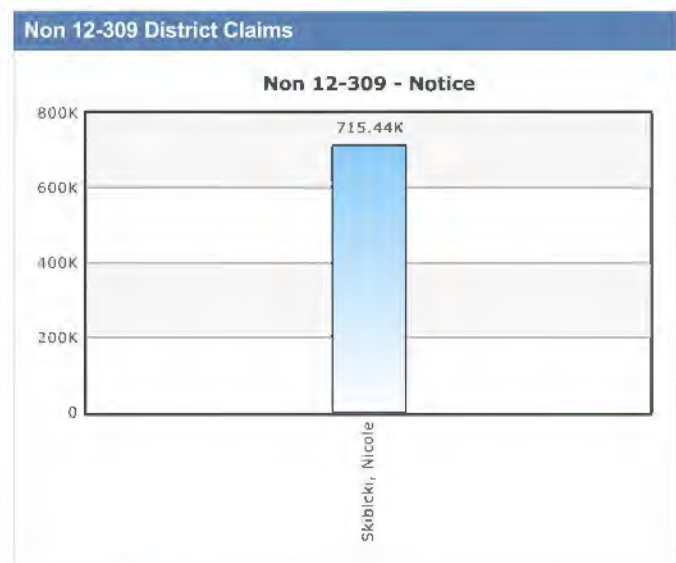
**106**

**Total New Claims - Tort Manual Entry**  
Tort Manual Entry Claims Created Donia Pope

**55**

**Total New Claims - Tort Manual Entry**  
Tort Manual Entry Claims Created Marcia Pezoa


**47**





**From:** OCP PASS ADMIN  
**Sent:** Fri, 1 Jan 2021 12:00:14 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).


 **CW3609** - **FY15-DOH HIV AIDS AND TB Control Human Car Agreement**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents is in anticipation

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW3770** - **AIS Implementation - DFS - FY15 - It Group**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)


 **CW4135** - **Verizon Telecommunication Services**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4395** - **Oracle SOA Licenses**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4428** - **Pre & Post Transitional Care Homes (PTCH) - Sasha Bruce Youthwork**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4550** - **Alger Park Stream Restoration Project**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents



This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4213 - FY16\_OSSE\_ODM-ELA-MATH-ALT-MSAA-OPERATIONAL\_(MEASURED\_PROGRESS)**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4188 - NFPA Class 4 Fireboat**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4326 - FY17\_GD0\_Data\_SEDS Management and Maintenance**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4558 - CW37399 Environmental Services (Option Year 1)**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4472 - Pre & Post Transitional Care Homes (PTCH) - Associates for Renewal in Education**  
4


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**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4369 - Springhouse Run Stream Restoration & Stormwater Management Retrofit Project**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4688 - Third Party BLS Medical Transport Services**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856 - FY17-OCTO-cGOV360 Maintenance and Support**  
0




**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4870** - **NFF; OCTO Temporary Personnel**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4651** - **DHS - Temp Services - AVID Systems**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4644** - **Enrollment Audit**  
0


**The following task is overdue :** Approval for Insurance Documents  
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[Click here to view the project](#)

 **CW4661** - **Dell VDI (DESKTOP VIRTUALIZATION)**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4716** - **FY16-DOH Youth Social Marketing-Public Education and Communication**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4656** - **DHS - Temporary Services**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4767** - **FY17\_OSSE\_DAR\_Science Test Administration**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Telecommunications Services Wireless Digital & Data Services, Associated**  
**8** - **Services Equipment**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4588** - **FY16-Power Equipment (DCPS)**  
**4**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4687** - **FY16-17 DOH HCA with Lab Corp for HAHSTA Laboratory Services**  
**3**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4915** - **FY17-OCTO-BOX LICENSES AND SUPPORT**  
**4**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4837** - **FY17\_GDO\_Data Analysts**  
**0**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4918** - **Cisco Equipment**  
**8**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Cisco Switches and Wireless Access Points**  
**3**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4634** - **Temp Services - OCTO - NFF**




8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4806** - OSSE-DOT\_FY17\_Emergency\_Attendants for Vehicles BATTLE  
1

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5239** - SECURITY SERVICES FOR DCPS  
3


**The following** Approval for Insurance Documents

**task is overdue :**

**Task description :** Approval for Insurance Documents Required and is attached in the document section.

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW5742** - ELC Web-Based Licensure Application  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5710** - MMIS IV&V  
3

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

**From:** OCP PASS ADMIN  
**Sent:** Fri, 1 Jan 2021 00:00:13 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).


 **CW3609** - **FY15-DOH HIV AIDS AND TB Control Human Car Agreement**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents is in anticipation

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW3770** - **AIS Implementation - DFS - FY15 - It Group**  
8

**The following task is overdue :** Approval for Insurance Documents

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[Click here to view the project](#)


 **CW4135** - **Verizon Telecommunication Services**  
2

**The following task is overdue :** Approval for Insurance Documents

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[Click here to view the project](#)


 **CW4395** - **Oracle SOA Licenses**  
5

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[Click here to view the project](#)


 **CW4428** - **Pre & Post Transitional Care Homes (PTCH) - Sasha Bruce Youthwork**  
4

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**Task description :** Approval for Insurance Documents

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 **CW4550** - **Alger Park Stream Restoration Project**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents



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[Click here to view the project](#)

 **CW4213 - FY16\_OSSE\_ODM-ELA-MATH-ALT-MSAA-OPERATIONAL\_(MEASURED\_PROGRESS)**  
2


**The following task is overdue :** Approval for Insurance Documents  
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[Click here to view the project](#)

 **CW4188 - NFPA Class 4 Fireboat**  
3


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 **CW4326 - FY17\_GD0\_Data\_SEDS Management and Maintenance**  
8


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[Click here to view the project](#)

 **CW4558 - CW37399 Environmental Services (Option Year 1)**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4472 - Pre & Post Transitional Care Homes (PTCH) - Associates for Renewal in Education**  
4


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 **CW4369 - Springhouse Run Stream Restoration & Stormwater Management Retrofit Project**  
6


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 **CW4688 - Third Party BLS Medical Transport Services**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856 - FY17-OCTO-cGOV360 Maintenance and Support**  
0



**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4870** - **NFF; OCTO Temporary Personnel**  
5


**The following task is overdue :** Approval for Insurance Documents  
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 **CW4651** - **DHS - Temp Services - AVID Systems**  
2


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[Click here to view the project](#)

 **CW4644** - **Enrollment Audit**  
0


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 **CW4661** - **Dell VDI (DESKTOP VIRTUALIZATION)**  
9


**The following task is overdue :** Approval for Insurance Documents  
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[Click here to view the project](#)

 **CW4716** - **FY16-DOH Youth Social Marketing-Public Education and Communication**  
4

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[Click here to view the project](#)

 **CW4656** - **DHS - Temporary Services**  
8


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 **CW4767** - **FY17\_OSSE\_DAR\_Science Test Administration**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4919** - **Telecommunications Services Wireless Digital & Data Services, Associated**  
**8** - **Services Equipment**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4588** - **FY16-Power Equipment (DCPS)**  
**4**


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[Click here to view the project](#)

 **CW4687** - **FY16-17 DOH HCA with Lab Corp for HAHSTA Laboratory Services**  
**3**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4915** - **FY17-OCTO-BOX LICENSES AND SUPPORT**  
**4**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4837** - **FY17\_GDO\_Data Analysts**  
**0**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4918** - **Cisco Equipment**  
**8**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4919** - **Cisco Switches and Wireless Access Points**  
**3**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4634** - **Temp Services - OCTO - NFF**




8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4806** - OSSE-DOT\_FY17\_Emergency\_Attendants for Vehicles BATTLE

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5239** - SECURITY SERVICES FOR DCPS


**The following** Approval for Insurance Documents

**task is overdue :**

**Task description :** Approval for Insurance Documents Required and is attached in the document section.

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5742** - ELC Web-Based Licensure Application

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5710** - MMIS IV&V

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

**From:** Basotia, Mukesh (OCTO-Contractor)  
**Sent:** Thu, 31 Dec 2020 22:24:58 +0000  
**To:** Pothireddy, Jaya (OCTO); McNeil, Temony (OCFO); Cholewa, Agnes (DCHR); Ross, Jed (ORM); Miller, Stephen (OCTO); Williams, Keely (OCFO); Sullivan, Deborah; Holland, Jamaal (DCHR); Allen, Mikeisha (DCHR); Swintz, Monica (EOM); Edwards, Jaininne (OCFO); PeopleSoft Production Support (OCTO); Shibly, Mohammad (OCTO); Hirani, Sanjay (OCTO); anita.berry@k12.dc.gov; Pilli, Syam (OCTO); Haroon, Shaheed (OCFO); Young, Wanda (DCHR)  
**Subject:** RE: 2020.12.01 Ad-hoc release for implementing Tax updates 20-E

Jaya

Sure, I will take care of the release and Tax Update 20E.

**Thanks**  
**Mukesh Basotia**

**Oracle Engineered Systems | Database Administrator | Enterprise Applications Group (PeopleSoft)**  
Office of the Chief Technology Officer | 200 I Street, SE, 5th Floor, 5208-A, Washington, DC 20003  
Office: 202-727-8718 | Mobile: 202-870-2000 | Mail : [mukesh.basotia@dc.gov](mailto:mukesh.basotia@dc.gov)  
Telecommuting day - Friday

**From:** Pothireddy, Jaya (OCTO) <jaya.pothireddy@dc.gov>  
**Sent:** Thursday, December 31, 2020 9:41 AM  
**To:** McNeil, Temony (OCFO) <temony.mcneil@dc.gov>; Cholewa, Agnes (DCHR) <agnes.cholewa@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>; Miller, Stephen (OCTO) <stephenn.miller@dc.gov>; Williams, Keely (OCFO) <keely.williams@dc.gov>; Sullivan, Deborah <deborah.sullivan@udc.edu>; Holland, Jamaal (DCHR) <jamaal.holland@dc.gov>; Allen, Mikeisha (DCHR) <mikeisha.allen@dc.gov>; Swintz, Monica (EOM) <monica.swintz@dc.gov>; Edwards, Jaininne (OCFO) <jaininne.edwards@dc.gov>; PeopleSoft Production Support (OCTO) <Psoft\_prod\_support@dc.gov>; Shibly, Mohammad (OCTO) <mohammad.shibly@dc.gov>; Hirani, Sanjay (OCTO) <sanjay.hirani@dc.gov>; anita.berry@k12.dc.gov; Pilli, Syam (OCTO) <syam.pilli@dc.gov>; Haroon, Shaheed (OCFO) <shaheed.haroon@dc.gov>; Young, Wanda (DCHR) <wanda.bennett@dc.gov>  
**Subject:** 2020.12.01 Ad-hoc release for implementing Tax updates 20-E

Morning all,  
Ad-hoc release of PeopleSoft HCM application software changes for implementing Tax updates 20-E is scheduled for 01/09/2021



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**From:** Clark, Peter (EOM)  
**Sent:** Thu, 31 Dec 2020 17:30:35 +0000  
**To:** Hirani, Sanjay (OCTO);Stakem, Michael (OCTO)  
**Cc:** Krainak, Michael (EOM);Yeung, Sam (ORM);Ross, Jed (ORM)  
**Subject:** RE: 2-534(a)(2) (EP-20-006056)

Sanjay –

No worries, thanks.

Peter



---

Peter Clark  
Tort Liability Program Administrator  
Asst. Deputy General Counsel  
Office of Risk Management  
Executive Office of The Mayor  
Government of the District of Columbia  
441 4th Street, N.W., Suite 800 South  
Washington, D.C. 20001  
Tel: Desk (202) 727-5686  
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[Email: peter.clark@dc.gov](mailto:peter.clark@dc.gov)

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**From:** Hirani, Sanjay (OCTO) <sanjay.hirani@dc.gov>  
**Sent:** Thursday, December 31, 2020 12:24 PM  
**To:** Clark, Peter (EOM) <peter.clark@dc.gov>; Stakem, Michael (OCTO) <michael.stakem@dc.gov>  
**Cc:** Krainak, Michael (EOM) <Michael.Krainak@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>  
**Subject:** Re: 2-534(a)(2) (EP-20-006056)

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Thanks,  
Sanjay

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**Sent:** Thursday, December 31, 2020 12:08 PM  
**To:** Stakem, Michael (OCTO) <[michael.stakem@dc.gov](mailto:michael.stakem@dc.gov)>  
**Cc:** Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>; Krainak, Michael (EOM) <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** RE: 2-534(a)(2) (EP-20-006056)

I will. I'm getting error messages when attempting to save claims.



---

Peter Clark  
Tort Liability Program Administrator  
Asst. Deputy General Counsel  
Office of Risk Management  
Executive Office of The Mayor  
Government of the District of Columbia  
441 4th Street, N.W., Suite 800 South  
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**From:** Stakem, Michael (OCTO) <[michael.stakem@dc.gov](mailto:michael.stakem@dc.gov)>  
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Hi Peter, can you please enter a Support Ticket? For adding new financial buckets I'll need to check with Origami.

Thanks,

-----  
Michael Stakem  
IT Specialist

Application Development & Operations Program  
Office of the Chief Technology Officer (OCTO)  
Government of the District of Columbia  
Desk: 202-727-4315  
Mobile: 202-734-9911  
[michael.stakem@dc.gov](mailto:michael.stakem@dc.gov)  
[octo.dc.gov](http://octo.dc.gov) | [erisk.dc.gov](http://erisk.dc.gov)  
Follow: [@OCTODC](https://twitter.com/OCTODC)  
Pronouns: he, him, his

---

**From:** Clark, Peter (EOM) <[peter.clark@dc.gov](mailto:peter.clark@dc.gov)>  
**Sent:** Thursday, December 31, 2020 11:57 AM  
**To:** Stakem, Michael (OCTO) <[michael.stakem@dc.gov](mailto:michael.stakem@dc.gov)>  
**Cc:** Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>; Krainak, Michael (EOM) <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
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Mike –

I converted a GL claim to the new EP claim captured above starting with the incident and the process worked well. I understand your busy with rearranging fields, etc. but I was hoping you could add new financial buckets (categories) to the Current Financial panel under Other and Legal to allow us to be specific with our payments.

+Other (sub-categories)

- lost wages, annual leave, and sick leave



- pre judgment interest
- liquidated damages
- post judgment interest

+Legal

- Attorney Fees

We need to forward a portion of this claim (prejudgment and liquidated damages) for processing on Monday and would like to delineate payment types.

Thank you,

Peter



---

Peter Clark  
Tort Liability Program Administrator  
Asst. Deputy General Counsel  
Office of Risk Management  
Executive Office of The Mayor  
Government of the District of Columbia  
441 4th Street, N.W., Suite 800 South  
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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

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Peter



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Peter Clark  
Tort Liability Program Administrator  
Asst. Deputy General Counsel  
Office of Risk Management  
Executive Office of The Mayor  
Government of the District of Columbia  
441 4th Street, N.W., Suite 800 South  
Washington, D.C. 20001  
Tel: Desk (202) 727-5686  
Cell (202) 412-9716  
[Email: peter.clark@dc.gov](mailto:peter.clark@dc.gov)

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**From:** Clark, Peter (EOM)  
**Sent:** Thu, 31 Dec 2020 17:29:12 +0000  
**To:** Krainak, Michael (EOM); Chhe, Soriya (EOM)  
**Cc:** Barbera, Charles (EOM); Yeung, Sam (ORM); Ross, Jed (ORM)  
**Subject:** RE: liability question  
**Attachments:** Offer of Judgement.pdf

2-534(e)

Peter



---

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Tort Liability Program Administrator  
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**From:** Clark, Peter (EOM)  
**Sent:** Thursday, December 31, 2020 10:46 AM  
**To:** Krainak, Michael (EOM) <Michael.Krainak@dc.gov>; Chhe, Soriya (EOM) <Soriya.Chhe@dc.gov>  
**Cc:** Barbera, Charles (EOM) <charles.barbera@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>  
**Subject:** RE: liability question

All –









SUPERIOR COURT OF THE DISTRICT OF COLUMBIA

Civil Division

|   |  |
|---|--|
| <p>PETER GORDON, et al.,</p> <p><i>Plaintiffs,</i></p> <p>v.</p> <p>DISTRICT OF COLUMBIA, et al.,</p> <p><i>Defendants.</i></p> | <p>Civil Action No. 2016 CA 004493 B<br/>Judge Elizabeth C. Wingo</p> <p>Next Event: December 22, 2017<br/>Discovery Cut-off</p> |
|---|--|

**DEFENDANT SALLY BERK'S RULE 68 OFFER OF JUDGMENT**

Pursuant to Rule 68 of the D.C. Superior Court Rules of Civil Procedure, Defendant Sally Berk ("Ms. Berk") hereby offers, without admitting liability, to allow judgment to be taken against her, in the amount of \$12,000.00, in full resolution of all claims of Plaintiffs John and Peter Gordon against Ms. Berk, and for all costs, including attorney's fees, incurred in this action against Ms. Berk. This offered amount includes attorney's fees and costs accrued against Ms. Berk. This offer is not an admission of liability by Ms. Berk, but is made for the purposes specified in D.C. Superior Court Rule 68 and is intended to compromise a disputed claim.

Dated: December 14, 2017

Respectfully submitted,

/s/ Katharine Campbell  
Katharine Campbell (#1033369)  
KaiserDillon PLLC  
1401 K Street NW, Suite 600  
Washington, DC 20005  
(202) 869-1300  
(202) 280-1034 (facsimile)  
kcampbell@kaiserdillon.com

*Attorney for Defendants Patricia  
Waddy, Barbara Bates, Sanders  
Berk, and Sally Berk*

**CERTIFICATE OF SERVICE**

The undersigned does hereby certify that a copy of the foregoing was served by electronic means through CaseFileXpress filing system to all counsel of record on December 14, 2017.

/s/ Katharine Campbell  
Katharine Campbell



**From:** Hirani, Sanjay (OCTO)  
**Sent:** Thu, 31 Dec 2020 17:24:01 +0000  
**To:** Clark, Peter (EOM);Stakem, Michael (OCTO)  
**Cc:** Krainak, Michael (EOM);Yeung, Sam (ORM);Ross, Jed (ORM)  
**Subject:** Re: [2-534\(a\)\(2\)](#) (EP-20-006056)

Hi Peter,

The error you may have received should be fixed by now. The Employment Type incident/claim is a work in progress and we will be fixing these issues as we build it out.

As for the new Financial Categories, we need Origami support for creating them and it will not be done by Monday. Could you use the same process you were using before for processing these claims for the next 2 weeks while we build out the Employment Type capability in ERisk? The specific payment and settlement modules for Employment Type claims are relatively new to ERisk and will help to have some requirements documentation for them. Examples are the new Financial Categories. Will help to have a short Teams session to brainstorm the requirements. It will help to build a comprehensive payment/settlement module rather than be reactive with Support Tickets.

Let us know if you open to have a meeting this afternoon to discuss the payment/settlement requirements or any other issues you are encountering while testing the Employment Type claims.

Thanks,

Sanjay

**From:** Clark, Peter (EOM) <peter.clark@dc.gov>  
**Sent:** Thursday, December 31, 2020 12:08 PM  
**To:** Stakem, Michael (OCTO) <michael.stakem@dc.gov>  
**Cc:** Hirani, Sanjay (OCTO) <sanjay.hirani@dc.gov>; Krainak, Michael (EOM) <Michael.Krainak@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>  
**Subject:** RE: [2-534\(a\)\(2\)](#) (EP-20-006056)

I will. I'm getting error messages when attempting to save claims.



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**From:** Stakem, Michael (OCTO) <[michael.stakem@dc.gov](mailto:michael.stakem@dc.gov)>  
**Sent:** Thursday, December 31, 2020 12:03 PM  
**To:** Clark, Peter (EOM) <[peter.clark@dc.gov](mailto:peter.clark@dc.gov)>  
**Cc:** Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>; Krainak, Michael (EOM) <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
**Subject:** RE: [2-534\(a\)\(2\)](#) (EP-20-006056)

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Thanks,

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Michael Stakem  
IT Specialist

Application Development & Operations Program  
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Pronouns: he, him, his

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**From:** Clark, Peter (EOM) <[peter.clark@dc.gov](mailto:peter.clark@dc.gov)>  
**Sent:** Thursday, December 31, 2020 11:57 AM  
**To:** Stakem, Michael (OCTO) <[michael.stakem@dc.gov](mailto:michael.stakem@dc.gov)>  
**Cc:** Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>; Krainak, Michael (EOM) <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
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**Sent:** Thu, 31 Dec 2020 17:08:17 +0000  
**To:** Stakem, Michael (OCTO)  
**Cc:** Hirani, Sanjay (OCTO); Krainak, Michael (EOM); Yeung, Sam (ORM); Ross, Jed (ORM)  
**Subject:** RE: 2-534(a)(2) (EP-20-006056)

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**Cc:** Hirani, Sanjay (OCTO) <[sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)>; Krainak, Michael (EOM) <[Michael.Krainak@dc.gov](mailto:Michael.Krainak@dc.gov)>;  
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Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>  
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**From:** Mayor Bowser  
**Sent:** Thu, 31 Dec 2020 16:45:38 +0000  
**To:** Mayor Bowser  
**Bcc:** all.personnel@dc.gov;Diwan, Jaydeep (DHCF-Contractor);Rezai, Jayhoun (OAG);Sambasivan, Jayanthi (DCPL);Chinthareddy, Jayanth K. (DCHBX-Contractor);Wright, Jayden (DOES-SYEP);Chase, Jayana (DOES-SYEP);Bryant, Jayden (DOES-SYEP);Few, Jayla (OAG-Intern);wells, javon (DHS);Thompson, Jawan (DDOT);Greene, Javon (FEMS);Briscoe, Javonne (OUC);Walker, Jayda (DOES-SYEP);Jinuga, Jayaprakash (DHCF-Contractor);Manda, Jayaveena (DOES-Contractor);White, Javon (DYRS);Asai, Jayashree (DOES-Contractor);Willett, Jason (MPD);Benson, Javon (FEMS);Seymour, Jay (FEMS);Wilson, Jay (DOEE);Yuckenberg, Jason (EOM);Woods, Jason (FEMS);Washington, Jason (DOES);White, Jason M. (MPD);Huie, Jay (OSSE);Gurazada, Jay (DOH);Newens, Jay (DMV);Melder, Jay (EOM);bethoney-rose, jayda (OCTFME-Intern);Chandra, Jaya (DCHBX-Contractor);Holmes, Jay D. (DOC);Voglezon, Javon (MPD);Bertrando, Jeffrey (DCHBX);Butler, Jeffrey (DOH);Barnette, Jeffrey (DCRB);Noorzai, Jawid (DGS);Barr, Jeffrey J. (MPD);Bruce, Jeffrey (MPD);Bluford, Jeffrey (FEMS);Brooks, Jeffrey (DBH-Contractor);Dickey, Jeffrey (FEMS);Buszka, Jeffrey (DFS);Carroll, Jeffrey (FEMS);Rivera, Javier (OAG);Bennett, Jeffrey (DDOT);Coombe, Jeffrey (FEMS);Dawkins, Jeffrey (FEMS);Oliver, Javon (DBH);DeVore, Jay (DOH);Brown, Jay (FEMS);Hines-Mccain, Javon (DOES-SYEP);Bluford, Jay (OAG);Thomas, Javon (DOES-SYEP);Mabry, Javon (DHS);Cox, Javon (DPW);jones, javon (FEMS);Sanders, Jawun (FEMS);Borkman, Jeff (DHS);Campbell, Jawaun (MPD);Bureau, Jay (FEMS);Aluri, Jay (DOES-Contractor);Bieler, Jay (FEMS);Varre, Jean-Francis (DGS);Chisolm, Jay (OAG);Paskalis, Jean-Paul (MPD);Brooking, Jazmyne (DOH-CT);Juvenile, JBDP (OAG);Stokes, Jean (DCHR);Nalls, Jazzmine (DHCF-Contractor);Greene, Jazze (DPW);Rousseau, Jean (OSSE);Fonrose, Jean (OSSE);Abdur-Rashid, Jean (DDOT);Alfred, Jean-Pierre (DDOT);Cook, Jean (OSSE);Flemmings, Jazzmyn (MPD);Cinada, Jean (OSSE);Gamble, Jean (DOH);Mitchell, Jean (DOEE);Marshall, Jean (DOES);Johnson, Jean (DOC);Gautreaux, Jean (MPD);Georges, Jean (OSSE);Kingsley, Jayme C. (MPD);Settles, JayQuawn L. (DPW);White, Jayna (CFSA);Joseph, Jean (MPD);Levasseur, Jean (OSSE);Wanji, Jean (DDOT-Contractor);Valerius, Jean D. (MPD);Villier, Jean (DBH);Moise, Jean (DBH);Thomas-Whitehorn, Jean (OSSE);Thompson, Jean (DHS);Boyd, Jean (DYRS);Wallace, Jason (EOM);Walls, Jason (DHCF);Vogt, Jason (FEMS);Tonkins, Jason (DDOT);Anthony, Jason E. (FEMS);Chamberlain, Jasper (DYRS);Sumner, Jason (OSSE);Street, Jason (DDOT);Thomas, Jason (DPW);Tao, Jason (DDOT);Frazier, Jatarious (EOM);Matharu, Jaswant (DDOT);Tarbell, Jason C. (FEMS);Pahwa, Jaspreet (DCPL);Walker, JaTia (DCRA);Arne, Jean (OSSE);Abraham, Jean (OSSE);Chahal, Jaspreetkaur (CSSD-Contractor);Siklo, Jassmine (DDS);Badalamenti, Jean (DCPL);Griffiths, Javier (DDOT);Okiemen, Jassmine (ABRA);Johnson, Javelle (FEMS);Vilanova, Javier (DPW);Coleman, Jatana (OIG-Contractor);Cabrera-Felipe, Javier (DPR);Andres, Javier (DOES);Sterling, Jasper (FEMS);Cargill, Jeffrey (OAG);Bullock, Jeanay (DHS);Norris, Jeanete (DFS);Crestwell, Jeanette (OSSE);Staubyn, Jeanesse (DHS);Norris, Jeanete (EOM);Washington, Jean (OSSE);Canty, Jeannette (DHS);Callender, Jeanette (DPW);Fields, Jeanette (DOH);Johnson, Jeanetta L. (OSSE);Belle, Jeanette (OCME);Howard, Jeanine (OAG);Hisle, Jeanne (CAH);Armstrong, Jeannette (OSSE);Locher, Jeanne (EOM);Hofmeister, Jeanie (DDOT);Robinson, Jeanette (DBH);Pinnix, Jeanette (DMV);Fontaine, Jean Lucien (OSSE);Allen, Jeanelle (DDOT);Francis, Jeanelle (DGS);Ward, Jeanell (OSSE-Intern);Mirabile, Jeanne M. (OCP);Anderson, Jeannette (DCRA);Rollines, Jeanine D. (MPD);Licklider, Jeff (DGS);Williams, Jeannette (DOES);Hyson, Jeda (DCHBX-Contractor);Hinnant, Jeannette (DOH-CT);Decuir, Jeannine C. (DOC);Fernandez, Jeannette (EOM);Washington, Jean (DHCD);Charlotin, Jeanpierre (MPD);Ross, Jed (ORM);Jones, Jeevon (MPD);Bonvechio, Jeff (DGS-Contractor);Worrell, Jed (MPD);Baxter, Jeff (DDOT);Hartsuyker, Jeff (DCRA-Contractor);Morgan, Jeff (OCTO-Contractor);Tan, Jeff (DDOT-Contractor);Ellis, Jeff (DHCF);Janczyk, Jeff (MPD);Dickerson, Jeff (DPW);Greenland, Jeff (DOH-Contractor-Contractor);Davis, Jeff (DCPC);Price, Jeff (DHCF-Contractor);Regis, Jefferson (DYRS);Paul, Jeff (MPD);Wisecarver, Jeff C. (MPD);Smith, Jeff (DGS-Contractor);Oser, Jeff (DOEE);Pearson, Jeffrey



(FEMS);Patton, Jeffrey (FEMS);Reddig, Jeffrey (DOES);Parker, Jeffrey (MPD);Porter, Jeffery (DBH);Pelt, Jeffrey J. (DPW);Johnson, Jeffery (FEMS);Pavlov, Jeffrey (DDOT)

**Subject:** New Year's Day: A Socially Distanced Fresh Start 5K



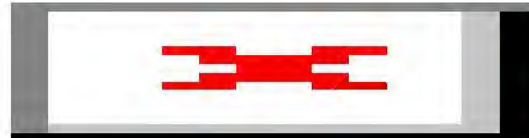
**John A. Wilson Building**

1350 Pennsylvania  
Avenue, NW, Washington,  
DC 20004

Phone: (202) 727-2643  
Email: [muriel.bowser@dc.gov](mailto:muriel.bowser@dc.gov)

Chief of Staff:  
[John Falcicchio](#)

Interim City Administrator:  
[Kevin Donahue](#)



**December 31, 2020**

## Letter from the Mayor

Dear Washingtonians,

As we get ready to welcome 2021 and the hope it brings with it, I want to invite you to join me tomorrow for [a citywide, socially distanced 5K](#). Each year, the Fresh Start 5K is one of my favorite activities — an opportunity to start the year off right, have fun with neighbors from all eight wards, and remind yourself of the potential a new year brings. And while we can't run or walk together this year, that doesn't mean we can't accomplish the same goals separately.

In fact, 2020 taught us well how much we can accomplish together even when we are physically separated. All year, we have been rooting for each other from afar. We have cheered for health care workers from our homes. Protected vulnerable neighbors from our living rooms. And visited with family and friends through FaceTimes and Zooms.

We enter 2021 still carrying the uncertainty of 2020, but hopeful that a safe and effective vaccine is here. 2020 was about working together to stop the spread of the virus and protect our community. 2021 will be about finally ending this pandemic.

Please stay home and stay safe tonight. Continue to [support local restaurants and businesses](#). And tomorrow, if you are able to, pick a spot in your neighborhood and kick off the New Year with a [Fresh Start 5K](#).

Happy New Year, DC. I look forward to our comeback in 2021.

Director of the Mayor's  
Office of Legal Counsel:  
[Eugene Adams](#)

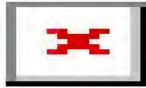
Senior Advisor:  
[Beverly Perry](#)

Director of Mayor's Office  
of Community Affairs:  
[Lamont Akins](#)

Director of Mayor's Office  
of Community Relations  
and Services:  
[Julia Irving](#)

Scheduling Requests:  
[mayor.dc.gov/page/invite-  
mayor](http://mayor.dc.gov/page/invite-mayor)

Sincerely,

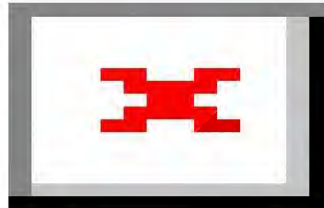


## In This Week's Newsletter:

- [Christmas Tree Collection](#)
- [DC Health Care Workers Can Make an Appointment to Get Vaccinated](#)
- [COVID-19 Testing](#)



## Christmas Tree Collection



Holiday trees and greenery will be collected from homes that receive DPW curbside sanitation collection between **January 11 and February 5, 2021**.

Here is what residents should know:

- **Collection for DPW-serviced households.** Residents who receive curbside collection service from DPW should leave items where and when they set out their trash. Households not serviced by DPW (for example, apartment buildings) should consult with their landlord/property owner for collection procedures.
- **No appointments required.** This year, DPW will collect holiday trees from the normal point of collection on trash



day.

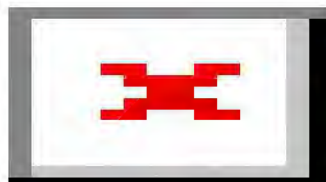
- **Remove decorations.** When setting these items out for collection, residents should remove all ornaments and lights. Do not put the trees and greenery in a bag.
- **Trees become free compost for residents.** Trees and greenery collected through February 5 will be composted. District residents can collect up to five 32-gallon bags of the free compost year-round while supplies last at the Fort Totten Transfer Station. Residents must bring their own bags.
- **Composting not guaranteed after February 5.** After that date, residents can still place holiday trees and greenery where their trash is collected; however, composting is not guaranteed. The items will be picked up with the trash as space in DPW trucks permits.
- **How to find out a neighborhood's collection schedule.** Residents can go to [dpw.dc.gov](http://dpw.dc.gov) and click on the holiday tree banner to see DPW's trash schedule.
- **Steps if holiday tree and/or greenery was not collected.** Call 311 to create a "Christmas Tree Removal - Seasonal" service request.

For more information on recycling this holiday season, visit [zerowaste.dc.gov](http://zerowaste.dc.gov).

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## DC Health Care Workers Can Make an Appointment to Get Vaccinated



This week, DC Health launched a portal for workers in health care settings in the District to make an appointment to get vaccinated. At this time, the portal, which can be accessed through [coronavirus.dc.gov/vaccinatedc](http://coronavirus.dc.gov/vaccinatedc), is only for workers in health care settings that have direct or indirect exposure to

infectious materials and cannot telework. When registering, workers will need to attest that they work in such a setting and then present verification at the time of their appointment.

**The portal should only be used by workers who are in the [Phase 1a population group](#).**

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## COVID-19 Testing



Residents who have traveled should follow the District's travel advisory and either:

- Limit your daily activities for 14 days and monitor yourself for symptoms

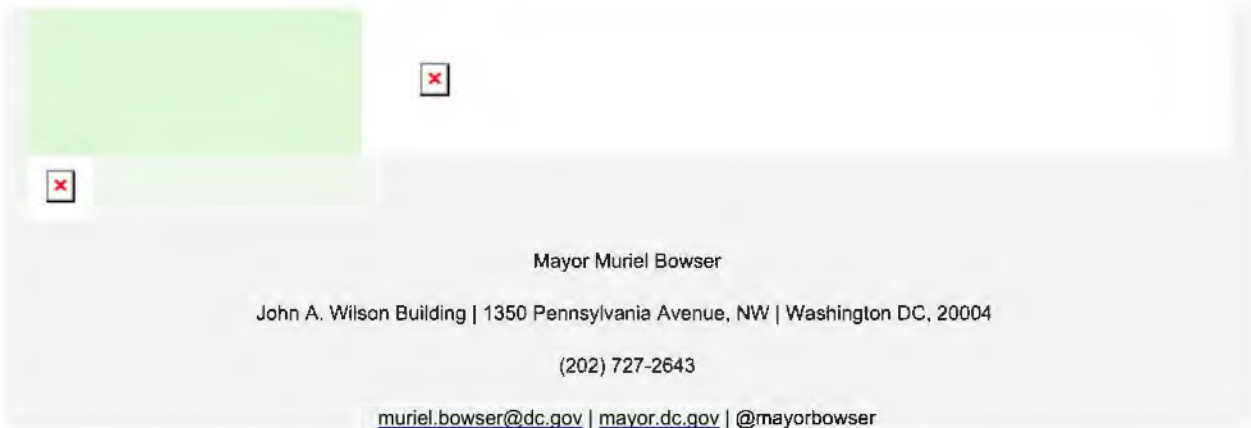
or

- Limit your daily activities, get tested 3 to 5 days after your return, and then limit your activities and self-monitor until you receive a negative test result

Residents who have symptoms or believe they were exposed to COVID-19 should stay home and contact their health care provider. Those who cannot get tested through their doctor should go to a public testing site. Individuals concerned about possible exposure should wait 3 to 5 days after exposure to get tested (getting tested too early increases the likelihood of receiving a "false negative" - meaning your results come back negative even though you are infected with the virus).

While public testing sites will be closed on Friday, January 1, the sites will reopen on Saturday, January 2 and four firehouse testing sites will be open on Sunday, January 3. Learn more about getting tested at [coronavirus.dc.gov/testing](https://coronavirus.dc.gov/testing)

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Mayor Muriel Bowser

John A. Wilson Building | 1350 Pennsylvania Avenue, NW | Washington DC, 20004

(202) 727-2643

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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](http://coronavirus.dc.gov).

**From:** Stakem, Michael (OCTO)  
**Sent:** Thu, 31 Dec 2020 17:03:08 +0000  
**To:** Clark, Peter (EOM)  
**Cc:** Hirani, Sanjay (OCTO); Krainak, Michael (EOM); Yeung, Sam (ORM); Ross, Jed (ORM)  
**Subject:** RE: 2-534(a)(2) (EP-20-006056)

Hi Peter, can you please enter a Support Ticket? For adding new financial buckets I'll need to check with Origami.

Thanks,

-----

Michael Stakem  
IT Specialist

Application Development & Operations Program  
Office of the Chief Technology Officer (OCTO)  
Government of the District of Columbia  
Desk: 202-727-4315  
Mobile: 202-734-9911  
[michael.stakem@dc.gov](mailto:michael.stakem@dc.gov)  
[octo.dc.gov](http://octo.dc.gov) | [erisk.dc.gov](http://erisk.dc.gov)  
Follow: [@OCTODC](https://twitter.com/OCTODC)  
Pronouns: he, him, his

**From:** Clark, Peter (EOM) <peter.clark@dc.gov>  
**Sent:** Thursday, December 31, 2020 11:57 AM  
**To:** Stakem, Michael (OCTO) <michael.stakem@dc.gov>  
**Cc:** Hirani, Sanjay (OCTO) <sanjay.hirani@dc.gov>; Krainak, Michael (EOM) <Michael.Krainak@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>  
**Subject:** 2-534(a)(2) (EP-20-006056)

Mike –

I converted a GL claim to the new EP claim captured above starting with the incident and the process worked well. I understand your busy with rearranging fields, etc. but I was hoping you could add new financial buckets (categories) to the Current Financial panel under Other and Legal to allow us to be specific with our payments.

+Other (sub-categories)

- lost wages, annual leave, and sick leave
- pre judgment interest
- liquidated damages

- post judgment interest

+Legal

- Attorney Fees

We need to forward a portion of this claim (prejudgment and liquidated damages) for processing on Monday and would like to delineate payment types.

Thank you,

Peter



---

Peter Clark  
Tort Liability Program Administrator  
Asst. Deputy General Counsel  
Office of Risk Management  
Executive Office of The Mayor  
Government of the District of Columbia  
441 4th Street, N.W., Suite 800 South  
Washington, D.C. 20001  
Tel: Desk (202) 727-5686  
Cell (202) 412-9716  
[Email: peter.clark@dc.gov](mailto:peter.clark@dc.gov)

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Application Development & Operations Program  
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Desk: 202-727-4315  
Mobile: 202-734-9911  
[michael.stakem@dc.gov](mailto:michael.stakem@dc.gov)  
[octo.dc.gov](http://octo.dc.gov) | [erisk.dc.gov](http://erisk.dc.gov)  
Follow: [@OCTODC](https://twitter.com/OCTODC)  
Pronouns: he, him, his

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**To:** Stakem, Michael (OCTO) <michael.stakem@dc.gov>  
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- Attorney Fees

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Peter



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Peter Clark  
Tort Liability Program Administrator  
Asst. Deputy General Counsel  
Office of Risk Management  
Executive Office of The Mayor  
Government of the District of Columbia  
441 4th Street, N.W., Suite 800 South  
Washington, D.C. 20001  
Tel: Desk (202) 727-5686  
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[Email: peter.clark@dc.gov](mailto:peter.clark@dc.gov)


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**From:** OCP PASS ADMIN  
**Sent:** Thu, 31 Dec 2020 12:00:10 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

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 **CW4545** - **Risk Assessment and Impact Analysis**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4320** - **Drupal Platform Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4308** - **DCSS Application for Engineering and Logistics-NORTH ARROW INC.**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4223** - **CW35004- Midtown Personnel Inc. - Do not use Closed**  
2

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents No changes necessary. select button to clear.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4247** - **Quality Plan Administrators FY 16**  
6

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4311** - **Alabama Clinical Schools-Residential Treatment Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4556 - McAfee Professional Services (On-Site Support)**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4160 - DCSS - Furniture and Furniture Management Services - American Business Supplies, LLC**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4420 - FY16-T00-Splunk Dashboard**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4276 - Water Quality Monitoring at Two (2) District Engine Houses**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4426 - FY16\_GD0\_PostSec\_LiteracyPro**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** COI ATTACHED TO CW. THEY MEET ALL REQUIREMENTS OF THE CONTRACT.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4665 - District of Columbia Science Assessment Scoring**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4712 - DCPS DCSS CRS - Temp Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)




 **CW4562** - **DataMetrix RAC Contract Workspace (Procurement)**  
7

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4805** - **NextGen Enterprise Archiving**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4721** - **Network Access Control Implementation**  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4856** - **Internet Service Provider**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4919** - **Redesign for Long-Term Care Administration**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

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 **CW4774** - **Life and Disability Insurance**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4764** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Vaden**  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.


[Click here to view the project](#)

 **CW4638** - **OCTO Temporary Resources - ANC**  
0

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4859** - **Provider Certification Review DDS DDA Liberty Healthcare**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4902** - **DCAS Knowledge Transfer**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents  
7/1/16 - 7/1/17

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Blount**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Ruff**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4611** - **DOT Trip Ticket Scanning Services**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents:  
Documents Systems Inc.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4768** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Seat**  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4928** - **SecureAuth IdP Multifactor Authentication**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5006** - **OCTO Blue Coat- Internet Proxy and SSL inspection**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5246** - **Additional Medicaid Data Warehouse Development**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4995** - **Monitoring Services - Outlying Hotels**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5054** - **Enlightened- OCTO HBX Competitive for Temporary Pesonnel**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5583** - **IBM Mainframe License and Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5560** - **Home Care Chore Aides**  
1

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5705** - **OSSE-Teaching & Learning-Restorative Practices**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)



**From:** Mayor Bowser  
**Sent:** Thu, 31 Dec 2020 16:45:38 +0000  
**To:** Mayor Bowser  
**Bcc:** all.personnel@dc.gov  
**Subject:** New Year's Day: A Socially Distanced Fresh Start 5K

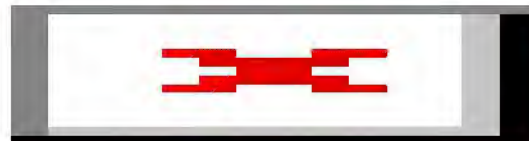


**John A. Wilson Building**

**1350 Pennsylvania  
Avenue, NW, Washington,  
DC 20004**

Phone: (202) 727-2643  
Email: [muriel.bowser@dc.gov](mailto:muriel.bowser@dc.gov)

Chief of Staff:  
[John Falcicchio](#)



**December 31, 2020**

## **Letter from the Mayor**

Dear Washingtonians,

As we get ready to welcome 2021 and the hope it brings with it, I want to invite you to join me tomorrow for [a citywide, socially distanced 5K](#). Each year, the Fresh Start 5K is one of my favorite activities — an opportunity to start the year off right, have fun with neighbors from all eight wards, and remind yourself of the potential a new year brings. And while we can't run or walk together this year, that doesn't mean we can't accomplish the same goals separately.

In fact, 2020 taught us well how much we can accomplish together even when we are physically separated. All year, we have been rooting for each other from afar. We have cheered for health care workers from our homes. Protected vulnerable neighbors from our living rooms. And visited with family and friends through FaceTimes and Zooms.

We enter 2021 still carrying the uncertainty of 2020, but hopeful that a safe and effective vaccine is here. 2020 was about working together to stop the spread of the virus and protect our community. 2021 will be about finally ending this pandemic.

Please stay home and stay safe tonight. Continue to [support local restaurants and businesses](#). And tomorrow, if you are able to, pick a spot in your neighborhood and kick off the New Year with a

Interim City Administrator:  
[Kevin Donahue](#)

Director of the Mayor's  
Office of Legal Counsel:  
[Eugene Adams](#)

Senior Advisor:  
[Beverly Perry](#)

Director of Mayor's Office  
of Community Affairs:  
[Lamont Akins](#)

Director of Mayor's Office  
of Community Relations  
and Services:  
[Julia Irving](#)

Scheduling Requests:  
[mayor.dc.gov/page/invite-  
mayor](http://mayor.dc.gov/page/invite-mayor)

[Fresh Start 5K.](#)

Happy New Year, DC. I look forward to our comeback in 2021.

Sincerely,

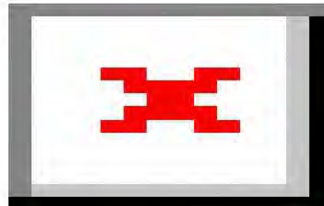


## In This Week's Newsletter:

- [Christmas Tree Collection](#)
- [DC Health Care Workers Can Make an Appointment to Get Vaccinated](#)
- [COVID-19 Testing](#)



## Christmas Tree Collection



Holiday trees and greenery will be collected from homes that receive DPW curbside sanitation collection between **January 11 and February 5, 2021**.

Here is what residents should know:

- **Collection for DPW-serviced households.** Residents who receive curbside collection service from DPW should leave items where and when they set out their trash. Households not serviced by DPW (for example, apartment buildings) should consult with their landlord/property

owner for collection procedures.

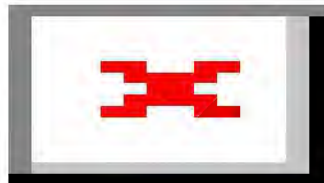
- **No appointments required.** This year, DPW will collect holiday trees from the normal point of collection on trash day.
- **Remove decorations.** When setting these items out for collection, residents should remove all ornaments and lights. Do not put the trees and greenery in a bag.
- **Trees become free compost for residents.** Trees and greenery collected through February 5 will be composted. District residents can collect up to five 32-gallon bags of the free compost year-round while supplies last at the Fort Totten Transfer Station. Residents must bring their own bags.
- **Composting not guaranteed after February 5.** After that date, residents can still place holiday trees and greenery where their trash is collected; however, composting is not guaranteed. The items will be picked up with the trash as space in DPW trucks permits.
- **How to find out a neighborhood's collection schedule.** Residents can go to [dpw.dc.gov](http://dpw.dc.gov) and click on the holiday tree banner to see DPW's trash schedule.
- **Steps if holiday tree and/or greenery was not collected.** Call 311 to create a "Christmas Tree Removal - Seasonal" service request.

For more information on recycling this holiday season, visit [zerowaste.dc.gov](http://zerowaste.dc.gov).

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## DC Health Care Workers Can Make an Appointment to Get Vaccinated



This week, DC Health launched a portal for workers in health care



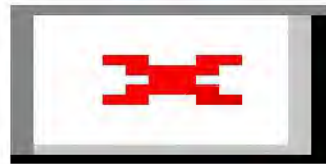
settings in the District to make an appointment to get vaccinated. At this time, the portal, which can be accessed through [coronavirus.dc.gov/vaccinatedc](https://coronavirus.dc.gov/vaccinatedc), is only for workers in health care settings that have direct or indirect exposure to infectious materials and cannot telework. When registering, workers will need to attest that they work in such a setting and then present verification at the time of their appointment.

**The portal should only be used by workers who are in the [Phase 1a population group](#).**

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## COVID-19 Testing



Residents who have traveled should follow the District's travel advisory and either:

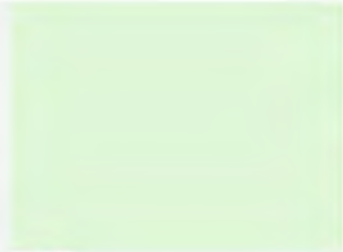
- Limit your daily activities for 14 days and monitor yourself for symptoms

or

- Limit your daily activities, get tested 3 to 5 days after your return, and then limit your activities and self-monitor until you receive a negative test result

Residents who have symptoms or believe they were exposed to COVID-19 should stay home and contact their health care provider. Those who cannot get tested through their doctor should go to a public testing site. Individuals concerned about possible exposure should wait 3 to 5 days after exposure to get tested (getting tested too early increases the likelihood of receiving a "false negative" - meaning your results come back negative even though you are infected with the virus).

While public testing sites will be closed on Friday, January 1, the sites will reopen on Saturday, January 2 and four firehouse testing sites will be open on Sunday, January 3. Learn more about getting



tested at [coronavirus.dc.gov/testing](https://coronavirus.dc.gov/testing)

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Mayor Muriel Bowser

John A. Wilson Building | 1350 Pennsylvania Avenue, NW | Washington DC, 20004

(202) 727-2643

[muriel.bowser@dc.gov](mailto:muriel.bowser@dc.gov) | [mayor.dc.gov](https://mayor.dc.gov) | [@mayorbowser](https://twitter.com/mayorbowser)

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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Carlos, Melbert (EOM)  
**Sent:** Thu, 31 Dec 2020 16:41:24 +0000  
**To:** Ross, Jed (ORM);Yeung, Sam (ORM)  
**Subject:** FW: DHS Detail  
**Attachments:** Assessment Specialist Job Description.docx

Hi Jed,

Good morning sir.

I received this additional information from Agnes regarding the DHS detail.

If we are still planning to have [2-534](#) detailed I will let them know so we can initiate the process ASAP.

Please advise.

*Thank you,  
Melbert Carlos  
Program Manager  
District of Columbia Office of Risk Management  
441 4th Street, N.W., Suite 800S  
Washington, D.C. 20001  
Main: [\(202\) 727-8600](tel:(202)727-8600)  
Direct: [\(202\) 727-7723](tel:(202)727-7723)*



**From:** Cholewa, Agnes (DCHR) <agnes.cholewa@dc.gov>  
**Sent:** Wednesday, December 30, 2020 10:53 AM  
**To:** Carlos, Melbert (EOM) <melbert.carlos2@dc.gov>  
**Subject:** RE: DHS Detail

Good morning Mel,

Hope all is well. Yes, they just provided. Please see the attached and let me know your thoughts so I can reach out to TJ again to discuss.

Thanks so much. Agnes

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



## **Assessment Specialist**

### **Job Description**

As an Assessment Specialist, you will provide critical, coordinated, emergency support to people with the greatest needs by working with residents to complete a short, screener designed to capture a resident's rental assistance or mortgage relief needs. The completed form will be used to connect residents with needed resources.

#### **Qualifications:**

- Ability to work in fast paced environment and multi-task to assess risk factors in a given environment.
- Skilled in gathering and analyzing information to be able to assess the risk level, safety, and overall well-being of the person in need.
- Ability to communicate well, both orally and in writing.
- Ability to document caller reports in the agency's electronic system in real time.
- Knowledge of the social services system to enable provision of referral services for individuals and families (resource guides will also be available to help Specialist assess residents for services).

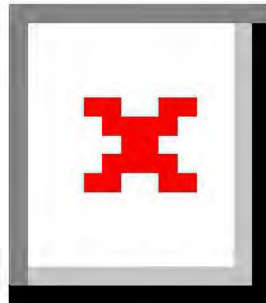
#### **Duties:**

- Assists callers with completing an assessment to determine the validity and urgency of a referral.
- Through the use of interviewing and crisis intervention skills, gathers additional details regarding circumstances to determine the appropriate community resources.
- With person-centered care, connects the person in need with linkage to appropriate community resources.

Assessment Specialist can work from home and conduct screenings via phone. They are asked to work during 1 of 2 shifts, 7am-1pm or 1pm-7pm, although alternative schedules can be arranged if necessary.

**From:** #FITDC  
**Sent:** Thu, 31 Dec 2020 16:16:44 +0000  
**To:** jed.ross@dc.gov  
**Subject:** Today's the Last Chance to Register for the 7th Annual Fresh Start 5K

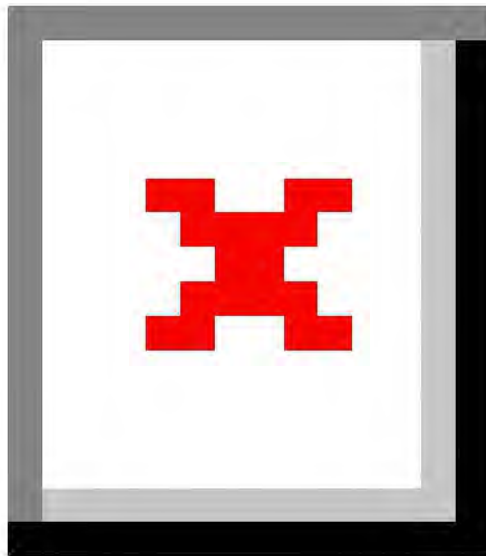
**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).



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**Ring In the New Year by Joining  
Mayor Muriel Bowser for the  
7th Annual Fresh Start 5K**

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### ***All Residents Deserve a Fresh Start***

To prepare District residents for 2021, Mayor Muriel Bowser, through the DPR health and wellness initiative, [#FITDC3](#), and in partnership with AETNA, is offering a series of new virtual events that give residents FREE access to simplified fitness during these complicated times.

The first event is the 7th Annual Fresh Start #FITDC 5K on New Year's Day! This year's run/walk event is going **Virtual** due to

---

the District of Columbia's Public Health Emergency.

Instead of gathering at one location, the 2021 Virtual 5K will take place across all 8 Wards of the District, as we encourage residents to run/walk individually or with their household members.

### **How Will it Work?**

[Sign up now](#), for free, through our online registration portal and make plans to run/walk 3.1 miles tomorrow:

#### **New Year's Day**

**Friday, January 1, 2021**

**8:00am - 4:00pm**

*(You can choose the time that is best for you or your family to run/walk.)*

When you register, share your contact information and the location where you plan to run/walk your 5K.

On race day, remember to take pictures/selfies and celebrate your run by tagging us **@myfitdc** on [Instagram](#), [Twitter](#), and [Facebook](#) and use the hashtag **#FreshStart5K2021** to share your accomplishment with our neighbors and friends across all 8 Wards!

Track your time and you'll be able to upload it to the registration site and compare it with your friends.

## **Need help finding routes near you?**

Our registration page features six suggested routes that are 5K certified and open to the public on parkland and city streets. Digital maps are available for each.

## **Prefer running/walking on a track surface?**

Select DPR and DCPS outdoor track locations will be open on race day. Come and go as you please, while maintaining proper physical distancing from other runners.

During your run, try to represent the District by rocking some gear from your favorite DC sports team or any District-themed clothing that shows that civic pride! And remember to post on social media.

Click the button below to register today and start the new year on the right foot.



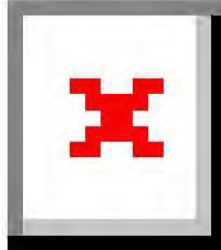
**SIGN UP FOR A FRESH  
START**

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No matter where you run/walk on New Year's Day, please remember to **wear a mask or face covering**, even if you're outdoors, and **practice social distancing** so that everyone can

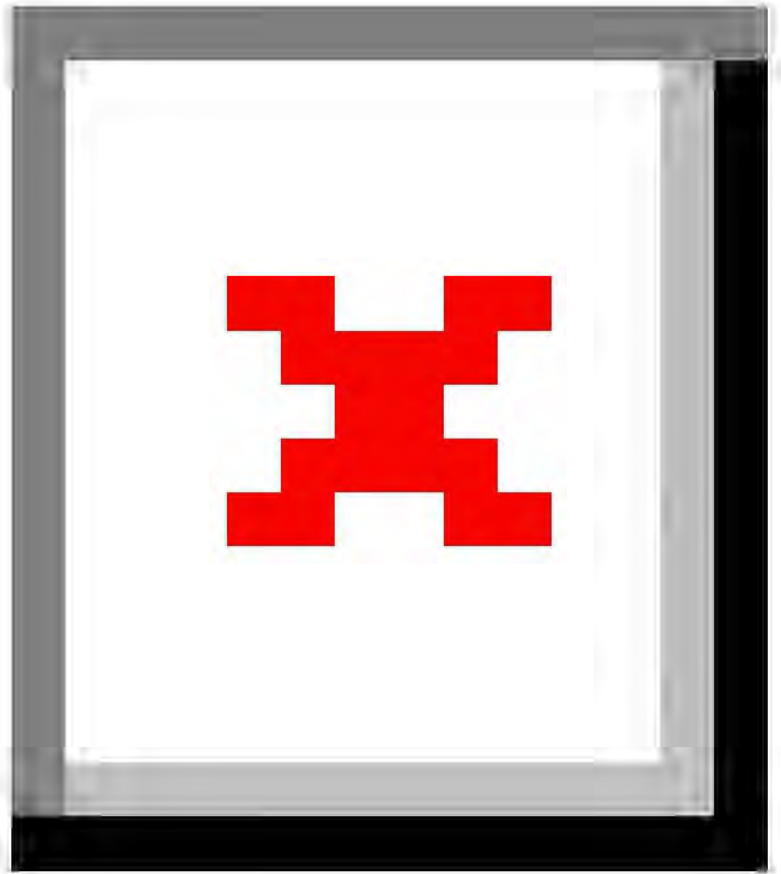
enjoy their Fresh Start safely.

---



**#FITDC3** knows that your total health picture depends on a strong BODY, sound MIND, and a nurturing COMMUNITY. Learn more at [FITDC3.com](https://FITDC3.com)







**From:** Clark, Peter (EOM)  
**Sent:** Thu, 31 Dec 2020 15:58:42 +0000  
**To:** Ross, Jed (ORM);Yeung, Sam (ORM);Krainak, Michael (EOM);Barbera, Charles (EOM);Stewart, Shaneah (EOM)  
**Subject:** Tort Projects updates  
**Attachments:** TortProjects December 31, 2020 .xlsx

Neah –

Please find attached minor updates to Tort Projects.

Peter



---

Peter Clark  
Tort Liability Program Administrator  
Asst. Deputy General Counsel  
Office of Risk Management  
Executive Office of The Mayor  
Government of the District of Columbia  
441 4th Street, N.W., Suite 800 South  
Washington, D.C. 20001  
Tel: Desk (202) 727-5686  
Cell (202) 412-9716  
[Email: peter.clark@dc.gov](mailto:peter.clark@dc.gov)

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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

| Project                     | Priority | Context   | Plan of Action | Completion Date | Status  |
|-----------------------------|----------|---|----------------|-----------------|---------|
| Tort Liability Manual       | H        | Researching proper settlement of claims when minors involved in DC/VA/MD to add to Tort Manual. | 2-534(e)       | Due Aug. 31st   | AT OCP  |
| Weekly Tort Meetings        | H        | Weekly meetings w/ adjusters to evaluate, resolve and move pending claims.                      |                | Ongoing         | Ongoing |
| Weekly Subrogation Meetings | M        | Weekly meetings w/ adjusters to evaluate, resolve and move pending claims.                      |                | Not applicable  | Weekly  |

|                        |   |   |          |         |         |
|------------------------|---|---|----------|---------|---------|
| Subrogation Task Force | H | Development of manual to assist agencies w/ the subro process. Reach out to agencies directly to assist in the recovery process. (Ex. Peter and Adnan picked up FY16 FEMS agency reports to evaluate potential subro. | 2-534(e) | Ongoing | Ongoing |
|------------------------|---|---|----------|---------|---------|

|                             |   |   |          |         |         |
|-----------------------------|---|---|----------|---------|---------|
| Settlement & Judgement Eval | H | Creating a database or trend report to identify trends w/in Tort/ATS and OAG. | 2-534(e) | Ongoing | Ongoing |
|-----------------------------|---|---|----------|---------|---------|



|   |          |  |                 |                |  |
|---|----------|--|-----------------|----------------|--|
| <p>Flow Chart ERMS / Metrics Dashboard Discussion</p> | <p>H</p> | <p>Check out Origami for examples for Flow Charts</p>  | <p>2-534(e)</p> | <p>Pending</p> | <p>Created ATS spreadsheet for code conversion into ERMS</p> |
| <p>OSSE Project</p>                                   | <p>M</p> | <p>Review OSSE-WC claims in relation to Tort claims to assess patterns of claims or behavior that need to be addressed /ie. fitness of duty / revoking driving privileges / fraudulent claims.</p> |                 | <p>Ongoing</p> |  |

|  |   |  |          |         |                                       |
|--|---|--|----------|---------|---------------------------------------|
| Pricing Model  | M | Call PFC manager and Richard Pointer to discuss pricing model to incorporate into regulations  | 2-534(e) |         | Complete                              |
| OAG Authority to Allow Tort to resolves claims under 10K | M | Tort / MPD / DDOT have many denied claims with a value under 10K which need filing / OAG does not have an attorney dedicated to this issue |          | 43082   | Complete - will not permit            |
| DPW subrogation issues                                   | H | Poor response from DPW getting supporting documentation to forwarded subrogation demands   |          | Ongoing | Pending approval / not getting better |

|  |   |   |          |  |                                   |
|--|---|---|----------|--|-----------------------------------|
| OFRM Meeting / Subro Fund Planning Meeting | M |   | 2-534(e) |  | Draft send FEMS/MPD               |
| OFRM Category on the shared drive          | M | Lana will create a repository for all payment information in the shared drive                           |          |  |                                   |
| ePerformance                               | M | Mid Year Reviews of staff   |          |  |                                   |
| MPD Memo /                                 | M | Memo to MPD to make recommendations to allow OFRM to manage the PD and Medical lien subrogation process |          |  | memo forwarded - pending response |

|  |   |   |          |                |                       |
|--|---|---|----------|----------------|-----------------------|
| OVSJG Process Flow                             | M | Process Flow of Unjust Imprisonment Compensation Program to understand process and to identify issues that will need to be resolved. I.e. OAG legal sufficiency / UDC/Medical treatment.  | 2-534(e) |                | completed             |
| Subrogation Manual                             | M | Subrogation Manual to provide agency guidance and structure to submit subrogation for reimbursement   |          |                | Complete              |
| OIG / Investigation / Fraud Presentation       | M | Reaching out to OIG to invite them to conduct Fraud training / perhaps invite the WC team to participate / identify fraud and respond correctly to issues / Bob Rowe / speaking to Tort Division to discuss methods of investigations to use to research claims |          |                | Completed             |
| Subrogation Fund agency education and outreach | M | Reach out to agencies to provide training and education regarding the operation and function of the Subrogation Fund  |          | Not applicable | Ongoing with agencies |

|       |   |   |          |  |         |
|-------|---|---|----------|--|---------|
| Erisk | M | Integrating financial process into SOAR | 2-534(e) |  | on hold |
|-------|---|---|----------|--|---------|

|   |   |  |          |                |                    |
|---|---|--|----------|----------------|--------------------|
| OAG Meeting to discuss subrogation claims and filing suit | H | Understand the process of filing a subrogation claim through OAG and the threshold to pursue a claim | 2-534(e) | Not applicable | Ongoing discussion |
| Erisk Tort Guidance Manual                                | M | Understand the process to set up a claim and resolve issues with establishing a Tort claim           |          | Ongoing        | Ongoing - Pending  |
| ePerformance  | M | Year-End Evaluation of Staff   |          |                |                    |



|  |   |  |          |         |   |
|--|---|--|----------|---------|---|
| Data Scrubbing / Closing Projects / 12-309 & Ack Letters migration                                 | M | Meticulously reviewing all Open-claims for consistency and documentation / verifying correct coverage and providing adjusters with Closing Pro                                     | 2-534(e) |         | Complete                                |
| PRM Consulting Actuary Study   | M | Preparing Data in Erisk to ensure proper reporting   |          |         | Complete                                |
| Origami Conference Materials   | M | Instructional PowerPoint Presentations   |          |         |   |
| FEMS Meeting to Discuss Subrogation and Process A27:G27  | M | Introduction and discussion regarding ORM, Tort's role and our subrogation process   |          |         | Complete                                |
| Subrogation Totals Widget  | M | Widget not capturing information correctly   |          |         |   |
| Quick Reference Guide for ERisk claim entry and general reference                                  | M | Establishing straight forward step-by-step guidance for opening a Liability claim and Subrogation Claim  |          | Ongoing | pending collections of issues over time |
| 1500000-000  | L | Moving ALL 2015 files into basement file room to make room for new year – better organize basement file room for this project  |          |         | completed                               |
| Meeting with Sanjay to discuss claim identifiers / markers to alert Tort staff to potential issues | M | Alert Tort staff to common claims with common events to identify fraud – multiple related claims that may be presented at different times – claims based on reserves amounts, etc. |          |         | Pending                                 |
| OAG - Abacus Meeting   | M | Abacus Meeting to discuss common terms and SOAR integration  |          |         | Pending                                 |

|   |   |  |          |                                 |                                      |
|---|---|--|----------|---------------------------------|--------------------------------------|
| Subrogation PSCWP & Tort Process Flow   | M | Process Flow – PSWCP & Tort  | 2-534(e) |                                 | Pending                              |
| RTW Project - subrogation   | M | Utilize RTW participants to enter FEMS, OSSE, etc. participating incidents into ERisk incident reporting once the Incident Reporting is LIVE   |          | Ongoing                         | Pending vacant cubicle with computer |
| Medicaid and Medicare Reporting - CMS - DHCF                                    | H | Property entering reporting bodily settlements to the proper authority   |          | Ongoing                         | Pending eval w/Tammy                 |
| DGS Meeting to Discuss Agency & Vendor Reporting / Involvement with Subrogation | M | DGS – meeting to discuss what is subrogation and how to report issues that may be subrogable – vendor repairs – documents necessary to submit, etc.                                  |          | Ongoing                         | completed                            |
| MPD Meeting to discuss total loss recoveries / 75% threshold DC Code            | M | MPD yard meeting to discuss total loss threshold and issues regarding calculating damages to vehicles  |          | 9-Jul-19                        | completed                            |
| DPW - DMV response issues   | H | DPW (Ashley Hammon) – DMV (Bob Johnson)  |          | 7/19/2019                       | completed                            |
| Skill port - Emotional Intelligence Seminar                                     | M | Train staff to effectively manage emotions and response to difficult situations  |          |                                 | completed                            |
| Authority Liability and Subrogation - Administrative Order                      | H | Establish clear authority guidelines for Tort Administrator to settle Liability and Subrogation claims. Work with Sanjay and Mike to use similar payment approval method WC utilizes |          | Pending discussion with Charlie | Pending                              |
| CMS   | H | Ensuring Tort Liability Claims are properly reported to CMS when a settlement is involved.   |          | Pending                         | Pending                              |
| FEMS - MPD - OSSE -OAG Process Flow Meetings                                    | M | Educating the agencies regarding ERisk process flow relating to Tort and Subrogation claim   |          | Pending - OAG                   | completed                            |



|   |   |  |           |           |           |
|---|---|--|-----------|-----------|-----------|
| OCA Meeting with Kenneth Liebowitz  | M | Meeting with Kenney Liebowitz (OCA) to discuss methods to identify and reduce exposures District wide using Tort data and ERisk.   | 2-534(e)  | Pending   | completed |
| Meeting with Mike Stakem to discuss Incident and Claim linking and ensure all staff have access to view and create claims. Weekly meeting with Mike Stakem to perfect ERisk Tort Division | M | Meeting with Mike Stakem to discuss Incident and Claim linking and ensure all staff have access to view and create claims. Weekly meetings to perfect and clean up process and flow to assist Tort with cleaner operations within ERisk. |           | Pending   | completed |
| Lipnick Memo  | H | Sidewalk Memo discussing large settlements and methods to reduce exposure  |           | Completed | Completed |
| Agency & S & J Payments recording in ERisk  | H | Integrating financial process into ERisk   |           | Completed | Completed |
| Appropriations out of the Subrogation Fund  | H | Meeting with Mike and Charlie to discuss Subrogation Fund Appropriations   |           | Completed | Completed |
| Tracking Appropriations out of the Subrogation Fund   | H | Meeting with Alex to discuss monthly report to track deposits in and movement out of the Subrogation Fund.   |           | 31-Mar-10 | Hold      |
| FEMS / MPD Suggested Amended Regulations  | H | FEMS and MPD (tentative) Approval received   |           | 1-Apr-10  | Pending   |
| V.B and B.J. S & J payments   | H | S & J Payments   |           | 1-May-20  | Pending   |
| Overpayment adjustments to ERisk concerning Tort  | H | Overpayment in Tort are rare, but recently we need to address ERisk's capability to credit the liability claim properly.   |           | 1-Jul-20  | Pending   |
| Employment claims Project FY19  | H | Request payment data involving employment S & J payments from Shilonda to evaluate payments and identify trends to mitigate future exposures.  |           | 1-Jul-20  | Pending   |
| DDOT ERisk subrogation tutorial   | M | Provide DDOT with an ERisk tutorial, widgets and dashboard to manage subrogation collections more effectively  | 11-Feb-20 | completed |           |

|   |   |   |          |                |           |
|---|---|---|----------|----------------|-----------|
| ERisk Tort Enhancements   | M | Discussion with IT team to enhance functionality of ERisk concerning liability and subrogation claims.  | 2-534(e) | 1-Jul-20       | Pending   |
| OAG Staff Attorney Access to ERisk                              | M | Discussion with Mike Stakem and Sanjay to grant permissions to OAG staff ERisk access   |          | Pending        | completed |
| Grade 7 Claims Assistant  | M | Discussion to hire a FTE claims assistant to manage intake, follow up and collections of subrogation monies owed to the District as well as other projects concerning subrogation and claims. |          | Pending        | Pending   |
| 1600000-000   | L | Moving FY16 claim files to basement 1C  |          | 24-Jan-10      | Complete  |
| Training legal staff. Dispute Resolution and Negotiating skills | M | Discussion regarding dispute resolution training and negotiated and number of participants, ie. legal, claims staff, etc.   |          | 13-Mar-20      | On hold   |
| Heat Maps   | M | Sidewalk data merge into Tableau to create an FY19 heat map displaying sidewalk claims, claim information and severity of claims by colors  |          | Pending        | On hold   |
| ERisk document Enhancements                                     | M | Correcting Documents in the FORMS section   |          | 9/1/2020       | Pending   |
| Weekly Subrogation Meetings                                     | M | Weekly meetings w/ adjusters to evaluate, resolve and move pending claims.  |          | Not applicable | Weekly    |

|  |   |  |          |                |                       |
|--|---|--|----------|----------------|-----------------------|
| DPW subrogation issues                         | H | Poor response from DPW getting supporting documentation to forwarded subrogation demands                             | 2-534(e) | Ongoing        | Project completed     |
| Subrogation Fund agency education and outreach | M | Reach out to agencies to provide training and education regarding the operation and function of the Subrogation Fund |          | Not applicable | Ongoing with agencies |

|   |   |   |          |                |   |
|---|---|---|----------|----------------|---|
| OAG Meeting to discuss subrogation claims and filing suit         | H | Understand the process of filing a subrogation claim through OAG and the threshold to pursue a claim    | 2-534(e) | Not applicable | completed                               |
| Erisk Tort Guidance Manual  | M | Understand the process to set up a claim and resolve issues with establishing a Tort claim              |          | Ongoing        | Ongoing-Pending                         |
| Quick Reference Guide for ERisk claim entry and general reference | M | Establishing straight forward step-by-step guidance for opening a Liability claim and Subrogation Claim |          | Ongoing        | pending collections of issues over time |



|  |   |  |          |                                 |           |
|--|---|--|----------|---------------------------------|-----------|
| Meeting with Sanjay to discuss claim identifiers / markers to alert Tort staff to potential issues | M | Alert Tort staff to common claims with common events to identify fraud – multiple related claims that may be presented at different times – claims based on reserves amounts, etc.   | 2-534(e) |                                 | completed |
| OAG - Abacus Meeting   | M | Abacus Meeting to discuss common terms and SOAR integration  |          |                                 | On going  |
| Subrogation PSCWP & Tort Process Flow  | M | Process Flow – PSWCP & Tort  |          |                                 | Pending   |
| RTW Project – subrogation  | M | Utilize RTW participants to enter FEMS, OSSE, etc. participating incidents into ERisk incident reporting once the Incident Reporting is LIVE   |          | Ongoing                         | On hold   |
| Authority Liability and Subrogation - Administrative Order   | H | Establish clear authority guidelines for Tort Administrator to settle Liability and Subrogation claims. Work with Sanjay and Mike to use similar payment approval method WC utilizes |          | Pending discussion with Charlie | Pending   |
| CMS  | H | Ensuring Tort Liability Claims are properly reported to CMS when a settlement is involved.   |          | Pending                         | Pending   |
| Tort Liability Manual  | M | Reviewing and updating Tort Manual   |          | 1-Jan-21                        | Pending   |
| Team reviewing all claims / closing project  | L | During the telework period, Tort team instructed to review every claim, populate empty fields, update reserves and review pending claims for resolution.                             |          | 1-Jun-20                        | On-going  |
| Payment Process Template in ERisk  | M | Using ERisk to make more efficient the Payment Process.  |          | 4/1/2020                        | Completed |
| Electronic Check Approval Process  | H | IT team developing check approval process  |          | 4/10/2020                       | Completed |

|  |   |  |          |           |           |
|--|---|--|----------|-----------|-----------|
| Tort Claim Forms and denials             | L | Reviewing forms and denials  | 2-534(e) | 1-May-20  | Completed |
| Performance Reviews                      | M | Review evaluations with staff.   |          | 5/22/2020 | Pending   |
| COVID-19 tracking hours and workload     | H | Track and populate Peoplesoft  |          | Ongoing   | completed |
| Tort SOP and Process Flow Visio Diagrams | M | Document broad overview of Tort Processes. Document SOP in a granular fashion in Process Flow Document.              |          | 1-Jan-21  | Ongoing   |
| DPW Review Project                       | M | DPW project to review response to DCORM requests for supporting documentation for liability and subrogation claims.  |          | 1-Jul-20  | complete  |
| Tort Coverage Project                    | M | Review and clean up Tort coverages in ERisk, add additional fields to improve functionality, accuracy and efficiency |          | 1-Jan-21  | pending   |
| OCP Portal solution                      | H | Finding a solution to using the former OCP portal to track Tort Payments.  |          | 24-Jul-20 | pending   |
| 12-309 Online Filing Portal              | H | Discussion with Sanjai regarding developing an Online option for filing Tort claims.                                 |          | 1-Sep-20  | Completed |

|                                    |   |  |          |           |           |
|------------------------------------|---|--|----------|-----------|-----------|
| FEMS Subrogation /Appraisal        | H | Microsoft Teams Presentation Monday / Process Flow | 2-534(e) | 1-Oct-20  | Completed |
| AWS                                | M | Call to Jennifer to discuss                        |          | 1-Aug-20  |           |
| DPW Presentation                   | M | Presentation to new Deputy Danny Mccoy, DPW        |          | 6-Oct-20  | Completed |
| OAG notary issues                  | H | Resolves the notary requirement on Complaints      |          | 10-Aug-20 | Completed |
| OAG Meeting                        | M | Ongoing discussions regarding procedures with OAG  |          | 1-Dec-20  | Ongoing   |
| Driver Repeater Discussion Tableau | M | Discussion with IT to capture data points          |          | 1-Dec-20  | Ongoing   |
| Performance Reviews                | M | Creating and discussing with staff                 |          | 1-Nov-20  | Completed |
| KPI                                | M | FY20 KPI, WLM & SI                                 |          | 1-Oct-20  | Completed |

|   |   |  |          |          |           |
|---|---|--|----------|----------|-----------|
| eFiling   | H | Create online claim filing portal to permit online filing  | 2-534(e) | 2-Nov-20 | Completed |
| DGS Meeting to Discuss Peabody-Agency & Vendor Reporting / Involvement with Subrogation | H | Tuesday Teams meeting to discuss Peabody - will leade conversation with Kasmin Holt to speak about subrogation process |          | 1-Dec-20 | pending   |
| MPD Police Report   | M | Documenting Damages  |          | 1-Dec-20 | pending   |
| Peachtree Recoveries  | L | Subrogation Vendor   |          | 1-Jan-21 | Pending   |
| SMART Goals   | M |  |          |          | Pending   |
| Non 12-309 Notice Claims (internal)   | L | Develop process to capture, monitor, evalyate and eventually issue payment   |          | 1-Jan-21 | Pending   |

**From:** Clark, Peter (EOM)  
**Sent:** Thu, 31 Dec 2020 15:45:35 +0000  
**To:** Krainak, Michael (EOM); Chhe, Soriya (EOM)  
**Cc:** Barbera, Charles (EOM); Yeung, Sam (ORM); Ross, Jed (ORM)  
**Subject:** RE: liability question  
**Attachments:** OP claims.xlsx

2-534(e)

2-534(e)











**From:** Vass, Chris (EOM)  
**Sent:** Thu, 31 Dec 2020 15:37:19 +0000  
**To:** House, Delino (OSSE)  
**Cc:** King, Kenneth (OSSE); Healy, Patrick (EOM); Ross, Jed (ORM); Yeung, Sam (ORM)  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Perfect!

---

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Thursday, December 31, 2020 10:36 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

I believe one more, but still checking.

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Thursday, December 31, 2020 10:35 AM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Thanks Del, awesome work! Are these the only contracts you all have ongoing?

---

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Thursday, December 31, 2020 10:32 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

I have attached a copy of the NAVMAN contract. Happy New Year to you as well.

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Thursday, December 31, 2020 8:42 AM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** Re: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Sounds good Del. Thanks for the update and Happy New Year!

Chris Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230

---

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Thursday, December 31, 2020 5:58 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

I hope to have the contracts to you by early next week.

Thanks,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Wednesday, December 30, 2020 12:49 PM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Del,

Do you happen to know when we can expect a copy/copies of the contracts?

Thanks,

*Christopher Vass*

*Management Analyst  
DC Office of Risk Management  
202-299-5230*

---

**From:** Vass, Chris (EOM)  
**Sent:** Tuesday, December 22, 2020 1:42 PM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Fantastic Dell! I really appreciate this. I'm sorry if there was any confusion previously. We look forward to the contacts.

Thanks,

*Chris Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230*

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**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Tuesday, December 22, 2020 1:41 PM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Please see the response below:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s). Yes
- Are there video recorders in your assigned fleet vehicles? There is video surveillance camera in the newer additions to the fleet If so, is there a process on when the recordings are download/stored? We are currently working through this component as a part of a of larger system enhancement. Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving? For fleet vehicles, vehicles are signed in/out daily for each user. For school buses, keys are stored on the active fleet and locked for fleet not in use.



- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of? No.

We will send copies of the contracts as soon as possible. Please let me know if you have any additional questions.

Best Regards,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Tuesday, December 15, 2020 3:05 PM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Sure can! I am good between now and 4PM. If that doesn't work, we can try tomorrow. I am wide up, except from 10-11 AM.

---

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Tuesday, December 15, 2020 3:01 PM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Thank you for the opportunity to work with you and your team to explore technology and software. Before we proceed with the questions below my team and I would like to meet to discuss in detail. Are you open to meeting soon? If so I have included Stacia Ellis on this communication so that she can work with you to schedule a meeting.

WE look forward to your response,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:19 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE)



[<Kenneth.King@dc.gov>](mailto:Kenneth.King@dc.gov)

**Cc:** Ross, Jed (ORM) [<jed.ross@dc.gov>](mailto:jed.ross@dc.gov); Yeung, Sam (ORM) [<Sam.Yeung@dc.gov>](mailto:Sam.Yeung@dc.gov); Stewart, Shaneah (EOM) [<Shaneah.Stewart@dc.gov>](mailto:Shaneah.Stewart@dc.gov); Healy, Patrick (EOM) [<Patrick.Healy3@dc.gov>](mailto:Patrick.Healy3@dc.gov)

**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Perfect, thank you Gretchen!

Delino, if you have any questions or need anything, let me know.

**From:** Brumley, Gretchen (OSSE) [<gretchen.brumley@dc.gov>](mailto:gretchen.brumley@dc.gov)

**Sent:** Monday, December 14, 2020 11:18 AM

**To:** Vass, Chris (EOM) [<Christopher.Vass@dc.gov>](mailto:Christopher.Vass@dc.gov); Meyers, Sara (OSSE) [<Sara.Meyers@dc.gov>](mailto:Sara.Meyers@dc.gov); House, Delino (OSSE) [<delino.house@dc.gov>](mailto:delino.house@dc.gov); King, Kenneth (OSSE) [<Kenneth.King@dc.gov>](mailto:Kenneth.King@dc.gov)

**Cc:** Ross, Jed (ORM) [<jed.ross@dc.gov>](mailto:jed.ross@dc.gov); Yeung, Sam (ORM) [<Sam.Yeung@dc.gov>](mailto:Sam.Yeung@dc.gov); Stewart, Shaneah (EOM) [<Shaneah.Stewart@dc.gov>](mailto:Shaneah.Stewart@dc.gov)

**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

**Importance:** High

Good Morning Chris,

Delino House, our Associate Director of Fleet and Facilities, is the POC for this project and has gather the information you requested. I believe he's tried contacting you but if you haven't connected I've copied him on this correspondence.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

**From:** Vass, Chris (EOM) [<Christopher.Vass@dc.gov>](mailto:Christopher.Vass@dc.gov)

**Sent:** Monday, December 14, 2020 11:12 AM

**To:** Brumley, Gretchen (OSSE) [<gretchen.brumley@dc.gov>](mailto:gretchen.brumley@dc.gov); Meyers, Sara (OSSE) [<Sara.Meyers@dc.gov>](mailto:Sara.Meyers@dc.gov)

**Cc:** Ross, Jed (ORM) [<jed.ross@dc.gov>](mailto:jed.ross@dc.gov); Yeung, Sam (ORM) [<Sam.Yeung@dc.gov>](mailto:Sam.Yeung@dc.gov); Stewart, Shaneah (EOM) [<Shaneah.Stewart@dc.gov>](mailto:Shaneah.Stewart@dc.gov)

**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Gretchen & Sara,

I wanted to follow-up on this request and see if you all had any updates?

Thanks,

*Christopher Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

---

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Friday, December 4, 2020 9:48 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Chris,  
Thanks for your email. Our team is reviewing the request and will provide a response to your question ASAP.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Thursday, December 3, 2020 3:45 PM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Director Brumley & Deputy Meyers,

I hope you are doing well. I am Chris Vass, Management Analyst with the DC Office of Risk Management (ORM). On behalf of Jed Ross, Director/Chief Risk Officer, I am reaching out to you and other District agencies in order to undertake a review and analysis of city-wide fleet safety programs that are being used by District agencies. In order for me to begin the review and analysis, I need your assistance to compile all data and information related to your safety program:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s).
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- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of?

The goal of this project is to ultimately bring all agencies under one city-wide management system for GPS, liability documentation (video), safe driving training, data collection (life of vehicle, miles driven, speeding, dangerous driving, possible maintenance needs, performance metrics, etc....). We are in the early stages of this endeavor but feel it could lead to monumental change for the District. One procurement, one system, economies of scale, and better data for everyone.

Please let know if you have any question or concerns.

Thanks,

*Chris Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230*

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**From:** House, Delino (OSSE)  
**Sent:** Thu, 31 Dec 2020 15:36:22 +0000  
**To:** Vass, Chris (EOM)  
**Cc:** King, Kenneth (OSSE); Healy, Patrick (EOM); Ross, Jed (ORM); Yeung, Sam (ORM)  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

I believe one more, but still checking.

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Thursday, December 31, 2020 10:35 AM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Thanks Del, awesome work! Are these the only contracts you all have ongoing?

---

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Thursday, December 31, 2020 10:32 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

I have attached a copy of the NAVMAN contract. Happy New Year to you as well.

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Thursday, December 31, 2020 8:42 AM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** Re: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Sounds good Del. Thanks for the update and Happy New Year!



Chris Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230

---

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Thursday, December 31, 2020 5:58 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

I hope to have the contracts to you by early next week.

Thanks,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Wednesday, December 30, 2020 12:49 PM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Del,

Do you happen to know when we can expect a copy/copies of the contracts?

Thanks,

*Christopher Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

---

**From:** Vass, Chris (EOM)  
**Sent:** Tuesday, December 22, 2020 1:42 PM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross,

Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>

**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Fantastic Dell I really appreciate this. I'm sorry if there was any confusion previously. We look forward to the contacts.

Thanks,

*Chris Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>

**Sent:** Tuesday, December 22, 2020 1:41 PM

**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>

**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>

**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Please see the response below:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s). Yes
- Are there video recorders in your assigned fleet vehicles? There is video surveillance camera in the newer additions to the fleet If so, is there a process on when the recordings are download/stored? We are currently working through this component as a part of a of larger system enhancement. Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving? For fleet vehicles, vehicles are signed in/out daily for each user. For school buses, keys are stored on the active fleet and locked for fleet not in use.
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of? No.

We will send copies of the contracts as soon as possible. Please let me know if you have any additional questions.

Best Regards,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818



[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Tuesday, December 15, 2020 3:05 PM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Sure can! I am good between now and 4PM. If that doesn't work, we can try tomorrow. I am wide up, except from 10-11 AM.

---

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Tuesday, December 15, 2020 3:01 PM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Thank you for the opportunity to work with you and your team to explore technology and software. Before we proceed with the questions below my team and I would like to meet to discuss in detail. Are you open to meeting soon? If so I have included Stacia Ellis on this communication so that she can work with you to schedule a meeting.

WE look forward to your response,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:19 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Perfect, thank you Gretchen!

Delino, if you have any questions or need anything, let me know.

---

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:18 AM

**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
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**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)  
**Importance:** High

Good Morning Chris,  
Delino House, our Associate Director of Fleet and Facilities, is the POC for this project and has gather the information you requested. I believe he's tried contacting you but if you haven't connected I've copied him on this correspondence.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

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*DC Office of Risk Management*  
*202-299-5230*

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**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
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Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

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**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)

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Please let know if you have any question or concerns.

Thanks,

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Management Analyst  
DC Office of Risk Management  
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**From:** Vass, Chris (EOM)  
**Sent:** Thu, 31 Dec 2020 15:35:29 +0000  
**To:** House, Delino (OSSE)  
**Cc:** King, Kenneth (OSSE); Healy, Patrick (EOM); Ross, Jed (ORM); Yeung, Sam (ORM)  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Thanks Del, awesome work! Are these the only contracts you all have ongoing?

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**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

I have attached a copy of the NAVMAN contract. Happy New Year to you as well.

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

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**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** Re: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Sounds good Del. Thanks for the update and Happy New Year!

Chris Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230

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**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
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**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

I hope to have the contracts to you by early next week.

Thanks,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

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**Sent:** Wednesday, December 30, 2020 12:49 PM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Del,

Do you happen to know when we can expect a copy/copies of the contracts?

Thanks,

*Christopher Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230*

**From:** Vass, Chris (EOM)  
**Sent:** Tuesday, December 22, 2020 1:42 PM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Fantastic Del! I really appreciate this. I'm sorry if there was any confusion previously. We look forward to the contacts.

Thanks,

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**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Please see the response below:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s). Yes
- Are there video recorders in your assigned fleet vehicles? There is video surveillance camera in the newer additions to the fleet. If so, is there a process on when the recordings are download/stored? We are currently working through this component as a part of a larger system enhancement. Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving? For fleet vehicles, vehicles are signed in/out daily for each user. For school buses, keys are stored on the active fleet and locked for fleet not in use.
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of? No.

We will send copies of the contracts as soon as possible. Please let me know if you have any additional questions.

Best Regards,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

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**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Sure can! I am good between now and 4PM. If that doesn't work, we can try tomorrow. I am wide up, except from 10-11 AM.

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**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Thank you for the opportunity to work with you and your team to explore technology and software. Before we proceed with the questions below my team and I would like to meet to discuss in detail. Are you open to meeting soon? If so I have included Stacia Ellis on this communication so that she can work with you to schedule a meeting.

WE look forward to your response,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
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**Sent:** Monday, December 14, 2020 11:19 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
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**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Perfect, thank you Gretchen!

Delino, if you have any questions or need anything, let me know.

---

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:18 AM  
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**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)  
**Importance:** High

Good Morning Chris,  
Delino House, our Associate Director of Fleet and Facilities, is the POC for this project and has gather the information you requested. I believe he's tried contacting you but if you haven't connected I've copied him on this correspondence.



Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

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**Sent:** Monday, December 14, 2020 11:12 AM  
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**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Gretchen & Sara,

I wanted to follow-up on this request and see if you all had any updates?

Thanks,

*Christopher Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230*

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**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Chris,  
Thanks for your email. Our team is reviewing the request and will provide a response to your question ASAP.

Best,  
Gretchen

Gretchen Brumley, Director

Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Thursday, December 3, 2020 3:45 PM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Director Brumley & Deputy Meyers,

I hope you are doing well. I am Chris Vass, Management Analyst with the DC Office of Risk Management (ORM). On behalf of Jed Ross, Director/Chief Risk Officer, I am reaching out to you and other District agencies in order to undertake a review and analysis of city-wide fleet safety programs that are being used by District agencies. In order for me to begin the review and analysis, I need your assistance to compile all data and information related to your safety program:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s).
- Are there video recorders in your assigned fleet vehicles? If so, is there a process on when the recordings are download/stored? Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving?
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of?

The goal of this project is to ultimately bring all agencies under one city-wide management system for GPS, liability documentation (video), safe driving training, data collection (life of vehicle, miles driven, speeding, dangerous driving, possible maintenance needs, performance metrics, etc....). We are in the early stages of this endeavor but feel it could lead to monumental change for the District. One procurement, one system, economies of scale, and better data for everyone.

Please let know if you have any question or concerns.

Thanks,

*Chris Vass  
Management Analyst  
DC Office of Risk Management*

202-299-5230

*Open Enrollment for 2021 employee benefits runs Monday, November 9, 2020 through Monday, December 14, 2020. This is your annual opportunity to review your current benefit elections and make any necessary changes.*

Visit <https://dchr.dc.gov/page/open-enrollment> for details!

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** House, Delino (OSSE)  
**Sent:** Thu, 31 Dec 2020 15:31:40 +0000  
**To:** Vass, Chris (EOM)  
**Cc:** King, Kenneth (OSSE); Healy, Patrick (EOM); Ross, Jed (ORM); Yeung, Sam (ORM)  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)  
**Attachments:** Mod 1\_CW47272\_RevisedPriceSchedule\_NavmanWireless\_fullyexecuted.pdf

I have attached a copy of the NAVMAN contract. Happy New Year to you as well.

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

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**Subject:** Re: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Sounds good Del. Thanks for the update and Happy New Year!

Chris Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230

---

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Thursday, December 31, 2020 5:58 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

I hope to have the contracts to you by early next week.

Thanks,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)



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Fantastic Del! I really appreciate this. I'm sorry if there was any confusion previously. We look forward to the contacts.

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- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of? No.

We will send copies of the contracts as soon as possible. Please let me know if you have any additional questions.

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WE look forward to your response,

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Perfect, thank you Gretchen!

Delino, if you have any questions or need anything, let me know.

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**Importance:** High

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Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office



[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

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*Christopher Vass  
Management Analyst  
DC Office of Risk Management  
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**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Chris,

Thanks for your email. Our team is reviewing the request and will provide a response to your question ASAP.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Thursday, December 3, 2020 3:45 PM

**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>

**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>

**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Director Brumley & Deputy Meyers,

I hope you are doing well. I am Chris Vass, Management Analyst with the DC Office of Risk Management (ORM). On behalf of Jed Ross, Director/Chief Risk Officer, I am reaching out to you and other District agencies in order to undertake a review and analysis of city-wide fleet safety programs that are being used by District agencies. In order for me to begin the review and analysis, I need your assistance to compile all data and information related to your safety program:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s).
- Are there video recorders in your assigned fleet vehicles? If so, is there a process on when the recordings are download/stored? Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving?
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of?

The goal of this project is to ultimately bring all agencies under one city-wide management system for GPS, liability documentation (video), safe driving training, data collection (life of vehicle, miles driven, speeding, dangerous driving, possible maintenance needs, performance metrics, etc....). We are in the early stages of this endeavor but feel it could lead to monumental change for the District. One procurement, one system, economies of scale, and better data for everyone.

Please let know if you have any question or concerns.

Thanks,

*Chris Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230*

*Open Enrollment for 2021 employee benefits runs Monday, November 9, 2020 through Monday, December 14, 2020. This is your annual opportunity to review your current benefit elections and make any necessary changes.*

Visit <https://dchr.dc.gov/page/open-enrollment> for details!

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



|  |   |   |   |  |  |
|--|---|---|---|--|--|
| <b>MODIFICATION OF CONTRACT</b>  |   |   | 1. Contract Number<br><b>CW47272</b>  | Page of Pages<br>1 6                       |  |
| 2. Amendment/Modification Number<br><b>M0001</b>   | 3. Effective Date<br><b>See Block 16C</b> | 4. Requisition/Purchase Request No.                       | 5. Solicitation Caption<br><b>GPS-Based Automated Vehicle Locator System</b>  |  |  |
| 6. Issued by:<br>Office of the State Superintendent of Education<br>810 First Street, NE 8 <sup>th</sup> Floor<br>Washington, DC 20002   |   | Code  | 7. Administered by (If other than line 6)<br>Office of the State Superintendent of Education (OSSE)<br>Office of State Superintendent of Education<br>Government of the District of Columbia<br>810 First Street, NE, 5th Floor<br>Washington, DC 20002 |  |  |
| 8. Name and Address of Contractor (No. street, city, county, state and zip code)<br><b>NAVMAN WIRELESS NORTH AMERICA</b><br>2701 Patriot Blvd. Suite 125<br>Glenview, IL 60026<br>Attn: Renaat Ver Eecke, Vice President & GM, North America<br>Phone: (847) 832-2363<br>Email: <a href="mailto:renaat.vereecke@navmanwireless.com">renaat.vereecke@navmanwireless.com</a>   |   | Code  | 9A. Amendment of Solicitation No.   | 9B. Dated (See Item 11)                    |  |
|  |   | Facility  | X 10A. Modification of Contract/Order No.<br><b>CW47272</b>   | 10B. Dated (See Item 13)<br><b>3/27/17</b> |  |
| <b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>   |   |   |   |  |  |
| <input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) BY separate letter or fax which includes a reference to the solicitation and amendment number. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such may be made by letter or fax, provided each letter or telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified. |   |   |   |  |  |
| 12. Accounting and Appropriation Data (If Required)  |   |   |   |  |  |
| <b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14</b>   |   |   |   |  |  |
| A. This change order is issued pursuant to (Specify Authority):<br>The changes set forth in Item 14 are made in the contract/order no. in item 10A.  |   |   |   |  |  |
| B. The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data etc.) set forth in item 14, pursuant to the authority of 27 DCMR, Chapter 36, and Section 3601.2.   |   |   |   |  |  |
| C. This supplemental agreement is entered into pursuant to authority of:   |   |   |   |  |  |
| X D. Other (Specify type of modification and authority) Exercise Option  |   |   |   |  |  |
| E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return <u>1</u> copy to the issuing office.   |   |   |   |  |  |
| 14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)<br>This contract is modified as described below:<br><br><b>A. <u>Delete</u> the existing <u>Price Schedule</u> under Section B.3 "Price Schedule" and <u>replace</u> with the attached <u>Price Schedule</u>.</b>  |   |   |   |  |  |
| <b>ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED</b>   |   |   |   |  |  |
| Except as provided herein, all terms and conditions of the document is referenced in Item 9A or 10A remain unchanged and in full force and effect.   |   |   |   |  |  |
| 15A. Name and Title of Signer (Type or print)  |   | 16A. Name of Contracting Officer<br><b>Alvin N. Stith</b> |   |  |  |
| 15B. Name of Contractor  | 15C. Date Signed                          | 16B. District of Columbia<br><i>Alvin N. Stith</i>        |   | 16C. Date Signed<br><b>6/2/17</b>          |  |
| Signature of person authorized to sign   |   | Signature of Contracting Officer                          |   |  |  |

**SECTION B: CONTRACT TYPE, SUPPLIES OR SERVICES AND PRICE/COST**

- B.1** The Office of Contracting and Procurement (OCP) on behalf of the Office of the State Superintendent of Education (OSSE) Division of Transportation (DOT), requires NavMan Wireless North America Ltd, ("Contractor" or "NavMan") to provide a comprehensive GPS-based Automated Vehicle Locator System (AVL System) for its school bus fleet.
- B.2** The District contemplates award of a Firm Fixed-Price Contract in accordance with 27 DCMR Chapter 24.

**B.1 PRICE SCHEDULE – FIRM FIXED-PRICE**

**B.1.1 – BASE PERIOD**

| <b>Contract Line Item No. (CLIN)</b> | <b>Item Description</b>  | <b>Price Per Unit</b> | <b>Quantity</b> | <b>Total Price</b> |
|--------------------------------------|--|-----------------------|-----------------|--------------------|
| 0001                                 | Qube300 unit purchase to support upgrade/swap from 2G to 3G. A one-time cost (C.5.2.2)   | \$149.00              | 690             | \$102,810.00       |
| 0002                                 | ConEx Harnesses purchase to support upgrade/swap from 2G to 3G. A one-time cost (C.5.2.2)  | \$50.00               | 690             | \$34,500.00        |
| 0003                                 | Upgrade/Swap Qube3 for Qube 300 (assume same peripherals and new ConEx) and M-Nav (Navigation Unit w/Driver ID). A one-time cost (C.5.2.2) | \$150.00              | 690             | \$103,500.00       |
| 0004                                 | Professional Services, formally known as, Annual Large Account Support (POC Support) (C.5.1.2)   | \$47,100.00           | 1               | \$47,100.00        |
| 0005                                 | AVL System Software (Base Package) (C.5.1, C.5.2, C.5.3, C.5.4, and C.5.5)   | \$10,792.80           | 12              | \$129,513.60       |
| 0006                                 | 1 minute timed updates (C.5.2.3)   | \$3,600.00            | 12              | \$43,200.00        |
| 0007                                 | Route Plan Monitoring for Student Ridership (RPM) (C.5.2.1)  | \$3,600.00            | 12              | \$43,200.00        |

|                              |  |            |    |                     |
|------------------------------|--|------------|----|---------------------|
| 0008                         | Maintenance Module and Complete Warranty for Hardware (C.5.5.1 and C.5.5.3)  | \$0.00     | 12 | \$0.00              |
| 0009                         | Premium Reporting Package consisting of Disaster Recovery Plan, Installation Schedule, Daily Project Status Report, and Final Project Status Report (C.5.12.1, C.5.12.2, C.5.12.3.1, C.5.12.3.2, C.5.12.3.3) | \$0.00     | 12 | \$0.00              |
| 0010                         | API Services (C.5.1.1.1)   | \$0.00     | 12 | \$0.00              |
| 0011                         | Service Maintenance (C.5.7.1, C.5.2.7, C.5.8, C.5.10, and C.5.9)   | \$5,040.00 | 9  | \$45,360.00         |
| <b>Grand Total for B.3.1</b> |  |            |    | <b>\$549,183.60</b> |

**B.1.2 OPTION YEAR ONE (1)**

| Contract Line Item No. (CLIN) | Item Description   | Price Per Unit | Quantity | Total Price  |
|-------------------------------|--|----------------|----------|--------------|
| 0001                          | Professional Services, formally known as, Annual Large Account Support (POC Support) (C.5.1.2) | \$47,100.00    | 1        | \$47,100.00  |
| 0002                          | AVL System Software (Base Package) (C.5.1, C.5.2, C.5.3, C.5.4, and C.5.5)                     | \$10,792.80    | 12       | \$129,513.60 |
| 0003                          | 1 minute timed updates (C.5.2.3)   | \$3,600.00     | 12       | \$43,200.00  |
| 0004                          | Route Plan Monitoring for Student Ridership (RPM) (C.5.2.1)                                    | \$3,600.00     | 12       | \$43,200.00  |
| 0005                          | Maintenance Module and Complete Warranty for Hardware (C.5.5.1 and C.5.5.3)                    | \$0.00         | 12       | \$0.00       |

|                              |  |            |    |                     |
|------------------------------|--|------------|----|---------------------|
| 0006                         | Premium Reporting Package consisting of Disaster Recovery Plan, Installation Schedule, Daily Project Status Report, and Final Project Status Report (C.5.12.1, C.5.12.2, C.5.12.3.1, C.5.12.3.2, C.5.12.3.3) | \$0.00     | 12 | \$0.00              |
| 0007                         | API Services (C.5.1.1.1)   | \$0.00     | 12 | \$0.00              |
| 0008                         | Service Maintenance (C.5.7.1, C.5.2.7, C.5.8, C.5.10, and C.5.9)   | \$5,040.00 | 12 | \$60,480.00         |
| <b>Grand Total for B.3.2</b> |  |            |    | <b>\$323,493.60</b> |

**B.1.3 OPTION YEAR TWO (2)**

| Contract Line Item No. (CLIN) | Item Description   | Price Per Unit | Quantity | Total Price  |
|-------------------------------|--|----------------|----------|--------------|
| 0001                          | Professional Services, formally known as, Annual Large Account Support (POC Support) (C.5.1.2)   | \$47,100.00    | 1        | \$47,100.00  |
| 0002                          | AVL System Software (Base Package) (C.5.1, C.5.2, C.5.3, C.5.4, and C.5.5)   | \$10,792.80    | 12       | \$129,513.60 |
| 0003                          | 1 minute timed updates (C.5.2.3)   | \$3,600.00     | 12       | \$43,200.00  |
| 0004                          | Route Plan Monitoring for Student Ridership (RPM) (C.5.2.1)  | \$3,600.00     | 12       | \$43,200.00  |
| 0005                          | Maintenance Module and Complete Warranty for Hardware (C.5.5.1 and C.5.5.3)  | \$0.00         | 12       | \$0.00       |
| 0006                          | Premium Reporting Package consisting of Disaster Recovery Plan, Installation Schedule, Daily Project Status Report, and Final Project Status Report (C.5.12.1, C.5.12.2, C.5.12.3.1, C.5.12.3.2, C.5.12.3.3) | \$0.00         | 12       | \$0.00       |

|                              |  |            |    |                     |
|------------------------------|--|------------|----|---------------------|
| 0007                         | API Services (C.5.1.1.1)   | \$0.00     | 12 | \$0.00              |
| 0008                         | Service Maintenance<br>(C.5.7.1, C.5.2.7, C.5.8,<br>C.5.10, and C.5.9) | \$5,040.00 | 12 | \$60,480.00         |
| <b>Grand Total for B.3.3</b> |  |            |    | <b>\$323,493.60</b> |

**B.1.4 OPTION YEAR THREE (3)**

| Contract Line Item No. (CLIN) | Item Description   | Price Per Unit | Quantity | Total Price         |
|-------------------------------|--|----------------|----------|---------------------|
| 0001                          | Professional Services, formally known as, Annual Large Account Support (POC Support) (C.5.1.2)   | \$47,100.00    | 1        | \$47,100.00         |
| 0002                          | AVL System Software (Base Package) (C.5.1, C.5.2, C.5.3, C.5.4, and C.5.5)   | \$10,792.80    | 12       | \$129,513.60        |
| 0003                          | 1 minute timed updates (C.5.2.3)   | \$3,600.00     | 12       | \$43,200.00         |
| 0004                          | Route Plan Monitoring for Student Ridership (RPM) (C.5.2.1)  | \$3,600.00     | 12       | \$43,200.00         |
| 0005                          | Maintenance Module and Complete Warranty for Hardware (C.5.5.1 and C.5.5.3)  | \$0.00         | 12       | \$0.00              |
| 0006                          | Premium Reporting Package consisting of Disaster Recovery Plan, Installation Schedule, Daily Project Status Report, and Final Project Status Report (C.5.12.1, C.5.12.2, C.5.12.3.1, C.5.12.3.2, C.5.12.3.3) | \$0.00         | 12       | \$0.00              |
| 0007                          | API Services (C.5.1.1.1)   | \$0.00         | 12       | \$0.00              |
| 0008                          | Service Maintenance (C.5.7.1, C.5.2.7, C.5.8, C.5.10, and C.5.9)   | \$5,040.00     | 12       | \$60,480.00         |
| <b>Grand Total for B.3.4</b>  |  |                |          | <b>\$323,493.60</b> |

**B.1.5 OPTION YEAR FOUR (4)**

| <b>Contract Line Item No. (CLIN)</b> | <b>Item Description</b>  | <b>Price Per Unit</b> | <b>Quantity</b> | <b>Total Price</b>  |
|--------------------------------------|--|-----------------------|-----------------|---------------------|
| 0001                                 | Professional Services, formally known as, Annual Large Account Support (POC Support) (C.5.1.2)   | \$47,100.00           | 1               | \$47,100.00         |
| 0002                                 | AVL System Software (Base Package) (C.5.1, C.5.2, C.5.3, C.5.4, and C.5.5)   | \$10,792.80           | 12              | \$129,513.60        |
| 0003                                 | 1 minute timed updates (C.5.2.3)   | \$3,600.00            | 12              | \$43,200.00         |
| 0004                                 | Route Plan Monitoring for Student Ridership (RPM) (C.5.2.1)  | \$3,600.00            | 12              | \$43,200.00         |
| 0005                                 | Maintenance Module and Complete Warranty for Hardware (C.5.5.1 and C.5.5.3)  | \$0.00                | 12              | \$0.00              |
| 0006                                 | Premium Reporting Package consisting of Disaster Recovery Plan, Installation Schedule, Daily Project Status Report, and Final Project Status Report (C.5.12.1, C.5.12.2, C.5.12.3.1, C.5.12.3.2, C.5.12.3.3) | \$0.00                | 12              | \$0.00              |
| 0007                                 | API Services (C.5.1.1.1)   | \$0.00                | 12              | \$0.00              |
| 0008                                 | Service Maintenance (C.5.7.1, C.5.2.7, C.5.8, C.5.10, and C.5.9)   | \$5,040.00            | 12              | \$60,480.00         |
| <b>Grand Total for B.3.5</b>         |  |                       |                 | <b>\$323,493.60</b> |

**B.2** An offeror responding to this solicitation which is required to subcontract shall be required to submit with its proposal, any subcontracting plan required by law. Contract will be invalid if the contractor fails to submit a subcontracting plan that is required by law. For contracts in excess of \$250,000, at least 35% of the dollar volume of the contract shall be subcontracted in accordance with section H.9.

A Subcontracting Plan form is available at <http://ocp.dc.gov>, click on "Required Solicitation Documents".



**From:** Krainak, Michael (EOM)  
**Sent:** Thu, 31 Dec 2020 15:19:21 +0000  
**To:** Chhe, Soriya (EOM); Clark, Peter (EOM)  
**Cc:** Barbera, Charles (EOM); Yeung, Sam (ORM); Ross, Jed (ORM)  
**Subject:** Fw: liability question

2-534(e)

2-534(e)



**From:** Stewart, Shaneah (EOM)  
**Sent:** Thu, 31 Dec 2020 13:45:31 +0000  
**To:** Ross, Jed (ORM)  
**Cc:** Yeung, Sam (ORM)  
**Subject:** Daily Task 12/31/2020

2-534(e)

2-534(e)









**From:** Vass, Chris (EOM)  
**Sent:** Thu, 31 Dec 2020 13:42:10 +0000  
**To:** House, Delino (OSSE)  
**Cc:** King, Kenneth (OSSE); Healy, Patrick (EOM); Ross, Jed (ORM); Yeung, Sam (ORM)  
**Subject:** Re: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Sounds good Del. Thanks for the update and Happy New Year!

Chris Vass

Management Analyst

DC Office of Risk Management

202-299-5230

**From:** House, Delino (OSSE) <delino.house@dc.gov>

**Sent:** Thursday, December 31, 2020 5:58 AM

**To:** Vass, Chris (EOM) <Christopher.Vass@dc.gov>

**Cc:** King, Kenneth (OSSE) <Kenneth.King@dc.gov>; Healy, Patrick (EOM) <Patrick.Healy3@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>

**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

I hope to have the contracts to you by early next week.

Thanks,

Delino "Del" House

Associate Director of Fleet Management and Facilities Services

Desk: 202-724-7818

delino.house@dc.gov

**From:** Vass, Chris (EOM) <Christopher.Vass@dc.gov>

**Sent:** Wednesday, December 30, 2020 12:49 PM

**To:** House, Delino (OSSE) <delino.house@dc.gov>

**Cc:** King, Kenneth (OSSE) <Kenneth.King@dc.gov>; Healy, Patrick (EOM) <Patrick.Healy3@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>

**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Del,

Do you happen to know when we can expect a copy/copies of the contracts?

Thanks,

*Christopher Vass*

*Management Analyst*

*DC Office of Risk Management*

*202-299-5230*

---

**From:** Vass, Chris (EOM)  
**Sent:** Tuesday, December 22, 2020 1:42 PM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Fantastic Del! I really appreciate this. I'm sorry if there was any confusion previously. We look forward to the contacts.

Thanks,

*Chris Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

---

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Tuesday, December 22, 2020 1:41 PM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Please see the response below:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s). Yes
- Are there video recorders in your assigned fleet vehicles? There is video surveillance camera in the newer additions to the fleet If so, is there a process on when the recordings are download/stored? We are currently working through this component as a part of a of larger system enhancement. Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving? For fleet vehicles, vehicles are signed in/out daily for each user. For school buses, keys are stored on the active fleet and locked for fleet not in use.
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of? No.

We will send copies of the contracts as soon as possible. Please let me know if you have any additional questions.

Best Regards,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Tuesday, December 15, 2020 3:05 PM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Sure can! I am good between now and 4PM. If that doesn't work, we can try tomorrow. I am wide up, except from 10-11 AM.

---

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Tuesday, December 15, 2020 3:01 PM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Thank you for the opportunity to work with you and your team to explore technology and software. Before we proceed with the questions below my team and I would like to meet to discuss in detail. Are you open to meeting soon? If so I have included Stacia Ellis on this communication so that she can work with you to schedule a meeting.

WE look forward to your response,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:19 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah



(EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Perfect, thank you Gretchen!

Delino, if you have any questions or need anything, let me know.

---

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:18 AM  
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**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)  
**Importance:** High

Good Morning Chris,  
Delino House, our Associate Director of Fleet and Facilities, is the POC for this project and has gather the information you requested. I believe he's tried contacting you but if you haven't connected I've copied him on this correspondence.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:12 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Gretchen & Sara,

I wanted to follow-up on this request and see if you all had any updates?

Thanks,

*Christopher Vass*

*Management Analyst  
DC Office of Risk Management  
202-299-5230*

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Friday, December 4, 2020 9:48 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Chris,  
Thanks for your email. Our team is reviewing the request and will provide a response to your question ASAP.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Thursday, December 3, 2020 3:45 PM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Director Brumley & Deputy Meyers,

I hope you are doing well. I am Chris Vass, Management Analyst with the DC Office of Risk Management (ORM). On behalf of Jed Ross, Director/Chief Risk Officer, I am reaching out to you and other District agencies in order to undertake a review and analysis of city-wide fleet safety programs that are being used by District agencies. In order for me to begin the review and analysis, I need your assistance to compile all data and information related to your safety program:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s).

- Are there video recorders in your assigned fleet vehicles? If so, is there a process on when the recordings are download/stored? Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving?
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of?

The goal of this project is to ultimately bring all agencies under one city-wide management system for GPS, liability documentation (video), safe driving training, data collection (life of vehicle, miles driven, speeding, dangerous driving, possible maintenance needs, performance metrics, etc....). We are in the early stages of this endeavor but feel it could lead to monumental change for the District. One procurement, one system, economies of scale, and better data for everyone.

Please let know if you have any question or concerns.

Thanks,

*Chris Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230*

*Open Enrollment for 2021 employee benefits runs Monday, November 9, 2020 through Monday, December 14, 2020. This is your annual opportunity to review your current benefit elections and make any necessary changes.*

Visit <https://dchr.dc.gov/page/open-enrollment> for details!

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**From:** House, Delino (OSSE)  
**Sent:** Thu, 31 Dec 2020 10:58:11 +0000  
**To:** Vass, Chris (EOM)  
**Cc:** King, Kenneth (OSSE); Healy, Patrick (EOM); Ross, Jed (ORM); Yeung, Sam (ORM)  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

I hope to have the contracts to you by early next week.

Thanks,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Wednesday, December 30, 2020 12:49 PM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Del,

Do you happen to know when we can expect a copy/copies of the contracts?

Thanks,

*Christopher Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

**From:** Vass, Chris (EOM)  
**Sent:** Tuesday, December 22, 2020 1:42 PM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Fantastic Del! I really appreciate this. I'm sorry if there was any confusion previously. We look forward to the contacts.

Thanks,

Chris Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230

---

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Tuesday, December 22, 2020 1:41 PM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Please see the response below:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s). Yes
- Are there video recorders in your assigned fleet vehicles? There is video surveillance camera in the newer additions to the fleet If so, is there a process on when the recordings are download/stored? We are currently working through this component as a part of a of larger system enhancement. Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving? For fleet vehicles, vehicles are signed in/out daily for each user. For school buses, keys are stored on the active fleet and locked for fleet not in use.
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of? No.

We will send copies of the contracts as soon as possible. Please let me know if you have any additional questions.

Best Regards,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Tuesday, December 15, 2020 3:05 PM

**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Sure can! I am good between now and 4PM. If that doesn't work, we can try tomorrow. I am wide up, except from 10-11 AM.

---

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Tuesday, December 15, 2020 3:01 PM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Thank you for the opportunity to work with you and your team to explore technology and software. Before we proceed with the questions below my team and I would like to meet to discuss in detail. Are you open to meeting soon? If so I have included Stacia Ellis on this communication so that she can work with you to schedule a meeting.

WE look forward to your response,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:19 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Perfect, thank you Gretchen!

Delino, if you have any questions or need anything, let me know.

---

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:18 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>



**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)  
**Importance:** High

Good Morning Chris,  
Delino House, our Associate Director of Fleet and Facilities, is the POC for this project and has gather the information you requested. I believe he's tried contacting you but if you haven't connected I've copied him on this correspondence.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

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**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Gretchen & Sara,

I wanted to follow-up on this request and see if you all had any updates?

Thanks,

*Christopher Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

---

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Friday, December 4, 2020 9:48 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
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**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

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1050 First Street NE  
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(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

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**Sent:** Thursday, December 3, 2020 3:45 PM  
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**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
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Good Afternoon Director Brumley & Deputy Meyers,

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Thanks,

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Management Analyst  
DC Office of Risk Management  
202-299-5230*

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**From:** Krainak, Michael (EOM)  
**Sent:** Thu, 31 Dec 2020 05:23:21 +0000  
**To:** Ross, Jed (ORM)  
**Cc:** Yeung, Sam (ORM)  
**Subject:** Fwd: [2-534\(e\)](#) and Settlement Recommendation

[2-534\(e\)](#)

[2-534\(e\)](#)















**From:** OCP PASS ADMIN  
**Sent:** Thu, 31 Dec 2020 00:00:12 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

 **CW4545** - **Risk Assessment and Impact Analysis**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4320** - **Drupal Platform Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4308** - **DCSS Application for Engineering and Logistics-NORTH ARROW INC.**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4223** - **CW35004- Midtown Personnel Inc. - Do not use Closed**  
2

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents No changes necessary. select button to clear.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4247** - **Quality Plan Administrators FY 16**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4311** - **Alabama Clinical Schools-Residential Treatment Services**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4556 - McAfee Professional Services (On-Site Support)**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4160 - DCSS - Furniture and Furniture Management Services - American Business Supplies, LLC**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4420 - FY16-T00-Splunk Dashboard**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4276 - Water Quality Monitoring at Two (2) District Engine Houses**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4426 - FY16\_GD0\_PostSec\_LiteracyPro**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** COI ATTACHED TO CW. THEY MEET ALL REQUIREMENTS OF THE CONTRACT.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4665 - District of Columbia Science Assessment Scoring**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4712 - DCPS DCSS CRS - Temp Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)




 **CW4562** - **DataMetrix RAC Contract Workspace (Procurement)**  
7

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4805** - **NextGen Enterprise Archiving**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4721** - **Network Access Control Implementation**  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856** - **Internet Service Provider**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Redesign for Long-Term Care Administration**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4774** - **Life and Disability Insurance**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4764** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Vaden**  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4638** - **OCTO Temporary Resources - ANC**  
0

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4859** - **Provider Certification Review DDS DDA Liberty Healthcare**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4902** - **DCAS Knowledge Transfer**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents  
7/1/16 - 7/1/17

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Blount**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Ruff**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4611** - **DOT Trip Ticket Scanning Services**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents:  
Documents Systems Inc.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4768** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Seat**  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4928** - **SecureAuth IdP Multifactor Authentication**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5006** - **OCTO Blue Coat- Internet Proxy and SSL inspection**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5246** - **Additional Medicaid Data Warehouse Development**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4995** - **Monitoring Services - Outlying Hotels**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5054** - **Enlightened- OCTO HBX Competitive for Temporary Pesonnel**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5583** - **IBM Mainframe License and Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5560** - **Home Care Chore Aides**  
1

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5705** - **OSSE-Teaching & Learning-Restorative Practices**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

**From:** Breems, Joseph (EOM)  
**Sent:** Wed, 30 Dec 2020 20:42:06 +0000  
**To:** Melder, Jay (EOM);Donahue, Kevin (EOM);Nesbitt, LaQuandra S. (DOH);Falicchio, John (EOM);Turnage, Wayne (DHCF);Babers, Lucinda (EOM);Kihn, Paul (EOM);Mitchell, Roger (OCME);Rodriguez, Chris (HSEMA);Geldart, Chris (DPW)  
**Cc:** Schutter, George (OCP);Osborn, Clint (HSEMA);Wong, Jacob (EOM);Stutz, Ben (EOM);Parker, Lindsey (OCTO);Anderson, Keith (DGS);Gibson, Ventris (DCHR);Maxwell, Lindsey (EOM);Ross, Jed (ORM);Feldman, Sophie (EOM);Dedner, Olivia (EOM);Talamante, Tomás (EOM);Foster, LaToya (EOM);Shackelford, Jerica (HSEMA);Lucas, Donte (HSEMA);Gil, Helder (EOM);Ferebee, Lewis (DCPS);Bush, Kevin (HSEMA);Reed, Jennifer (EOM);Spriggs, Timothy (DPW);Katz, Lia (EOM);EOC Manager (HSEMA);PlanSec, EOC (HSEMA);Sonko, Mayo (EOM);MacCarthy, Sean (FEMS);Manassa, Marvin (OCP);Leihgeber-Carpenter, Cody (OCP);Coleman, Marcus (EOM);Foust, David (DPW-Contractor);Harrison, Daniel (DPW);Faruk, Tehsin (OCTO);Goodman, Tony (HSEMA);Deas, Melissa (DOEE);Ashley, Patrick (DOH);Brown, Justin (DHS)  
**Subject:** This Week's Mission Support & Modified GovOps Section Reports : 12/28/20-1/1/21  
**Attachments:** 12.28.2020 - Agency Report.pdf, 12.28.2020 - Branch Report.pdf, DC Government Employee COVID Stats\_12.28.pdf, Mission Support and Modified Operations Dashboard\_12.28.pdf

EOC—

Please find attached **this week's** MS-MGO Section Reports:

- Agency Report
- Branch Section Report (links to Procurement Reports embedded within)
- Cases and Quarantine Report
- Performance Report

To note – Normal reporting will resume next week, with the full report on Wednesday and a Cases and Quarantine update again on Friday.

Please let me know if any questions,  
Joey

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



COVID-19 HEALTH EMERGENCY – AGENCY DAILY REPORT

December 28<sup>th</sup>, 2020

\*\*\*

Mission Support & Modified Operations Section | Jay Melder, Section Chief

MODIFIED GOVERNMENT OPERATIONS | Joey Breems, Branch Chief

EXECUTIVE SUMMARY

**Front Burners & Flags**

- Staff that are not required to be in office spaces or duty stations for operational reasons are being asked to telework from December 23 at 10pm to 5am on January 15, 2021, pursuant to Mayor's Order 2020-127.
- Due to positive cases and staff quarantines, meal service at Bancroft Elementary School is suspended; families are being directed to the Columbia Heights Education Campus (0.5 miles away). CARE programming will resume on 1/11 rather than 1/4.

2-534(e)

**Movements, Operating Changes, and Agency Needs**

- DHS received approval to ready Langdon Recreation Center for additional hypothermia shelter capacity.
- DYRS approved to implement temperature screening kiosks to better systematize point-of-entry processes and relieve budget and staffing strain.
- DCHR communicated extension of COVID sick leave, caregiving leave and childcare leave, until 3/31/2021.
- Pursuant to Mayor's Oder 2020-127, from December 23 at 10pm to 5am on January 15, 2021:
  - DCPL is pausing any indoor services at libraries, including computer access
  - DPR is only offering reservations for individual swim and fitness room sessions
  - The DC Circulator will suspend the national mall circulator route
- Agencies continue to prepare spaces for additional employees to return, including building readiness and PPE, but are pausing on returning any additional employees at this time
- DCPS has modified meal distribution schedule over the December holiday break. Only 20 sites will be open on 12/29 and 12/30; however, DCPS will still be supplied to deliver same total number of meals. Sites will be closed on 12/31-1/1. In previous years, DCPS distributed additional meals before the break started, and no meals were provided during the holiday break period.

**What's Around the Corner**

- MSMGO continues to monitor rise in cases at several agencies, including DYRS, DBH, DC Water, FEMS, MPD, and DPR

**PERSONNEL FLAGS**

(i.e increased COVID numbers, increased quarantining staff, or critical staffing shortages)

| Agency | Flag  |
|--------|---|
| DCPS   | Of the 11 new cases at DCPS, 4-5 staff members were working at Bancroft Elementary School, leading to a closure of the meal program at Bancroft and a delay in restarting the CARES program.                          |
| MPD    | MPD indicates that there are an additional 26 reported cases from 12/21 to 12/28; 93 officers are quarantining. Positive cases are attributed to recent protests. Operations are not impacted.                        |
| DYRS   | DYRS reports 7 new cases since 12/21, and is retesting all staff.   |
| DBH    | DBH reports 29 new cases since 12/21 and indicates it's due to community spread, not workplace spread, and is the result of asymptomatic employees who are being detected during the course of their routine testing. |
| DPR    | DPR reports 7 new cases since 12/21. Spread has not been traced to workplace, and no operational issues are being reported.   |

**SUPPLY ISSUES**

| Agency | Issue |
|--------|-------|
|        |       |
|        |       |
|        |       |

| <u>Meal Distribution</u>    |                                   |   |              |
|-----------------------------|-----------------------------------|---|--------------|
|                             | <b>Meals Distributed on Sites</b> | <b>Home Delivered Meals Distributed</b> | <b>TOTAL</b> |
| <b>DCPS (12/21 - 12/25)</b> | 19,235                            | n/a                                     | 19,235       |
| <b>DPR</b>                  | 328                               | n/a                                     | 328          |
| <b>DACL</b>                 | n/a                               | 1,055                                   | 1,055*       |

\*DACL's delivers 7 frozen meals with each delivery, for a total of 7,385 meals delivered today.

**PROPOSED OPERATIONAL CHANGES**

**AGENCY REPORTS**

**DMOI**

| <b>Agency</b> | <b>DMOI</b> |
|---------------|-------------|
|---------------|-------------|

| <b>Agency</b>   | <b>DCRA</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 19          |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 3           |
| <b>Number of Employees Who Have Returned to Work</b>              | 74          |

| <b>Agency</b>   | <b>DISB</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 3           |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1           |
| <b>Number of Employees Who Have Returned to Work</b>              | 4           |

| <b>Agency</b>   | <b>Department of For Hire Vehicles</b> |
|---|--|
| <b>Number of Employees Who Have Tested Positive</b>               | 4                                      |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1                                      |
| <b>Number of Employees Who Have Returned to Work</b>              | 3                                      |

| <b>Agency</b>  | <b>DOEE</b> |
|--|-------------|
| <b>Number of Employees Who Have Tested Positive</b>  | 7           |
| <b>Number of Employees Who Have Returned to Work</b> | 8           |

| <b>Agency</b> | <b>DDOT</b> |
|---------------|-------------|
|---------------|-------------|

|   |     |
|---|-----|
| <b>Number of Employees Who Have Tested Positive</b>               | 49  |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 9   |
| <b>Number of Employees Who Have Returned to Work</b>              | 287 |

| <b>Agency</b>   | <b>DMV</b> |
|---|------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 18         |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 19         |
| <b>Number of Employees Who Have Returned to Work</b>              | 43         |

| <b>Agency</b>  | <b>Public Service Commission</b> |
|--|----------------------------------|
| <b>Number of Employees Who Have Tested Positive</b>  | 1                                |
| <b>Number of Employees Who Have Returned to Work</b> | 1                                |

| <b>Agency</b>   | <b>ABRA</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 3           |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 2           |
| <b>Number of Employees Who Have Returned to Work</b>              | 1           |

| <b>Agency</b>   | <b>DC Water</b>                                |
|---|--|
| <b>Challenges to Operations Given Existing Resources</b>          | DC Water operations remain steady, no changes. |
| <b>Number of Employees Who Have Tested Positive</b>               | 51   |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 77   |
| <b>Number of Employees Who Have Returned to Work</b>              | 153  |

| <b>Agency</b>  | <b>Office of the People's Counsel</b>  |
|--|--|
| <b>Challenges to Operations Given Existing Resources</b> | Our office is not facing any challenges that would prevent us from carrying out our day to day operations. |

|   |   |
|---|---|
| <b>Number of Employees Who Have Tested Positive</b>               | 3 |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1 |
| <b>Number of Employees Who Have Returned to Work</b>              | 1 |

**DMHHS**

| <b>Agency</b>   | <b>DBH</b>          |
|---|---------------------|
| <b>Challenges to Operations Given Existing Resources</b>          | not to report today |
| <b>Number of Employees Who Have Tested Positive</b>               | 221                 |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 26                  |
| <b>Number of Employees Who Have Returned to Work</b>              | 367                 |

| <b>Agency</b>   | <b>Department on Disability Services</b> |
|---|--|
| <b>Number of Employees Who Have Tested Positive</b>               | 19                                       |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1  |
| <b>Number of Employees Who Have Returned to Work</b>              | 18                                       |

| <b>Agency</b>   | <b>Department of Aging and Community Living</b> |
|---|---|
| <b>Challenges to Operations Given Existing Resources</b>          | Nothing to report.                              |
| <b>Number of Employees Who Have Tested Positive</b>               | 5   |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 2   |
| <b>Number of Employees Who Have Returned to Work</b>              | 8   |

| <b>Agency</b>                                       | <b>DHS</b> |
|---|------------|
| <b>Number of Employees Who Have Tested Positive</b> | 48         |



|   |    |
|---|----|
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 17 |
| <b>Number of Employees Who Have Returned to Work</b>              | 74 |

|   |  |
|---|--|
| <b>Agency</b>                                       | <b>Department of Health Care Finance</b> |
| <b>Number of Employees Who Have Tested Positive</b> | 4  |

**DMPED**

|  |   |
|--|---|
| <b>Agency</b>  | <b>OCTFME</b>   |
| <b>Challenges to Operations Given Existing Resources</b> | OCTFME agency is not facing any challenges or concerns regarding Phase Two of Reopen DC. The operational issues and concerns have been addressed for Phase Two readiness. The agency has PPE supplies, operational plan for social distancing between each respective work station and methods to safely perform critical agency services . |
| <b>Number of Employees Who Have Tested Positive</b>      | 1   |
| <b>Number of Employees Who Have Returned to Work</b>     | 5   |

|  |               |
|--|---------------|
| <b>Agency</b>  | <b>DMPED</b>  |
| <b>Challenges to Operations Given Existing Resources</b> | No challenges |
| <b>Number of Employees Who Have Tested Positive</b>      | 3             |
| <b>Number of Employees Who Have Returned to Work</b>     | 3             |

|   |                |
|---|----------------|
| <b>Agency</b>   | <b>DHCD</b>    |
| <b>Challenges to Operations Given Existing Resources</b>          | No challenges. |
| <b>Number of Employees Who Have Tested Positive</b>               | 3              |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1              |
| <b>Number of Employees Who Have Returned to Work</b>              | 8              |



| Agency  | office of planning                                  |
|---|---|
| Challenges to Operations Given Existing Resources | The Office of Planning has no challenges to report. |
| Number of Employees Who Have Tested Positive      | 2   |
| Number of Employees Who Have Returned to Work     | 2   |

| Agency  | Office of Zoning                |
|---|---------------------------------|
| Challenges to Operations Given Existing Resources | OZ did not have any challenges. |

| Agency   | DCHFA   |
|--|---|
| Challenges to Operations Given Existing Resources          | DCHFA's staff continues to primarily work remotely. PPE is available onsite for staff members that need to access the building. |
| Number of Employees on Quarantine Due to Possible Exposure | 9   |

| Agency   | DC Housing Authority |
|--|----------------------|
| Challenges to Operations Given Existing Resources          | none to report       |
| Number of Employees Who Have Tested Positive               | 51                   |
| Number of Employees on Quarantine Due to Possible Exposure | 22                   |
| Number of Employees Who Have Returned to Work              | 29                   |

#### DMPSJ

| Agency | OVSJG |
|--------|-------|
|--------|-------|

| Agency  | Hsema                          |
|---|--------------------------------|
| Challenges to Operations Given Existing Resources | Nothing significant to report. |

| Agency                                       | OHR |
|--|-----|
| Number of Employees Who Have Tested Positive | 2   |

|   |   |
|---|---|
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1 |
| <b>Number of Employees Who Have Returned to Work</b>              | 1 |

|               |  |
|---------------|--|
| <b>Agency</b> | <b>DC Office of the Chief Medical Examiner</b> |
|---------------|--|

|               |   |
|---------------|---|
| <b>Agency</b> | <b>DC Department of Forensic Sciences</b> |
|---------------|---|

|   |            |
|---|------------|
| <b>Agency</b>   | <b>OUC</b> |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 9          |

|               |            |
|---------------|------------|
| <b>Agency</b> | <b>MPD</b> |
|---------------|------------|

|  |                           |
|--|---------------------------|
| <b>Agency</b>  | <b>DYRS</b>               |
| <b>Challenges to Operations Given Existing Resources</b> | Not currently applicable. |

|  |                            |
|--|----------------------------|
| <b>Agency</b>  | <b>CJCC</b>                |
| <b>Challenges to Operations Given Existing Resources</b> | No issues to report today. |

|               |             |
|---------------|-------------|
| <b>Agency</b> | <b>DCPC</b> |
|---------------|-------------|

|  |  |
|--|--|
| <b>Agency</b>  | <b>Corrections Information Council</b> |
| <b>Challenges to Operations Given Existing Resources</b> | There are no new challenges.           |
| <b>Number of Employees Who Have Tested Positive</b>      | 1                                      |
| <b>Number of Employees Who Have Returned to Work</b>     | 1                                      |

**DME**

|               |            |
|---------------|------------|
| <b>Agency</b> | <b>DME</b> |
|---------------|------------|

|               |   |
|---------------|---|
| <b>Agency</b> | <b>Department of Parks and Recreation</b> |
|---------------|---|

|   |                    |
|---|--------------------|
| <b>Challenges to Operations Given Existing Resources</b>          | None at this time. |
| <b>Number of Employees Who Have Tested Positive</b>               | 31                 |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 7                  |
| <b>Number of Employees Who Have Returned to Work</b>              | 72                 |

| <b>Agency</b>   | <b>DCPS</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 162         |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 61          |
| <b>Number of Employees Who Have Returned to Work</b>              | 7           |

| <b>Agency</b>  | <b>DC Public Charter School Board</b>  |
|--|--|
| <b>Challenges to Operations Given Existing Resources</b> | DC PCSB continues as 100% remote during Phase Two with no concerns that would prohibit us from providing critical services and carrying out our day-to-day operations. |

| <b>Agency</b>   | <b>DCPL</b> |
|---|-------------|
| <b>Number of Employees Who Have Tested Positive</b>               | 13          |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 9           |
| <b>Number of Employees Who Have Returned to Work</b>              | 42          |

| <b>Agency</b>   | <b>University of the District of Columbia</b> |
|---|---|
| <b>Challenges to Operations Given Existing Resources</b>          | None at this time                             |
| <b>Number of Employees Who Have Tested Positive</b>               | 6   |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 1   |

IS



| Agency  | OCP   |
|---|---|
| Challenges to Operations Given Existing Resources | OCP is not experiencing any challenges as of today. |
| Number of Employees Who Have Tested Positive      | 1   |
| Number of Employees Who Have Returned to Work     | 7   |

| Agency   | OCTO  |
|--|---|
| Challenges to Operations Given Existing Resources          | Continue to support agencies with their IT requests |
| Number of Employees Who Have Tested Positive               | 19  |
| Number of Employees on Quarantine Due to Possible Exposure | 1   |
| Number of Employees Who Have Returned to Work              | 25  |

| Agency  | ORM      |
|---|----------|
| Challenges to Operations Given Existing Resources | 2-534(e) |
| Number of Employees Who Have Returned to Work     | 3        |

| Agency   | DCHR  |
|--|---|
| Challenges to Operations Given Existing Resources          | Non-operating items 1. Communication- Updated HR guidelines sent last Tuesday to HR Community/ Updated social distancing guidelines sent to all employees Wed/COVID sick leave extension sent to HR community, Directors, General Counsels, and FMLA Coordinators last Wed 2. COVID Sick Leave- was extended until March 31 3. Awaiting BOE certificates from EOM 4. Assisting DHS with detailing several employees |
| Number of Employees Who Have Tested Positive               | 4   |
| Number of Employees on Quarantine Due to Possible Exposure | 2   |

|  |   |
|--|---|
| <b>Number of Employees Who Have Returned to Work</b> | 3 |
|--|---|

|  |   |
|--|---|
| <b>Agency</b>  | <b>Office of Disability Rights</b>  |
| <b>Challenges to Operations Given Existing Resources</b> | ODR is currently recruiting a full-time Attorney Advisor utilizing DCHR's hiring processes. Otherwise, the agency is able to maintain current operations. Thank you and happy New Year! |

|   |                                       |
|---|---------------------------------------|
| <b>Agency</b>   | <b>Department of General Services</b> |
| <b>Challenges to Operations Given Existing Resources</b>          | None at this time                     |
| <b>Number of Employees Who Have Tested Positive</b>               | 42                                    |
| <b>Number of Employees on Quarantine Due to Possible Exposure</b> | 9                                     |
| <b>Number of Employees Who Have Returned to Work</b>              | 132                                   |

|               |             |
|---------------|-------------|
| <b>Agency</b> | <b>PERB</b> |
|---------------|-------------|

|               |             |
|---------------|-------------|
| <b>Agency</b> | <b>Bega</b> |
|---------------|-------------|

**EOM**

|  |                         |
|--|-------------------------|
| <b>Agency</b>  | <b>OSA/OPLA/OFRA/OS</b> |
| <b>Challenges to Operations Given Existing Resources</b> | None.                   |
| <b>Number of Employees Who Have Tested Positive</b>      | 1                       |
| <b>Number of Employees Who Have Returned to Work</b>     | 1                       |









## Analysis of District Government COVID-19 Positive Cases

Updated with Data from the 12/28/2020 Agency Survey

|   |   |   |
|---|---|---|
| <b>Number of New Cases Identified between 12/21 and 12/28</b> | <b>Total Number of DC Government Employees Who Have Tested Positive</b> | <b>Employees Who are Quarantining as of 12/28</b> |
|---|---|---|

**122**

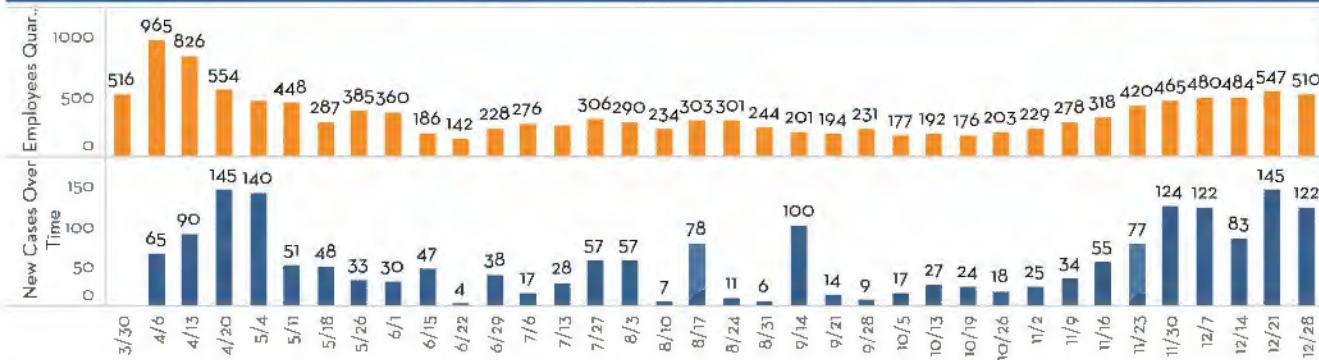
**1,985**

**510**

| Agency               | New Cases Since 12/21 | Number of Employees Who Tested Positive from 11/30 to 12/28 | Percent Change in Positive Cases from 11/30 to 12/28 | Number of Employees Quarantining as of 12/28 |
|----------------------|-----------------------|---|--|--|
| CFSA                 | 0                     | 7   | 17.9%  | 0  |
| DACL                 | 1                     | 3   | 150.0%   | 2  |
| DBH                  | 29                    | 54  | 26.3%  | 26   |
| DC Housing Authority | 0                     | 17  | 50.0%  | 22   |
| DC Water             | 10                    | 21  | 70.0%  | 77   |
| DCHBX                | 0                     | 3   | 150.0%   | 0  |
| DCPL                 | 1                     | 4   | 44.4%  | 9  |
| DCPS                 | 11                    | 19  | 13.3%  | 61   |
| DDOT                 | 2                     | 15  | 36.1%  | 9  |
| DFS                  | 0                     | 4   | 100.0%   | 3  |
| DGS                  | 0                     | 4   | 10.3%  | 0  |
| DHS                  | 4                     | 15  | 45.5%  | 17   |
| DMV                  | 0                     | 6   | 20.0%  | 19   |
| DOC                  | 5                     | 27  | 22.2%  | 0  |
| DOES                 | 0                     | 4   | 8.3%   | 0  |
| DPW                  | 0                     | 11  | 13.7%  | 0  |
| FEMS                 | 14                    | 62  | 23.1%  | 142  |
| MPD                  | 26                    | 124   | 34.0%  | 93   |
| OCFO                 | 0                     | 18  | 66.7%  | 0  |
| OCTO                 | 1                     | 5   | 35.7%  | 1  |
| OSSE                 | 0                     | 7   | 30.4%  | 0  |
| OUC                  | 0                     | 3   | 15.0%  | 3  |
| DCHR                 | 1                     | 2   | 100.0%   | 2  |
| DCRA                 | 1                     | 5   | 35.7%  | 3  |
| DPR                  | 7                     | 9   | 40.9%  | 7  |
| DYRS                 | 7                     | 7   | 17.9%  | 5  |
| HSEMA                | 1                     | 2   | 50.0%  | 0  |

The above table shows the agencies with more than 2 new positive cases in the stated time frame.

### Number of Employees Quarantining vs. Number of New Cases Over Time



Agency: All

The above chart compares the number of employees quarantining as of the date shown, to the number of new positive cases since the previous week.

### Introduction

Welcome to the Office of Budget and Performance Management (OBPM) Mission Support and Modified Operations Dashboard. This dashboard supports the District's goals of creating and maintaining a highly efficient, transparent, and responsive District government during the COVID-19 pandemic response. This dashboard provides critical metrics in the following eight categories:

#### **Service Usage:**

This section contains data on the daily number of unique online applications for benefits (e.g., SNAP, TANF, and medical) as well as the number of calls and call wait times for the Department of Human Services (DHS) call center. Additionally, this section shows the number of individuals quarantining in hotels.

#### **People**

This section contains data on the number of people teleworking, quarantining due to exposure to COVID-19, or testing positive for COVID-19. Additionally, this section contains trends for District employee overtime hours for COVID and non-COVID related items.

#### **Supply Chain**

This section contains data on the supply and distribution of personal protective equipment (PPE) specific to the COVID-19 response.

#### **Technology**

This section contains data on the number of computers powered on with McAfee anti-virus and the amount of users logged on to the District government virtual private network (VPN) each day. Additionally, this section provides data on the top technology issues experienced by District government employees.

#### **Facilities**

This section contains data on facility operating and contract statuses as well as the number of facilities with recorded QA/QC inspections after enhanced cleans.

#### **Call Center Operations**

This section contains data for EMS transports and 311 service requests, including 311 service requests related to COVID-19.

#### **Energy Usage**

This section contains data on the energy usage of closed Department of Parks and Recreation (DPR) and District of Columbia Public Schools (DCPS) sites.

#### **Meals**

This section contains data on meals distributed from DAACL, DCPS, and DPR.

#### **Permitting and Vehicle Services**

This section contains data on DCRA and DDOT permitting operations as well as DMV transactions (both online and in-person).

The dynamic version of the dashboard can be accessed on [Tableau Server](#), and can be used to filter data by agency. Please contact [Lia.Katz@dc.gov](mailto:Lia.Katz@dc.gov) for access.

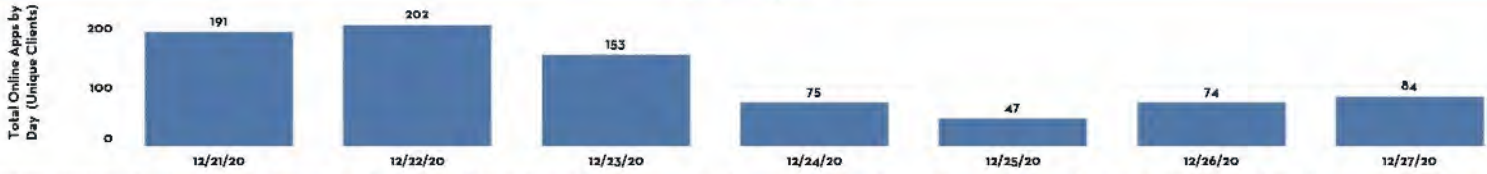
## Service Usage

The graphics below depict the number of online applications and calls received by the Department of Human Services (DHS).

### Online Applications Received

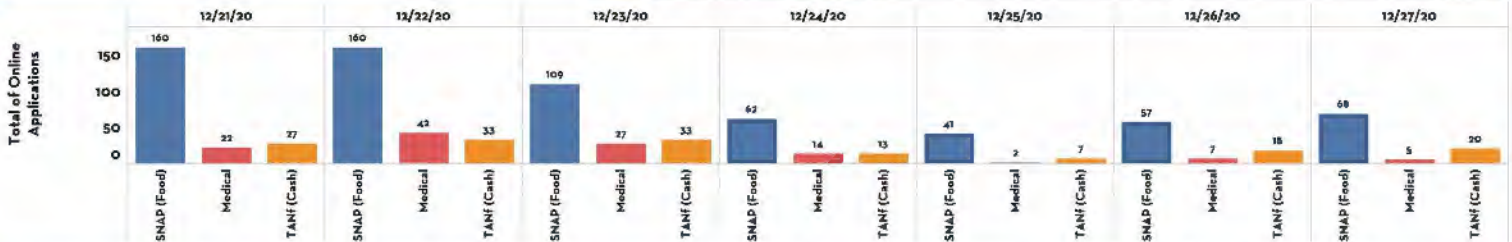
The majority of applications filed continue to be for SNAP and there is a weekly cyclical trend in when the applications are filed. As of December 21, DHS has received a total of 59,538 applications from both the online and mobile portal.

### Unique Online Applications



**\*UPDT\* 12/29/2020.** The online portal started accepting applications on April 1, 2020. Some of the online application data were not transferred to a reporting server, however the data as of 4/17 reflects all additional applications added to the server. Additionally on 5/12, it was discovered that the online application submission platform had triggered duplicate submissions for some applications from 4/23 onward. The data currently illustrates the true number of unique applicants.

### Unique Applications by Benefit Type

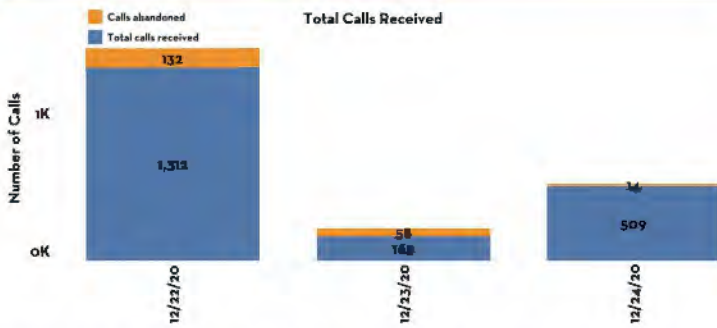


**\*UPDT\* 12/29/2020.** The online portal started accepting applications on April 1, 2020. A single application can be used to apply for more than one type of benefit. The number of online applications includes applications submitted through the DHS mobile app that launched on 6/17/20.

### Call Center Calls

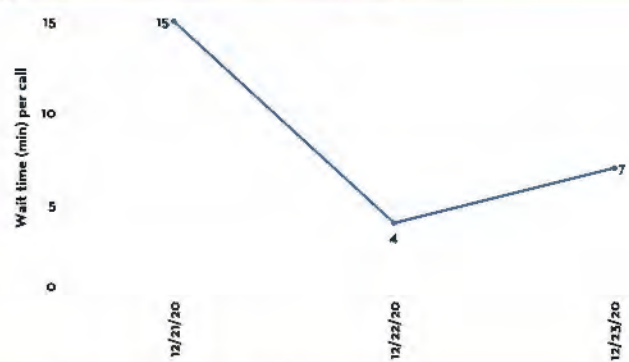
From December 22 to December 24, there was a 61% decrease in the number of calls to the call center. The abandonment rate is currently 3% for the call center. On December 23, the wait time for the call center was 7 minutes, a 3 minute increase from the day before. Effective August 28, the P-EBT call center has been closed.

### Call Center Calls



**\*UPDT\* 12/29/2020.** Weekends are omitted, as the call center is closed. DHS has been operating another temporary call center to implement the P-EBT (Pandemic-Electronic Benefit Transfer) program, which provides food benefits for school children receiving free or reduced meals during the school year, who are not able to get lunch during school closure, in partnership with OSSE and LEAs since May 20.

### Wait Time

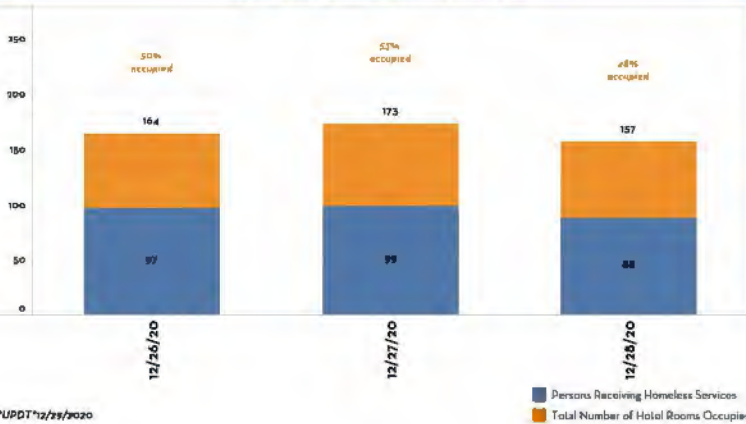


**\*UPDT\* 12/29/2020.** Weekends are omitted, as the call center is closed.

### Isolation and Quarantine Facilities Usage

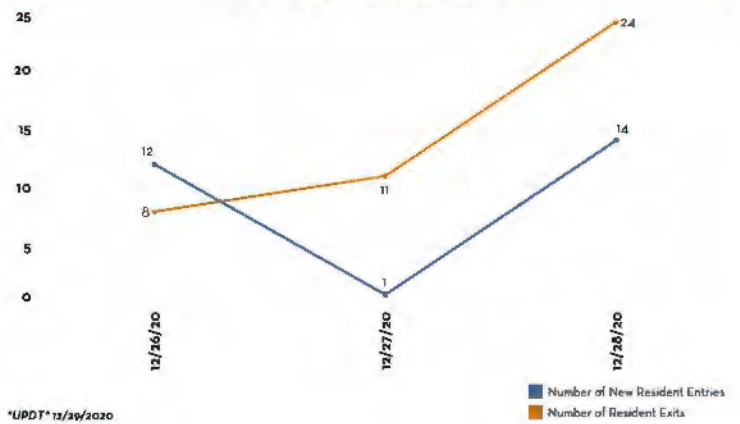
From December 26 to December 28, the occupancy rate of hotel rooms stayed below 53% and the number of individuals from the homelessness services system occupying ISAQ hotel rooms has been between 88 and 99. On December 28, 24 individuals entered ISAQ hotel rooms, a 13 person increase from the day before. No additional youth have entered the foster-care quarantine respite facility since September 14.

### Total Number of Hotel Rooms Occupied



**\*UPDT\* 12/29/2020**

### Number of Resident Exits and Entries



**\*UPDT\* 12/29/2020**



People

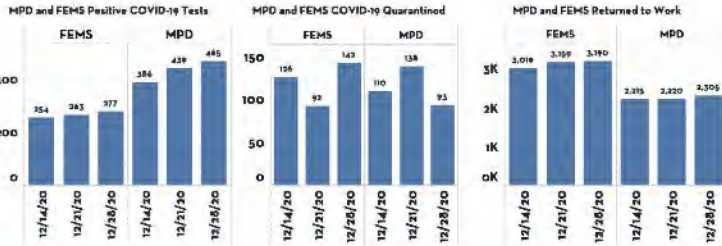
The graphics below display the number of staff affected by COVID-19. This includes the number of staff quarantining after COVID-19 exposure, the number testing positive for the virus, and the number teleworking.

Staffing Levels

Employees Quarantined/Testing Positive

From 12/14 and 12/28, the number of first responders testing positive for COVID-19 increased by 9% for FEMS and increased by 20% for MPD. In the same time period, the number of employees who were quarantining increased by 13% for FEMS and decreased by 15% for MPD. The number of first responders returning to work after a 14-day quarantine increased by 5% for FEMS and increased by 4% for MPD, which includes 233 FEMS employees and 352 MPD employees who have recovered from COVID-19.

Between 12/14 and 12/28, the number of District government employees who have tested positive increased by 21%. In the same time period, the number of quarantined employees increased by 5% and the number of employees who have returned to work increased by 5%.



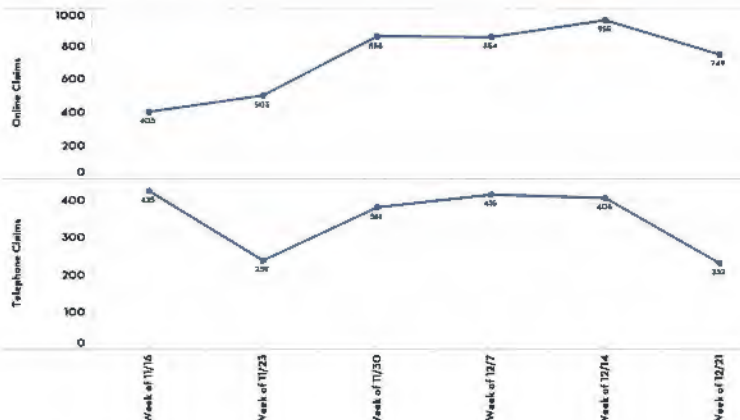
\*UPOI\* 12/29/20. FEMS and MPD data collected from https://coronavirus.dc.gov/page/public-safety-agency-covid-19-main-data. Weekends excluded.

\*UPOI\* 12/29/20. Data for all agencies collected from surveys conducted on Mondays, responses reflect conditions as of the most recent survey.

Unemployment Insurance

Online claims continue to greatly outnumber telephone claims for unemployment insurance. Weekly online claims filed reached its highest peak in this five week window of 955 during the week of 12/14. Weekly telephone claims peaked for the same period at 425 claims during the week of 11/16. From the week of 12/14 to the week of 12/21, online claims decreased by 22% and telephone claims decreased by 43%.

The total number of claims filed from March 13 - December 28 was 164,592; the total amount paid was \$1,543,338,649.



| Week          | Number of Claims Filed | Number of Individuals with Claims Filed | Number of Individuals Paid | Number of Individuals Received FPUC Payments | Number of Payments | Number of FPUC Payments | Total Amount Paid (Regular UI and FPUC Payments) |
|---------------|------------------------|---|----------------------------|--|--------------------|-------------------------|--|
| 03/13 - 03/19 | 10,947                 | 10,592                                  | 6,390                      | 6,700  | 295,934            | 129,447                 | \$208,250,079                                    |
| 03/20 - 03/26 | 13,358                 | 14,967                                  | 13,455                     | 12,165                                       | 324,035            | 166,309                 | \$353,300,085                                    |
| 03/27 - 04/02 | 15,201                 | 14,543                                  | 11,079                     | 10,328                                       | 300,090            | 147,574                 | \$70,464,406                                     |
| 04/03 - 04/09 | 10,318                 | 9,368                                   | 5,374                      | 5,207  | 24,806             | 28,952                  | \$3,772,455                                      |
| 04/10 - 04/16 | 8,158                  | 7,407                                   | 4,854                      | 4,790  | 141,719            | 75,481                  | \$95,898,505                                     |
| 04/17 - 04/23 | 7,579                  | 7,407                                   | 5,190                      | 5,287  | 129,485            | 62,354                  | \$82,354,451                                     |
| 04/24 - 04/30 | 12,346                 | 12,137                                  | 8,276                      | 8,271  | 253,554            | 118,278                 | \$145,632,492                                    |
| 05/01 - 05/07 | 7,287                  | 7,599                                   | 5,451                      | 5,383  | 188,448            | 64,815                  | \$79,543,038                                     |
| 05/08 - 05/14 | 6,100                  | 5,776                                   | 3,926                      | 3,897  | 200,500            | 42,918                  | \$55,023,184                                     |
| 05/15 - 05/21 | 5,845                  | 5,306                                   | 3,430                      | 3,319  | 161,839            | 33,459                  | \$45,946,441                                     |
| 05/22 - 05/28 | 4,750                  | 4,036                                   | 2,454                      | 2,454  | 50,046             | 21,403                  | \$29,377,923                                     |
| 05/29 - 06/04 | 3,691                  | 3,523                                   | 2,388                      | 2,025  | 49,935             | 14,837                  | \$25,207,125                                     |
| 06/05 - 06/11 | 3,540                  | 3,493                                   | 2,089                      | 2,089  | 44,474             | 14,763                  | \$22,502,750                                     |
| 06/12 - 06/18 | 3,339                  | 3,212                                   | 1,970                      | 1,960  | 41,710             | 12,495                  | \$20,653,449                                     |
| 06/19 - 06/25 | 3,379                  | 3,284                                   | 2,004                      | 1,968  | 43,922             | 11,023                  | \$20,258,350                                     |
| 06/26 - 07/02 | 3,346                  | 3,211                                   | 1,902                      | 1,833  | 39,030             | 9,889                   | \$18,465,011                                     |
| 07/03 - 07/09 | 3,107                  | 2,846                                   | 1,638                      | 1,534  | 33,647             | 9,147                   | \$14,348,812                                     |
| 07/10 - 07/16 | 3,297                  | 3,048                                   | 1,523                      | 1,468  | 31,664             | 5,501                   | \$14,000,125                                     |
| 07/17 - 07/23 | 2,864                  | 2,818                                   | 1,314                      | 1,195  | 33,947             | 2,904                   | \$9,460,537                                      |
| 07/24 - 07/30 | 2,415                  | 2,200                                   | 1,069                      | 1,040  | 49,577             | 2,085                   | \$7,820,383                                      |
| 07/31 - 08/06 | 1,930                  | 1,784                                   | 884                        | 851  | 16,013             | 1,643                   | \$6,374,753                                      |
| 08/07 - 08/13 | 2,192                  | 1,931                                   | 909                        | 899  | 14,005             | 948                     | \$5,373,884                                      |
| 08/14 - 08/20 | 1,633                  | 1,478                                   | 739                        | 739  | 12,359             | 823                     | \$4,670,252                                      |
| 08/21 - 08/27 | 1,522                  | 1,446                                   | 651                        | 651  | 10,918             | 966                     | \$4,248,842                                      |
| 08/28 - 09/03 | 1,548                  | 1,471                                   | 709                        | 723  | 12,208             | 654                     | \$3,777,246                                      |
| 09/04 - 09/10 | 1,521                  | 1,277                                   | 670                        | 670  | 10,817             | 498                     | \$3,650,888                                      |
| 09/11 - 09/17 | 1,252                  | 1,443                                   | 540                        | 548  | 7,862              | 248                     | \$2,701,241                                      |
| 09/18 - 09/24 | 1,170                  | 1,518                                   | 520                        | 528  | 7,544              | 2,051                   | \$4,204,854                                      |
| 09/25 - 10/01 | 1,516                  | 1,438                                   | 514                        | 511  | 7,290              | 1,017                   | \$2,915,483                                      |
| 10/02 - 10/08 | 1,901                  | 1,875                                   | 875                        | 875  | 6,744              | 71                      | \$2,460,331                                      |
| 10/09 - 10/15 | 1,435                  | 1,316                                   | 397                        | 372  | 4,544              | 31                      | \$1,589,376                                      |
| 10/16 - 10/22 | 1,418                  | 1,344                                   | 540                        | 528  | 5,033              | 146                     | \$1,874,717                                      |
| 10/23 - 10/29 | 1,180                  | 1,039                                   | 416                        | 411  | 3,410              | 154                     | \$1,337,000                                      |
| 10/30 - 11/05 | 1,249                  | 1,139                                   | 416                        | 411  | 3,315              | 154                     | \$1,167,441                                      |
| 11/06 - 11/12 | 1,319                  | 1,209                                   | 441                        | 441  | 3,642              | 174                     | \$1,384,548                                      |
| 11/13 - 11/19 | 1,000                  | 945                                     | 422                        | 418  | 3,578              | 401                     | \$1,131,298                                      |
| 11/20 - 11/26 | 1,035                  | 943                                     | 363                        | 363  | 1,971              | 384                     | \$90,445   |
| 11/27 - 12/03 | 1,300                  | 1,105                                   | 434                        | 434  | 1,817              | 409                     | \$668,579  |
| 12/04 - 12/10 | 1,170                  | 1,158                                   | 400                        | 400  | 1,792              | 23                      | \$409,217  |
| 12/11 - 12/17 | 1,611                  | 1,403                                   | 331                        | 316  | 850                | 90                      | \$371,501  |
| 12/18 - 12/24 | 1,451                  | 1,277                                   | 296                        | 296  | 799                | 27                      | \$29,743   |
| 12/25 - 12/31 | 2,219                  | 458                                     | 10                         | 10   | 0                  | 0                       | \$0  |
| Total         | 164,592                | 156,416                                 | 101,839                    | 99,449                                       | 7,487,116          | 1,047,421               | \$1,543,338,649                                  |

\*UPOI\* 12/29/20. Weekends excluded as the call center does not typically accept new claims during this time. Data available for week prior.

\*UPOI\* 12/29/20. Federal Pandemic Unemployment Compensation (FPUC) is a separate benefit from regular unemployment insurance (UI). FPUC provides an additional \$600 which individuals receive on a weekly basis.

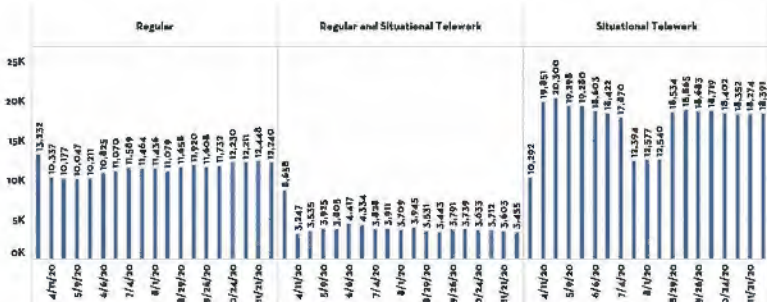
Telework Status, Overtime, & Contact Tracers

Number of Employees By Time Reporting Code and Pay Period End

This information provides data on agencies charging time against the situational telework and regular pay time reporting codes across 19 pay periods (represented by pay period end date). Several agencies do not report their time through PeopleSoft, such as MPD, FEMS, DOC, and QSSSE DOT.

From the pay period ending 11/21 to the pay period ending 12/5, the number of employees charging situational telework held steady, the number of employees charging both regular and situational telework decreased by 4%, and the number of employees charging regular time decreased by 2%.

NOTE: The number of overall employees decreased from 7/4 to 7/18 due to fewer teachers reporting time in PeopleSoft as the end of the school year took effect; similarly, the number of overall employees increased from 8/15 to 8/29 as the beginning of the school year took effect.





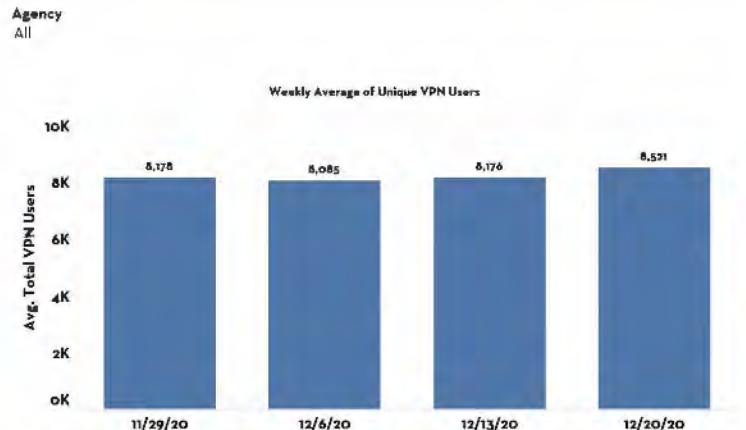
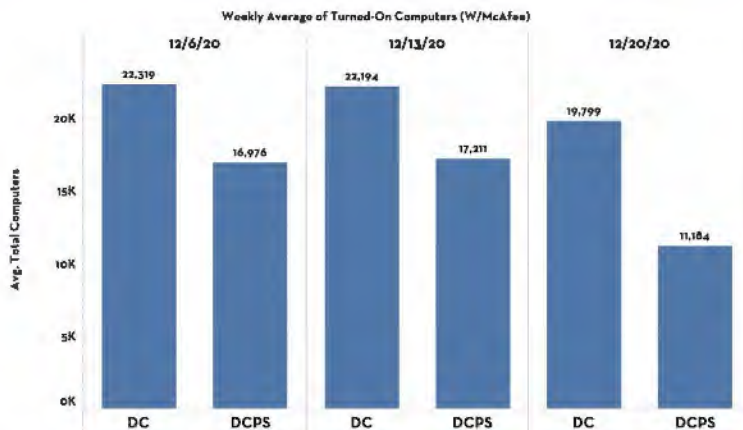


## Technology Usage

The graphics below depict the number of District employees using essential District hardware and software each day. The data below includes the number of District government computers turned on each day, the number of users logging on to the District government's virtual private network (VPN), and the number and type of IT help requests submitted.

### Network/Systems Usage and Digital Activity

From the week of December 13 to the week of December 20, the weekly average of turned-on (or left-on) computers for both non-DCPS (DC) and DCPS employees decreased by 11% and 35%, respectively. During the same time frame, the weekly average of unique VPN users increased by 4%.

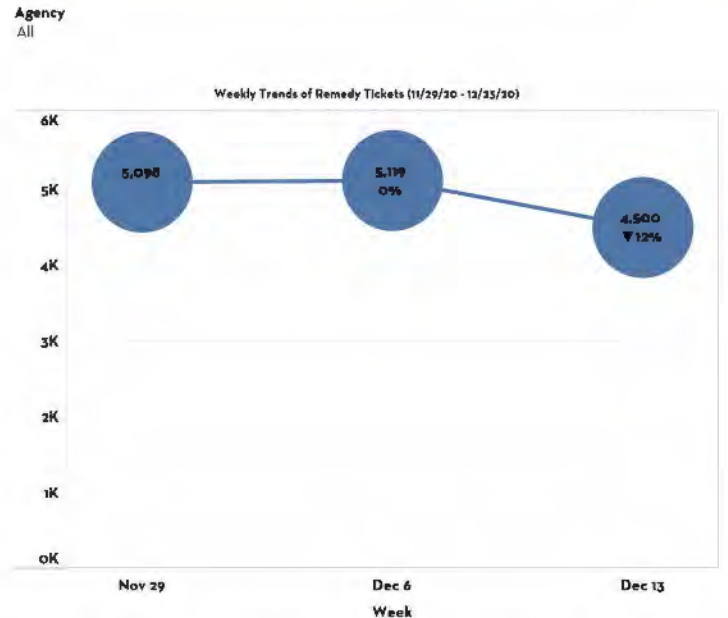
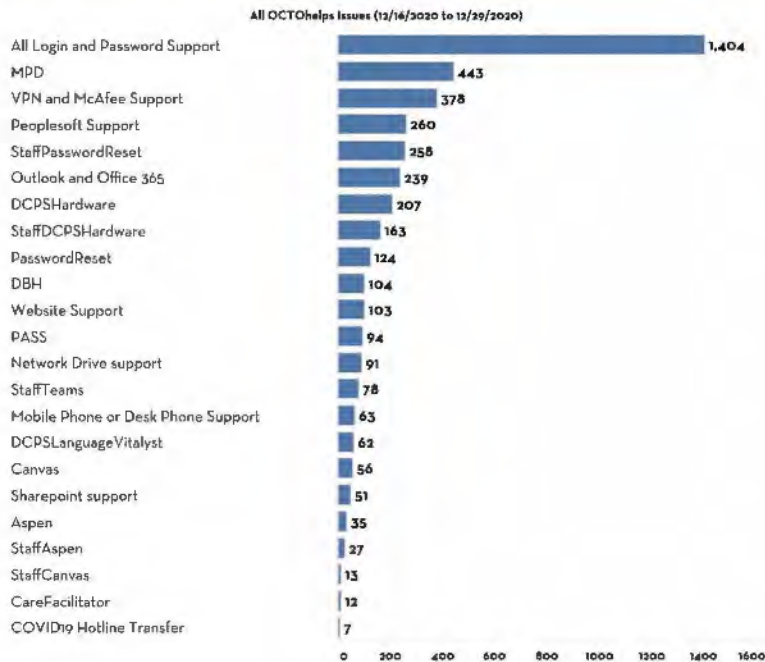


\*UPDT\* 12/29/2020. The chart above provides a daily snapshot of computers that are on, including those left on each day. This data is updated each day at noon. The chart above excludes weekends, as the drop in turned-on or left-on computers during weekends distort the daily trend data. Data for the week of 11/29 is absent due to technical issues.

\*UPDT\* 12/29/2020. This data is updated each day at 3 PM. The chart above excludes weekends, as the drop in turned-on or left-on computers during weekends distort the daily trend data. The chart above only displays averages for completed weeks. The weekly average of unique VPN users for the current week of 12/28 will appear in the 1/4 iteration of the dashboard.

### Key Systems and Platforms

Requests relating to DCPS support accounted for approximately 20% of all OCTOhelps tickets within the past two weeks. From the week of December 6 to the week of December 13, total Remedy tickets decreased by 12%. Data for the week December 20 is not present because it does not represent a full week's worth of data.



\*UPDT\* 12/29/2020

\*UPDT\* 12/23/20. The week of November 29 does not represent a full week's worth of data, which explains the substantial decrease in tickets from the prior week. The full week's data for Sunday - Saturday will be featured in the December 28 dashboard.

Employees can seek assistance from OCTO in two ways, 1) calling OCTOhelps and 2) creating a ticket in the Remedy system. The charts above depict the top 5 most frequent technology issues experienced by users in both systems. DBH, DHS, MPD, and DCPS have their own OCTOhelps number to contact, and these categories encompass all IT issues experienced by these four agencies.

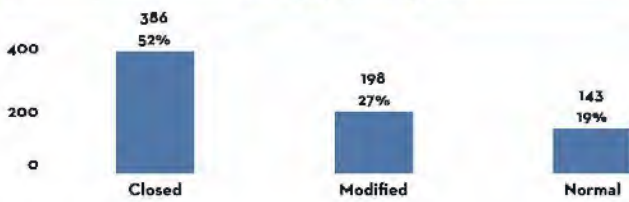
## Facilities

The charts below provide information on District government facilities, including operating status, contracts, and cleaning schedules.

### Operating Status

Agency All

Buildings by Operating Status



\*UPDT\* 10/14/2020

**Normal:** The facility is operating exactly the same as normal

**Closed:** The facility is completely closed

**Modified:** The facility is operating under different conditions than normal (e.g. modified hours, drop-offs only)

Modified Buildings by Public Availability

Of the 198 buildings in modified status, 37% (73) are open to employees only and 36% (71) are open to the public.



\*UPDT\* 10/14/2020. The 30 buildings with the Not Specified public availability status include 26 DC public charter schools and one DPR site.

### Facility Contracts Related to the COVID-19 Response

#### Spend Down on Facility Contracts by Vendor

The total value of all submitted invoices for the following contracts is \$5,091,793, approximately 24% of the total of all contract ceilings.

| Vendor   | Invoices Submitted | Contract Ceiling       | Percent Of Contract Ceiling Spent |
|--|--------------------|------------------------|-----------------------------------|
| AAA Complete Building Services                     | 120,000            | \$950,000.00           | 13%                               |
| All State Floors                                   | 130,393            | \$382,608.70           | 34%                               |
| B & B Solutions                                    | 317,071            | \$500,000.00           | 63%                               |
| Benji Holdings LLC                                 | 131,370            | \$131,370.00           | 100%                              |
| Capital Business Solutions, LLC                    | 309,267            | \$1,950,000.00         | 16%                               |
| Capital Construction Enterprises, Inc.             | 229,350            | \$803,668.00           | 29%                               |
| Carson Coles Cleaning Company, LLC                 | 143,550            | \$257,412.61           | 56%                               |
| Citadel  | 42,660             | \$950,000.00           | 4%                                |
| Crown Construction Inc.                            | 23,340             | \$400,000.00           | 6%                                |
| CSMI   | 8,250              | \$200,000.00           | 4%                                |
| G-Sida General Services                            | 718,357            | \$1,280,456.04         | 56%                               |
| GMJ Facilities L.L.C.                              | 47,520             | \$300,000.00           | 16%                               |
| GNT Group LLC                                      | 42,632             | \$470,717.53           | 9%                                |
| J.L. Terrell                                       | 210,436            | \$400,000.00           | 53%                               |
| JDC Construction Co LLC                            | 58,120             | \$2,451,440.00         | 2%                                |
| Motir Services Inc.                                | 30,330             | \$950,000.00           | 3%                                |
| PMGL LLC   | 70,510             | \$400,000.00           | 18%                               |
| Powell Manufacturing Industries Ind. Inc           | 30,780             | \$400,000.00           | 8%                                |
| R & R Janitorial, Painting & Building Services Inc | 103,189            | \$288,258.94           | 36%                               |
| RBK Construction                                   | 354,922            | \$487,138.78           | 73%                               |
| Rock Solid DC                                      | 5,955              | \$46,147.80            | 13%                               |
| RSC Electrical & Mechanic                          | 196,820            | \$509,243.90           | 39%                               |
| SaLUT  | 374,748            | \$2,486,817.20         | 15%                               |
| Sequoia Row Consulting                             | 204,674            | \$350,000.00           | 58%                               |
| Spectrum Management                                | 588,520            | \$2,315,221.61         | 25%                               |
| Star Enterprises                                   | 123,900            | \$177,699.83           | 70%                               |
| Superior Service                                   | 253,370            | \$950,000.00           | 27%                               |
| Tildora Systems LLC                                | 221,757            | \$848,379.04           | 26%                               |
| <b>Grand Total</b>                                 | <b>5,091,793</b>   | <b>\$21,636,579.98</b> | <b>24%</b>                        |

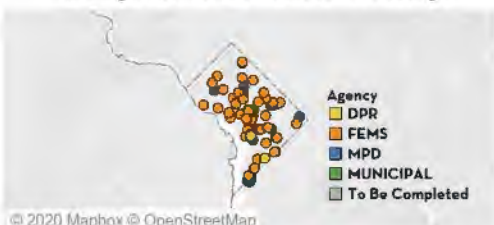
\*UPDT\* 12/23/2020.

### Maintenance

Today : 1 | 1-3 Days Ago : 13 | 4-7 Days Ago : 0 | More Than 1 Week Ago : 75 | Never : 4

\*UPDT\* 12/29/2020 at 2:55:44 PM. The ticker above provides the number of locations with a recorded QA/QC (quality control inspection) for enhanced cleanings within a given timeframe. Enhanced cleanings are those that occur on a repeating schedule. Multiple locations within a single building can be cleaned. A location without a recorded QA/QC may still have been cleaned.

#### Buildings with Scheduled Enhanced Cleanings



© 2020 Mapbox © OpenStreetMap

\*UPDT\* 12/29/2020 2:55:44 PM

As of 12/29/2020 at 2:55:44 PM, a total of 4 locations never had a recorded QA/QC inspection and 75 locations have not had a recorded QA/QC inspection in over a week. One location has a recorded QA/QC inspection for a cleaning that was conducted the same day.

#### Enhanced Cleaning Requests Without a Recorded QA/QC Inspection

| Building Name           | Location in Building                         |
|-------------------------|--|
| 1ST DISTRICT (BOWEN)    | 1st District Headquarters-Cell Block         |
| DGS FMT ADAMS PL        | DGS Warehouse/Adams Place                    |
| LEASE # 0702 / HELIPORT | LEASE # 0702 / HELIPORT -Building as a whole |
| MPD/FEMS HARBOR         | FEMS Harbor -Building as a whole             |

\*UPDT\* 12/29/2020 2:55:44 PM



## Call Center Operations

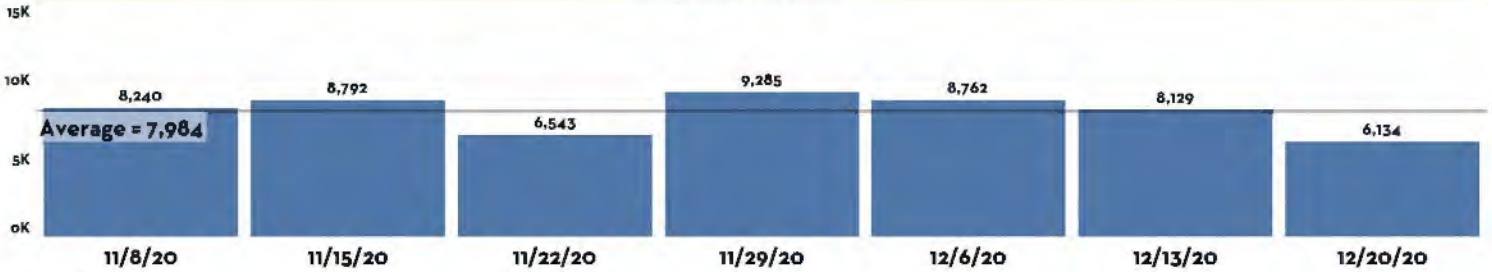
As a result of the COVID-19 pandemic, OUC tracks COVID-related 311 requests. Graphics below include daily total COVID-related calls and calls reporting mass gatherings.

\*Incoming includes all resident calls to 311, a significant percent of which get handled by a non-operator automated system.\*

### 311 Call Center Service Requests

311 Call Center service requests for the week of December 20 were 25% lower than the previous week and 23% lower than the weekly average.

Weekly Total 311 Requests

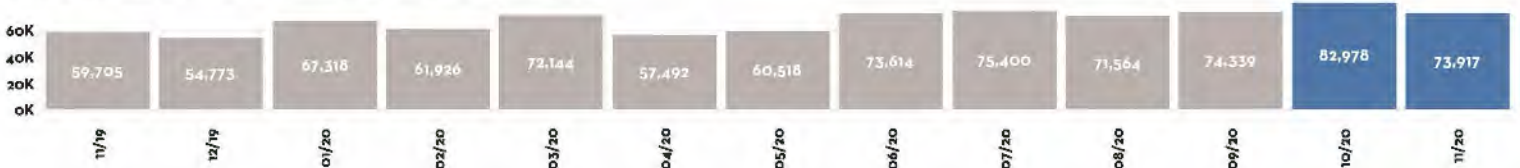


\*UPDT\* 12/29/20

\*Data refreshed at 2:00 AM, so the current dashboard will reflect information as of the prior day.

Monthly Answered 311 Calls

The number of monthly answered 311 calls had a year-over-year increase of 24% from November 2019 to November 2020. In addition, the number of monthly answered 311 calls decreased by 11% from October 2020 to November 2020.



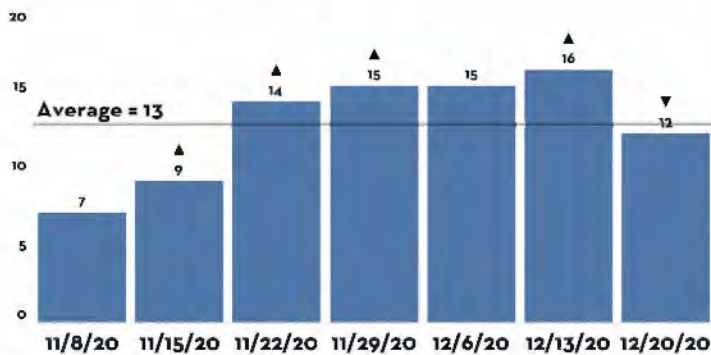
\*UPDT\* 12/8/2020

\*The chart above only shows data for complete months. December 2020 data will appear in the first iteration of the January 2021 dashboard\*

Fiscal Year  
 ■ FY 2020 ■ FY 2021

Weekly 311 COVID-19 Request Tracking

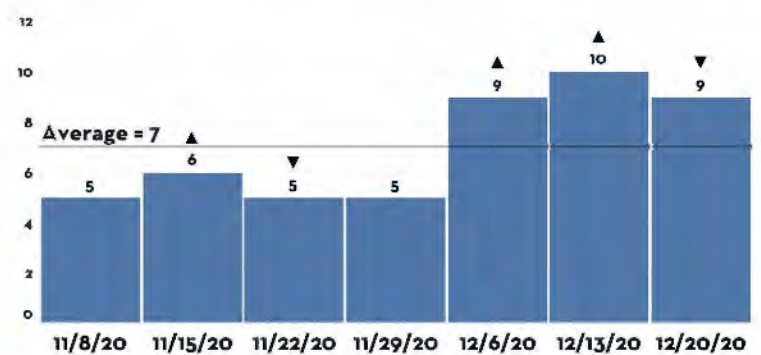
311 requests specific to COVID-19 decreased from the week of December 13 to the week of December 20 with 12 requests.



\*UPDT\* 12/29/20

Weekly 311 COVID-19 Mass Gathering Tracking

311 requests specific to COVID-19 mass gatherings decreased from the week of December 13 to the week of December 20, from 10 to 9 requests.



\*UPDT\* 12/29/20

Daily EMS Transports

EMS (Emergency Medical Service) transports decreased 1.2% from the week of December 13 to the week of December 20.



\*UPDT\* 12/29/20



## Energy Usage

The graphs below track the energy saved by school closures at non-meal sites and closed DPR sites.

### Non-meal Schools Energy Usage

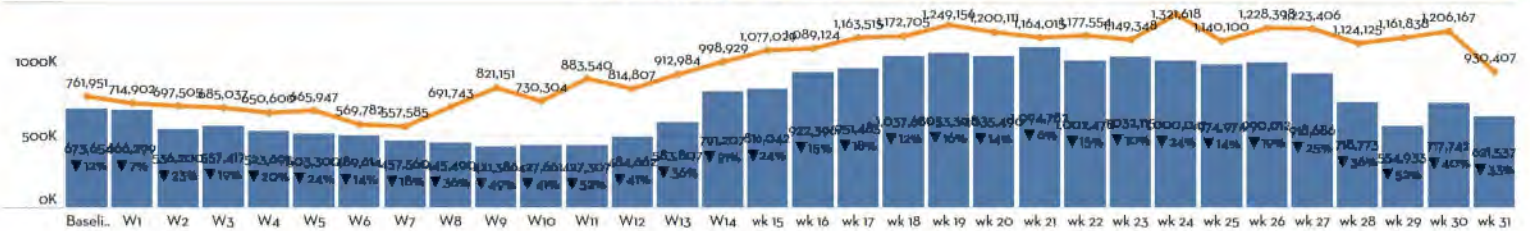
This data represents 54 closed schools that are confirmed non-meal sites. However, as of mid-June 2020 all schools have been powered up. Any year-over-year savings from mid-June onwards cannot be directly attributed to closed schools (due to COVID-19), but a combination of seasonality and continued distance learning.

#### DCPS Sites' Energy Usage



\*UPDT\* 11/25/20

#### DCPS Energy Usage (by Week) vs. Prior Year



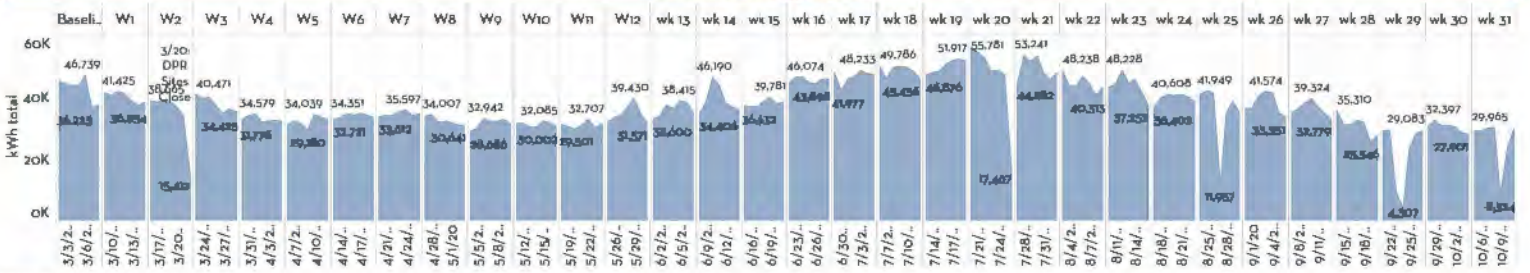
\*UPDT\* 11/23/20. 2019 includes energy usage data for 54 schools. Based on the data received, the full week of data for week 23 is not yet available. From 6/10 onward, the data became automated and accounts for all meters in the building, whereas before 6/10 the data was manually accumulated.

2019 2020

### DPR Sites Energy Usage

This data represents 78 DPR Recreation/Community Center Sites. However, as of mid-June 2020 half the DPR recreation sites have since powered up.

#### DPR Sites' Energy Usage



\*UPDT\* 11/23/20

#### DPR Energy Usage (by Week) vs. Prior Year



\*UPDT\* 11/23/20. 2019 includes energy usage data for 78 DPR sites. Based on the data received, the full week of data for week 31 is not available. From 6/10 onward, the data became automated and accounts for all meters in the building, whereas before 6/10 the data was manually accumulated.

2019 2020



## Meal Distribution

The graphics below depict the number of District residents receiving free meals and groceries at DCPS sites, free meals at DPR sites, and free meal deliveries from DACL. This data only encompasses part of the efforts to distribute meals to District residents during the COVID-19 response.

### DCPS Meal Distribution by Location

#### DCPS Meals Sites

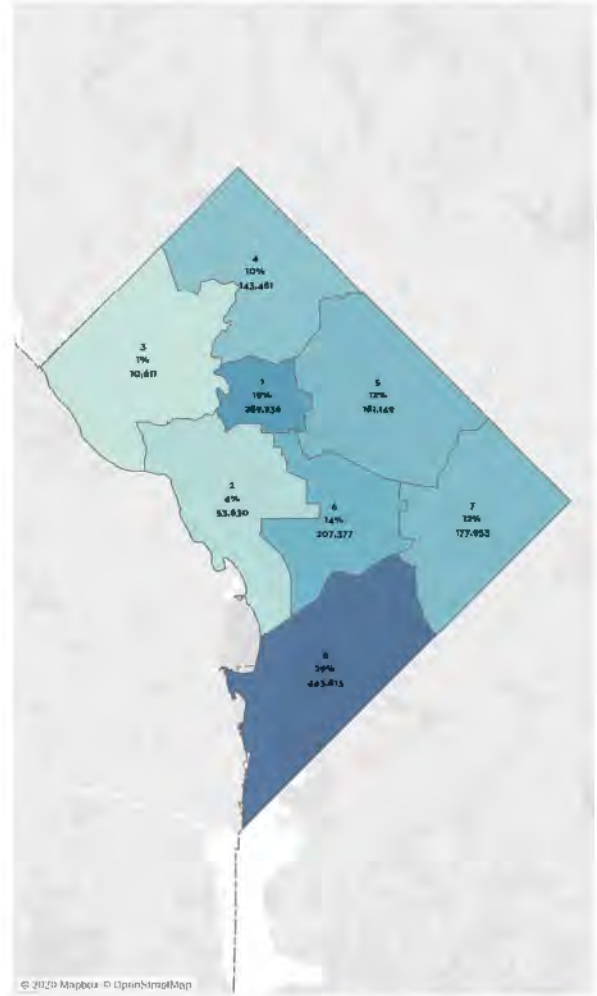
From March 16 to December 25, approximately 1,507M meals have been distributed in the District.

Ward  
All

| School Name                                 | Ward | Avg. Meals Served/Day | Total Meals Served |
|---|------|-----------------------|--------------------|
| Ballou HS                                   | 8    | 1,260                 | 277,305            |
| Columbia Heights EC                         | 1    | 933                   | 205,236            |
| Coolidge HS                                 | 4    | 294                   | 64,782             |
| Anacostia HS                                | 8    | 263                   | 57,906             |
| Walker-Jones EC                             | 6    | 290                   | 63,885             |
| Brookland MS                                | 5    | 261                   | 57,489             |
| Kelly Miller MS                             | 7    | 249                   | 54,728             |
| Eastern HS                                  | 6    | 237                   | 52,108             |
| Miner ES                                    | 6    | 205                   | 45,125             |
| Amidon Bowen ES                             | 6    | 253                   | 41,729             |
| H.D. Woodson HS                             | 7    | 171                   | 37,641             |
| Hendley ES                                  | 8    | 178                   | 38,715             |
| Roosevelt HS                                | 4    | 212                   | 29,203             |
| Kimball ES                                  | 7    | 161                   | 35,361             |
| LaSalle-Backus EC                           | 5    | 132                   | 29,147             |
| Cardozo EC                                  | 1    | 146                   | 32,190             |
| Stanton ES                                  | 8    | 121                   | 26,539             |
| Simon ES                                    | 8    | 125                   | 21,788             |
| Truesdell EC                                | 4    | 131                   | 28,870             |
| McKinley Tech MS/HS                         | 5    | 122                   | 26,633             |
| Wheatley EC                                 | 5    | 133                   | 29,474             |
| Thomson ES                                  | 2    | 141                   | 31,101             |
| Banneker HS                                 | 1    | 98                    | 21,636             |
| Langdon ES                                  | 5    | 108                   | 23,638             |
| Ron Brown HS                                | 7    | 87                    | 19,078             |
| SWW @ FS                                    | 2    | 59                    | 12,908             |
| Noyes ES                                    | 5    | 57                    | 12,458             |
| Marie Reed ES                               | 1    | 49                    | 10,722             |
| Wilson HS                                   | 3    | 48                    | 10,611             |
| Thomas ES                                   | 7    | 47                    | 10,271             |
| Tyler ES                                    | 6    | 16                    | 1,648              |
| Turner ES                                   | 8    | 84                    | 8,190              |
| Seaton ES                                   | 2    | 65                    | 6,527              |
| Randle Highlands ES                         | 7    | 20                    | 2,002              |
| Powell ES                                   | 4    | 148                   | 14,800             |
| Payne ES                                    | 6    | 21                    | 2,105              |
| Oyster-Adams Bilingual School @ Adams       | 1    | 14                    | 1,418              |
| Moten ES                                    | 8    | 53                    | 5,289              |
| Leckie EC                                   | 8    | 14                    | 1,376              |
| Hardy MS                                    | 2    | 31                    | 3,094              |
| Excel Academy                               | 8    | 63                    | 6,705              |
| C.W. Harris ES                              | 7    | 52                    | 5,210              |
| Burrville ES                                | 7    | 111                   | 11,092             |
| Bruce-Monroe ES @ Park View                 | 1    | 82                    | 8,248              |
| Browne EC                                   | 5    | 25                    | 2,310              |
| Brightwood EC                               | 4    | 58                    | 5,826              |
| Brent ES                                    | 6    | 8                     | 777                |
| Bard High School Early College DC (Bard DC) | 7    | 26                    | 2,570              |
| Bancroft ES                                 | 1    | 98                    | 9,786              |

#### Meals by Ward

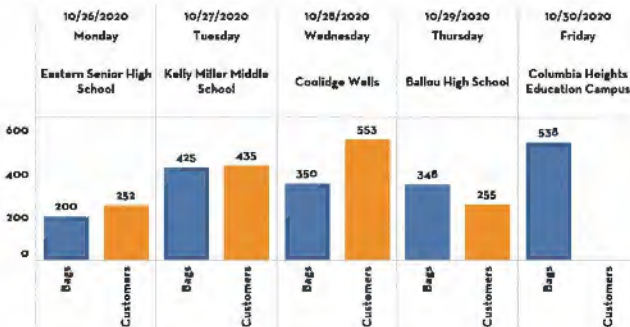
From March 16 to December 25, approximately two-thirds (62%) of meal distribution occurred in Wards 1, 6, and 8. 29% of DCPS meal distribution occurs in Ward 8. Ward 8 and Ward 7 have the most meal sites with 9, followed by Wards 6, 5 and 1, each with 5.



\*UPDT\* 12/29/20. Data submitted by 3:00 PM daily and small changes may occur over the following 24 hours. Weekends are excluded. Individuals may take up to three meal bags (six meals) per visit. Meal distribution at DCPS sites after August 26 has not been separated by time of day and is available to all District youth ages 18 and under. Parents/guardians may pick up meals on behalf of youth.

### DCPS Groceries Distribution

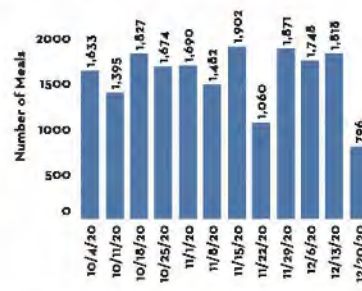
During the week of October 26, DCPS meal sites distributed 1,861 bags of groceries. Grocery distribution has concluded as of Friday, October 30th.



\*UPDT\* 10/30/20. Only schools that deliver groceries on the respective weekdays are shown. Data after 10/30/2020 are not available at this time. Columbia Heights Education Campus did not report total customers on 10/30/2020.

### DPR Meal Distribution

From the week of December 13 to the week of December 20, total meal distributions at DPR sites decreased by 56%. Meal sites were closed on November 26, November 27, and December 25.



\*UPDT\* 12/29/20. DPR sites began to distribute breakfast and lunch meals to residents on 10/11/20. Customers can receive multiple meals per visit.

### DACL Meal Delivery

During the week of December 21, 92% of DACL meal deliveries were successful.

| Date               | Total Attempted Deliveries | Successful Deliveries | Percent Successful Deliveries |
|--------------------|----------------------------|-----------------------|-------------------------------|
| 12/21/2020         | 1,121                      | 1,009                 | 90%                           |
| 12/22/2020         | 1,157                      | 1,072                 | 93%                           |
| 12/23/2020         | 1,166                      | 1,082                 | 93%                           |
| 12/24/2020         | 1,164                      | 1,072                 | 92%                           |
| 12/25/2020         | 1,078                      | 994                   | 92%                           |
| <b>Grand Total</b> | <b>5,686</b>               | <b>5,239</b>          | <b>92%</b>                    |

\*UPDT\* 12/29/20



Permitting and Vehicle Services

The graphics below display service metrics within the Operations and Infrastructure cluster, including permitting within DDOT and DCRA and DMV transactions, and how these services have fluctuated through service changes due to COVID-19.

Permitting Services

DCRA Permitting

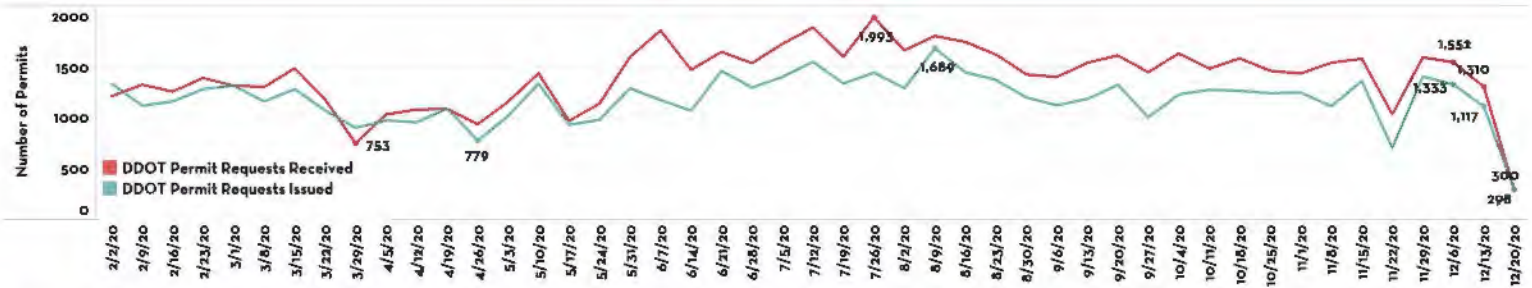
Weekly DCRA permitting requests received (applications received online) and issued (applications approved for permits) peaked during the week of February 23 at 1,311 and 1,224, respectively. From the week of December 6 to the week of December 13, DCRA permit requests received (185) and DCRA permit requests issued (172) decreased by 80% and by 84%, respectively.



\*UPDT\* 12/29/20. DCRA permitting data prior to the week of 2/2 are not available at this time. Data is updated as of 11 PM the previous day. Data from 11 PM to midnight on the day prior to publishing of the the dashboard will be included in the following iteration of the dashboard.

DDOT Permitting

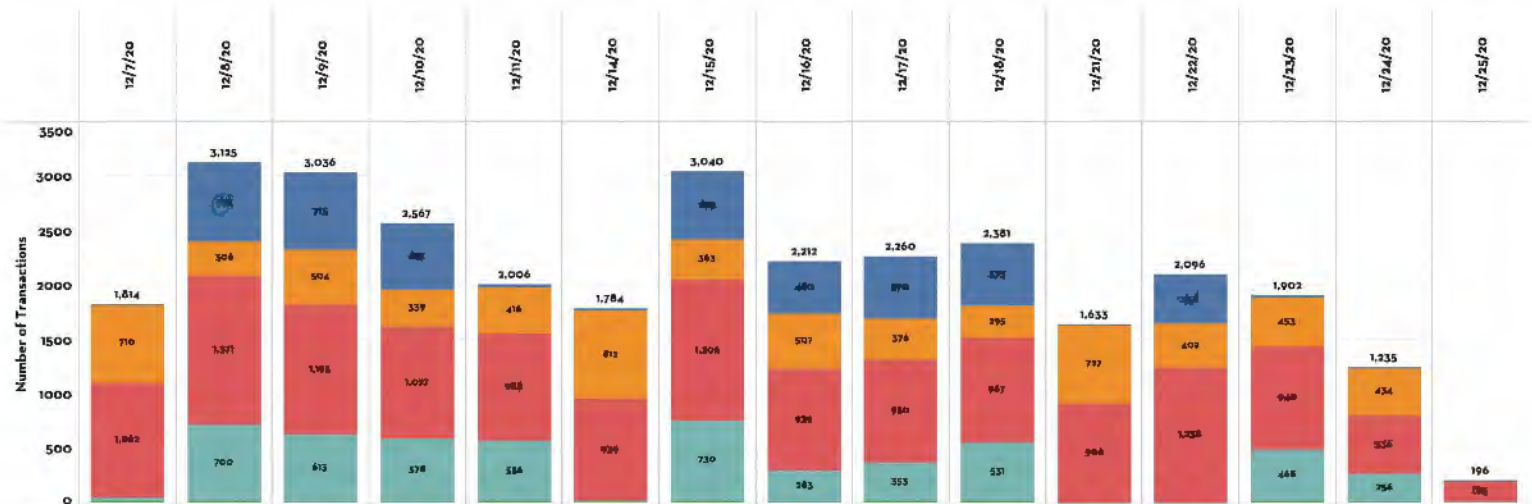
Weekly DDOT permitting requests issued peaked during the week of August 9 at 1,689, while DDOT permitting requests received peaked during the week of July 26 at 1,993. From the week of December 6 to the week of December 13 DDOT permit requests received (300) and DDOT permit requests issued (298) both decreased by 77% and by 73% respectively.



\*UPDT\* 12/29/20. DDOT permitting data prior to the week of 2/2 and after the week of 11/1 are not available at this time. Data is updated as of 12 PM on the previous day. The permitting system has been fully online since 2012.

DMV Services

From the week of December 14 to the week of December 21, DMV transactions decreased by 40%. 83% of transactions during the week of December 21 took place online.



\*UPDT\* 03/30/21. Weekends not shown due to low number of transactions. The full data for the week of December 26 will appear on the 1/8 iteration of the dashboard.

Transaction Description

- Appointments Processed
- Online Hearings Completed
- Online Transactions Completed
- Vehicle Inspections Completed
- Vehicle Inspections Completed (At Kiosk)

**From:** Garcia, Michelle (OHR)  
**Sent:** Wed, 30 Dec 2020 20:39:00 +0000  
**Cc:** Franklin, Stephanie (OHR);Carrillo, Rosa (OHR)  
**Bcc:** Akins, Lamont (EOM);Allen, Niquelle (BEGA);Anderson, Keith (DGS);Babers, Lucinda (EOM);Bardin, Sara (DCOZ);Barfield, Sheila (OEA);Bassett, Kimberly (EOM);Bazron, Barbara (DBH);Booth, Quincy (DOC);Bowen, Thomas (EOM);Carey, Lamont (EOM);Carroll, Deborah (OAH);Cavendish, Betsy (EOM);Chrappah, Ernest (DCRA);DeGuzman, Ben (EOM);Do, David (DFHV);Donahue, Kevin (EOM);Donald, Brenda (CFSA);Donaldson, Polly (DHCD);Donnelly, John (FEMS);Emerson, Ashley (EOM);Falcicchio, John (EOM);Ford, Rochelle (BEGA);Garcia, Michelle (EOM);Gates, Angie (OCTFME);Geldart, Chris (DPW);Gibson, Ventris (DCHR);GibsonHubbard, Faith (EOM);Gulstone, Ronan (EOM);Hayworth, John-Paul (SBOE);Holmes, Karima (OUC);Hunter, Delano (DPR);Irving, Julia (EOM);Isaac, Donald (CIC);Kihn, Paul (EOM);Kofman, Mila (DCHBX);Lacey, Clinton (DYRS);Lawson, Julie (EOM);Loud, Marc D. Sr (CAB);Lucas, Daniel W. (OIG);Marootian, Jeffrey M. (DDOT);Martin, Clarene P. (PERB);McCullough, Mathew (EOM);McFadden, Delbert (EOM);Melder, Jay (EOM);Mitchell, Roger (OCME);Moosally, Fred (ABRA);Morgan-Johnson, Sheila (DCRB);Morris-Hughes, Unique (DOES);Nesbitt, LaQuandra S. (DOH);Newland, Laura (DACL);Newsham, Peter (MPD);Phillips, Willie (PSC);Porter, Jennifer (EOM);Reese, Andrew (DDS);Reid, Sheila A. (EOM);Reyes, Jackie (EOM);Reyes-Gavilan, Richard (DCPL);Robinson, Gabriel (DMV);Rodriguez, Chris (HSEMA);Ross, Jed (ORM);Scales, Ayris (EOM);Schutter, George (OCP);Sereke-Brhan, Heran (CAH);Shreve, Johanna (OTA);Slattery, Jim (EOM);Smith, Ahnna (EOM);Smith, Jenifer (DFS);Spencer, Michael T. (RHC);Tobin, Michael (DCPC);Townsend, Shawn (EOM);Trueblood, Andrew (OP);Turnage, Wayne (DHCF);Wells, Tommy (DOEE);Whitfield, Kristi (DSLBD);Woods, Karima (DISB);Zeilinger, Laura (DHS)  
**Subject:** FY19 Language Access Annual Compliance Report  
**Attachments:** OHR FY19 Language Access Report.pdf

Dear Colleagues,

The Office of Human Rights (OHR) is pleased to announce the release of the [FY19 Language Access Annual Compliance Report](#). This report is the annual performance document created by OHR's Language Access Program that is released publicly and to Council members. It includes programmatic initiatives, statistics on foreign-born and limited and non-English proficient (LEP/NEP) populations in the District, number of complaints filed against District agencies under the [DC Language Access Act of 2004](#), and compliance scorecards that detail the performance of over 30 District government agencies that are covered entities or have major public contact.

Due to the pandemic, this report has been delayed in its release by several months. While it is now publicly available, I am sending it directly to you because the past ten months has highlighted the critical nature of Language Access and the importance it serves in sharing vital, life-saving information to linguistically diverse communities in the District.

Thank you and your agency Language Access Coordinators and teams for your continued efforts to equitable access and service to our city's limited and non-English proficient residents and communities. We look forward to working with you in 2021 and maintaining the District's position as a leading jurisdiction in this work.

Wishing you a very happy new year.



**Michelle M. Garcia**

*Interim Director*

*Pronouns she/her/hers*

District of Columbia Office of Human Rights

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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](http://coronavirus.dc.gov).





**DISTRICT OF COLUMBIA  
OFFICE OF HUMAN RIGHTS  
LANGUAGE ACCESS PROGRAM  
ANNUAL COMPLIANCE REVIEW**





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# note from Language Access Program team

Dear Stakeholders, Partners and DC Residents,

The DC Office of Human Rights (OHR) is proud to publish the Language Access Annual Compliance Report for FY19, prepared by the Language Access Program (LAP) team during the extraordinary coronavirus pandemic. The LAP team firmly believes that more than ever, the District of Columbia must ensure it meets the needs of our city's most vulnerable populations, particularly residents who face language barriers in accessing their rights to government services.

This report reiterates the District's commitment to give all residents equal access to vital government services, documents and programs no matter what language they speak or their level of English proficiency. That commitment was made 16 years ago when the DC Council unanimously passed the Language Access Act. Passing the Language Access Act made DC one of the most inclusive cities in the country. As stewards of that legislation, OHR's Language Access Program's mission is to eliminate linguistic barriers and ensure all District agencies have the tools, capacity and technical knowledge to serve Limited and Non-English Proficient (LEP/NEP) workers, business owners and residents which now represent 30.8% of the foreign-born population and 5.6% of all ages 5 and older in the District. Close to 100,000 foreign-born residents call the District their home today, and city agencies continue to improve how they serve their linguistically diverse customers by offering interpretation services, translating vital documents and posting it to their websites and displaying multilingual signage and videos in public areas. During this world health crisis, as OHR's Language Access Program worked with its partners to produce multilingual public health notices, emergency texts and flyers in various languages for the District's LEP/NEP residents, it was clear the importance of ensuring inclusion.

This report includes compliance achievements and reporting for **38** covered entities with major public contact and **23** non-major public contact entities. The scorecards in this report provide detailed information on the agencies' language access compliance performance level of preparedness, accessibility and quality in serving clients. Also highlighted is data reported by agencies in FY19, such as **183,387** encounters with LEP/NEP customers across agencies; language access compliance training for **41,040** District government employees, including contractor and grantee staff; **73,277** calls made by frontline employees to reach a telephonic interpreter to communicate with customers speaking **66** different languages; and the translation of **830** vital documents by agencies with major public contact.

We are very excited about our continuing partnership with language access advocates, LEP/NEP community and government agencies and with great appreciation we thank you for being a part of our Language Access team. We acknowledge that we played no small role in fulfilling many of the LA goals and milestones in FY19 and FY20. We look forward to a long and fruitful relationship between government, and community to successfully accomplish more LA implementation projects together as we head into FY21.

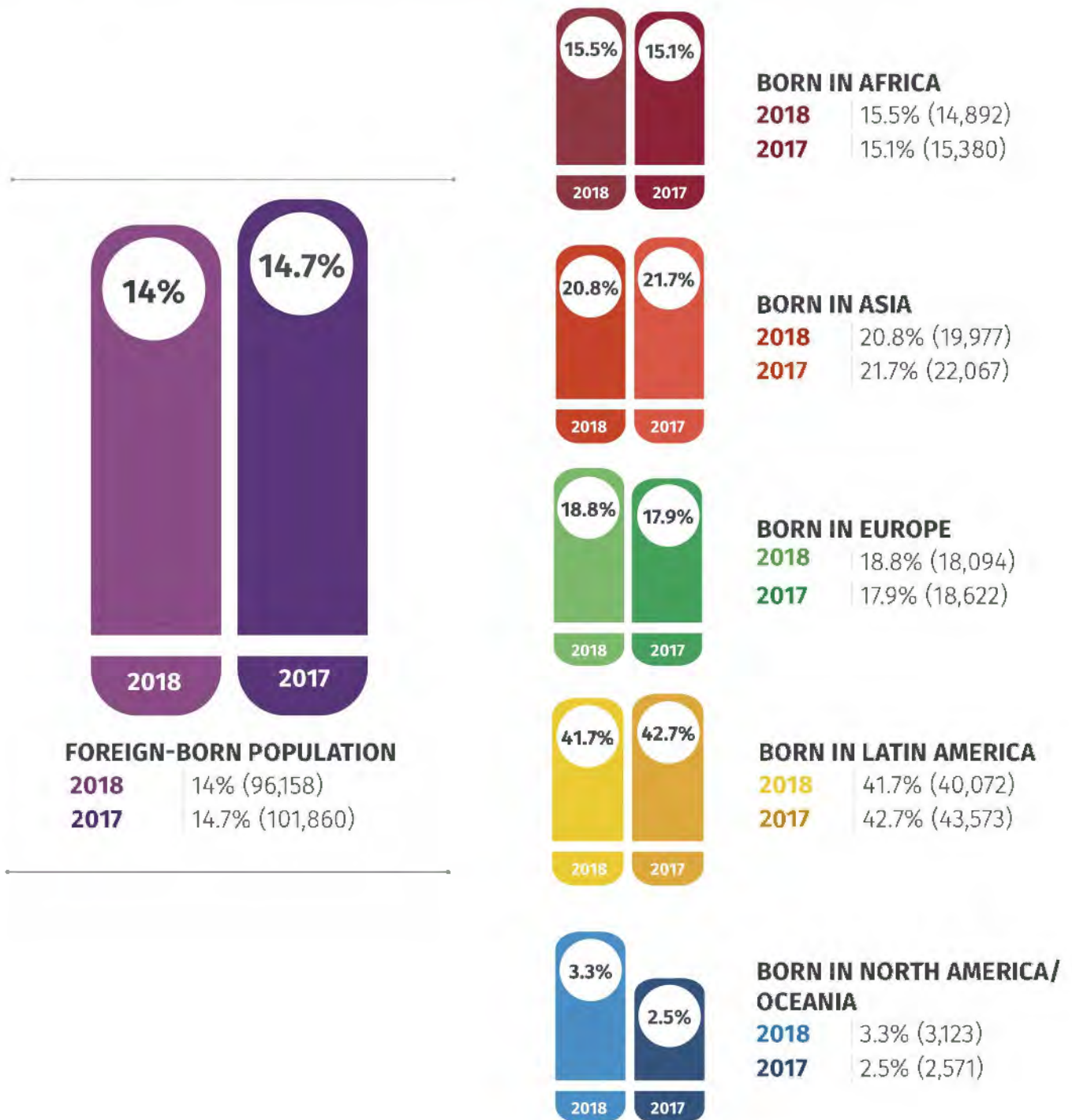
Sincerely,

Rosa Carrillo, Director, Language Access Program

Priscilla Mendizabel, Program Analyst, Language Access Program



# Demographic Profile of the District's Foreign-Born and LEP/NEP Populations



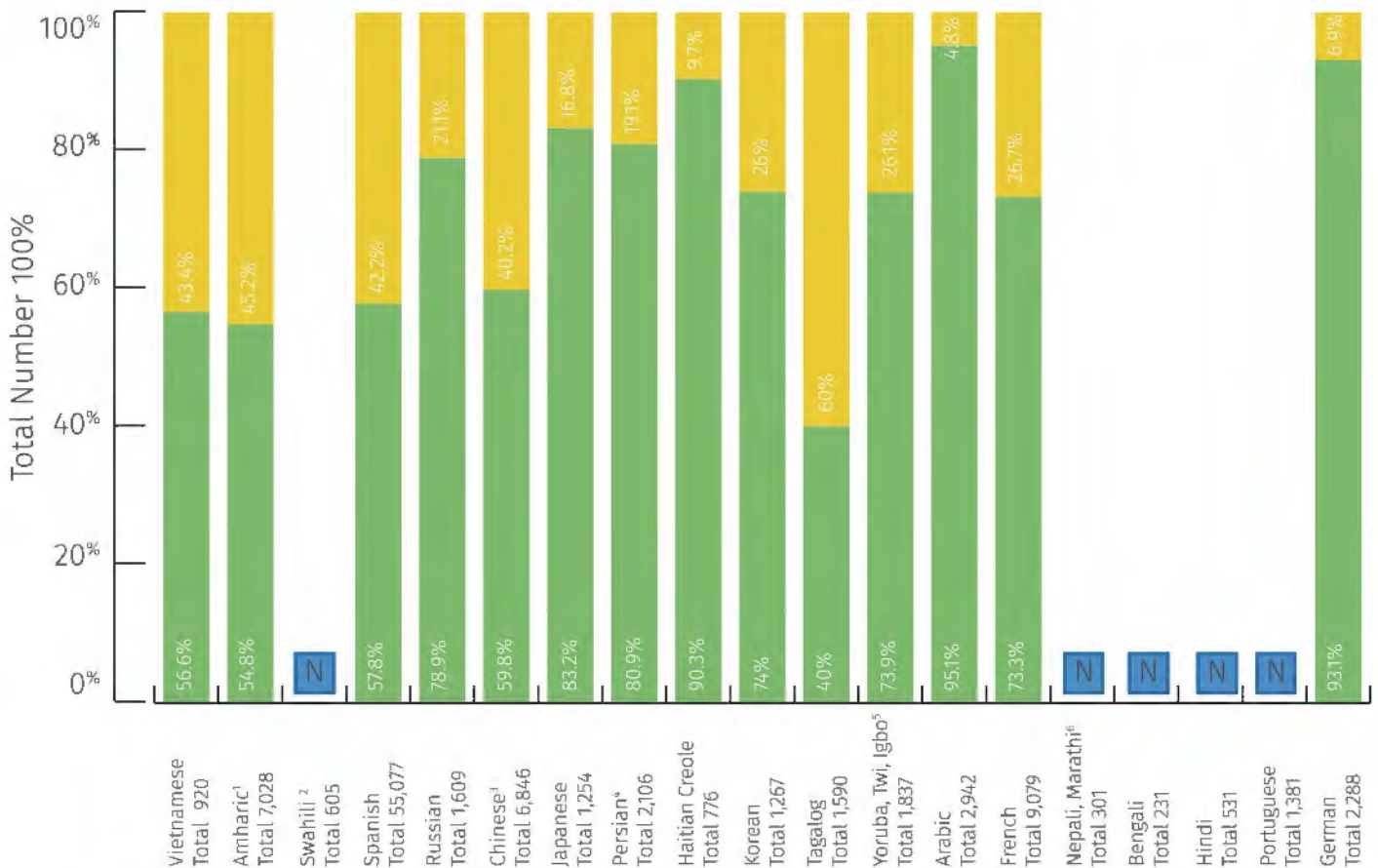
Source: Migration Policy Institute tabulations of 2017 and 2018 and 1 Year estimate data from the U.S. Census Bureau's American Community Survey (ACS)



**30.8%** of the District's **96,158** foreign-born residents age 5 or older are limited English proficient

- **5.6%** of District residents age 5 or older are limited English proficient
- **38.8%** of the District's foreign-born residents (age 5 or older) who are noncitizens are limited English proficient
- **21.6%** of the District's naturalized foreign-born residents age 5 or older are limited English proficient
- **1.2%** of the District's US-born population age 5 or older is limited English proficient
- **17.4%** of District residents age 5 or older speak a language other than English at home

## Language Spoken at Home by English Proficiency (population age 5 or older)



■ Speak English "very well"
 ■ Speak English less than "very well" (LEP/NEP)
 ■ The letter N indicates that an estimate could not be provided by the census bureau because the sample cases was too small for this state.

<sup>1</sup> Includes Other Afro-Asiatic languages

<sup>2</sup> Includes other Central, Eastern, and Southern African languages

<sup>3</sup> Includes Mandarin and Cantonese

<sup>4</sup> Includes Farsi and Dari

<sup>5</sup> Includes Other Languages of Western Africa

<sup>6</sup> Includes Other Indic Languages



# DC Language Access Act of 2004

The DC Language Access Act of 2004 requires all District government agencies, public-facing contractors and grantees to ensure that limited and non-English proficient (LEP/NEP) individuals access the full range of government services and receive translation and interpretation services. The Act further outlines requirements for covered entities and designates 39 agencies as covered entities with major public contact. It is the task of the Language Access Program to annually monitor and evaluate all covered entities. OHR's FY19 Annual Compliance Review provides individual scorecards for 38<sup>1</sup> covered entities with major public contact assessing their level of compliance with the Language Access Act and a compliance profile for 23 covered entities.

<sup>1</sup> Individual scorecards for covered entities with major public contact can be found starting on pg. 36. Compliance profiles for additional covered entities can be found starting on pg. 24.



| Covered Entities with Major Public Contact  | Covered Entities   |
|---|--|
| <p>Designate a <b>Language Access Coordinator</b>;<br/> Collect data on the agency's interactions with LEP/NEP customers;<br/> Provide interpretation services;<br/> Provide written translation of vital documents;<br/> Train staff on language access compliance;<br/> Develop a <b>Biennial Language Access Plan</b>, and report implementation progress to OHR on a quarterly basis; and<br/> <b>Conduct outreach</b> to LEP/NEP</p>   | <p>Designate a <b>Language Access Point of Contact</b>;<br/> Collect data on the agency's interactions with LEP/NEP customers;<br/> Provide interpretation services;<br/> Provide written translation of vital documents;<br/> Train staff on language access compliance; and<br/> Submit a yearly implementation report to OHR.</p>   |
| Covered Entities with Major Public Contact  | Covered Entities (with designated Language Access Point of Contact)  |
| <p>Alcoholic Beverage Regulation Administration<br/> Child and Family Services Agency<br/> Department of Aging and Community Living<br/> Department of Behavioral Health<br/> Department of Consumer and Regulatory Affairs<br/> Department of Corrections<br/> Department of Employment Services<br/> Department of Energy &amp; Environment<br/> Department of General Services<br/> Department of Health (DC Health)<br/> Department of Health Care Finance<br/> Department of Housing and Community Development<br/> Department of Human Resources<br/> Department of Human Services<br/> Department of Motor Vehicles<br/> Department of Parks and Recreation<br/> Department of Public Works<br/> Department of Small and Local Business Development<br/> Department of Youth Rehabilitation Services<br/> Department on Disability Services<br/> District Department of Transportation<br/> District of Columbia Housing Authority<br/> District of Columbia Lottery and Charitable Games Control Board<br/> District of Columbia Office of Zoning<br/> District of Columbia Public Library<br/> District of Columbia Public Schools<br/> Fire and Emergency Medical Services Department<br/> Homeland Security and Emergency Management Agency<br/> Metropolitan Police Department<br/> Office of Administrative Hearings<br/> Office of the Attorney General – Child Support Services Division<br/> Office of Contracting and Procurement<br/> Office of Human Rights<br/> Office of Planning<br/> Office of Tax and Revenue<br/> Office of the People's Counsel<br/> Office of the State Superintendent of Education<br/> Office of the Tenant Advocate<br/> Office of Unified Communications</p> | <p>District of Columbia Board of Elections<br/> District of Columbia Commission on the Arts and Humanities<br/> District of Columbia Health Benefit Exchange Authority<br/> District of Columbia Office of Police Complaints<br/> District of Columbia State Board of Education<br/> Department of Forensic Sciences<br/> Department of For-Hire Vehicles<br/> Department of Insurance, Securities and Banking<br/> District of Columbia Corrections Information Council<br/> District of Columbia Developmental Disabilities Council<br/> District of Columbia Housing Finance Agency<br/> District of Columbia Retirement Board<br/> District of Columbia Water and Sewer Authority<br/> Office of Cable Television, Film, Music and Entertainment<br/> Office of Disability Rights<br/> Office of Employee Appeals<br/> Office of the Attorney General<br/> Office of the Chief Medical Examiner<br/> Office of the Chief Technology Officer<br/> Office of the Inspector General<br/> Office of Victim Services and Justice Grants<br/> Public Services Commission<br/> Real Property Tax Appeals Commission</p> |



# Language Access Program



OHR's Language Access Program is tasked with monitoring citywide compliance with the Language Access Act by providing central coordination and technical assistance to covered entities. The work of the program is organized in four areas:

### **ENFORCEMENT**

Investigate language access complaints from individuals or organizations who believe that a covered entity has violated the Language Access Act; issue findings; and monitor implementation of corrective actions.

### **TECHNICAL ASSISTANCE**

Provide training, tools, and guidance on effective implementation of language access compliance requirements; and support the work of Language Access Coordinators and Language Access Point of Contacts.

### **COMPLIANCE MONITORING**

Ensure that all 38 covered entities with major public contact develop attainable two-year plans, report quarterly and take appropriate steps to meet compliance requirements; annually assess covered entities' compliance with the Act's requirements.

### **COMMUNITY ENGAGEMENT**

Provide "Know Your Rights" training and other public education and engagement opportunities to ensure that LEP/NEP individuals exercise their rights under the law.



OHR's mission is to eliminate linguistic barriers and ensure that all District agencies have the tools, capacity, and technical knowledge to serve linguistically diverse customers.



# FY19 Language Access Program Highlights

In FY19, the Language Access Program worked extensively with agencies to support the goals of implementing language access requirements and improving overall compliance with the Language Access Act. The LAP provided training, technical assistance and individual consultation to Language Access Coordinators (LACs) and Language Access Points of Contact (LAPOCs), and also reached out to the District’s linguistically diverse/limited English proficient populations to educate them on their right to request language access services in city government offices.

## TRAINING & TECHNICAL ASSISTANCE



**42**

**LANGUAGE ACCESS COMPLIANCE**  
trainings were delivered directly to 822 District employees, grantees and contractors.



**6**

**LANGUAGE ACCESS AND CULTURAL COMPETENCY**  
trainings were delivered through DCHR’s Center for Learning and Development.



**6**

**BIMONTHLY TECHNICAL ASSISTANCE**  
sessions were hosted for LACs covering best practices for enhancing data collection and reporting; developing biennial language access plans and ensuring grantee and contractor compliance.



**1**

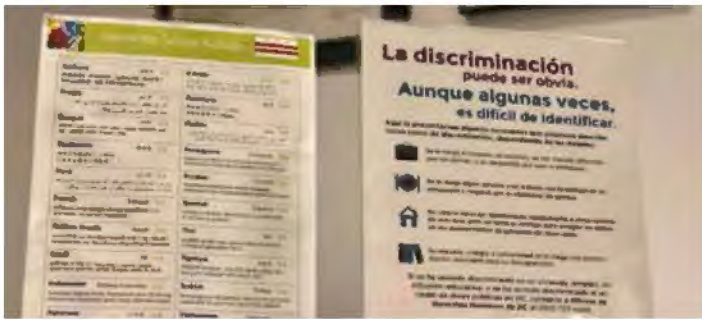
**LANGUAGE ACCESS COMPLIANCE ORIENTATION**  
session was held for LAPOCs to provide guidance on language access implementation activities and annual reporting requirements.



**15**

**MEETINGS** were held with the Mayor’s Offices on African, Asian and Pacific Islander and Latino Affairs to coordinate technical assistance efforts.





## DIGITAL LANGUAGE ACCESS SIGNAGE LAUNCH

In April, during the ceremony commemorating the passage of the DC Language Access Act, OHR's Language Access Program (LAP) unveiled the Digital Language Access Signage video promoting the District's interpretation services to limited English proficient (LEP) and non-English proficient (NEP) residents. The educational video explains how LEP/NEP residents can request language services and how agencies can culturally and linguistically serve such populations appropriately. The video was created in collaboration with the Mayor's three ethnic constituency offices and the Office of the Chief Technology Officer. A large number of agencies that have waiting and public facing areas in their agencies are maximizing the video.

## LANGUAGE ACCESS ACT 15TH ANNIVERSARY CELEBRATION

On April 24, 2019, the Language Access Program, along with DC government agencies, Language Access advocates and community members, celebrated the 15th anniversary of the passage of the Language Access Act of 2004. The unanimous passage of the act 15 years ago embodied the District of Columbia's pledge to support the city's vibrant immigrant population and ensure that all DC residents have equal access to government services, regardless of their native language or English language proficiency. The commemorative ceremony celebrated the work of DC government agencies that have excelled in providing language access services and in promoting language access rights awareness within the LEP/NEP community.



## COMMUNITY ENGAGEMENT

OHR worked with community-based partners to engage diverse LEP/NEP communities and ensure that they know and exercise their right to language access services.

- **1,505 LEP/NEP residents** were engaged and reached through workshops, "Know Your Rights" trainings and community events.
- OHR participated in **67 community events** and meetings to share information on language access and distribute multilingual "Know Your Rights" and "I Speak" cards.
- **2,500** multilingual "I Speak" cards were distributed to LEP/NEP individuals.
- **13 trainings** were offered to constituents, advocates, case managers and service providers covering language access protections that impact their clients and members.
- Through a collaborative effort between the Language Access program and the Ethiopian Community Center (ECC), 230 LEP/NEP African community members were educated on the provisions of the Language Access Act. The educational project aimed to increase language access awareness among Africans in DC and to improve their ability to communicate more effectively with government agencies and service providers.



## Language Access Enforcement

The Office of Human Rights investigates language access public complaints filed by individuals who are denied their right to language assistance or who allege that a covered entity has violated the Language Access Act. Once OHR conducts a pre-investigation resolution intervention to ensure that complainants receive immediate services, public complaints are docketed and investigated before the OHR Director issues written findings. Agencies found in violation of the Language Access Act are required to implement corrective actions mandated by OHR.

### In FY19, OHR received a total of 19 language access inquiries alleging violation of the Language Access Act:

- **5 were docketed** and **4 are under investigation** following a pre-investigation resolution process.
- **3 were resolved** during the pre-investigation resolution process, and
- **10 were administratively dismissed** based on lack of jurisdiction or failure to state a claim.
- **1 was withdrawn** by the complainant

### OHR issued a total of 1 determination in FY19:

- **1 was to the Metropolitan Police Department**, which was found in non-compliance with the Language Access Act for failure to provide translation service.

### Corrective Actions Meeting in FY19:

- **4 corrective action meetings** were held with the Department of Motor Vehicles, Department of Human Services, Fire and Emergency Medical Service and the Metropolitan Police Department.
- **1 corrective action meeting** was held with District of Columbia Public Schools and 1 with District of Columbia Housing Authority for noncompliance of inquiries resolved during the pre-investigation resolution process.

### COMPLAINT OUTCOMES FY14-FY19

|   | FY19 | FY18 | FY17 | FY16 | FY15 | FY14 |
|---|------|------|------|------|------|------|
| Inquiries   | 19   | 18   | 40   | 19   | 25   | 17   |
| Resolved in pre-investigation with agency acknowledging violation | 3    | 0    | 2    | 4    |      |      |
| Final determination, found in noncompliance                       | 1    |      | 2    | 1    | 2    |      |
| Under investigation   | 4    | 4    | 12   | 6    | 13   | 9    |
| Administrative Dismissals   | 11   | 14   | 24   | 8    | 10   | 8    |
| Lack of jurisdiction  | 10   | 9    | 12   | 3    | 5    | 4    |
| OHR unable to contact Complainant                                 |      | 0    | 2    | 1    | 1    | 2    |
| Failure to state a claim  |      | 5    | 2    | 2    | 1    | 2    |
| Withdrawn by complainant  | 1    | 0    | 8    | 2    | 3    |      |

## FY19 COMPLAINTS UNDER INVESTIGATION BY AGENCY

| Covered Entity                         | Number of Complaints |
|--|----------------------|
| Metropolitan Police Department         | 1                    |
| Department of Corrections              | 2                    |
| District of Columbia Housing Authority | 1                    |

## INQUIRIES RECEIVED FY14-FY19

| Covered Entity   | FY19      | FY18      | FY17      | FY16      | FY15      | FY14      |
|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Non-Covered Entities   | 10        | 9         | 14        | 2         | 6         | 5         |
| Department of Motor Vehicles   | 1         |           | 10        | 4         | 6         | 3         |
| Department of Human Services   | 1         | 1         | 7         | 2         | 2         | 3         |
| Metropolitan Police Department   | 2         | 4         | 2         | 4         | 1         | 3         |
| Department of Consumer Regulatory Affairs  |           |           | 1         |           | 3         |           |
| District of Columbia Public Schools  | 2         |           |           | 1         | 1         |           |
| Department of Employment Services  |           |           | 1         | 1         | 1         |           |
| Fire and Emergency Management Services   |           |           | 2         |           | 1         |           |
| District of Columbia Housing Authority   | 2         |           |           | 1         |           | 1         |
| Department of Disability Services  |           |           |           |           | 1         |           |
| Office of State Superintendent of Education  |           |           | 1         |           | 1         |           |
| Office of Zoning and Office of Planning  |           |           |           | 1         |           |           |
| Department of Health (DC Health)   |           |           |           | 1         |           |           |
| Department of Youth Rehabilitation Services  |           |           |           | 1         |           |           |
| Department of For-Hire Vehicles (formerly District of Columbia Taxicab Commission) |           |           |           |           |           | 1         |
| District of Columbia Board of Elections  |           |           |           |           |           | 1         |
| Department of Behavioral Health  |           |           |           |           |           |           |
| Office of the Attorney General - Child Support Services Division                   |           |           |           |           |           |           |
| Department of Transportation   |           | 1         |           |           |           |           |
| Mayor's Office on Community Relations and Services                                 |           | 1         |           |           |           |           |
| Department of Public Works   |           | 1         |           |           |           |           |
| Child and Family Services Agency   |           | 1         |           |           |           |           |
| Department of Corrections  | 1         |           |           |           |           |           |
| <b>Total</b>   | <b>19</b> | <b>18</b> | <b>38</b> | <b>18</b> | <b>23</b> | <b>17</b> |

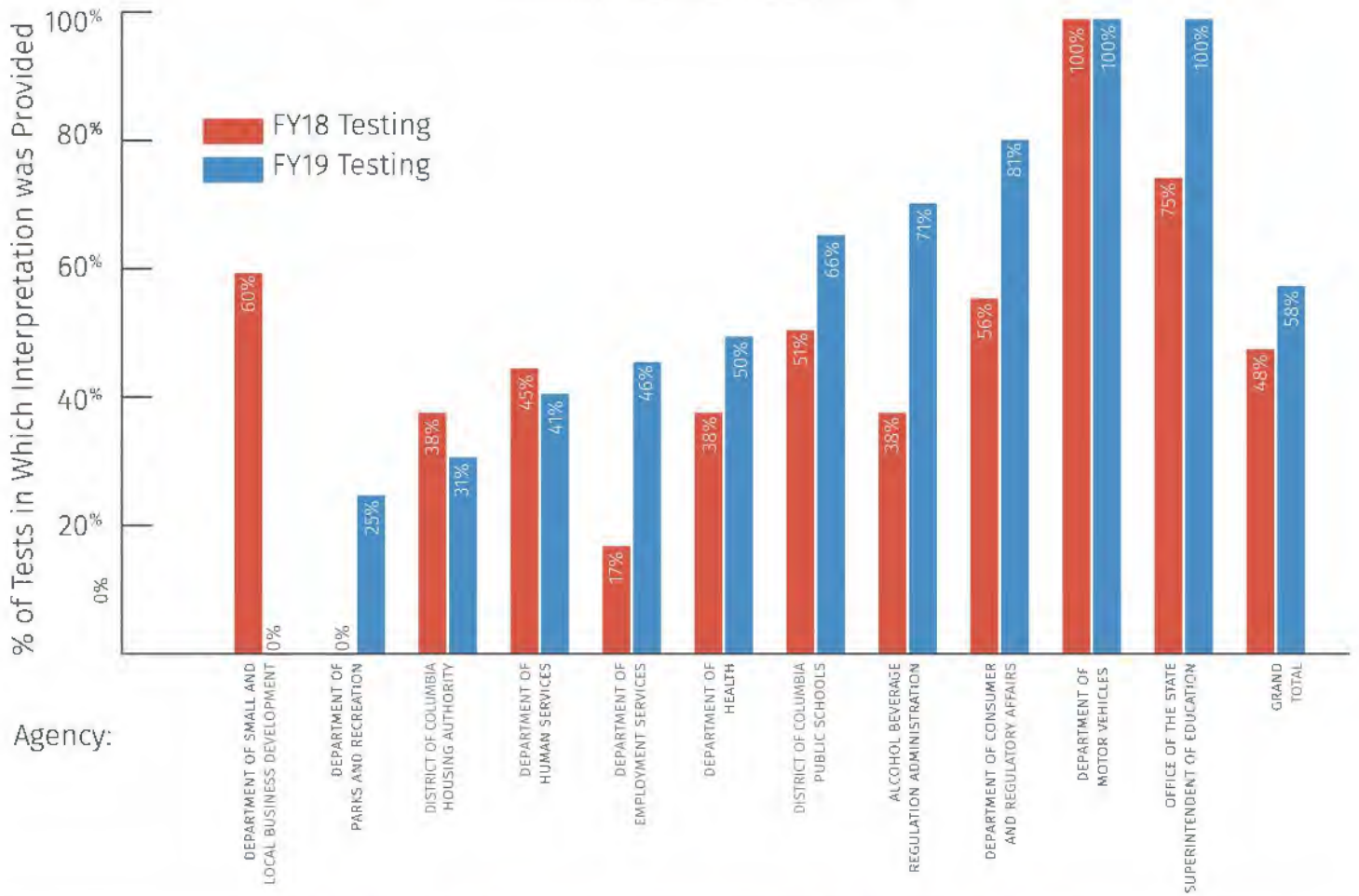


Through its partnership with the Equal Rights Center (ERC), OHR conducted 126 telephone and 111 in-person tests in FY19 to assess the accessibility of 17 covered entities with major public contact. ERC testers either visited or called these agencies and attempted to obtain information from frontline employees while speaking exclusively in one of seven non-English languages: Amharic, Arabic, Chinese (Mandarin), French, Korean, Spanish, and Vietnamese. The ERC provided the scores and narrative summaries of the test results for each agency, which OHR has incorporated into the agency compliance scorecards under the 'Quality' measure. The ERC also provided an analysis of all data collected from FY19 and FY18 tests to offer a comparative picture on observed trends and overall performance.

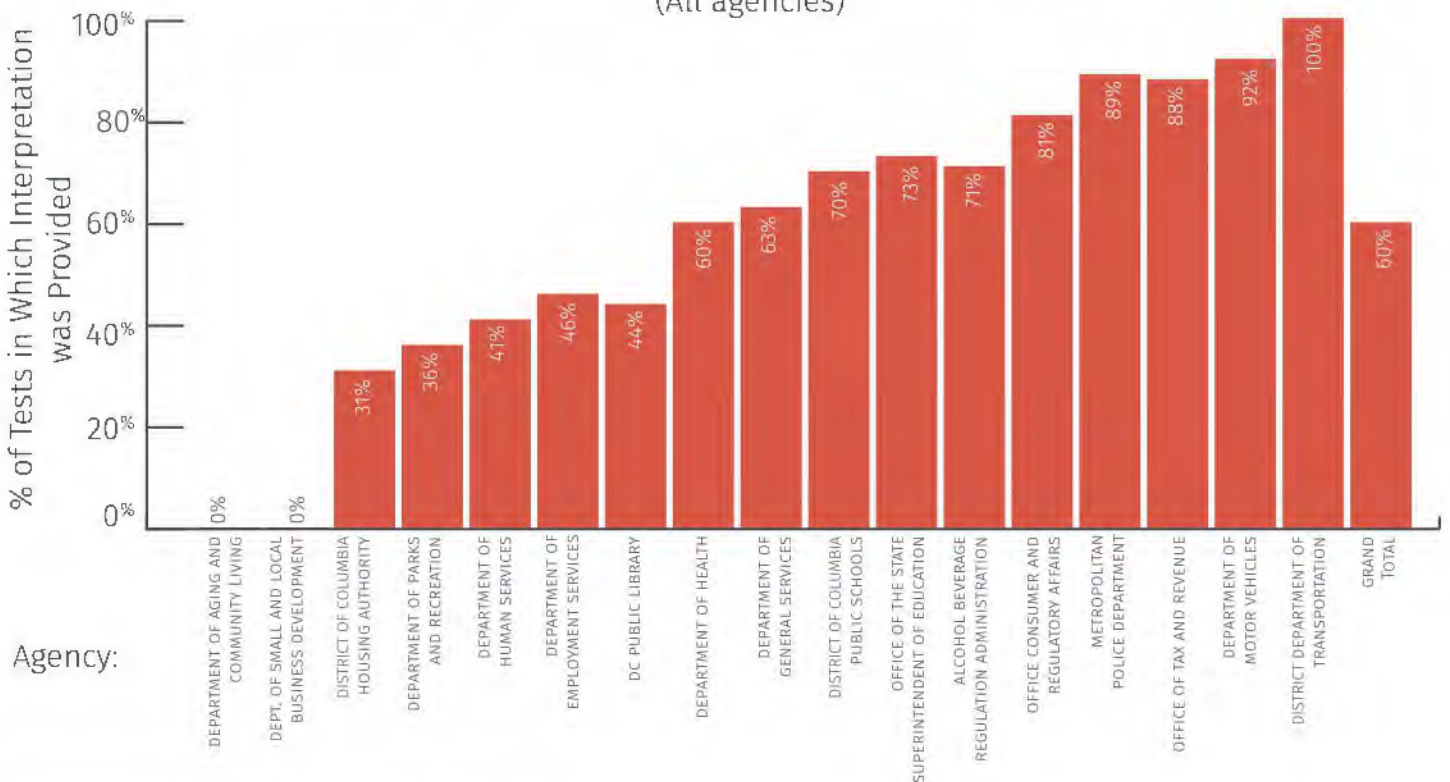
### SUMMARY OF FINDINGS:

- **64%** of agencies tested in both years improved their interpretation rates from FY18 to FY19.
- At test sites tested in both years, overall **interpretation rates were 10% higher in FY19** than they were in FY18. This was not a statistically significant improvement ( $p = .08186$ ) though the improvement in scores at these divisions was significant.
- At divisions tested in both years, **interpretation rates decreased** very slightly from 2019 to 2018 (**from 84% to 83%**) on in-person tests. However, **interpretation rates for phone tests increased** significantly from FY18 to FY19 (**from 26% to 45%**,  $p = .00438$ ), producing the overall net increase in interpretation rates.
- At all divisions, testers received language assistance in **78%** of in-person tests, as compared to **88%** in FY18, **86%** in FY17, **92%** in FY16, and **88%** in FY15.
- At all divisions, testers received language assistance in **44% of telephone tests** in FY19, as compared to **37%** in FY18, of **57%** in FY17, **43%** in FY16 and **45%** in FY15.
- Testers received interpretation through a **telephonic interpretation service in 49%** of tests and through a **bilingual employee in 11%** of tests.
- **30% or 39 of the 129 phone tests** reached an automated voice menu. **12 of the 39 calls** reached instructions in the tester's language, and **4 out of these 12 calls** were then connected to a live employee.
- At test sites tested in FY19 and either in FY17 or FY18, testers reported **seeing language access signage more frequently at test sites in FY19** than in the previous two years.
- 34% of tested locations displayed language access signage that was visible to all testers, 44% were visible to some testers, and 22% were visible to none of the testers.
- Testers received translated vital documents in their language in **13% of in-person tests** conducted in FY19.

## Table 1: Agency Interpretation Rates FY18 vs FY19 (Divisions tested in both years)



## Table 2: Interpretation Rate by Agency (All agencies)

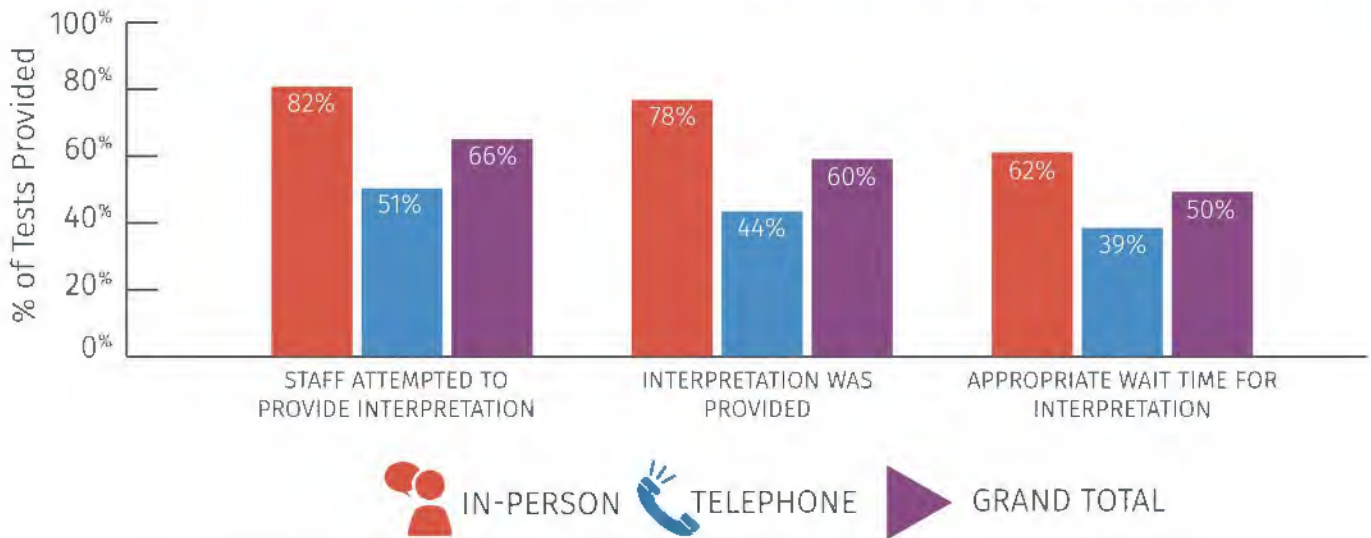




| <b>2019 AGENCIES<br/>RANKED BY SCORE</b>           | Interpretation<br>Provided | Total Tests<br>Conducted | Staff Attempted<br>to Provide<br>Interpretation | Staff<br>Successfully<br>Provided<br>Interpretation | Appropriate<br>Wait Time for<br>Interpretation | Average Score |
|--|----------------------------|--------------------------|---|---|--|---------------|
| <b>Name of Agency Visited<br/>In-Person</b>        | (# Tests)                  | (# Tests)                | (% Tests)                                       | (% Tests)   | (% Tests)                                      | (Points)      |
| Department of Aging and Community Living           | 0                          | 4                        | 0.0%  | 0.0%  | 0.0%   | 0.00          |
| Department of Small and Local Business Development | 0                          | 5                        | 60.0%   | 0.0%  | 0.0%   | 1.20          |
| District of Columbia Housing Authority             | 4                          | 13                       | 38.0%   | 31.0%   | 30.8%  | 2.00          |
| Department of Parks and Recreation                 | 5                          | 14                       | 50.0%   | 36.0%   | 21.4%  | 2.14          |
| Department of Human Services                       | 12                         | 29                       | 48.0%   | 41.0%   | 31.0%  | 2.41          |
| Department of Employment Services                  | 6                          | 13                       | 50.0%   | 46.0%   | 30.8%  | 2.46          |
| District of Columbia Public Library                | 7                          | 16                       | 44.0%   | 44.0%   | 43.8%  | 2.63          |
| Department of Health                               | 9                          | 16                       | 63.0%   | 60.0%   | 37.5%  | 3.13          |
| Department of General Services                     | 5                          | 11                       | 70.0%   | 63.0%   | 45.5%  | 3.45          |
| District of Columbia Public Schools                | 31                         | 44                       | 75.0%   | 70.0%   | 62.8%  | 4.18          |
| Office of State Superintendent of Education        | 11                         | 15                       | 73.0%   | 73.0%   | 73.3%  | 4.40          |
| Alcohol Beverage Regulation Administration         | 5                          | 7                        | 86.0%   | 71.0%   | 71.4%  | 4.57          |
| Department of Consumer and Regulatory Affairs      | 13                         | 16                       | 81.0%   | 81.0%   | 68.8%  | 4.63          |
| Metropolitan Police Department                     | 8                          | 9                        | 89.0%   | 89.0%   | 55.6%  | 4.67          |
| Office of Tax and Revenue                          | 7                          | 8                        | 88.0%   | 88.0%   | 75.0%  | 5.00          |
| Department of Motor Vehicles                       | 11                         | 12                       | 100.0%  | 92.0%   | 75.0%  | 5.33          |
| Department of Transportation                       | 5                          | 5                        | 100.0%  | 100.0%  | 100.0%   | 6.00          |
| <b>Grand Total</b>                                 | <b>139</b>                 | <b>237</b>               | <b>66.0%</b>                                    | <b>60.0%</b>  | <b>49.6%</b>                                   | <b>3.49</b>   |



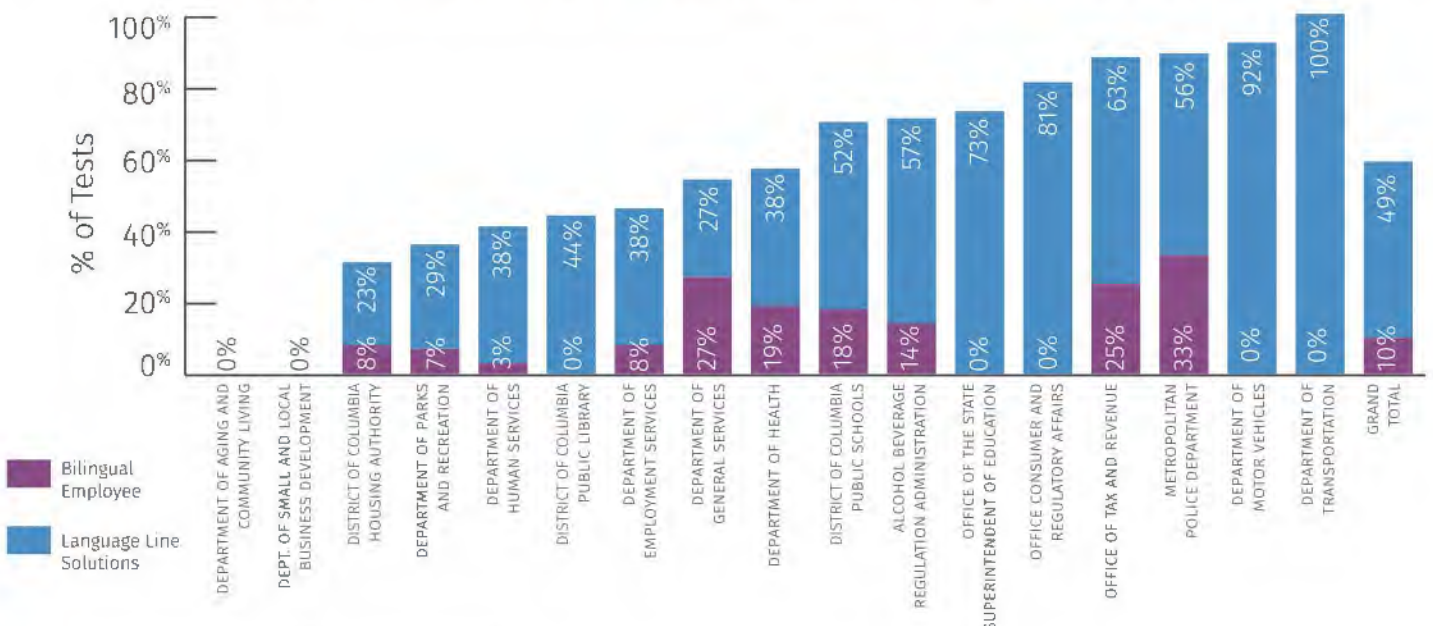
### Table 3: Phone vs. In-Person Services Provided



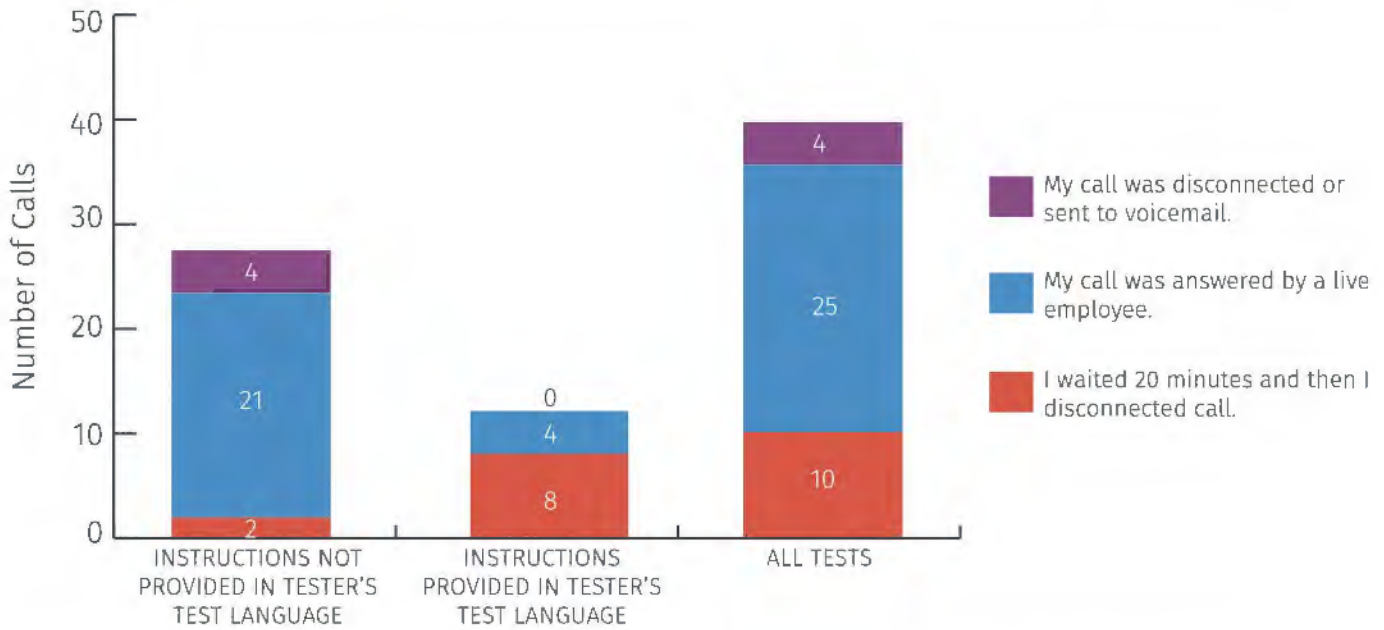
### Table 4: Interpretation Rate by Language



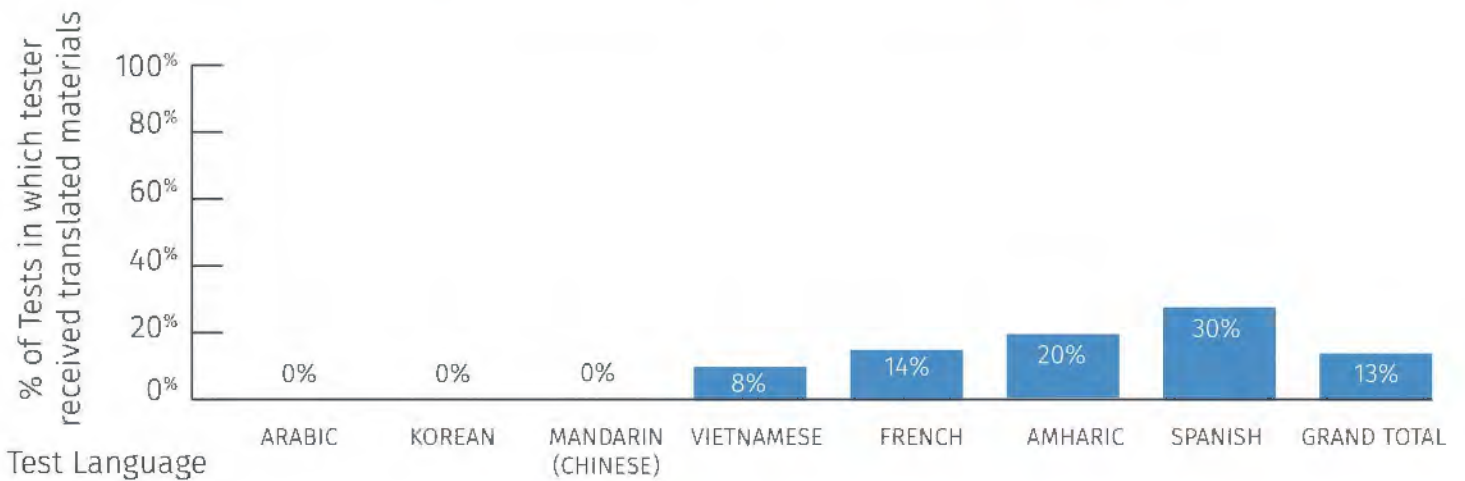
### Table 5: Form of Interpretation by Agency



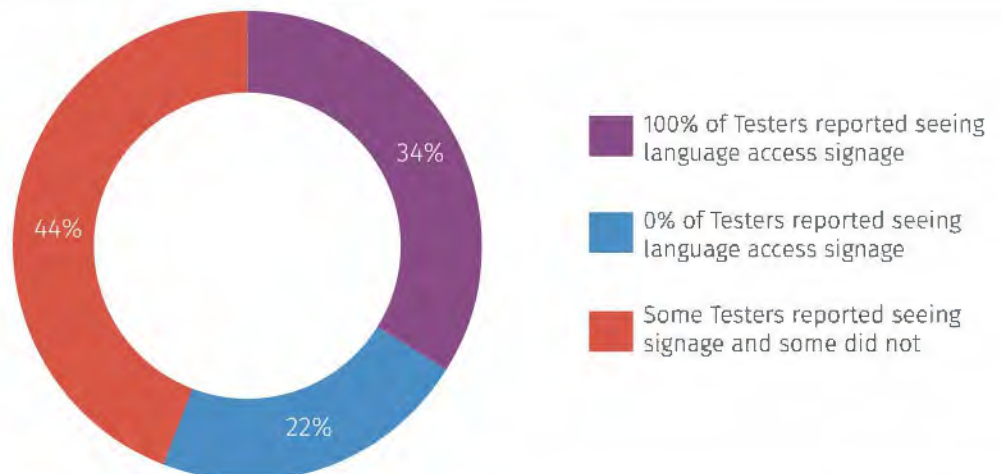
### Table 6: Calls Answered by Automated Menu



### Table 7: Translated Materials by Language



### Table 8: Language Access Signage





## Stakeholder Highlights

# Stakeholder Accomplishments



Section §1209 of the Language Access Act regulations designates the Mayor's Office on African Affairs (MOAA), the Mayor's Office on Asian and Pacific Islander Affairs (MOAPIA) and the Mayor's Office on Latino Affairs (MOLA) to serve as consultative bodies to assist OHR and District agencies in the implementation of the Language Access Act. The Act's regulations also names the DC Language Access Coalition (Coalition) as an external non-governmental body to consult on the implementation of the Act.

These entities have achieved the following outcomes in FY19 as part of their work to strengthen the District's compliance with the Language Access Act:

### **MAYOR'S OFFICE ON AFRICAN AFFAIRS**

#### Quality Assurance

MOAA provided technical assistance to District government agencies in FY19 by reviewing more than 25 documents translated into African languages and by providing guidance as agencies worked to centralize translated vital documents on their websites. MOAA provided quality assurance reviews and technical assistance to the Department of Employment Services (DOES), Department of Human Services (DHS), District of Columbia Public Library (DCPL), Department on Disability Services (DDS), Department of For Hire-Vehicles (DFHV) and District of Columbia Public Schools (DCPS). The following is a sample of the documents that were reviewed for quality: (DOES) FAQ Employer & Employee; (DCPS) Family Engagement Survey and Student Guide to Graduation; (DCPL) Library Card Registration form and Back to School Guide; (DDS) Agency Brochure; (DHS) PIT+ Survey 2019 and (DFHV) Open Season to Change DTS Providers.

#### Outreach to LEP/NEP Residents:

MOAA conducted outreach to engage linguistically diverse LEP/NEP residents in the African community to better connect them to government services and inform them of their language access rights. Through MOAA's outreach, the agency engaged more than 770 community members in events that included a language access Know Your Rights components such as Free Tax Preparation and Financial Inclusion; a Women in Tech in the African Diaspora Panel; an African Community Members vs MPD Soccer Tournament; an African Fashion Show; a Mental Health Discussion and the Dunbar Seniors Resource Fair. Notably, the agency also partnered with DHFV to engage DC's African cab drivers and provided language assistance and Know Your Rights information in Amharic and French.





## **MAYOR'S OFFICE ON ASIAN AND PACIFIC ISLANDER AFFAIRS**

### **Cultural Competency Training**

MOAPIA collaborated with OHR, MOAA and MOLA to develop and implement cultural competency trainings for the following agencies: Department of Motor Vehicles (11 sessions) and the Office of Peoples Counsel (1 session). The agency also provided three (3) stand-alone cultural competency trainings with the following agencies: Metropolitan Police Department (2 sessions), Department of Disability Services (2 sessions) and DC Human Resources (1 session).

### **Bilingual Outreach Specialists at DHS**

MOAPIA continues to provide bilingual outreach specialists to the Department of Human Services' H Street and Taylor Street Service Centers. The outreach specialists provide language assistance to Chinese and Vietnamese constituents who want to access Medicare, Medicaid, DC Alliance, SNAP, Child Care Assistance and housing benefits programs. The bilingual specialists not only provide language support but also conduct door-to-door outreach. MOAPIA also worked closely with DHS to discuss the agency's system of tracking the cases of LEP/NEP residents and provided suggestions on more effective ways to serve Asian clients.

### **Bilingual Outreach**

In FY19, MOAPIA assisted in 592 cases overseen by DHS. Of those cases, 310 involved Vietnamese-speaking residents and 282 involved Chinese-speaking constituents. Currently, MOAPIA continues its outreach to LEP/NEP constituents through a phone-banking campaign and social media. MOAPIA reached out to more than 900 residents and 90 small business owners who need language assistance and who can benefit from information such as Public Charge Rule, Medicaid Renewal and/or financial recovery programs.

### **Outreach to LEP/NEP Residents**

In FY19, MOAPIA distributed more than 300 Know Your Rights "I Speak" cards at 30 outreach events that included a language access component.

## Quality Assurance

MOAPIA provided technical assistance to District government agencies during FY19 by reviewing more than 82 documents translated into Asian languages. MOAPIA provided quality assurance reviews and technical assistance to the following agencies: Department of Employment Services (DOES), Department of Human Services (DHS), Department of Housing and Community Development (DHCD) and the District of Columbia Public Library (DCPL). The following is a sample of the documents that were reviewed: DC Paid Family Leave Employee Notice (DOES); Medicaid Renewal Fact Sheet (DHS); Rent Control Fact Sheet (DHCD) and Library Card Registration form (DCPL).

## Language Access Signage

MOAPIA conducted Language Access site visits at multiple DC agencies that Asians and Pacific Islanders frequently visit to seek services, including the Department of Aging and Community Living (DACL), DC Health (DCH) and Department of Human Services (DHS). At the site visits, MOAPIA provided suggestions to several agencies regarding Language Access signage. If some agencies had Language Access signage or posters that were outdated or did not include every mandated language, especially Asian languages, MOAPIA recommended corrections to provide accurate information.

## MAYOR'S OFFICE ON LATINO AFFAIRS

### Language Access Monitoring

MOLA monitored, assisted and provided feedback to 37 District government agencies to ensure they implemented language access requirements and adopted best practices.

### Bilingual Hiring

MOLA produced and disseminated bi-weekly bilingual job announcements to 10,000+ subscribers in the Latino community. Announcements included job openings in District government designed to increase the linguistic capacity of District agencies by connecting them with qualified bilingual candidates. The agency collaborated with DDOT to prepare Latino candidates for a Multicultural Employment Fair.

### Language Access Lunch and Learn

During FY19, MOLA hosted 5 "Lunch & Learn" meetings for Language Access Coordinators and District government employees to share best practices on language access implementation and to address challenges government employees face in serving LEP/NEP customers.

### Language Access Signage

MOLA worked with the DC Office of Cable Television, Film, Music and Entertainment and OHR to re-shoot the Language Access digital signage video to make it culturally appropriate. The video provides instructions for LEP/NEP customers who want to request interpretation services when visiting District government agencies.

## Quality Assurance

MOLA provided technical assistance to District government agencies throughout FY19 by reviewing over 400 documents translated into Spanish and by providing guidance as agencies worked to centralize translated vital documents on their websites. MOLA provided quality assurance reviews and



technical assistance to the DC Department of Transportation (DDOT), Office of People’s Counsel (OPC), DC Fire & Emergency Medical Services (FEMS), Department of Behavioral Health (DBH), Department of Disability Services (DDS), DC Public Library (DCPL), Child and Family Services Agency (CFSA), Department of Columbia Public Schools (DCPS), Department of Motor Vehicles (DMV), the Metropolitan Police Department (MPD) and The Office of the Attorney General (OAG).

### Outreach to LEP/NEP Residents

In FY19, MOLA distributed more than 1,000 Know Your Rights “I Speak” cards at outreach events that included a language access component, such as MOLA Legal Resource Fair, Food Distribution Bank, Cinco de Mayo Celebration, Immigrant Heritage Month Kick-Off, DCPS Back-to-School Night, Hispanic Heritage Month Community Celebration, Fiesta DC Festival and Mayor Bowser’s State of the District Address.

### Cultural Competency Training

MOLA collaborated with OHR, MOAA and MOAPIA to develop and implement a cultural competency training for the Department of Motor Vehicles. The 11-session training was attended by 330 DMV employees. MOLA also collaborated with the Metropolitan Police Department (MPD) to develop a cultural awareness video for MPD officers who interact with the District’s Latino population. MOLA also delivered a cultural competency training for MPD staff.

### Capacity Building

MOLA provided interpretation equipment and support to grantees, DC government agencies and other community-based organizations to facilitate provision of interpretation services for LEP/NEP individuals.







## DC LANGUAGE ACCESS COALITION

The DC Language Access Coalition is an alliance of diverse community based organizations and individuals advocating for language access rights within the District of Columbia. Currently hosted by Many Languages One Voice, the Coalition provides monitoring, evaluation, technical assistance, and community education on language access in the District, and initiates campaigns to ensure District government agencies are accountable to the Language Access Act.

In FY20, the Coalition will continue advocating for the District's underrepresented limited and non-English proficient individuals to ensure they have equal access and can participate fully in DC's public programs and benefits. The Coalition continues to strengthen its membership base and widen the scope of its outreach efforts to better engage partners and LEP/NEP communities in ongoing advocacy efforts.







## Covered Entity Compliance Summary

# Compliance Profile of Covered Entities

The DC Language Access Act requires all covered entities to provide interpretation and translation services, adopt a comprehensive language access policy, train public contact staff and meet signage and website accessibility requirements. Covered entities not designated as agencies with major public contact are required, by regulation, to a) appoint a Language Access Point of Contact (LAPOC) tasked with coordinating the agency's compliance efforts; b) attend a language access orientation every year; and c) submit an annual report detailing language access implementation efforts and encounters with LEP/NEP customers. The table [below] provides an assessment of 23 covered entities and their level of compliance with these requirements in FY19.

| Baseline Compliance Areas   |                        |                  |                                   |                       | FY19 Compliance Summary and FY20 Priorities   |
|---|------------------------|------------------|-----------------------------------|-----------------------|---|
| LA POC Designation  | Orientation Attendance | Annual Reporting | Telephonic Interpretation Account | Website Accessibility |   |
| <b>District of Columbia Board of Elections (DCBOE)</b>                |                        |                  |                                   |                       |   |
| ✓   | ✓                      |                  | ✓                                 |                       | <p>FY19 LEP/NEP Encounters: N/A<br/>Top Languages Encountered: N/A</p> <p>DCBOE failed to provide an update on language access implementation activities in FY19.</p> <p>In FY20, OHR urges DCBOE to fulfill language access compliance training and reporting requirements and ensure the agency's website contains vital information in the top languages spoken by LEP/NEP voters.</p>   |
| <b>District of Columbia Commission on Arts and Humanities (DCCAH)</b> |                        |                  |                                   |                       |   |
| ✓   | ✓                      | ✓                | ✓                                 |                       | <p>FY19 LEP/NEP Encounters: 4<br/>Top Languages Encountered: Spanish</p> <p>In the area of preparedness, DCCAH reported LEP/NEP encounters and that it trained frontline staff on language access compliance requirements. OHR looks forward to working with the agency to develop and institutionalize an internal language access policy to include grantee compliance verbiage.</p> <p>In the area of accessibility, the agency still has not translated vital documents and has not created a language support page on its website.</p> <p>In FY20, OHR urges DCCAH to take immediate action to comply with language access requirements as recommended in the previous annual compliance review and to improve quality and equitable LA services for its LEP/NEP constituents.</p> |

| LA POC Designation | Orientation Attendance | Annual Reporting | Telephonic Interpretation Account | Website Accessibility | <b>FY19 Compliance Summary and FY20 Priorities</b> |
|--------------------|------------------------|------------------|-----------------------------------|-----------------------|--|
|--------------------|------------------------|------------------|-----------------------------------|-----------------------|--|

|   |  |  |  |  |  |
|---|--|--|--|--|--|
| <b>District of Columbia Corrections Information Council (CIC)</b> |  |  |  |  |  |
|---|--|--|--|--|--|

|   |   |   |  |  |  |
|---|---|---|--|--|--|
| ✓ | ✓ | ✓ |  |  | <p>FY19 LEP/NEP Encounters: N/A<br/>Top Languages Encountered: N/A</p> <p>In the area of preparedness, DCCAH did not report LEP/NEP encounters however the agency partnered with the Language Access program to train frontline staff on language access compliance requirements. OHR looks forward to working with the agency to develop and institutionalize an internal language access policy to include grantee compliance verbiage.</p> <p>In the area of accessibility, the agency translated 2 vital documents: "CIC Brochure" and the "CIC Consent". In FY20 The LA program looks forward to the agency's implementation of its plan to include multi-lingual taglines to their surveys and other outgoing documents in order to engage to LEP/NEP population. However, the agency has not created a language support page on its website. In FY20, OHR urges the CIC to take immediate action to comply with language access requirements as recommended in the previous annual compliance review and to improve quality and equitable LA services for its LEP/NEP constituents.</p> |
|---|---|---|--|--|--|

|   |  |  |  |  |  |
|---|--|--|--|--|--|
| <b>District of Columbia Health Benefit Exchange Authority (HBX)</b> |  |  |  |  |  |
|---|--|--|--|--|--|

|   |   |   |   |  |   |
|---|---|---|---|--|---|
| ✓ | ✓ | ✓ | ✓ |  | <p>FY19 LEP/NEP Encounters: 4,741<br/>Top Languages Encountered: Spanish, Amharic, Mandarin, French, Portuguese, Vietnamese, Korean, Cantonese, Russian, Arabic, Thai</p> <p>HBX continued to fulfill the full range of language access compliance requirements in FY19. In the area of preparedness, the agency's FY19 implementation report indicates the agency is moving forward with training its staff and funded entities. The agency also provided its funded entities LA compliance information on the proper way to interact with the LEP/NEP population</p> <p>In the area of accessibility, all customer notices generated by DC Health <a href="#">2-5</a> are accompanied by taglines in Amharic, Spanish, French, Korean, Simplified Chinese, Traditional Chinese and Vietnamese. In FY19, HBX incorporated all 18 taglines required by the Centers for Medicare and Medicaid Services, U.S. Department of Health and Human Services, for the exchange marketplace. The 18 taglines are included in all notices in production and on the dhealthlink.com website. HBX monitors to ensure that appropriate signage is posted at HBX locations and public events..</p> <p>In the area of quality, HBX has 4 case managers trained and certified to provide in-person interpretation and is working on training and certifying more. In FY20, OHR looks forward to HBX's implementation of its plans to continue promoting language access services, including providing additional translations of documents.</p> <p>OHR commends HBX on its continued efforts to comply with the LA Act. OHR recommends the agency take a significant step towards compliance by developing, implementing and institutionalizing an internal LA policy.</p> |
|---|---|---|---|--|---|



| LA POC Designation   | Orientation Attendance | Annual Reporting | Telephonic Interpretation Account | Website Accessibility | <b>FY19 Compliance Summary and FY20 Priorities</b>  |
|--|------------------------|------------------|-----------------------------------|-----------------------|---|
| <b>Department of Forensic Sciences (DFS)</b>                               |                        |                  |                                   |                       |   |
|  |                        |                  |                                   |                       | <p>FY19 LEP/NEP Encounters: N/A<br/>Top Languages Encountered: N/A</p> <p>DFS has not met its requirement or obligation under the LA Act of 2004. In FY19, DFS once again failed to report on LA compliance and implementation activities. Although the agency has limited interaction with the public and/or LEP/NEP persons, OHR urges DFS ensure its public facing staff is trained in language access compliance requirements. In FY20, the agency also should set up a telephonic interpretation service account to communicate with LEP/NEP individuals, as needed, and add a language support section to the agency's website with vital documents translated into the District's top languages.</p> |
| <b>District of Columbia Housing Finance Agency (DCHFA)</b>                 |                        |                  |                                   |                       |   |
|  |                        |                  |                                   |                       | <p>FY19 LEP/NEP Encounters: N/A<br/>Top Languages Encountered: N/A</p> <p>DCHFA has not met its requirement or obligation under the LA Act of 2004. In FY19, DCHFA once again failed to report on LA compliance and implementation activities.</p> <p>In FY20, OHR urges DCHFA to fulfill language access compliance training and reporting requirements and ensure that the agency's website contains vital information in the top languages spoken by LEP/NEP customers.</p>  |
| <b>Department of For-Hire Vehicles (DFHV)</b>                              |                        |                  |                                   |                       |   |
|  |                        |                  |                                   |                       | <p>FY19 LEP/NEP Encounters: N/A<br/>Top Languages Encountered: N/A</p> <p>DFHV failed to provide an update on language access implementation activities in FY19.</p> <p>In FY20, OHR urges DFHV to fulfill language access compliance training and reporting requirements and ensure that the agency's website contains vital information in top languages spoken by LEP/NEP drivers.</p>   |
| ✓  |                        |                  | ✓                                 |                       |   |
| <b>Office of Cable Television, Film, Music, and Entertainment (OCTFME)</b> |                        |                  |                                   |                       |   |
|  |                        |                  |                                   |                       | <p>FY19 LEP/NEP Encounters: N/A<br/>Top Languages Encountered: N/A</p> <p>In FY19, OCTFME once again failed to report on LA compliance and implementation activities.</p> <p>In FY20, OHR urges OCTFME to fulfill language access compliance training and reporting requirements and ensure the agency's website contains vital information in the top languages spoken by LEP/NEP viewers and other constituents.</p>  |
| ✓  | ✓                      |                  | ✓                                 |                       |   |

| LA POC Designation                       | Orientation Attendance | Annual Reporting | Telephonic Interpretation Account | Website Accessibility | <b>FY19 Compliance Summary and FY20 Priorities</b>   |
|--|------------------------|------------------|-----------------------------------|-----------------------|--|
| <b>Office of Employee Appeals (OEA)</b>  |                        |                  |                                   |                       |  |
| ✓  |                        |                  | ✓                                 |                       | <p>FY19 LEP/NEP Encounters: N/A<br/>Top Languages Encountered: N/A</p> <p>OEA has not met its requirement or obligation under the LA Act of 2004. In FY19, OEA once again failed to report on LA compliance and implementation activities.</p> <p>In FY20, OHR urges OEA to fulfill language access compliance training and reporting requirements and ensure that the agency's website contains vital information in the top languages spoken by LEP/NEP customers.</p>   |
| <b>Office of Disability Rights (ODR)</b> |                        |                  |                                   |                       |  |
| ✓  | ✓                      | ✓                | ✓                                 |                       | <p>FY19 Encounters: N/A<br/>Top Languages Encountered: N/A</p> <p>ODR submitted a language access implementation report in FY19 and ensured its staff can interact with the LEP/NEP community by downloading the language line solution telephonic interpretation application into their government-issued phones. ODR continues to stock and distribute agency brochures that are translated into Spanish, Amharic, Chinese, French, Korean and Vietnamese.</p> <p>OHR encourages the agency to continue efforts to provide meaningful access to LEP/NEP individuals and to implement plans to translate both the "about" and "services" tab of its website. In FY20, ODR should adopt a language access policy and submit a detailed comprehensive LA compliance report.</p>   |
| <b>Office of Police Complaints (OPC)</b> |                        |                  |                                   |                       |  |
| ✓  | ✓                      | ✓                | ✓                                 |                       | <p>FY19 LEP/NEP Encounters: 80<br/>Top Languages Encountered: Spanish and Korean</p> <p>In the area of preparedness, OPC reported LEP/NEP encounters and that it trained frontline staff on language access compliance requirements. OHR looks forward to working with the agency to develop and institutionalize an internal language access policy.</p> <p>In the area of accessibility, the agency's FY19 annual report indicates OPC worked with community-based organizations such as Briya Public Charter School and CARECEN to engage LEP/NEP residents and assess police-community relations within immigrant communities. The agency has not met compliance requirements for document translation. Although OPC provides a description of key programs and services in Spanish on its website, language accessibility would be improved by posting the same information in additional languages.</p> <p>In the area of quality, the agency followed up on last year's compliance recommendation to provide language access compliance training for public contact staff. It also participated in outreach efforts targeting the District's Asian and Pacific Islander population.</p> |



| LA POC Designation   | Orientation Attendance | Annual Reporting | Telephonic Interpretation Account | Website Accessibility | <b>FY19 Compliance Summary and FY20 Priorities</b>   |
|--|------------------------|------------------|-----------------------------------|-----------------------|--|
| <b>Office of the Attorney General for the District of Columbia (OAG)</b> |                        |                  |                                   |                       |  |
| ✓  | ✓                      |                  | ✓                                 |                       | <p>FY19 LEP/NEP Encounters: N/A<br/>Top Languages Encountered: N/A</p> <p>OAG has not met its requirement or obligation under the LA Act of 2004. In FY19, OAG once again failed to report on LA compliance and implementation activities.</p> <p>In FY20, OHR urges OAG to fulfill language access compliance training and reporting requirements and ensure that the agency's website contains vital information in the top languages spoken by LEP/NEP customers.</p>   |
| <b>Office of the Chief Financial Officer (OCFO)</b>                      |                        |                  |                                   |                       |  |
| ✓  | ✓                      |                  | ✓                                 |                       | <p>FY19 LEP/NEP Encounters: N/A<br/>Top Languages Encountered: N/A</p> <p>OCFO failed to report on language access implementation activities carried out in FY19. In FY20, OHR urges OCFO to fulfill language access compliance training and reporting requirements and adopt a language access policy. OCFO should translate vital documents and create a language support section on its website to provide a description of its services and programs in the top 6 languages spoken by the District's LEP/NEP residents.</p>  |
| <b>Office of the Chief Technology Officer (OCTO)</b>                     |                        |                  |                                   |                       |  |
| ✓  |                        |                  | ✓                                 |                       | <p>FY19 LEP/NEP Encounters: N/A<br/>Top Languages Encountered: N/A</p> <p>OCTO has not met its requirement or obligation under the LA Act of 2004. In FY19, OCTO once again failed to report on LA compliance and implementation activities.</p> <p>In FY20, OHR urges OCTO to fulfill language access compliance training and reporting requirements and ensure that the agency's website contains vital information in the top languages spoken by LEP/NEP customers.</p>  |
| <b>Office of Victim Services and Justice Grants (OVSJG)</b>              |                        |                  |                                   |                       |  |
| ✓  | ✓                      | ✓                | ✓                                 |                       | <p>FY19 LEP/NEP Encounters: 5,695<br/>Top Languages Encountered: Spanish, Amharic, French, Bengali, Swahili, Vietnamese, Tigrinya, Mandarin, Korean, Japanese, Thai, Haitian Creole, Urdu, Tagalog, Nepali and Russian.</p> <p>In the area of preparedness, OVSJG reported comprehensive data on LEP/NEP encounters. The agency implemented two language access compliance trainings for grantees on how to properly communicate with LEP/NEP individuals. The training also included the procedure for reporting LA-related data. OVSJG developed a tracking mechanism for LEP/NEP encounters and a reporting tool to capture LA-related compliance work. Grantees also were also evaluated for LA compliance during administrative site visits.</p> <p>In FY20, OHR looks forward to working with the OVSJG to develop and institutionalize an internal language access policy and to the agency's development of a language access page on its website.</p> |

| LA POC Designation                                  | Orientation Attendance | Annual Reporting | Telephonic Interpretation Account | Website Accessibility | <b>FY19 Compliance Summary and FY20 Priorities</b>   |
|---|------------------------|------------------|-----------------------------------|-----------------------|--|
| <b>Public Services Commission (PSC)</b>             |                        |                  |                                   |                       |  |
| ✓   | ✓                      |                  | ✓                                 |                       | <p>FY19 LEP/NEP Encounters: 32<br/>Top Languages Encountered: N/A</p> <p>In FY19, PCS did not meet reporting requirements nor adhere to any recommendations issued by OHR's Language Access program. In FY20, PSC needs to take immediate action to adopt a language access policy, train public contact employees/funded entities on LA compliance requirements and translate vital documents into top languages spoken by LEP/NEP residents. OHR also looks forward to assisting the agency in creating a language support section that provides a summary of its programs with links to translated vital documents in languages including Spanish, Amharic, Chinese, French, Vietnamese and Korean.</p>   |
| <b>Real Property Tax Appeals Commission (RPTAC)</b> |                        |                  |                                   |                       |  |
| ✓   |                        |                  |                                   |                       | <p>FY19 LEP/NEP Encounters: N/A<br/>Top Languages Encountered: N/A</p> <p>RPTAC has not met its requirement or obligation under the LA Act of 2004. In FY19, RPTAC once again failed to report on LA compliance and implementation activities.</p> <p>Although the agency has limited encounters with LEP/NEP residents, OHR urges RPTAC to ensure its public contact staff can provide language assistance when necessary. OHR recommends RPTAC set up an account with the District's provider for telephonic interpretation service; train public contact staff on language access requirements and resources; and provide a language support page on its website summarizing the agency's services in the top 6 languages spoken by the District's LEP/NEP residents.</p> |
| <b>State Board of Education (SBOE)</b>              |                        |                  |                                   |                       |  |
| ✓   | ✓                      |                  | ✓                                 |                       | <p>FY19 LEP/NEP Encounters: N/A<br/>Top Languages Encountered: N/A</p> <p>In FY19, SBOE failed to report on LA compliance and implementation activities. In FY20, OHR urges SBOE to fulfill LA compliance requirements such as developing and institutionalizing a LA policy, training staff and ensuring the agency's website contains vital information in the top languages spoken by LEP/NEP customers.</p>  |

# Covered Entities with Major Public Contact

### ABOUT THE SCORECARDS:

This report features compliance scorecards for **38 District agencies with major public contact**. Scorecards provide an overview of how accessible a covered entity with major public contact is to constituents who are limited and non-English proficient (LEP/NEP). Each scorecard includes a numeric evaluation, a narrative description of an agency's accomplishments, and recommendations for addressing gaps in compliance. The numeric evaluation provides an agency's overall compliance score based on three performance categories: preparedness, accessibility, and quality.

The category of preparedness evaluates the extent to which an agency has laid the necessary groundwork for interacting with LEP/NEP constituents, such as by collecting data on encounters and training frontline staff on language access requirements. The category of accessibility measures the current state of language access services at a given agency, including interpretation, translation, website accessibility and outreach. The category of quality reflects how well an agency is implementing its services with respect to customer experiences. Field test results and formal complaints filed against the agency are considered in this category.

To receive a perfect compliance score, an agency must fulfill all of the requirements under each of these three categories. Each requirement corresponds to one point, allowing for a maximum possible score of 14 for agencies that underwent field testing, and 12 for agencies that did not. Individual agency score per requirement is available in the compliance details table on page 36.

The agency's overall compliance score is based on three performance categories: **preparedness, accessibility, and quality.**



## RATING METHODOLOGY:

|                         | Requirements   | Evaluation Questions   |
|-------------------------|--|--|
| <b>PREPAREDNESS (P)</b> | P1. Agency provided comprehensive data on FY19 encounters.                   | <p>Did the agency record its encounters with LEP/NEP constituents and report them to OHR?</p> <p>Is the agency using more than one method to collect data?</p> <p>Did agency implement OHR recommendations and/or FY18/19 Biennial Language Access Plan (BLAP) action items related to data collection?</p>  |
|                         | P2. Agency has a current language access policy.                             | <p>Did the agency develop or revise its language access policy over the last three years?</p> <p>Has agency submitted a policy for OHR's approval within the last three years?</p>   |
|                         | P3. Agency staff were trained in FY19:                                       | <p>Did the agency train staff on language access requirements and resources?</p> <p>Did agency implement OHR recommendations and/or FY18/19 BLAP action items related to staff training?</p>   |
|                         | P4. Agency communicated effectively.   | <p>Did the agency send a representative to bimonthly LA Coordinators meetings hosted by OHR?</p> <p>Was the agency responsive to OHR inquiries?</p> <p>Did the agency proactively reach out to OHR?</p>  |
|                         | P5 Agency took steps to meet grantee and contractor compliance requirements. | <p>Did the agency take reasonable steps to ensure that its grantees and contractors comply with the Language Access Act?</p> <p>Did the agency train grantees/contractors and their employees on language access compliance requirements?</p> <p>Did the agency modify contracts or MOUs, or obtain signed agreements from grantees/contractors to certify compliance?</p> |

**ACCESSIBILITY (A)**

|  |  |
|--|--|
| <p>A6. Agency displayed adequate language access signage in public facing locations.</p> | <p>Do agency's public facing locations display multilingual signs informing LEP/NEP customers about their right to language assistance?</p> <p>Does the agency visibly display language identification posters, "I Speak" cards, multilingual banners, or other tools allowing LEP/NEP customers to identify their language?</p> |
| <p>A7. Vital documents were translated and/or updated in FY19.</p>                       | <p>Did the agency translate any vital documents in FY19?</p> <p>Has the agency translated documents into all languages that the agency regularly encounters?</p> <p>Did the agency implement OHR recommendations or FY18/19 BLAP action items related to document translation?</p>   |
| <p>A8. Translated vital documents are accessible on agency website.</p>                  | <p>Does the agency have any web pages in languages other than English?</p> <p>Are the agency's public facing vital documents available on the website in other languages?</p> <p>Did the agency implement OHR recommendations or FY18/19 BLAP action items related to online accessibility of translated documents?</p>          |
| <p>A9. Efforts were made to reach out to LEP/NEP communities in FY19.</p>                | <p>Did the agency conduct outreach specifically targeting LEP/NEP communities?</p> <p>Did outreach initiatives bring the agency into meaningful contact with LEP/NEP constituents?</p> <p>Did agency implement OHR recommendations or FY18/19 BLAP action items related to outreach to LEP/NEP communities?</p>                  |

**QUALITY (Q)**

|   |   |
|---|---|
| <p>Q10. No complaints were filed against the agency in FY19.</p>  | <p>Were any complaints filed against the agency?</p>  |
| <p>Q11. Agency was not found in non-compliance in FY19.</p>   | <p>Did any complaints result in a non-compliance finding?</p> <p>Has the agency received multiple complaints regarding the same issue?</p> <p>Does the agency have outstanding corrective actions?</p>  |
| <p>Q12. No tester was turned away during tests.</p>   | <p>ONLY FOR AGENCIES THAT UNDERWENT FIELD TESTING</p> <p>Did all testers receive interpretation and, when appropriate, translation services?</p> <p>If not, were there any mitigating circumstances?</p>  |
| <p>Q13. All testers who accessed employee or interpretation received requested information or services.</p> | <p>ONLY FOR AGENCIES THAT UNDERWENT FIELD TESTING</p> <p>When testers did receive language assistance, were they able to obtain the information or resources that they requested?</p> <p>Were they able to communicate effectively through the services offered?</p>  |
| <p>Q14. OHR has observed improvement in LA implementation in FY19.</p>                                      | <p>Has the agency taken steps to provide or sustain full access to LEP/NEP customers?</p> <p>Has the agency addressed some, if not all, systemic issues to close gaps in compliance and improve agency's service to LEP/NEP customers?</p> <p>Do FY19 testing outcomes (where applicable), self-reported updates, OHR observations, or stakeholder feedback indicate that the agency is on track with language access implementation?</p> |



## Implementation by the Numbers

Summary of findings based on implementation reports from **38 covered entities** with major public contact and **23 covered entities** assessed in FY19.

### PREPAREDNESS

183,387

encounters with LEP/NEP customers were reported in FY19 across all District government agencies.

41,040

District government employees including contractor and grantee staff received language access compliance or refresher training in FY19.

28 out of 38

covered entities with major public contact fulfilled reporting requirements and submitted comprehensive data on encounters with LEP/NEP customers.

21 out of 38

covered entities with major public contact adopted revised language access policies in FY19.

### ACCESSIBILITY

73,277

calls were made by frontline employees in FY19 to reach a telephonic interpreter and communicate with customers speaking **66** different languages.

830

translated vital documents were made available by covered entities with major public contact. Vital documents were translated into Spanish (509), Amharic (139), Chinese (110), French (102), Vietnamese (90), Korean (75), Portuguese (6), Arabic (3) and Tigrinya (2).

36 out of 38

covered entities with major public contact displayed visible language access signage in public facing locations.

30 out of 38

agencies reported conducting outreach activities specifically designed to engage LEP/NEP communities.

9 out of 38

agencies updated their websites by providing links to translated vital documents.

**QUALITY**

**72.7%**

of agencies with the same divisions tested **scored higher in 2019** than they did in 2018.

**88%**

of the in-person field tests provided adequate interpretation services.

**78%**

of the in-person field tests provided adequate interpretation services.

**50%**

of agencies with the same divisions tested increased interpretation rates in 2019 compared to 2018.

**44%**

of the telephone field tests provided adequate interpretation services.

**78%**

of the in-person field tests provided adequate interpretation services.

**19**

language access public complaints were filed with OHR in FY19, a slight increase in the number of inquiries as compared to inquiries received in FY18.

Out of **19** complaints received in FY19, **10 were dismissed** based on lack of jurisdiction; **5 were docketed**, **3 were found noncompliant**, and **1 was withdrawn** by the complainant. Of the **5** docketed cases, **4** are under investigation.

Based on language line<sup>1</sup> usage, the top 10 languages served were:

| Spanish | Amharic | French | Mandarin | Vietnamese | Arabic | Tigrinya | Bengali | Haitian Creole | Cantonese |
|---------|---------|--------|----------|------------|--------|----------|---------|----------------|-----------|
| 60,030  | 6,233   | 1,627  | 1,426    | 1,069      | 493    | 357      | 331     | 172            | 202       |

Based on agency encounters, the top 10 languages served were:

| Spanish | Amharic | French | Vietnamese | Mandarin | Cantonese | Arabic | Korean | Tigrinya | Portuguese |
|---------|---------|--------|------------|----------|-----------|--------|--------|----------|------------|
| 158,178 | 11,934  | 3,130  | 2,622      | 2,500    | 808       | 564    | 457    | 454      | 329        |

<sup>1</sup> Telephonic Interpretation services provided by Language Line Solutions.



# Compliance Scorecards: 38 Major Public Contact Agencies

Data underlying the agency scores can be found beginning on page 76.



# Alcoholic Beverage Regulation Administration



## preparedness

0/5

In FY19, ABRA failed to meet preparedness requirements and must take immediate steps in FY20 to provide language access compliance training to public contact employees.

## accessibility

1/4

In FY19, ABRA did not translate vital documents and did not take steps to enhance its website's accessibility to the LEP/NEP community. The agency did not make efforts to engage the LEP/NEP communities.

## quality

3/5

The agency made a slight improvement in LA service provision testing. Only two of seven testers did not receive interpretation services in FY19. While no complaints were filed against ABRA in FY19, the agency did not meet reporting requirements.



### Telephone Tests

2 out of 4 telephone tests provided interpretation service, information or appropriate resources.



### In-Person Tests

3 out of 3 in-person tests provided interpretation service, information or appropriate resources.

### FY19 Top Languages Encountered:

Spanish, Amharic, Korean, French and Tigrinya

FY19 Encounters: 32 | FY18 Encounters: 37 | FY18 Score: 6/14

The Alcoholic Beverage Regulation Administration (ABRA) met none of the prerequisites in the area of preparedness in FY19. The agency failed to report comprehensive data, and it still lacks an internal Language Access Policy. ABRA only reported two trainings, and it was unclear whether those sessions covered LA requirements. Also, based on ABRA's failure to confirm and a lack of comprehensive data, OHR's LA program cannot verify whether the agency has grantees/contractors.

In the area of accessibility, no vital documents were translated in FY19, and the language support page still is not posted on ABRA's website. The agency listed trainings at outreach events but, again, it is not clear whether the LEP/NEP community was present.

In the area of quality, language access field tests conducted at ABRA showed improvement in its response to non-English speakers seeking services. In FY19, five of seven testers were provided interpretation compared to only three of eight testers in FY18. Interpretation services were provided in two of four phone tests. All three in-person testers (Amharic, Korean and Spanish speakers) received interpretation services within an appropriate time frame. The Amharic and Korean-speaking testers received interpretation services through Language Line Solutions (LLS), and the Spanish-speaking tester received interpretation from a bilingual employee.

In FY20, OHR will continue to engage with and support ABRA with the goal of bringing the agency into compliance with the Language Access Act and its requirements. OHR strongly recommends the agency commit to fulfilling its duty as a public service provider that engages with the District's linguistically diverse business owners and LEP/NEP residents.



# Child and Family Services Agency



## preparedness

4/5

CFSA fulfilled planning and reporting requirements in FY19 and trained frontline employees and managers on language access compliance requirements.

## accessibility

3/4

CFSA translated three vital documents into Spanish and Tigrinya. In FY19, CFSA also participated in 25 citywide community outreach events, a significant and commendable increase over the previous year.

## quality

3/3

No complaints were filed against CFSA in FY19. The agency was not tested in FY19. CFSA continues to make steady efforts toward meeting Language Access Act requirements.



FY18 Score  
12/12



FY19 Encounters  
1793

### FY19 Top Languages Encountered:

FY19 Top Languages Encountered: Spanish, Amharic, Tigrinya  
Vietnamese, French, Mandarin, Haitian Creole, Oromo, Mongolian

FY18 Encounters: 1787

The Child and Family Services Agency (CFSA) has met four of five preparedness requirements by using two data tracking sources, and it had outstanding attendance at all LAC meetings. OHR looks forward to working with CFSA to update its LA policy, which was last revised in 2016. CFSA's FY19 language access implementation report indicates that the agency delivered nine language access compliance training sessions during the year.

In the area of accessibility, the agency participated in 25 outreach events throughout the city's eight wards. The agency also translated three documents: "Family Team Meetings", "Hearing Results" and "Notice of Investigation" into two languages: Spanish and Tigrinya in addition to confidential case-specific documents. Although the agency increased its numbers in translation there was a discrepancy on the website's Spanish language support page regarding the document titled "How to Become a Foster parent" the title is in English, making it inaccessible to the LEP/NEP community. OHR looks forward to advising CFSA on improving its website accessibility.

In the area of quality, no formal complaints were filed against CFSA, and the agency was a recipient of the "Consistent Agency" award for receiving a perfect score in field testing in 2016 and 2017. CFSA also ensured that as LACs transitioned out of the agency, there was a smooth transition between the outgoing and incoming LAC. CFSA also states that ongoing mandatory trainings help public contact employees serve LEP/NEP clients with a better understanding of their linguistic needs, whether the clients are encountered during visits to the agency, at family team meetings or during home visits.

OHR commends CFSA for adhering to OHR'S recommendations: to expand community engagement in partnership with the three constituency offices (MOLA, MOAPIA and MOAA). OHR recommends that CFSA continue its efforts to enhance its website accessibility by uploading translated documents to the appropriate language support page with the corresponding translated document title.

# Department of Aging and Community Living



### Telephone Tests

None of the 4 telephone tests provided interpretation service, information or appropriate resources.



### FY19 Encounters

176

**preparedness**  
3/5

DACL met planning and reporting requirements in FY19 and provided language access compliance training for grantees/contractors. In FY20, DACL needs to update a language access policy and ensure that its frontline staff receive language access training.

**accessibility**

3/4

DACL conducted outreach to LEP/NEP seniors in FY19. In FY20, the agency needs to translate vital documents and ensure translated documents are uploaded on the agency's website.

**quality**

3/5

DACL conducted outreach to LEP/NEP seniors in FY19. In FY20, the agency needs to translate vital documents and ensure translated documents are uploaded on the agency's website.

### FY19 Top Languages Encountered:

Spanish, Vietnamese, Mandarin, Amharic, Haitian Creole, Chinese, French, Bengali

FY18 Encounters: 1,710 | FY18 Score: 8/12

While the Department of Aging and Community Living (DACL) successfully met planning and reporting requirements in FY19, the agency must make efforts in FY20 to address compliance shortfalls, such as updating its LA Policy and recommitting to attending the LAC bi-monthly meetings. OHR recommends the agency strengthen its data collection source by tracking bilingual staff encounters with LEP/NEP constituents. OHR strongly recommends that DACL train its staff starting with its frontline employees as the field test showed that staff is not prepared to engage LEP/NEP seniors or provide them with their right to services in their native language as required under the Language Access Act.

In FY19, DACL had one language access training session attended by 34 frontline staff and managers and translated one document into seven languages. However, the documents are not uploaded onto the language support section of DACL's website. OHR recommends that the agency to translate DACL's brochure, "Long-Term Care Guide," into the most frequently languages encountered by the agency and place links to all translated documents in the "Language Support" section of its website so they are fully accessible to the LEP/NEP community. DACL participated in 11 events to engage with LEP/NEP seniors in the Asian/Pacific Islander and Latino communities by participating, including the Mayor's Senior Town Hall meeting, Health Information Fair and the VIDA Senior Center Health Fair.

In FY19, DACL was tested by telephone and received a score of zero. None of the four testers - Amharic, Arabic, Korean and Vietnamese speakers- who called the DACL Ward 1 Senior Wellness Center received interpretation services and they reported that agency employees explicitly refused to provide interpretation.



# Fire and Emergency Medical Services



## preparedness

5/5

FEMS met all planning and reporting requirements in FY19, trained public contact staff and focused on specific LA waiver procedures.

## accessibility

4/4

FEMS translated one vital document into six languages in FY19 and participated in four community events.

## quality

2/3

In FY19, no language access public complaints were filed against FEMS and the agency was not tested. FEMS continues to make strides toward fully implementing language access requirements; however, it has an outstanding corrective action plan that should be completed in FY20.



FY18 Score  
11/12



FY18 Encounters  
114

### FY19 Top Languages Encountered:

Spanish, Mandarin, Amharic, Romanian, Korean, French, Arabic, Tigrinya, Portuguese  
FY19 Encounters: 138

In the area of preparedness, Fire and Emergency Medical Services (FEMS) has an updated Language Access policy. However, the agency must improve its data collection system to capture bilingual staff encounters with the LEP/NEP community. FEMS has maintained its commitment to preparedness by conducting 10 trainings, with four of those sessions dedicated to the interpretation waiver procedures. The agency has certified compliance of its grantees/contractors, however the LA team recommends the agency refine its certification verbiage to be specific about LA requirements.

In the area of accessibility, the agency translated one document the "AMA Waiver" into six languages. OHR commends FEMS on fulfilling last year's compliance report recommendation to centralize all translated vital documents under the "language support" section of its website. In FY19, FEMS participated in four events with a team of certified bilingual staff and professional interpreters to ensure accessibility to the LEP/NEP participants.

In the area of quality, the agency currently has an outstanding corrective action from a non-compliance finding in FY17. The LA program urges FEMS to reach an agreement for the proposed corrective action plan in FY20. OHR encourages FEMS to enhance its outreach efforts and collaborate with the Mayor's Offices on African, Asian & Pacific Islander and Latino Affairs. OHR also recommends that the agency renew its efforts to certify bilingual staff in their respective languages.

# DC | HEALTH

GOVERNMENT OF THE DISTRICT OF COLUMBIA

**10/14**  
overall compliance score

**preparedness**  
3/5

DC Health did not meet some of the planning and reporting requirements in FY19. The agency needs to enhance its training by increasing its frequency and by ensuring funded grantees/contractors fulfill LA compliance requirements.

**accessibility**  
3/4

In FY19, DC Health translated 46 vital documents and conducted outreach. In FY20, DCH needs to improve accessibility of translated documents on the LSP section of its website and expand outreach efforts to engage LEP/NEP residents in the Asian/Pacific Islander and African communities.

**quality**  
4/5

In FY19 no LA public complaints were filed against DC Health. Field tests results showed two of nine in-person testers and five of seven telephone testers did not receive interpretation services.



**Telephone Tests**  
2 out of 7 telephone tests provided the requested service, information or appropriate resources.



**In-Person Tests**  
7 out of 9 in-person tests provided the requested service, information or appropriate resources.

### FY19 Top Languages Encountered:

Spanish, Amharic, French, Vietnamese, Mandarin, Tigrinya, Portuguese, Cantonese, Arabic, Pashto, Korean, Tagalog

FY19 Encounters: 25,680 | FY18 Encounters: 24,887 | FY18 Score: 12/14

In the area of preparedness, the Department of Health (DC Health) reported comprehensive data on language interpretation encounters with bilingual staff, on the telephone and in-person. OHR's Language Access Program strongly recommends the agency update and upload its LA Policy as previously recommended by the LA program. OHR also recommends the agency strengthen the verbiage of grantee certification to include LA requirements and procedures specifically in training, data collection and other areas. The agency has conducted some LA training but should increase the frequency of trainings per the Language Access Program protocols. The LA program looks forward to advising DC Health on its development of a digital LA training. In FY19, the LA program recognized DC Health with its "Most Improved" Award for boosting its annual compliance review score from 2/14 in FY16 to 11/14 in FY17 to 12/14 in FY18.

In the area of accessibility, the agency translated 46 vital documents into nine languages, including the "DC Universal Health Certificate," "Give Your Family a Healthy Start Flyer," and "My School DC Immunization." However, the agency must ensure those documents are accessible to the LEP/NEP community by properly housing them under the language support pages of the DC Health website. The LA program commends the agency for collaborating with community-based health care providers to reach out to traditionally under-served residents and the LEP/NEP community. However, the agency must expand its outreach to the LEP/NEP community by collaborating with the Mayor's three Ethnic Constituency offices (MOAA, MOAPIA and MOLA).

In the area of quality, there were no LA public complaints filed against the agency. Also, in FY19, nine of 16 testers received interpretation service. DC Health divisions provided more consistent language access in-person than they did over the telephone. At DC Health facilities such as Andromeda, Upper Cardozo and Community Connection that were tested over multiple years, overall interpretation rates were better in FY19 than in previous years. But despite improvements at Upper Cardozo in FY19, all three facilities have struggled to provide interpretation over the telephone. In three years, only three of 20 telephone testers received interpretation at these facilities. OHR's LA program urges DC Health to take immediate steps to certify LA compliance of its funded grantees/contractors because field test results show only minimal improvement in providing language access services to the LEP/NEP community.



# District of Columbia Housing Authority



## preparedness

3/5

DCHA met reporting requirements in FY19 and moved towards the completion of grantee compliance requisites.

## accessibility

3/4

DCHA fulfilled three LA requirements: signage, vital document translations and increased outreach efforts.

## quality

1/5

One language access public complaint was filed against DCHA in FY19. Nine out of 13 telephone testers were denied language assistance.



### Telephone Tests

4 out of 13 telephone tests were provided the requested service, information or appropriate resources.



### FY19 Encounters

1,344

### FY19 Top Languages Encountered:

Spanish, Amharic, Vietnamese, Mandarin, Arabic, French, Korean

FY18 Encounters: 167 | FY18 Score: 4/14

The District of Columbia Housing Authority (DCHA) showed improvement in the area of preparedness by strengthening data collection by including three sources of data for LEP/NEP encounters. OHR recommends that DCHA continue to work toward updating its internal Language Access policy, which was last revised in 2016. OHR also recommends that DCHA fulfill its plan to certify contractor compliance with the LA Act by including compliance verbiage in its MOUs and ensure LA compliance by training all public contact grantees/contractors. DCHA facilitated 14 LA compliance trainings for 619 of its staff members.

DCHA exhibited a slight improvement in the area of accessibility because of its increase in document translation. However, OHR strongly recommends the agency stop using "Google Translate" as its translation engine. Although the Google service can translate webpages, it is considered a liability to use this resource because there is no certainty about the quality or accuracy of the translated text. The agency improved its outreach to LEP/NEP individuals by participating in five events targeting the Asian, Latino and African immigrant communities.

In the area of quality, the agency dropped a point due to the filing of a formal complaint for failing to provide LA services to a client. In FY19, field test results showed that only 4 out of 13 testers who called DCHA received interpretation services. Testers who called the DCHA call center received LA services in two of four tests. Testers who called DCHA properties only received LA services in two of nine tests. At Claridge Towers, none of the employees who spoke to testers even attempted to provide interpretation services, and two testers—speaking Amharic and Vietnamese—reported that agency employees explicitly refused to provide interpretation.

Overall, FY19 test results indicate that the agency headquarters and DCHA properties continue to violate the Language Access Act by denying LEP/NEP residents their right to language assistance.

# District of Columbia Lottery and Charitable Games



FY18 Score  
12/12



FY19 Encounters  
275

## preparedness

5/5

DCLB met planning and reporting requirements in FY19, trained its frontline staff in language access compliance and continued enhancing its data collection mechanism

## accessibility

3/4

DCLB translated three vital documents engaging the Spanish and Korean speaking communities. However, the agency lacks a "language support" feature on its website.

## quality

3/3

No language access public complaints were filed against DCLB in FY19. The agency was not tested in FY19. DCLB fully met language access compliance requirements in FY19.

### FY19 Top Languages Encountered:

Amharic, Korean, Spanish, Punjabi, Urdu, Hindi, Mandarin, Cantonese, Bengali  
FY18 Encounters: 31

Over the past two years, the District of Columbia Lottery and Charitable Games (DCLB) has consistently met the LA requirements in the area of preparedness by training staff, continuing to collect data in a comprehensive manner and by attending every LAC bi-monthly meeting.

In the area of accessibility, the agency translated three documents into the 6 top languages encountered in the District. Those documents include: "Claim," "Frequently Asked Questions" and the agency's Mission and Vision statement. The agency's website, however, still lacks a language support page. In FY20, OHR looks forward to supporting DCLB in creating the language support pages on its website, thereby making the agency even more accessible to the District's LEP/NEP community. The agency participated in 4 events targeting the Asian and Latino communities, engaging 465 people. It is recommended that the agency collaborate with the Mayor's three Ethnic Constituency Offices to expand its efforts.

In the area of quality, DCLB met all LA requirements. No LA complaints were filed against the agency. The agency also forged a collaborative relationship with the Mayor's Offices of Asian and Pacific Islander and Latino Affairs for the purpose of outreach. OHR commends DCLB for working closely with the Department of Parks and Recreation to reach other LEP/NEP constituents.



# District of Columbia Public Library



**preparedness**  
5/5

DCPL met planning and reporting requirements in FY19, trained new hires and took steps to ensure contractors comply with language access requirements. In FY20, DCPL needs to provide comprehensive training for all branch employees in public contact positions.

**accessibility**  
4/4

DCPL engaged diverse LEP/NEP communities through language-specific programming and targeted outreach.

**quality**  
3/5

No language access public complaints were filed against DCPL in FY19. But only one out of nine telephone testers received interpretation services in FY19. DCPL continues to make efforts to enhance accessibility by certifying bilingual staff.



## Telephone Tests

1 out of 9 telephone tests provided the requested service, information or appropriate resources



## In-Person Tests

6 out of 7 in-person tests provided the requested service, information or appropriate resources.

## FY19 Top Languages Encountered:

Spanish, Amharic, Mandarin, Arabic, Vietnamese, French, Russian, Korean, Japanese

FY19 Encounters: 116 | FY18 Encounters: 77 | FY18 Score: 12/14

In FY19, the District of Columbia Public Library (DCPL) fully met preparedness requirements by submitting timely quarterly and annual reports. DCPL has an updated LA policy on file. Although DCPL's main training hub is under construction, DCPL ensured that new hires attended the language access compliance training through DCHR's Center for Learning and Development. OHR urges DCPL to institute a robust training plan to equip its frontline public contact staff to use language access resources. This staff should receive comprehensive LA training to improve in-person and telephonic testing and, ultimately, to improve customer service for its LEP/NEP constituents. DCPL also strengthened its partnership with OHR's LA Program by consistently attending bi-monthly meetings and maintaining open communication. DCPL met the grantee and contractor compliance requirement by adding LA Act provisions to its contracts/agreements.

In the area of accessibility, DCPL translated its Library Card application into six languages and proactively translated its Summer Reading Challenge marketing materials in Amharic, Spanish and Chinese. OHR will continue providing technical support to DCPL so it can improve its language support page tab on its website. DCPL also expanded its outreach efforts by providing services to over 100 Chinese-speaking residents and tripling the number of community engagement events it attended. OHR commends DCPL for engaging over 600 LEP/NEP readers in its Summer Challenge program. This effort was made in collaboration with the Mayor's three Ethnic Constituency offices (MOLA, MOAPIA, and MOAA). All these accomplishments reflect the agency's implementation of items in the FY19-20 Biennial Language Access Plan.

In the area of quality, DCPL had zero complaints filed against the agency. Language access field tests conducted at the DC Public Library in FY19 showed a decline in the provision of language access services. Interpretation services were provided in seven of 16 tests. Interpretation was provided more consistently in-person (six of seven tests) than over the telephone (one of nine tests). In-person testers largely reported receiving consistent, prompt language access service, but phone testers reported multiple intentional hang-ups and refusal of services. OHR recommends the agency certify its bilingual staff and follow through on plans to improve delivery of LA services to the LEP/NEP community.

# District of Columbia Public Schools



DISTRICT OF COLUMBIA  
PUBLIC SCHOOLS



**preparedness**  
3/5

In FY19, DCPS met planning, reporting and training requirements. In FY20, the agency needs to provide LA training for all public contact staff, adopt a language access policy and ensure grantees/contractors fulfill compliance requirements.

**accessibility**

4/4

DCPS continued to translate numerous vital documents and conducted extensive outreach to ELL students and LEP/NEP families.

**quality**  
2/5

In FY19, one language access public complaint was filed against DCPS in FY19. 28 of 44 did not receive language assistance in FY19. Although DCPS continues to strive to meet LA requirements, the agency does not fully adhere to the core requirements of the Language Access Act. OHR urges the agency to comply fully in FY20.



**Telephone Tests**

5 out of 23 telephone tests provided the requested service, information or appropriate resources.



**In-Person Tests**

11 out of 21 in-person tests provided the requested service, information or appropriate resources.

**FY19 Top Languages Encountered:** Spanish, Mandarin, Vietnamese, Amharic, Bengali, Haitian Creole, Czech, French, Nepali, Urdu, Portuguese, Tigrinya, Chinese, Turkish, Cambodian

FY19 Encounters: 36,263 | FY18 Score: 8/14 | FY18 Encounters: 7,263

In the area of preparedness, District of Columbia Public Schools (DCPS) reported comprehensive data on LEP/NEP encounters, including bilingual staff, in-person and telephonic interpretation. OHR recommends that the agency finalize its Language Access policy and institute an acknowledgement of receipt to ensure all staff are informed about the internal LA policy requirements. The agency conducted 21 training events with 371 attendees in FY19. The LA program commends DCPS for designating a staff member specifically to manage its internal LA program.

In the area of accessibility, the agency translated 300 documents into the top 5 languages encountered by the agency and per request, provided translation of documents into other languages. The LA program also commends DCPS for displaying its Language Support Page section prominently at the top of the homepage of the agency's website. DCPS boasts a robust community relations program which held 28 outreach events in FY19 with representation of all DCPS LEP/NEP families.

In the area of quality, one LA public complaint was filed against DCPS in FY19 and the agency was found in non-compliance. Seven DCPS locations were tested in FY19 and also tested in at least one of two previous years. Those locations were Brightwood, Cardozo, Columbia Heights, Coolidge, DCPS Main Office, Roosevelt and Wilson. DCPS slightly increased their average test scores from 3.55 in FY17 and FY18 combined to 3.94, but this was also not a significant improvement.

DCPS and OHR's Language Access program worked together to fulfill the outstanding corrective actions agreed upon in FY18. Those actions included ensuring staff receive language access compliance training; working closely with school principals to designate a LA point of contact; and strengthening coordination with the Office of the State Superintendent of Education. DCPS' designation of Language Access Specialists and in-house translators/language facilitators has strengthened the agency's LA program.



# Department of Behavioral Health



FY18 Score  
12/12



FY19 Encounters  
25,385

## preparedness

5/5

DBH met planning and reporting requirements and language access compliance requirements in FY19.

## accessibility

3/4

In FY19, DBH translated vital documents into six different languages, but had not uploaded them on its website, and participated in 56 community outreach events. In FY20, DBH needs to ensure translated documents on its website language support page.

## quality

3/3

No language access public complaints were filed against DBH in FY19. DBH was not tested in FY19. The agency increased and continue improving training within its provider network.

### FY19 Top Languages Encountered:

Spanish, Amharic, French, Vietnamese, Thai, Chinese, Korean, Arabic, Tigrinya, Mandarin, Hindi, Russian, Cantonese, Japanese

FY18 Encounters: 5,174

In the areas of preparedness, in FY19 Department of Behavioral Health met planning and reporting requirements by reporting comprehensive data from three sources of data regarding LEP/NEP encounters. The agency has an updated LA policy on file. The agency delivered 11 language access compliance training sessions for staff, grantees, and new hires with a total of 109 attendees.

In the area of accessibility, DBH has translated eight vital documents into six languages including Spanish (8), Amharic (1), French (1), Vietnamese (1), Chinese (2), Korean (1). Although DBH implemented an interpretation assistance mechanism for people with language needs, DBH has not made this information accessible in the language support page section of the its website. OHR urges DBH to take the necessary steps to enhance the accessibility of its website to LEP/NEP customers by making translated information accessible on its website through the language support page section

DBH participated in 56 community outreach events throughout the year targeting both youth and adults. OHR commends the collaboration initiative and partnership that DBH established to increase the networking opportunities with agencies that directly serve LEP/NEP communities.

In the area of quality, OHR urges DBH to take the necessary steps to enhance the accessibility of its website to LEP/NEP customers by making translated information accessible on its website through the language support page section. In the last two fiscal years DBH received exceptional field-testing scores and therefore did not undergo testing in FY19. OHR looks forward to working with the agency toward LA compliance.

# Department of Consumer and Regulatory Affairs



## Telephone Tests

7 out of 9 telephone tests provided the requested service, information or appropriate resources.



## In-Person Tests

6 out of 7 in-person tests provided the requested service, information, or appropriate resources.

## preparedness

2/5

In FY20, DCRA needs to provide agency-wide training and ensure grantees and contractors comply with language access requirements

## FY19 Top Languages Encountered:

Spanish, Mandarin, Korean, Vietnamese, Amharic, French, Arabic

FY19 Encounters: 790 | FY18 Score: 8/14 | FY19 Encounters: 724

In the area of preparedness, the Department of Consumer and Regulatory Affairs (DCRA) continues to lack data tracking for in-person interpretation and bilingual staff encounters with LEP/NEP clients. The data indicates there were three LA trainings in 2019, not enough for the size of this agency's workforce. The data also shows that only new hires were trained in LA protocol and not existing staff.

## accessibility

3/4

DCRA partnered with the Mayor's three Ethnic Constituency offices and community-based organizations to engage the District's LEP/NEP community. However, the agency has yet to translate key vital documents and make multilingual resources available on its website.

In the area of accessibility, DCRA translated one document into Spanish, however, the agency did not make it accessible on its website. OHR's LA program looks forward to advising DCRA in enhancing its website's accessibility by further developing its language support section. DCRA participated in eight events in collaboration with the Mayor's three Ethnic Constituency Offices targeting the Latino, Asian and Pacific Islander and African communities.

In the area of quality, in FY19 DCRA underwent field testing and results show that interpretation rates and scores have improved each year since 2017. In 2017 and 2018, the agency's combined average score was 3.81 compared to 4.63 in 2019. Although the field testing scores have improved, there are gaps in delivery of LA and customer service.

## quality

2/5

In FY19, no language access public complaints were filed against DCRA. In FY19, three out of 16 testers did not receive language assistance.

OHR has recommended previously that DCRA improve its compliance with language access requirements. Yet the agency has not provided comprehensive training for all frontline employees and has not translated vital documents used daily throughout DCRA's various program offices. The agency also has failed to train and monitor grantees to make sure they fulfill their obligation to provide mandated language access to LEP/NEP customers.

OHR again strongly recommends that in FY20, DCRA comply with the requirements of the Language Access Act which include training, translation and ensuring grantee compliance. OHR urges DCRA to dedicate staff to the establishment of a language access program so that all of DCRA's programs, services and grantees consistently comply with language access requirements.



# Department of Corrections



FY18 Score  
8/12



FY19 Encounters  
564

## preparedness

1/5

DOC needs to improve its planning and reporting requirements in FY20. DOC did not provide language access training to staff or to its providers in FY19. In FY20, DOC should update its language access policy, which dates to 2015.

## accessibility

2/4

DOC was not tested in FY19, and two complaints were filed against the agency. The agency must take immediate action to comply with key LA preparedness requirements.

## quality

0/3

DOC was not tested in FY19, and no complaints were filed against the agency. Agency needs to take immediate action to comply with key preparedness requirements.

### FY19 Top Languages Encountered:

Spanish, Mandarin, Italian, Amharic, Hebrew

FY18 Encounters: 377

In the area of preparedness, the Department of Corrections (DOC) did not report comprehensive data on LEP/NEP encounters because it did not include encounters with bilingual staff. OHR strongly recommends the agency update its LA policy as it dates back to 2015. OHR's LA program looks forward to working with the DOC to develop and implement LA training of its staff. The LA program strongly recommends DOC include LA compliance verbiage in its agreements, contracts and MOUs with funded entities.

In the area of accessibility, the agency translated 8 documents into Spanish, including "Notice of LA Compliant," "Informal Resolution Grievance Form," and "Restrictive Housing Placement Form." The agency has information in its most frequently encountered languages tailored to individuals visiting inmates. The LA program encourages DOC to update the translated inmate visitation information that is posted on its website.

# Department on Disability Services



## preparedness

3/5

DDS reported data on LEP/NEP encounters, provided language access compliance training for contractors and met all reporting requirements.

## accessibility

3/4

DDS translated 14 vital and non-vital documents, including case specific documents. It participated in nine community outreach events.

## quality

3/3

No language access public complaints were filed against DDS in FY19. DDS continues to make efforts to meet language access compliance requirements.



**LIFE. YOUR WAY.**  
**Department on  
Disability Services**



FY18 Score  
13/14



FY19 Encounters  
260

### FY19 Top Languages Encountered:

Spanish, Amharic, Mandarin, Arabic, Swahili, Haitian Creole,  
Tigrinya, French, Cantonese

FY18 Encounters: 494

In FY19, the Department on Disability Services reported data on encounters with LEP/NEP individuals. However, the agency did not track bilingual staff encounters with the LEP/NEP community. OHR recommends that in FY20, the agency update its LA policy which dates back to 2015. The agency reported zero LA compliance training for its staff. DDS was without a Language Access Coordinator for about five months, but the new coordinator has expressed commitment and determination to bring the agency up to date with LA implementation and reporting requirements.

In the area of accessibility, DDS translated seven vital documents into three languages. Those documents include "Client Consent" forms, "Intake Appointment Letter", lobby signs and the agency's one-page summary. The documents, however, are still inaccessible to the LEP/NEP community because DDS failed to upload the translated documents to its website's language support pages, along with the translated document title. DDS participated in nine outreach events; however, it is unclear whether the events engaged or targeted the LEP/NEP community.

In the area of quality, no public complaint was filed against the agency. As previously noted, DDS lacks a vital data point because it is not reporting bilingual staff encounters. OHR recommends the agency take further steps to track this type of encounter. OHR looks forward to the findings of the quality control audit of past translated documents to enhance the accessibility and quality of written communication.



# Department of Employment Services



## preparedness

5/5

DOES met reporting and planning requirements in FY19 and trained frontline staff and grantees.

## accessibility

4/4

DOES translated 200 vital documents and in FY19, the agency developed a fully bilingual website, and has a "language support" section of the agency's website.

## quality

3/5

No language access public complaint was filed against DOES in FY19. One correction plan was approved and it has been implemented through FY 19-20. Seven out of 13 telephone field testers did not receive telephonic interpretation.



### Telephone Tests

7 out of 13 telephone tests provided the requested interpretation service, information or appropriate resources.



### FY19 Encounters

7,208

### FY19 Top Languages Encountered:

Spanish, Amharic, French, Mandarin, Arabic, Korean, Vietnamese

FY18 Encounters: 7,824 | FY18 Score: 12/14

In the area of preparedness, the Department of Employment Services (DOES) has successfully and fully implemented all language access requisites by reporting comprehensive data on language encounters: in person, bilingual staff and telephonic interpretation. DOES has an updated Language Access (LA) policy, and trained contractors and grantees in the LA requirements. Additionally, DOES conducted 10 digital LA tutorials for frontline employees.

In the area of accessibility, OHR commends DOES for its work in developing a robust intranet system accessible to staff to provide LA services to LEP/NEP clients. DOES translated 200 documents, mostly into Spanish. The agency centralized all translated documents on the agency's intranet and continuously updates the "DOES en Español" website. OHR strongly recommends DOES explore translation options and tools so that its website is accessible in languages other than English and Spanish. The agency hosted and participated in 17 outreach events and engaged the LEP/NEP communities by collaborating with the Mayor's three Ethnic Constituency offices: Latino, Asian and Pacific Islander and African Affairs.

In the area of quality, although DOES provided frequent LA training and reminders to frontline staff, field testing showed that DOES still did not provide adequate telephonic interpretation assistance. As in previous years, testers at various divisions within DOES reported some intentional hang-ups and refusals of service. Some employees attempted to provide services but did not know how to connect to Language Line Solutions or apologetically suggested (in English) that the tester call back another time. OHR stands by its commitment to assist DOES in addressing this troubling trend of not providing adequate telephonic interpretation services. In FY19, the OHR's Language Access Program granted DOES the "Innovative Language Access Coordinator" award for executing an innovative language access plan that included the development of an internal language access portal and accomplished an accessibility compliance milestone by developing a fully functional bilingual website in Spanish, its most encountered language.

# Department of Energy and Environment



## preparedness

5/5

DOEE met planning and reporting requirements in FY19 and trained staff and grantees on language access compliance requirements.

## accessibility

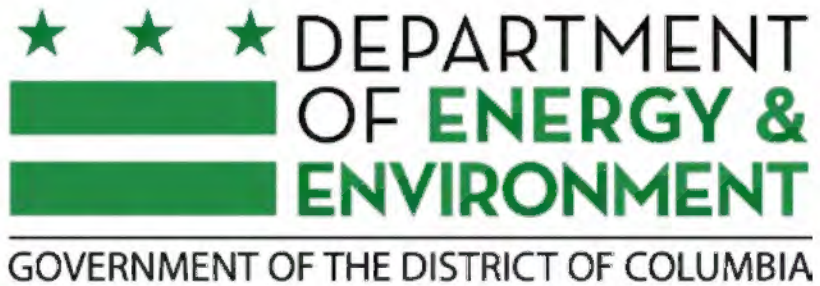
3/4

In FY19, DOEE conducted targeted outreach, translated vital documents into multiple languages and hosted bilingual workshops. However, DOEE needs to improve accessibility of translated vital documents on its website.

## quality

3/3

No field tests were conducted at DOEE in FY19, and no complaints were filed against the agency. The agency continues to make exceptional efforts to meet all language access compliance requirements.



FY18 Score  
12/12



FY19 Encounters  
243

### FY19 Top Languages Encountered:

Spanish, Amharic, Vietnamese, Chinese, Korean, Mandarin  
FY18 Encounters: 564

In the area of preparedness, the Department of Energy and Environment (DOEE) has continued to excel in the implementation of the Language Access Act and its requirements. The agency has reported three sources of encounters: bilingual staff, in-person and telephonic interpretation. The agency has ensured that grantees are reporting on their encounters with the LEP/NEP communities in the District. The agency has an updated LA policy on file, and OHR's LA program will continue to support the agency's efforts to equip its existing and newly hired staff by training them on language access requirements.

In the area of accessibility, the FY19 implementation report indicates the agency has translated seven documents into six languages. Although the agency has translated a number of documents and has made them available on the agency's website, they remain inaccessible because they are not organized by language. In FY20, OHR's LA program looks forward to advising DOEE on how to enhance its website accessibility. The agency participated in 32 events that drew 15,076 participants. But the agency could make a more concerted effort to strengthen collaboration with LEP/NEP communities by working with the Mayor's Ethnic Constituency Offices that act as liaisons to the Latino, Asian and Pacific Islander and African communities.

In the area of quality, the agency adopted the recommendations from last year's compliance review by training its contractors/grantees and certifying five staff in their respective languages.



# Department of General Services



**In Person Test**  
5 out of 11 in-person tests provided  
interpretation services, information  
or appropriate resources.



**FY19 Encounters**  
N/A

**preparedness**  
0/5

DGS failed to meet reporting and training requirements in FY19. The agency does not have a language access policy and has not taken steps to train its large network of public-facing contractors.

**FY19 Top Languages Encountered:** N/A  
FY18 Score: 2/12 | FY18 Encounters: N/A

In FY19, the Department of General Services (DGS) did not comply with reporting requirements as mandated by the Language Access Act. However, the LA program and partners were able to re-engage DGS and a new LA Coordinator was designated. OHR looks forward in FY20 to supporting the agency in its work towards LA implementation and compliance.

**accessibility**  
1/4

DGS failed to report any efforts in FY19 to prioritize the translation of vital documents, develop a language support section on its website or conduct outreach to engage LEP/NEP communities.

In the area of accessibility, DGS improved its signage and made it visible in some of its public facing areas. For the first time, field tests were conducted at DGS, the agency that provides security to most DC government offices. In five of 11 in-person tests, DGS employees provided interpretation.

**quality**  
3/5

No complaints were filed against DGS in FY19. The agency was field tested and six out of 11 out of in-person testers did not receive language assistance.

# Department of Health Care Finance



FY18 Score  
8/12



FY18 Encounters  
1259

## preparedness

0/5

DHCF failed to meet planning, reporting and training requirements in FY19. The agency does not have a language access policy and has not taken steps to train its large network of contractors.

## accessibility

1/4

DHCF failed to report any efforts in FY19 to translate vital documents or to provide a "language support" section on its website.

## quality

2/3

No complaints were filed against DHCF in FY19 and the agency was not tested. The agency has not taken any steps to fulfill any of the recommendations from prior review.

**FY19 Top Languages Encountered:** N/A

FY19 Encounters: N/A

In FY19, the Department of Health Care Finance (DCHF) failed to meet reporting requirements mandated by the Language Access Act. OHR, therefore, is unable to assess the agency's ability to serve LEP/NEP customers.

DHCF made some attempts in FY19 to engage providers but still must take significant strides to satisfy key requirements of the Language Access Act. OHR's priority recommendations to DCHF: develop a comprehensive language access policy, provide training for staff to implement such a policy and create a "language support" section on the agency's website. Currently, LEP/NEP clients have no online access to a description of the agency or to vital documents in their language.

OHR strongly urges DHCF build the internal capacity needed to institute an effective language access program and to oversee the agency's large network of providers who interact daily with LEP/NEP clients.



# Department of Housing and Community Development



**10/12**  
overall  
compliance  
score



FY19 Encounters  
149



FY18 Score  
11/14

## preparedness

4/5

DHCD did not improve its training compliance requirements and in FY20, the agency needs to provide more training.

### FY19 Top Languages Encountered: Spanish

FY18 Encounters: 237

## accessibility

3/4

DHCD hosted six public engagement events and translated documents. In FY 20 DHCD needs to take immediate steps to satisfy website accessibility requirements.

In the area of preparedness, the Department of Housing and Community Development (DHCD) has three data tracking sources for LEP/NEP encounters. However, the agency needs to improve its reporting of other information in order to get credit for work related to language access requirements. DHCD has ensured the Language Access certification of its funded entities and has also trained them on LA requirements. However, the agency's LA policy dates back to 2013 and must be updated with a policy receipt acknowledgement from the staff. The OHR Language Access program looks forward to providing DHCD guidance to update LA training.

In the area of accessibility, DHCD has translated 13 vital documents such as "Tenant Petition Complaint," "70% Voluntary Agreement Petition" and "Notice to Vacate for Demolition" on the agency's website. But the documents are not accessible to the LEP/NEP community because their titles are in English and not translated. The agency hosted six outreach events drawing 2,529 participants and worked collaboratively with the Mayor's three Ethnic Constituency Offices, which serve as liaisons to the Latino, Asian and Pacific Islander and African communities. DHCD also ensured that marketing material was available in Spanish, French, Amharic, Vietnamese and Mandarin.

## quality

3/3

No complaints were filed against the agency in FY19. DHCD continues to take steps to address the agency's longstanding gaps in language access compliance.

In the area of quality, the agency has complied with the majority of the recommendations set forth in the FY18 LA Annual Compliance review. The LA program recommends that in FY20, the agency make website accessibility a priority to better serve the District's LEP/NEP community.

# Department of Human Resources



DC Department of Human Resources



FY18 Score  
12/12



FY19 Encounters  
87

## preparedness

5/5

DCHR met all preparedness requirements in FY19. DCHR reported that 139 employees received Language Access Compliance Training in FY19.

## accessibility

2/4

In FY19, DCHR conducted outreach and provided multilingual workshops to LEP/NEP job seekers; translated zero vital documents and failed to meet website accessibility requirement.

## quality

3/3

DCHR was not tested in FY19 and no complaints were filed against the agency. DCHR continues to strive to meet all compliance requirements.

### FY19 Top Languages Encountered:

Spanish, Amharic and French  
FY18 Encounters: 66

In FY19, the Department of Human Resources (DCHR) met all quarterly reporting deadlines and provided OHR assistance in bringing in an expert who shared information on using the language access metric in performance management evaluation.

DCHR provided two language access training sessions for its staff. Additionally, DCHR collaborated with OHR's Language Access program to offer six Language Access Compliance Training sessions for DC government employees through its Center for Learning and Development.

In the area of Accessibility, DCHR failed to translate vital documents. In FY19, DCHR continued to take major steps to strengthen the agency's ability to serve its LEP/NEP customers by creating visible signage in the public facing areas of the agency. Although DCHR has a minimal level of interaction with LEP/NEP customers, the agency provided comprehensive data tracking of encounters with LEP/NEP clients. In FY19, the agency participated in more than 20 community events, four of which targeted DC residents.

In FY20, OHR will offer technical support to DCHR to help the agency connect with consultative agencies and OHR in a citywide hiring event that will aim to build the capacity of DC's bilingual workforce.



# Department of Human Services



## preparedness

4/5

DHS met planning and reporting requirements in FY19 and provided language access training to staff. In FY20, DHS needs to update its LA policy to include language regarding grantees/contractors.

## accessibility

3/4

DHS translated 30 vital documents and conducted outreach to engage LEP/NEP communities. DHS must update its website to include "Language Support" pages.

## quality

2/5

No language access public complaints were filed against DHS in FY19. Six of 14 in-person testers did not receive the appropriate service or information in their language. 11 out of 15 telephone testers did not receive language assistance in FY19.



DC | DEPARTMENT of HUMAN SERVICES



### Telephone Tests

4 out of 15 telephone tests provided the requested service, information or appropriate resources



### In-Person Tests

8 out of 14 in-person tests provided the requested service, information or appropriate resources

### FY19 Top Languages Encountered:

Spanish, Amharic, French, Chinese, Vietnamese, Mandarin, Cantonese, Oromo

FY19 Encounters: 27,489 | FY18 Score: 9/14 | FY18 Encounters: 47,279

In the area of preparedness, the Department of Human Services (DHS) has improved its data collection system to capture in-person, bilingual staff and telephonic interpretation encounters. It is strongly recommended that the agency update and implement its LA policy, which dates to 2014. The agency held 10 training sessions to cover the areas of cultural competency, civil rights and language access. All sessions were relevant to the delivery of services for the diverse population served by DHS. OHR is pleased that the agency followed recommendations from the FY18 LA Compliance Review by tripling the frequency of training and increasing the number of participants. DHS has improved its compliance in grantee/contractor requirements by providing language access training to its funded entities however, it is strongly recommended that DHS include LA compliance verbiage in its agreements, contracts and MOUs with funded entities.

In the area of accessibility, the agency translated 30 documents into six languages. However, the agency still has not made its website accessible to the LEP/NEP community by creating "Language Support" pages on its website, as recommended in last year's compliance review. The agency participated in 18 outreach events that included 3,845 participants and collaborated with the Mayor's three Ethnic Constituency offices to connect with the District's diverse population.

In the area of quality, the OHR's Language Access Program notes that there has been a significant decline in the quality of LA services provision. This is evident in the field-testing data from 64% in FY17 and FY18 to 41% in FY19. It is imperative that the agency continue to support the LA training of its frontline staff.

# Department of Motor Vehicles



## preparedness

4/5

DMV met most of its preparedness requirements in FY19 by training all staff, having updated policy and designating a new LA coordinator.

## accessibility

2/4

DMV translated two vital documents into six languages. In FY20, DMV needs to strengthen its outreach plan and take steps to engage LEP/NEP communities.

## quality

1/5

No formal language access complaints were filed against DMV in FY19. Two out of 13 in-person testers did not receive language assistance in FY19.



### In-Person Tests

11 out of 13 in-person tests provided the requested service, information, or appropriate resources.



### FY19 Encounters

5,096

### FY19 Top Languages Encountered:

Spanish, Amharic, French, Mandarin, Arabic, Vietnamese and Tigrinya

FY18 Encounters: 3,299 | FY18 Score: 11/14

In the area of preparedness, the Department of Motor Vehicles (DMV) reported only one source of encounters with LEP/NEP individuals: telephonic interpretation. OHR strongly recommends that the agency revise its tracking system to capture bilingual staff encounters. The agency has a LA policy on file which is due for review and an acknowledgement receipt from staff.

In collaboration with OHR and the Mayor's three Ethnic Constituency offices (MOLA, MOAA and MOAPIA), almost 350 staff members participated in 14 sessions covering Cultural Competency and Language Access training. DMV took a proactive step by including DGS-assigned security guards as they are the agency's only public facing contractor.

In the area of accessibility, the agency translated two documents "Medical Eye Report" and "Disability Placard" into six languages. However, the translated documents were not uploaded to DMV's website in the language support pages so they are not fully accessible to the LEP/NEP community. The agency failed to follow 2018 Annual Compliance review recommendations to strengthen outreach efforts to engage the District's LEP/NEP community. OHR's LA program urges the agency to reach out more effectively by teaming up with the Mayor's three Ethnic Constituency offices.

No formal public complaints were filed against DMV in FY19 although there was one inquiry made to OHR. Additionally, DMV has yet to take corrective action in a non-compliance finding by OHR in FY17. OHR's LA program urges DMV to reach an agreement to resolve this outstanding issue. Field test results in FY19 showed that the agency provided LA services in 11 of 13 tests by using telephonic interpreters at DMV locations.



# Department of Parks and Recreation



**10/14**  
overall  
compliance  
score

## preparedness

4/5

DPR met reporting requirements in FY19. DPR showed improvement in the area of LA training and data collection.

## accessibility

3/4

DPR translated nine vital documents into five languages but did not post them on its website. The agency, however, consistently conducted extensive outreach to engage the District's diverse LEP/NEP population.

**quality**  
3/5

No LA complaints were filed against DPR in FY19. But in field tests, nine out of 14 testers did not receive language assistance. Despite DPR's efforts to meet the full range of language access compliance requirements, significant issues must still be addressed.



### Telephone Tests

2 out of 8 telephone tests provided the requested service, information, or appropriate resources.



### In-Person Tests

3 out of 6 in-person tests provided the requested service, information, or appropriate resources.

### FY19 Top Languages Encountered:

Spanish, Korean, Chinese, Vietnamese, Russian, Uzbek, German, Arabic

FY19 Encounters: 65 | FY18 Encounters: 58 | FY18 Score: 10/14

In the area of preparedness, the Department of Parks and Recreation (DPR) improved its reporting of LEP/NEP encounters by implementing a new data collection system to capture interaction with bilingual staff. The agency's LA policy also was updated in FY19. The agency complied with the LA program's recommendation to provide comprehensive language access training to its staff and completed nine trainings with 144 participants. OHR's LA program looks forward to continuing provide guidance and support in the area of training. In FY19, the agency did not confirm whether it has public facing grantees/contractors. It is important that the agency verifies whether it contracts with such entities and then prioritize LA compliance certification and training for them.

In the area of accessibility, the agency translated nine documents into five languages. But the documents are not posted on the language support pages of DPR's website, making them inaccessible to the LEP/NEP community. Because of DPR's mission to provide and supervise an extensive array of recreational activities for all age groups in the District OHR strongly recommends the agency update the LSP section of its website in accordance with all changes made to the English-language website. The agency hosted four community outreach events, including "Multicultural Hiring Fair," "DPR Programs/Diversity/Outreach" and "Taste of the World," and it participated in another five events to engage the District's diverse LEP/NEP population. DPR's commitment to the Language Access Act to recruit and hire multilingual staff by sponsoring its own "Multicultural Hiring Fair" is highly commendable. DPR's efforts to conduct intentional diversified outreach in FY19 earned the agency OHR's Language Access Program "Outstanding Outreach Award."

In the area of quality, no language access public complaints were filed against DPR. However, only five of 14 field testers received interpretation services at DPR facilities in 2019. DPR Customer Service and the Petworth and Raymond Recreation Centers were the only three facilities tested in FY19 that were tested in the previous two years and their staffs' ability to provide LA services improved only slightly. These facilities provided interpretation to two out of eight testers in FY19 compared to zero out of 14 testers in FY18 and FY17 combined. Based on the field test results, it is imperative the agency strengthen its LA training of all staff.

# Department of Public Works

# 9/12

overall  
compliance  
score



**“The Preferred Choice”**



FY18 Score  
11/12



FY19 Encounters  
535

## preparedness

# 3/5

DPW did not meet planning and reporting requirements and its LA policy is outdated. DPW also did not report training staff in FY19. The agency collected comprehensive data on LEP/NEP encounters.

## accessibility

# 3/4

DPW translated six vital documents in FY19, but the documents are not accessible on its website. DPW improved outreach efforts in FY19 and should expand its efforts to communicate with the District's diverse LEP/NEP population.

## quality

# 3/3

In FY19, DPW was not tested and no language access complaints were filed against the agency. DPW did adopt recommendations from OHR's FY18 LA program compliance review.

### FY19 Top Languages Encountered:

Spanish, Chinese, French, Abkhaz, Amharic

FY18 Encounters: 490

In the area of preparedness, the Department of Public Works (DPW) reported two sources of encounters: telephone language services line and bilingual staff. Because the agency has not updated its LA policy since 2015, the OHR Language Access program strongly recommends the agency update its policy with OHR's policy template. DPW did not report any trainings for FY19, therefore OHR strongly recommends the agency train its existing and new staff in FY20.

In the area of accessibility, DPW translated six documents into five languages. However, the translated documents are not accessible through the language support page of DPW's website. The agency participated in two outreach events that included 1,750 participants. Although the agency increased its outreach efforts, the LA program strongly recommends reaching out to the LEP/NEP immigrant community in collaboration with the Mayor's three Ethnic Constituency Offices: MOAA, MOAPIA and MOLA.

In the area of quality, no complaints were filed against the agency. DPW also worked to complete the recommendations from the prior LA compliance review by improving outreach and data collection efforts. OHR urges DPW follow through with its long-standing plan to certify public facing bilingual staff in their respective languages.



# Department of Small and Local Business Development



**Telephone Tests**  
0 out of 5 telephone tests provided the requested service, information or appropriate resources.



**FY19 Encounters**  
N/A

## preparedness

0/5

DSLBD failed to comply with FY19 reporting and planning requirements.

**FY19 Top Languages Encountered:** Not Reported

FY18 Encounters: Not Reported | FY18 Score: 3/14

## accessibility

1/4

DSLBD failed to produce any documentation that it tried to fulfill the requirements of the Language Access Act.

Once again, the Department of Small and Local Business Development (DSLBD) did not comply with language access implementation reporting. The agency also failed to fulfill legally mandated planning requirements and did not comply with any recommendations from the last LA compliance review. It is imperative the agency re-engage and implement Language Access Act requirements. The OHR LA program can only evaluate an agency based on reported data and individual site visits.

In the area of quality, DSLBD was granted two points overall based on not having any LA public complaints filed against the agency. OHR looks forward to supporting the agency in correcting LA compliance gaps. Although the agency has not been in compliance with the LA Act and regulations, the agency was still tested telephonically. The field tests showed the agency's response to LEP/NEP testers seeking help worsened at both tested divisions.

## quality

2/5

No language access public complaints were filed against DSLBD in FY19. But of five telephone field testers, none received language assistance. DSLBD is in violation of the Language Access Act.

# Department of Youth Rehabilitation Services



FY18 Score  
11/12



FY19 Encounters  
212

## preparedness

5/5

DYRS met reporting requirements in FY19, provided language access compliance training for new hires and existing staff and engaged contractors to ensure they comply with the Language Access Act.

## accessibility

3/4

In FY19, DYRS translated six vital documents into Spanish and one into the top six languages encountered in the District.

## quality

3/3

No language access public complaint was filed against DYRS in FY19.

### FY19 Top Languages Encountered: Spanish

FY18 Encounters: 106

The Department of Youth Rehabilitation Services (DYRS) took proactive steps to capture comprehensive data on the types and frequency of language encounters. DYRS led 13 in-house Language Access trainings for new hires, one for existing staff and two for contractors, for a total of 144 participants. The training of grantees is a compliance milestone for DYRS to properly serve the LEP/NEP community. DYRS also ensured that the agency's grantee contracts included LA compliance verbiage, a significant move towards ensuring that funded entities also are prepared to engage with LEP/NEP constituents.

In FY19, DYRS translated one vital document into six languages and five documents into Spanish, the agency's most encountered language. The documents included "Youth Services Center-Youth Orientation Handbook" and "Youth and Family Programs." DYRS' FY19 implementation report also shows the agency participated in six job fair events with the Mayor's three Ethnic Constituency offices (MOAA, MOAPIA, MOLA) to attempt to expand its workforce and reflect the linguistically diverse population served by the agency.

OHR credits DYRS for taking steps toward certifying bilingual staff and looks forward to the completion of this effort in FY 20. OHR recommends that DYRS continue to work closely with the Office of Chief Technology Officer to finish the creation of a "language support" section in languages other than Spanish on its website in FY20 and to include the links to translated documents.



# District Department of Transportation



## preparedness

3/5

DDOT met FY19 planning and reporting requirements, and provided language access training for 94 employees.

## accessibility

3/4

DDOT translated 14 vital documents in FY19. In FY20, DDOT needs to meet outreach and website accessibility requirements

## quality

5/5

No language access public complaints were filed against DDOT in FY19. The agency was tested in FY19, and five out of five testers received language assistance.



## District Department of Transportation



### Telephone Tests

5 out of 5 tests provided the requested service, information, or appropriate resources.



### FY19 Encounters

261

### FY19 Top Languages Encountered:

Spanish, Mandarin, Vietnamese, Chinese, Korean, Amharic

FY18 Encounters: 125 | FY18 Score: 11/14

In the area of preparedness, the District Department of Transportation (DDOT) is currently working on updating its LA policy and OHR looks forward to reviewing the policy in FY20. The agency reported comprehensive data for LEP/NEP encounters using three tracking sources. The agency maintained its commitment to training staff by ensuring 94 staff members were trained in four sessions. Commendably, the agency also ensured its grantees/contractors are prepared to serve the LEP/NEP community through training, however, the agency must update its verbiage in its agreements with funded entities to add LA Act 2004 compliance verbiage.

In the area of accessibility, the agency translated 14 documents into the six top languages encountered in the District of Columbia. However, these documents are not posted in the agency's language support pages of its website. OHR's LA program urges DDOT to complete efforts to restructure the language support section of its website. Although two outreach events were conducted in FY19, OHR recommends DDOT also collaborate with the Mayor's three Ethnic Constituency offices to expand outreach efforts to immigrant communities.

DDOT's commitment to compliance with the Language Access Act was reflected in the perfect score it received during field testing in FY19. Test results showed that interpretation services were provided in all five telephone tests conducted in five different languages with DDOT's Kids Ride Free program. Additionally, the agency has taken steps to fulfill a request from staff to learn basic Spanish as it is the agency's most frequently encountered language. OHR's Language Access program commends DDOT for taking the initiative to equip its staff with an essential language skill and looks forward to being updated on the implementation of this program.



FY18 Score  
12/12



FY19 Encounters  
7

**preparedness**  
4/5

DCOZ met FY19 planning and reporting requirements and delivered language access compliance training to all staff.

**accessibility**  
4/4

DCOZ translated three vital documents in FY19, all of which were uploaded to the agency's website. The agency participated in an event targeting Asian & Pacific Islander LEP/NEP residents

**quality**  
3/3

No language access public complaint was filed against DCOZ in FY19. The agency was not tested in FY19. DCOZ continues to meet all language access compliance requirements.

**FY19 Top Languages Encountered:** Spanish, Korean  
FY18 Encounters: 6

In the area of preparedness, the Office of Zoning (DCOZ) has met compliance requirements by continuing to submit data in a timely fashion and updating its Language Access policy in FY19. The LA program commends the DCOZ for implementing a new database for service encounters with LEP/NEP constituents. Despite the fact the agency reports it does not have much contact with the public, it still shows its commitment to fulfilling LA requirements. The agency strengthened its commitment to LA by training members of the Zoning Commission and the Board of Zoning Adjustment. Unfortunately, OHR has observed a decline in DCOZ's attendance at the LA bi-monthly meeting and encourages the DCOZ LA coordinator to resume participation.

In the area of accessibility, the agency met all LA requirements by translating three vital documents into three languages and posting them to its website, making them fully accessible to the LEP/NEP community. The agency participated in the Chinatown Community Festival, which drew about 200 participants, in collaboration with the Mayor's Office on Asian & Pacific Islander Affairs. The LA program recommends the agency also collaborate with the Mayor's Office on Latino Affairs and Mayor's Office on African Affairs to expand its outreach efforts to other immigrant communities.

In the area of quality, the agency showed its commitment to improve its outreach efforts by asking the DC Language Access Coalition for recommendations on how best to distribute information and to educate the District's LEP/NEP community about DCOZ.



# Homeland Security and Emergency Management Agency



FY18 Score  
12/12



FY19 Encounters  
1

## preparedness

4/5

HSEMA met FY19 planning and reporting requirements and trained its senior management team, as well as all staff, in language access compliance.

**FY19 Top Languages Encountered:** Spanish

FY18 Encounters: 18

In the area of preparedness, HSEMA met the reporting requirements by updating its LA policy and training its senior management team and frontline staff. HSEMA also provided training to its public facing contractors, but OHR recommends the agency add LA compliance verbiage to its contracts/MOUs.

## accessibility

3/4

HSEMA participated in 17 outreach events and worked with the Mayor's three Ethnic Constituency Offices to reach LEP/NEP communities. In FY19, HSEMA translated 5 vital documents into 6 languages. HSEMA can improve accessibility by making its multilingual Ready DC links more prominent on its website.

In the area of accessibility, HSEMA translated five documents into six languages: "Active Shooter," "AlertDC Flyer," "Exercise, Exercise, Exercise," "Emergency Operations Preplanning Worksheet for Houses of Worship," and "Shelter in Place: When, Where and Why." Although all of these vital documents are translated, they are not accessible in the language support page of HSEMA's website. OHR strongly recommends that HSEMA revise its ReadyDC webpage to make it accessible to the LEP/NEP community. Currently, vital translated information about emergency preparedness is found under the "Resources" [2-](#) of the ReadyDC webpage. The [2-](#) title is in English only, making it very difficult for LEP/NEP individuals to find such important information. HSEMA participated in 17 community events that drew more than 700 diverse participants.

## quality

3/3

No public complaints were filed against HSEMA in FY19. The agency was not tested in FY19. In FY20, HSEMA must make significant efforts to adhere to data collection recommendations to meet language access compliance requirements in FY20.

In the area of quality, no LA public complaint was filed against HSEMA. In FY19, OHRs' LA program noted that the agency took some action to fulfill compliance recommendations.

# Metropolitan Police Department



## preparedness

5/5

MPD met preparedness requirements and took steps to train all MPD employees, as well as a major contractor in language access requirements

## accessibility

4/4

MPD conducted extensive outreach translated eight vital documents and continued to strengthen the language support pages of its website.

## quality

2/5

In FY19, two language access complaints were filed against MPD, and OHR issued one finding of noncompliance. The agency declined by one point in field testing and provided language assistance for 8 of 9 testers.



### In-Person Tests

8 out of 9 in-person tests provided the requested service, information, or appropriate resources.



### FY19 Encounters

5,377

**FY19 Top Languages Encountered:** Spanish, Amharic, Mandarin, French, Arabic, Vietnamese, Portuguese, Korean, Russian, Tigrinya, Bengali, Turkish, Tagalog, Japanese  
FY18 Encounters: 4,996 | FY18 Score: 11/14

In the area of preparedness, the Metropolitan Police Department (MPD) reports three sources for tracking LEP/NEP encounters. The agency also has an updated policy on file. In FY19, the agency held 73 LA access trainings with 2,033 participants. The agency also took a proactive step by training Security Assurance Management, a DGS contractor that interfaces with MPD customers, and conducted LA cross training with the Office of Unified Communication, which handles the District's 911 calls. These training efforts are very effective in closing MPD's preparedness gap.

In the area of accessibility, the agency translated eight documents, including "Warnings as to Your Rights," "Victim's Right Card" and "Complainant/Witness Statement" into eight languages. The translated documents are easily accessible to the LEP/NEP community as they are properly posted in the language support pages of MPD's website with translated titles on the documents. The agency held 58 outreach events attracting 9,216 participants, the agency also hosted a hiring fair and collaborated with the Mayor's three Ethnic Constituency offices (MOAA, MOAPIA and MOLA) for other LA-related projects.

In the area of quality, MPD had two LA public complaints filed against the agency in FY19. OHR found MPD noncompliant in one of the cases. MPD was field tested, and in eight out of nine interactions, the tester successfully received LA services. The agency addressed most of the LA recommendations outlined in the FY18 LA program compliance report and was honored for its work in the area of language access. OHR congratulates the MPD LA program for winning the Morris & Gwendolyn Cafritz Foundation Award for ensuring the department equitably serves the District's LEP/NEP community.



# Office of Administrative Hearings



FY18 Score  
12/12



FY19 Encounters  
572

## preparedness

5/5

OAH completed planning and reporting requirements in FY19, as kept track of all encounters with LEP/NEP clients. The agency ensured all staff received language access compliance training during a series of seven sessions.

### FY19 Top Languages Encountered:

Spanish, Amharic, Mandarin, Vietnamese, French,  
Yoruba, Korean, Arabic  
FY18 Encounters: 506

## accessibility

3/4

In FY19, OAH translated one document into Spanish. In FY20, OAH should strengthen its language access portal by ensuring that document titles are translated and, therefore, accessible to the LEP/NEP community.

In the area of preparedness, the Office of Administrative Hearings (OAH) continued to fulfill requirements of the Language Access Act by using a comprehensive data collection mechanism, having an updated LA policy and training existing and new staff.

In the area of accessibility, the agency continued to audit its most used documents for updates and translation. The agency also translated "UI Request for Hearing to Appeal a Determination by a Claim Examiner" into Spanish. OHR strongly recommends the agency revises its website and translate the language access tab to give it prominence and make it accessible to the LEP/NEP community. OAH does not traditionally conduct community outreach, however, the agency worked with the Mayor's three Ethnic Constituency Offices (MOAA, MOAPIA and MOLA) to improve services to the LEP/NEP community. In its direct mailings, OAH always promotes the availability of language access services in its office.

## quality

3/3

No language access public complaints were filed against OAH in FY19. The agency was not tested in FY19.

In the area of quality, the agency fulfilled all the recommendations outlined in the FY18 LA program compliance review by certifying bilingual public facing staff, as well as hiring additional bilingual staff. OHR's LA program is pleased with OAH's continued commitment to uphold the Language Access Act.

# Office of Attorney General's Child Support Services Division



**preparedness**  
5/5

In FY19, CSSD met planning and reporting requirements. The agency should improve and report the training of its frontline staff.

**accessibility**  
1/4

In FY20, CSSD must improve the translation of vital documents and its accessibility by creating a "language support" section on its website.

**quality**  
2/3

No language access public complaints were filed against CSSD in FY19, and the agency was not tested.

## CHILD SUPPORT SERVICES

Office of the Attorney General  
for the District of Columbia



FY18 Score  
11/12



FY19 Encounters  
688

**FY19 Top Languages Encountered:** Spanish, Amharic, Mandarin, French, Arabic, Vietnamese, Portuguese, Korean, Tigrinya, Bengali, Turkish, Japanese, Tagalog, Cantonese

FY18 Encounters: 1,301

In the area of preparedness, the Office of Attorney General's Child Support Services Division (CSSD) reported comprehensive data on LEP/NEP encounters. The agency has updated its LA policy and is working with its federal sister agency DC Superior Court to reach an agreement that both agencies be bound by the Language Access Act because the District's law mirrors Title VI of the U.S. Civil Rights Act of 1964, which requires federal agencies to provide meaningful access to their programs, services and activities for LEP individuals. The agency trained some staff; however, details were not reported.

In the area of accessibility, CSSD must prioritize its efforts to translate vital public documents and make them available on its website. The agency also must create a language support section on its website. The LA program is aware that CSSD conducted community outreach to showcase the additional services for its target population, but the agency failed to report the details in its implementation report.

In the area of quality, the agency received no LA public complaints. However, the agency failed to adhere to recommendations in the FY18 LA annual review regarding the development and implementation of a language support page on its website and to certify its bilingual staff. Based on the lack of reporting, it is unclear if CSSD adhered to the recommendation that LEP/NEP customers receive automated correspondence and messages in their native language. The agency partially complied with the recommendation to reach out to the LEP/NEP community.



# Office of Contracting and Procurement



FY18 Score  
4/12



FY18 Encounters  
6

## preparedness

1/5

OCP failed to meet planning, reporting and training requirements in FY19. The agency does not have a language access policy.

FY19 Top Languages Encountered: N/A

FY19 Encounters: N/A

## accessibility

1/4

With the exception of meeting signage requirements, OCP failed to translate vital documents and few efforts in FY19 to fulfill accessibility requirements.

In FY19, as in FY18, the Office of Contract and Procurement did not comply with reporting requirements as mandated by the Language Access Act. However, communication between OCP and OHR's LA program improved in FY19 and a new Language Access Coordinator was appointed in the third quarter of the fiscal year. OHR looks forward to supporting the agency in addressing longstanding gaps in LA implementation and compliance.

In the area of accessibility, OCP met the signage requirement, however, OCP could improve signage and make it visible public-facing areas like the Resource Center. OHR recommends that OCP make its website accessible to LEP/NEP clients by translating and uploading vital documents.

In the area of quality, OCP made progress in FY19 by assigning a new LAC and forming a LAC team within the agency that is now in communication with OHR's LA Program.

In FY20 OHR strongly recommends that OCP continues working to fully satisfy the LA compliance requirements.

## quality

3/3

No language access public complaints were filed against OCP in FY19. The agency was not tested.

District of Columbia  
Office of Planning



FY18 Score  
10/12



FY18 Encounters  
6

**preparedness**  
4/5

OP met reporting requirements in FY19 by updating its LA policy.

**FY19 Top Languages Encountered:** N/A

FY19 Encounters: 0

**accessibility**  
3/4

OP translated two census document into seven languages however they are not accessible on the agency's website.

In the area of preparedness, the agency reported 0 encounters with the LEP/NEP community. The OHR Language Access Program urges the Office of Planning to improve the data collection process in order to capture encounters more comprehensively to include in-person and bilingual staff encounters. The agency has an updated LA policy on file. The agency has no public facing grantees. The LA program strongly advises that LA training be given to staff during FY20. This includes consulting OHR's Language Access Program to ensure all areas of compliance are covered in the training deck.

In the area of accessibility, the Office of Planning has translated two documents in seven languages, however, the documents are not accessible on the agency's website. OP participated in one outreach event targeting the LEP/NEP community. Although the OP boasts an outreach strategy by funding local advocacy organizations to connect with hard-to-reach populations it is not clear in its reporting if this effort was successful in reaching the API and Latino communities.

**quality**  
2/3

No public complaints were filed against OP in FY19. The agency was not tested in FY19. OHR urges OP to address accessibility concerns in FY20.

In the area of quality, the agency has not fulfilled the recommendations from last year's compliance review. OHR's Language Access program strongly encourages the agency to diversify its outreach efforts to include other LEP/NEP communities in the District. OHR acknowledges that OP focused on Census 2020 outreach efforts and the LA program strongly recommends that these efforts be expanded to other LEP/NEP immigrant communities. OHR once again encourages OP to leverage the support of the Mayor's Offices on African, Asian and Pacific Islander and Latino Affairs and community-based partners such as the DC Language Access Coalition to successfully implement these goals. Additionally, OP needs to develop and translate culturally targeted outreach materials to engage LEP/NEP stakeholders, and ensure that translated documents are accessible via the "language support" section on the agency's website.



# Office of Tax and Revenue



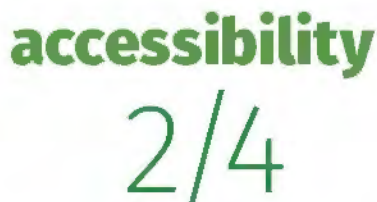
**Telephone Tests**  
3 out of 3 telephone tests provided the requested service, information or appropriate resources.



**In-Person Tests**  
4 out of 5 in-person tests provided the requested service, information or appropriate resources.



In FY19, OTR reported comprehensive data on LEP/NEP encounters and acquired dual handset phones to facilitate telephonic interpretation for LEP/NEP customers. In FY20, OTR needs to adopt an internal language access policy, ensure timely submission of quarterly reports and certify contractor compliance.



In FY19 OTR needs to translate vital documents, improve accessibility of its website and reach out to LEP/NEP communities.



No language access public complaints were filed against OTR in FY19. The agency was tested for the first time in FY19 and provided LA resources in seven out of eight field tests. It is crucial that the agency train its staff regarding professional conduct in serving the District's diverse LEP/NEP community.

## FY19 Top Languages Encountered:

Spanish, Amharic, Mandarin, French, Korean, Arabic, Vietnamese, Bengali

FY19 Encounters: 4,860 | FY18 Score: 7/12 | FY18 Encounters: 4,340

In the area of preparedness, the Office of Tax and Revenue (OTR) implemented data collection to include bilingual staff encounters with LEP/NEP customers. The use of dual handset phones showed improvement in the ability to serve LEP/NEP customers, evidenced by the increased amount of telephonic interpretation. The agency has an updated LA Policy on file. It is recommended that training be made a priority in FY20. OTR's LA Program looks forward to supporting OTR in its efforts to ensure contractor compliance and training of its only public-facing contractor: security guards.

In the area of accessibility, OTR participated in 23 community outreach events that attracted 1,115 participants. However, the agency should strengthen its outreach efforts and reach a diverse population by collaborating with the Mayor's three Ethnic Constituency Offices (MOAA, MOAPIA and MOLA). The agency has not translated any vital documents and has made no additions to the Language Support Pages on its website. OTR strongly recommends OTR translate its vital documents and upload them to its website.

In the area of quality, OTR's FY19 field testing results show that in seven of eight testers received interpretation services. The field-testing narrative also highlighted the need for OTR employees to undergo language access and customer service training to appropriately serve LEP/NEP constituents.

# Office of the People's Counsel



FY18 Score  
12/12



FY19 Encounters  
680

## preparedness

5/5

In FY19, OPC met all preparedness requirements. OPC reported comprehensive data on LEP/NEP encounters and provided agency-wide language access compliance training.

## accessibility

4/4

OPC produced 11 translated documents in FY19 and participated in 42 community events. OPC followed through on FY18 recommendations by providing cultural competency training to its staff and improving outreach strategy.

## quality

3/3

In FY19, no language access complaints were filed against OPC and agency was not tested. OPC continues to demonstrate exceptional commitment to meeting language access compliance requirements.

### FY19 Top Languages Encountered:

Spanish, Amharic, Chinese, Indonesian, Portuguese

FY18 Encounters: 6

In the area of preparedness, the Office of the People's Counsel (OPC) reported comprehensive data on LEP/NEP encounters with bilingual staff and telephonic and in-person interpretation. The agency has an updated comprehensive Language Access policy on file that includes LA certification verbiage for funded entities although the agency has no public facing grantees. Nonetheless, the agency should recertify acknowledgement of receipt from staff as a reminder of LA specific requirements. The agency had one LA and Cultural Competence training with 12 attendees in FY19. OPC continues its commitment toward compliance with the LA Act, and OHR looks forward to supporting the agency with LA training of its staff and all other compliance matters.

In the area of accessibility, the agency translated 11 documents into six languages, including "Consumer Complaints Script," "Consumer Bill of Rights" and "Utility Billing Scams." The LA program commends OPC for prominently displaying its language support page section at the top of its website's home page. However, the translated pages do not include the agency's mission, initiatives or services. As is, the LSP section only provides translated documents. The agency continues to uphold outreach requirements by conducting comprehensive grassroots and community engagement activities such as neighborhood walk-throughs in areas populated by LEP/NEP individuals and businesses. The office exceeds outreach expectations by providing in-person interpreters at some of its agency-specific citywide community events that attract the District's linguistically diverse residents.

In the area of quality, the agency continued to show its commitment to the LA Act by certifying one of its dual-language, public-facing staff in both languages. The agency adhered to OHR's LA program's recommendation to improve its outreach requirements and increased its collaboration with the Mayor's three Ethnic Constituency Offices: MOAA, MOAPIA and MOLA. OHR's LA program commends the Office of the People's Counsel on achieving a perfect annual review compliance score of 12/12 for the past 2 years.



# Office of the State Superintendent of Education

**12/14**  
overall  
compliance  
score



**Telephone Tests**  
8 out of 8 tests provided the requested service, information or appropriate resources.



**In-Person Tests**  
3 out of 7 of in-person tests provided the requested service, information or appropriate resources.

**preparedness**  
**5/5**

Once again, OSSE fully met FY19 preparedness requirements by reporting comprehensive data on LEP/NEP encounters, training frontline staff and grantees, and fulfilling reporting and planning requirements. In FY20, OSSE needs to expand training and maintain grantee engagement efforts.

**accessibility**  
**4/4**

In FY19, OSSE continued to translate vital documents and strengthened the accessibility of its "language support" section on its website. The agency significantly increased its participation at community events as recommended in last year's compliance review.

**quality**  
**3/5**

In FY19, no language access public complaint was filed against OSSE. Four out of 15 testers did not receive language assistance. OHR looks forward to re-engaging OSSE in FY20 to improve training efforts for grantees.

## FY19 Top Languages Encountered:

Spanish, Amharic, French, Korean, Russian, Bengali, Mandarin, Vietnamese, Arabic, Turkish, Portuguese

FY18 Score: 11/14 | FY18 Encounters: 10,300 | FY19 Encounters: 11,697

In the area of preparedness, the Office of the State Superintendent of Education (OSSE) reported comprehensive data on LEP/NEP encounters with bilingual staff, telephonic and in-person interpretation. The agency has an updated LA policy on file and maintained its commitment to preparedness by continuing to train its existing and newly hired staff. The LA program commends OSSE for institutionalizing language access procedures in the communications workshops and its handbook. The agency ensured the LA compliance of funded entities by equipping them with telephonic interpretation service and training and established a process for LA reporting. OHR recommends the agency maintain LA requirements in the forefront of its future acquisition of services that may interface with the LEP/NEP community.

In the area of accessibility, the agency translated 62 documents into seven languages. OHR's LA program recommends the agency continue its efforts to update the content of the Language Support pages on the OSSE website to improve accessibility for the LEP/NEP community. OHR's LA program commends OSSE for expanding outreach efforts from seven to 34 outreach events. However, OHR recommends the agency collaborate with the Mayor's Office on Asian and Pacific Islander Affairs (MOAPIA) to better engage that LEP/NEP community.

In the area of quality, OHR's LA program commends OSSE for its continued efforts in translating confidential case-specific documents related to the Early Intervention Program and OSSE's Office of Dispute Resolution.

Field testing results showed that 11 out of 15 testers received interpretation services from various OSSE divisions. The Main Office (the only division tested in previous years) received a perfect score of 6/6, providing interpretation services to seven of seven testers. This is a significant improvement over previous years when the division only provided interpretation to seven of 11 testers. The Parent Resource Center also provided interpretation over the telephone to all three testers and received a perfect score of 6/6. However, the other divisions tested in 2019—Associates for Renewal in Education, Childcare Licensing and Child and Family Development, which were tested only in-person—provided interpretation to only one out of five testers receiving an average score of 1.20/6.00. Although testing results show overall improvements, OHR recommends that OSSE specifically address service gaps found through field testing.



FY18 score  
12/14



FY19 Encounters  
137

## preparedness

2/5

OTA did not fully meet all reporting and training requirements in FY19. In FY20, the agency needs to revitalize its training and reporting efforts to come into compliance with the Language Access Act.

## accessibility

3/4

In FY19, OTA participated in 24 community outreach events and translated four documents into two languages. In FY20, OTA would benefit from developing a Language Support Page section on its website to fulfill its requirement to make services accessible to the District's linguistically diverse tenant population.

## quality

2/3

No language access public complaints were filed against OTA in FY19.

**FY19 Top Languages Encountered:** Spanish, Amharic  
FY18 Encounters: 174

In the area of preparedness, the Office of Tenant Advocate (OTA) did not report any LA trainings in FY19 and continued to operate with an outdated LA policy. The OHR LA program strongly recommends that OTA update its LA policy, and train new and existing staff. At this time, it is unclear whether the agency has any grantees/contractors that would be covered by LA requirements. In the area of accessibility, OTA translated four documents into two languages: "Team Work Makes the Dream Work," "Tenant Summit Program 2019," "OTA Legal Representation Agreement" and "TOPA 5." Although not all of these documents are considered public facing, the ones that do meet the public facing criteria are not accessible on the OTA website's Language Support Pages section. The agency participated in 24 community events with 1,467 attendees. Although notable, the agency should broaden its outreach capacity by engaging the Mayor's three Ethnic Constituency offices (MOAA, MOAPIA and MOLA).

In the area of quality, no LA public complaints were filed against OTA in FY19. However, the agency did not take any steps to address recommendations issued by the OHR LA program in the FY18 LA compliance review.



# Office of Unified Communications



FY18 Score  
8/12



FY19 Encounters  
25,063

## preparedness

3/5

In FY19, OUC again failed to fulfill reporting and training requirements. In FY20, OUC must submit timely comprehensive quarterly reports, train public-contact staff and adopt a revised language access policy

## accessibility

2/4

OUC participated in eight community events and translated one document; however the agency needs to work on its language support page to improve accessibility of documents for the LEP/NEP community. OUC can improve outreach through partnerships and targeted campaigns to reach LEP/NEP individuals.

## quality

2/3

In FY19, no language access complaints were filed against OUC and the agency was not tested.

### FY19 Top Languages Encountered:

Spanish, Mandarin, Amharic, Vietnamese, Portuguese, French, Arabic, Korean, Russian, Turkish, Tigrinya, Farsi, Cantonese, Japanese

FY18 Encounters: 50,345

In the area of preparedness, the Office of Unified Communications (OUC) reported only one source of language access encounters: telephonic interpretation. OHR strongly recommends the agency resolve how to capture bilingual staff encounters with LEP/NEP individuals. OHR also strongly recommends the agency update and institutionalize its Language Access policy and secure acknowledgement of receipt from its staff to ensure they know LA requirements. The agency had only one training on file called "Ripped from the Head Lines" a training tool that is related to diversity and inclusion but is not Language Access Act compliance training. OHR's LA program recommends the agency increase appropriate training efforts. The agency has no public facing grantees/contractors. OHR recommends the agency strengthen its commitment to the LA Coordinator cohort by increasing participation in bi-monthly LAC meetings.

In the area of accessibility, although OUC is not frequently visited by the public it is still recommended that the agency displays LA related messaging such as the LA identification poster that informs LEP/NEP individuals they are entitled to telephonic interpretation services.

In FY19, the OUC translated one document, but the document is not accessible to the LEP/NEP community because it is not posted in the language support page of the agency's website. The agency reached out to the community by participating in eight events with 367 attendees. However, OHR recommends the agency strengthen its outreach strategy by collaborating with the Mayor's three Ethnic Constituency offices: MOAA, MOAPIA and MOLA.

In the area of quality, OUC had no LA public compliants filed against it in FY19 and was not field tested. The agency continues to take steps towards compliance with the Language Access Act by hiring and certifying bilingual staff. Nonetheless, OHR recommends the agency adhere to long-standing Language Access implementation recommendations issued by OHR's LA Program.







# Compliance Details

Agencies' scores are based on questions related to compliance with the Language Access Act. A '☐' indicates successful completion of the requirement. 'N/A' is where a particular question does not apply to the specific agency for FY19.


| AGENCY NAME  | ABRA                     | CFSA                     | DBH                      | DCRA                     | DOC                      | DOES                     | DOEE                     | DGS                      | DCHealth                 |
|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <b>PREPAREDNESS</b>  |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| P1. Agency provided comprehensive data on FY19 encounters.   |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> |
| P2. Agency has a current language access policy.   |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          |
| P3. Agency staff were trained in FY19.   |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> |
| P4. Agency communicated effectively.   |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> |
| P5. Agency took steps to ensure grantee/contractor compliance.                                       |                          |                          | <input type="checkbox"/> |                          |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          |
| <b>PREPAREDNESS SCORE</b>  | <b>0</b>                 | <b>4</b>                 | <b>5</b>                 | <b>2</b>                 | <b>1</b>                 | <b>5</b>                 | <b>5</b>                 | <b>0</b>                 | <b>3</b>                 |
| <b>ACCESSIBILITY</b>   |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| A6. Agency displayed adequate signage in public facing locations,                                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| A7. Vital documents were translated and/or updated in FY19.  |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> |
| A8. Translated vital documents are accessible on agency website.                                     |                          |                          |                          |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          |                          |
| A9. Efforts were made to engage diverse LEP/NEP communities in FY19.                                 |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> |
| <b>PREPAREDNESS SCORE</b>  | <b>1</b>                 | <b>3</b>                 | <b>3</b>                 | <b>3</b>                 | <b>2</b>                 | <b>4</b>                 | <b>3</b>                 | <b>1</b>                 | <b>3</b>                 |
| <b>QUALITY</b>   |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| Q10. No language access public complaints were filed against the agency in FY19.                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Q11. OHR has not issued a finding of non-compliance against the agency in FY19.                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Q12. No tester was turned away during tests.   | <input type="checkbox"/> |                          |                          |                          |                          |                          |                          |                          | <input type="checkbox"/> |
| Q13. All testers who accessed employee or interpretation received requested information or services. |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| Q14. OHR has observed improvement in LA implementation in FY19.                                      |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>QUALITY SCORE</b>   | <b>3</b>                 | <b>3</b>                 | <b>3</b>                 | <b>2</b>                 | <b>0</b>                 | <b>3</b>                 | <b>3</b>                 | <b>3</b>                 | <b>4</b>                 |
| <b>TOTAL AGENCY SCORE</b>  | <b>4</b>                 | <b>10</b>                | <b>11</b>                | <b>7</b>                 | <b>3</b>                 | <b>12</b>                | <b>11</b>                | <b>4</b>                 | <b>10</b>                |
| <b>TOTAL POSSIBLE SCORE</b>  | 14                       | 12                       | 12                       | 14                       | 12                       | 14                       | 12                       | 14                       | 14                       |

| AGENCY NAME  | DHCF                     | DHCD                     | DCHR                     | DHS                      | DMV                      | DPR                      | DPW                      | DSLBD                    | DDS                      | DDOT                     |
|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <b>PREPAREDNESS</b>  |                          |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| P1. Agency provided comprehensive data on FY19 encounters.   |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> |
| P2. Agency has a current language access policy.   |                          |                          | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          |                          |                          |
| P3. Agency staff were trained in FY19.   |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          |                          | <input type="checkbox"/> |
| P4. Agency communicated effectively.   |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> |
| P5. Agency took steps to ensure grantee/contractor compliance.                                       |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> |                          | <input type="checkbox"/> |                          |
| <b>PREPAREDNESS SCORE</b>  | <b>0</b>                 | <b>4</b>                 | <b>5</b>                 | <b>4</b>                 | <b>4</b>                 | <b>4</b>                 | <b>3</b>                 | <b>0</b>                 | <b>3</b>                 | <b>3</b>                 |
| <b>ACCESSIBILITY</b>   |                          |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| A6. Agency displayed adequate signage in public facing locations.                                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| A7. Vital documents were translated and/or updated in FY19.  |                          | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> |
| A8. Translated vital documents are accessible on agency website.                                     |                          |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| A9. Efforts were made to engage diverse LEP/NEP communities in FY19.                                 |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>ACCESSIBILITY SCORE</b>   | <b>1</b>                 | <b>3</b>                 | <b>2</b>                 | <b>3</b>                 | <b>2</b>                 | <b>3</b>                 | <b>3</b>                 | <b>1</b>                 | <b>3</b>                 | <b>3</b>                 |
| <b>QUALITY</b>   |                          |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| Q10. No language access public complaints were filed against the agency in FY19.                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Q11. OHR has not issued a finding of non-compliance against the agency in FY19.                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Q12. No tester was turned away during tests.   |                          |                          |                          |                          |                          |                          |                          |                          |                          | <input type="checkbox"/> |
| Q13. All testers who accessed employee or interpretation received requested information or services. |                          |                          |                          |                          |                          |                          |                          |                          |                          | <input type="checkbox"/> |
| Q14. OHR has observed improvement in LA implementation in FY19.                                      |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>QUALITY SCORE</b>   | <b>2</b>                 | <b>3</b>                 | <b>3</b>                 | <b>2</b>                 | <b>1</b>                 | <b>3</b>                 | <b>3</b>                 | <b>2</b>                 | <b>3</b>                 | <b>5</b>                 |
| <b>TOTAL AGENCY SCORE</b>  | <b>3</b>                 | <b>10</b>                | <b>10</b>                | <b>9</b>                 | <b>7</b>                 | <b>10</b>                | <b>9</b>                 | <b>3</b>                 | <b>9</b>                 | <b>11</b>                |
| <b>TOTAL POSSIBLE SCORE</b>  | <b>12</b>                | <b>12</b>                | <b>12</b>                | <b>14</b>                | <b>14</b>                | <b>14</b>                | <b>12</b>                | <b>14</b>                | <b>12</b>                | <b>14</b>                |

| AGENCY NAME  | DCHA                     | DYRS                     | DCLB                     | DCOZ                     | DACL                     | DCPL                     | DCPS                     | FEMS                     | HSEMA                    | MPD                      |
|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <b>PREPAREDNESS</b>  |                          |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| P1. Agency provided comprehensive data on FY19 encounters.   |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> |
| P2. Agency has a current language access policy.   |                          |                          | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          |                          |                          |
| P3. Agency staff were trained in FY19.   |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          |                          | <input type="checkbox"/> |
| P4. Agency communicated effectively.   |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> |
| P5. Agency took steps to ensure grantee/contractor compliance.                                       |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> |                          | <input type="checkbox"/> |                          |
| <b>PREPAREDNESS SCORE</b>  | <b>0</b>                 | <b>4</b>                 | <b>5</b>                 | <b>4</b>                 | <b>4</b>                 | <b>4</b>                 | <b>3</b>                 | <b>0</b>                 | <b>3</b>                 | <b>3</b>                 |
| <b>ACCESSIBILITY</b>   |                          |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| A6. Agency displayed adequate signage in public facing locations.                                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| A7. Vital documents were translated and/or updated in FY19.  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| A8. Translated vital documents are accessible on agency website.                                     |                          |                          |                          | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> |
| A9. Efforts were made to engage diverse LEP/NEP communities in FY19.                                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>ACCESSIBILITY SCORE</b>   | <b>4</b>                 | <b>4</b>                 | <b>3</b>                 | <b>1</b>                 | <b>3</b>                 | <b>1</b>                 | <b>4</b>                 | <b>3</b>                 | <b>3</b>                 | <b>4</b>                 |
| <b>QUALITY</b>   |                          |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| Q10. No language access public complaints were filed against the agency in FY19.                     |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| Q11. OHR has not issued a finding of non-compliance against the agency in FY19.                      |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          | <input type="checkbox"/> |                          |
| Q12. No tester was turned away during tests.   |                          |                          |                          |                          |                          |                          | <input type="checkbox"/> |                          |                          | <input type="checkbox"/> |
| Q13. All testers who accessed employee or interpretation received requested information or services. |                          |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| Q14. OHR has observed improvement in LA implementation in FY19.                                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>QUALITY SCORE</b>   | <b>1</b>                 | <b>3</b>                 | <b>3</b>                 | <b>3</b>                 | <b>3</b>                 | <b>3</b>                 | <b>2</b>                 | <b>2</b>                 | <b>3</b>                 | <b>2</b>                 |
| <b>TOTAL AGENCY SCORE</b>  | <b>7</b>                 | <b>11</b>                | <b>11</b>                | <b>11</b>                | <b>9</b>                 | <b>12</b>                | <b>9</b>                 | <b>11</b>                | <b>10</b>                | <b>11</b>                |
| <b>TOTAL POSSIBLE SCORE</b>  | <b>14</b>                | <b>12</b>                | <b>12</b>                | <b>12</b>                | <b>14</b>                | <b>14</b>                | <b>14</b>                | <b>12</b>                | <b>12</b>                | <b>14</b>                |



| AGENCY NAME  | OAH                      | OAG                      | OCF                      | OP                       | OTR                      | OPC                      | OSSE                     | OTA                      | OUC                      |
|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <b>PREPAREDNESS</b>  |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| P1. Agency provided comprehensive data on FY19 encounters.   | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| P2. Agency has a current language access policy.   | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          |
| P3. Agency staff were trained in FY19.   | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> |
| P4. Agency communicated effectively.   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| P5. Agency took steps to ensure grantee/contractor compliance.                                       | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> |
| <b>PREPAREDNESS SCORE</b>  | <b>5</b>                 | <b>5</b>                 | <b>1</b>                 | <b>4</b>                 | <b>3</b>                 | <b>5</b>                 | <b>5</b>                 | <b>2</b>                 | <b>3</b>                 |
| <b>ACCESSIBILITY</b>   |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| A6. Agency displayed adequate signage in public facing locations.                                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| A7. Vital documents were translated and/or updated in FY19.  | <input type="checkbox"/> |                          |                          | <input type="checkbox"/> |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| A8. Translated vital documents are accessible on agency website.                                     |                          |                          |                          |                          |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          |
| A9. Efforts were made to engage diverse LEP/NEP communities in FY19.                                 | <input type="checkbox"/> |                          |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>PREPAREDNESS SCORE</b>  | <b>3</b>                 | <b>1</b>                 | <b>1</b>                 | <b>3</b>                 | <b>2</b>                 | <b>4</b>                 | <b>4</b>                 | <b>3</b>                 | <b>2</b>                 |
| <b>QUALITY</b>   |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| Q10. No language access public complaints were filed against the agency in FY19.                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Q11. OHR has not issued a finding of non-compliance against the agency in FY19.                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Q12. No tester was turned away during tests.   |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| Q13. All testers who accessed employee or interpretation received requested information or services. |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| Q14. OHR has observed improvement in LA implementation in FY19.                                      | <input type="checkbox"/> |                          | <input type="checkbox"/> |                          |                          | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          |
| <b>QUALITY SCORE</b>   | <b>3</b>                 | <b>2</b>                 | <b>3</b>                 | <b>2</b>                 | <b>2</b>                 | <b>3</b>                 | <b>3</b>                 | <b>2</b>                 | <b>2</b>                 |
| <b>TOTAL AGENCY SCORE</b>  | <b>11</b>                | <b>8</b>                 | <b>5</b>                 | <b>9</b>                 | <b>7</b>                 | <b>12</b>                | <b>12</b>                | <b>7</b>                 | <b>7</b>                 |
| <b>TOTAL POSSIBLE SCORE</b>  | 12                       | 12                       | 12                       | 12                       | 14                       | 12                       | 14                       | 12                       | 12                       |

The background is a vibrant, abstract composition of organic, flowing shapes in shades of red, orange, yellow, green, blue, and purple. The colors are layered and blended, creating a sense of movement and depth. The overall effect is reminiscent of a watercolor or ink wash painting.

[ohr.dc.gov](http://ohr.dc.gov)

[facebook.com/dcohr](https://facebook.com/dcohr)

[twitter.com/dchumanrights](https://twitter.com/dchumanrights)

[instagram.com/dchumanrights](https://instagram.com/dchumanrights)



**From:** Alexander, Marceline (FEMS)  
**Sent:** Wed, 30 Dec 2020 19:36:44 +0000  
**To:** Krainak, Michael (EOM)  
**Cc:** Chounoune, Rudy (FEMS); Clark, Peter (EOM); Oxendine, Patricia (OAG); Ross, Jed (ORM)  
**Subject:** RE: 2-534(e) and Settlement Recommendation

2-534(e)

2-534(e)











**From:** Krainak, Michael (EOM)  
**Sent:** Wed, 30 Dec 2020 18:39:36 +0000  
**To:** Alexander, Marceline (FEMS)  
**Cc:** Chounoune, Rudy (FEMS); Clark, Peter (EOM); Oxendine, Patricia (OAG); Ross, Jed (ORM)  
**Subject:** Re: 2-534(e) and Settlement Recommendation

2-534(e)

2-534(e)









**Metadata:** This email transmission and any accompanying material may contain embedded metadata. Any included metadata is confidential or privileged information and is not intended to be viewed by a non-client recipient.

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Vass, Chris (EOM)  
**Sent:** Wed, 30 Dec 2020 17:49:23 +0000  
**To:** House, Delino (OSSE)  
**Cc:** King, Kenneth (OSSE); Healy, Patrick (EOM); Ross, Jed (ORM); Yeung, Sam (ORM)  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Del,

Do you happen to know when we can expect a copy/copies of the contracts?

Thanks,

*Christopher Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

**From:** Vass, Chris (EOM)  
**Sent:** Tuesday, December 22, 2020 1:42 PM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Fantastic Del! I really appreciate this. I'm sorry if there was any confusion previously. We look forward to the contacts.

Thanks,

*Chris Vass*  
*Management Analyst*  
*DC Office of Risk Management*  
*202-299-5230*

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Tuesday, December 22, 2020 1:41 PM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Please see the response below:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s). Yes
- Are there video recorders in your assigned fleet vehicles? There is video surveillance camera in the newer additions to the fleet If so, is there a process on when the recordings are download/stored? We are currently working through this component as a part of a of larger system enhancement. Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving? For fleet vehicles, vehicles are signed in/out daily for each user. For school buses, keys are stored on the active fleet and locked for fleet not in use.
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of? No.

We will send copies of the contracts as soon as possible. Please let me know if you have any additional questions.

Best Regards,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Tuesday, December 15, 2020 3:05 PM  
**To:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>; Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Sure can! I am good between now and 4PM. If that doesn't work, we can try tomorrow. I am wide up, except from 10-11 AM.

---

**From:** House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>  
**Sent:** Tuesday, December 15, 2020 3:01 PM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Cc:** Ellis, Stacia (OSSE) <[Stacia.Ellis@dc.gov](mailto:Stacia.Ellis@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Hello Chris,

Thank you for the opportunity to work with you and your team to explore technology and software. Before we proceed with the questions below my team and I would like to meet to discuss in detail. Are

you open to meeting soon? If so I have included Stacia Ellis on this communication so that she can work with you to schedule a meeting.

WE look forward to your response,

Delino "Del" House  
Associate Director of Fleet Management and Facilities Services  
Desk: 202-724-7818  
[delino.house@dc.gov](mailto:delino.house@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:19 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Perfect, thank you Gretchen!

Delino, if you have any questions or need anything, let me know.

---

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:18 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>; House, Delino (OSSE) <[delino.house@dc.gov](mailto:delino.house@dc.gov)>; King, Kenneth (OSSE) <[Kenneth.King@dc.gov](mailto:Kenneth.King@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)  
**Importance:** High

Good Morning Chris,  
Delino House, our Associate Director of Fleet and Facilities, is the POC for this project and has gather the information you requested. I believe he's tried contacting you but if you haven't connected I've copied him on this correspondence.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)



---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Monday, December 14, 2020 11:12 AM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Gretchen & Sara,

I wanted to follow-up on this request and see if you all had any updates?

Thanks,

*Christopher Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230*

---

**From:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>  
**Sent:** Friday, December 4, 2020 9:48 AM  
**To:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>  
**Cc:** Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>  
**Subject:** RE: District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Morning Chris,  
Thanks for your email. Our team is reviewing the request and will provide a response to your question ASAP.

Best,  
Gretchen

Gretchen Brumley, Director  
Division of Student Transportation  
Office of the State Superintendent  
Government of the District of Columbia  
1050 First Street NE  
Washington, DC 20002  
(202) 724-5675 office  
[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)

---

**From:** Vass, Chris (EOM) <[Christopher.Vass@dc.gov](mailto:Christopher.Vass@dc.gov)>  
**Sent:** Thursday, December 3, 2020 3:45 PM  
**To:** Brumley, Gretchen (OSSE) <[gretchen.brumley@dc.gov](mailto:gretchen.brumley@dc.gov)>; Meyers, Sara (OSSE) <[Sara.Meyers@dc.gov](mailto:Sara.Meyers@dc.gov)>

Cc: Ross, Jed (ORM) <[jed.ross@dc.gov](mailto:jed.ross@dc.gov)>; Yeung, Sam (ORM) <[Sam.Yeung@dc.gov](mailto:Sam.Yeung@dc.gov)>; Stewart, Shaneah (EOM) <[Shaneah.Stewart@dc.gov](mailto:Shaneah.Stewart@dc.gov)>

**Subject:** District Agency Costs for GPS and the Driver Safety Program (OSSE)

Good Afternoon Director Brumley & Deputy Meyers,

I hope you are doing well. I am Chris Vass, Management Analyst with the DC Office of Risk Management (ORM). On behalf of Jed Ross, Director/Chief Risk Officer, I am reaching out to you and other District agencies in order to undertake a review and analysis of city-wide fleet safety programs that are being used by District agencies. In order for me to begin the review and analysis, I need your assistance to compile all data and information related to your safety program:

- Does your agency have a contract(s) related to GPS (or similar devices like Auto Vehicle Locator) and/or other District Driver Safety programs? If yes, please provide a copy of the contract(s).
- Are there video recorders in your assigned fleet vehicles? If so, is there a process on when the recordings are download/stored? Is this managed by a third party? If yes, please provide a copy of the contract(s).
- For your fleet vehicles, how does the agency manage the keys to the vehicle(s) and the tracking of employees driving?
- Does your agency have any concerns with staff usage of the fleet or driving, or anything you would like to make us aware of?

The goal of this project is to ultimately bring all agencies under one city-wide management system for GPS, liability documentation (video), safe driving training, data collection (life of vehicle, miles driven, speeding, dangerous driving, possible maintenance needs, performance metrics, etc....). We are in the early stages of this endeavor but feel it could lead to monumental change for the District. One procurement, one system, economies of scale, and better data for everyone.

Please let know if you have any question or concerns.

Thanks,

*Chris Vass  
Management Analyst  
DC Office of Risk Management  
202-299-5230*

*Open Enrollment for 2021 employee benefits runs Monday, November 9, 2020 through Monday, December 14, 2020. This is your annual opportunity to review your current benefit elections and make any necessary changes.*

Visit <https://dchr.dc.gov/page/open-enrollment> for details!

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Sepehr Hoghooghi  
**Sent:** Wed, 30 Dec 2020 11:36:55 -0600  
**To:** jed.ross@dc.gov  
**Subject:** Turnkey Covid-19 Testing Solution

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to phishing@dc.gov for additional analysis by OCTO Security Operations Center (SOC).

Hi Ross,

1Health is enabling our partners to easily deploy, facilitate, and monitor Covid-19 testing through our testing as a service (TaaS) platform.

We have partnered with large corporations, small businesses, universities, government agencies, healthcare providers, etc. to simplify this tumultuous Covid-19 testing environment across the United States.

Key components of our TaaS Covid-19 platform are:

- **Testing** - FDA EUA, saliva-based, self-collected, PCR Covid-19 test (98% sensitivity & 100% specificity)
- **Track Results** - administrative portal to see organization results along with individual dashboards for personal viewing
- **Track Kits** - ability to know where each test is in transit when leaving your facility and where it is upon receipt at lab for processing
- **Inventory Management** - order as many tests as you need when you need them to support your testing strategy
- **Insurance Billing** - seamless insurance integration
- **Reporting** - Result reporting to CDC, state, and local health departments all handled by 1health
- **Open API** - flexibility to meet different project workflows

Would you have a few minutes to connect? Would love to be a resource as we head into 2021.

**Sepehr Hoghooghi**

Sales Development Rep

1Health

301-828-8208

[shoghooghi@1health.io](mailto:shoghooghi@1health.io)

**From:** Federal News Network  
**Sent:** Wed, 30 Dec 2020 12:30:09 -0500  
**To:** jed.ross2@dc.gov  
**Subject:** Discussing software development at TSA - join us on Thursday 1/7 at 2 p.m.

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to phishing@dc.gov for additional analysis by OCTO Security Operations Center (SOC).

## **WEBINAR - Ask the CIO: Transportation Security Administration**

Explore the future of software development at the Transportation Security Administration in this webinar on **Thursday, January 7th at 2 p.m.**

**Register here (copy and paste [2-5](#) in browser):**

**[goto.webcasts.com/starthere.jsp?ei=1418138&tp\\_key=11c97440f9&sti=email1pt](https://goto.webcasts.com/starthere.jsp?ei=1418138&tp_key=11c97440f9&sti=email1pt)**

Through a new customer service team, TSA now is developing new software every two months under an agile methodology.

During this webinar, the chief information officer and assistant administrator for the Transportation Security Administration will describe how his office is working with the mission areas to make sure the agency's technology infrastructure can handle new and emerging capabilities.

### **Learning objectives:**

- Digital transformation at TSA
- The pandemic's impact on digital transformation strategy
- CXO coordination on digital transformation
- The evolution of cybersecurity

### **Featured CIO:**

- **Russell Roberts**, Chief Information Officer and Assistant Administrator, Transportation Security Administration

We hope you can join us on **January 7th at 2 p.m.**

Thanks,

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**From:** OCP PASS ADMIN  
**Sent:** Wed, 30 Dec 2020 12:00:11 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue


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 **CW3609** - **FY15-DOH HIV AIDS AND TB Control Human Car Agreement**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents is in anticipation


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW3770** - **AIS Implementation - DFS - FY15 - It Group**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4135** - **Verizon Telecommunication Services**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4395** - **Oracle SOA Licenses**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4428** - **Pre & Post Transitional Care Homes (PTCH) - Sasha Bruce Youthwork**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)


 **CW4550** - **Alger Park Stream Restoration Project**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents



This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4213 - FY16\_OSSE\_ODM-ELA-MATH-ALT-MSAA-OPERATIONAL\_(MEASURED\_PROGRESS)**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4188 - NFPA Class 4 Fireboat**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4326 - FY17\_GD0\_Data\_SEDS Management and Maintenance**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4558 - CW37399 Environmental Services (Option Year 1)**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4472 - Pre & Post Transitional Care Homes (PTCH) - Associates for Renewal in Education**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4369 - Springhouse Run Stream Restoration & Stormwater Management Retrofit Project**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4688 - Third Party BLS Medical Transport Services**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856 - FY17-OCTO-cGOV360 Maintenance and Support**  
0




**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4870** - **NFF; OCTO Temporary Personnel**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4651** - **DHS - Temp Services - AVID Systems**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4644** - **Enrollment Audit**  
0


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4661** - **Dell VDI (DESKTOP VIRTUALIZATION)**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4716** - **FY16-DOH Youth Social Marketing-Public Education and Communication**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4656** - **DHS - Temporary Services**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4767** - **FY17\_OSSE\_DAR\_Science Test Administration**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Telecommunications Services Wireless Digital & Data Services, Associated**  
**8** **Services**  
**Equipment**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4588** - **FY16-Power Equipment (DCPS)**  
**4**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4687** - **FY16-17 DOH HCA with Lab Corp for HAHSTA Laboratory Services**  
**3**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4915** - **FY17-OCTO-BOX LICENSES AND SUPPORT**  
**4**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4837** - **FY17\_GDO\_Data Analysts**  
**0**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4918** - **Cisco Equipment**  
**8**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Cisco Switches and Wireless Access Points**  
**3**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4634** - **Temp Services - OCTO - NFF**




8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4806** - OSSE-DOT\_FY17\_Emergency\_Attendants for Vehicles BATTLE  
1

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5239** - SECURITY SERVICES FOR DCPS  
3


**The following** Approval for Insurance Documents

**task is overdue :**

**Task description :** Approval for Insurance Documents Required and is attached in the document section.

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW5742** - ELC Web-Based Licensure Application  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5710** - MMIS IV&V  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

**From:** Preston, Robert (EOM)  
**Sent:** Wed, 30 Dec 2020 15:34:54 +0000  
**To:** Arnic, Jennifer (EOM); Clark, Peter (EOM); Dowe, Morgan (EOM); Gatton, Roger (EOM); Healy, Patrick (EOM); Mandel, Angela (EOM); Moon, Beth (EOM); Ross, Jed (ORM); Waters, Jane (EOM); Yeung, Sam (ORM)  
**Subject:** FW: 12.30.20 AM Clips  
**Attachments:** 12.30.20 AM Clips.docx

Of particular interest:

**[Swear & Scatter](#)**

**December 29, 2020**

**The Washington City Paper // Tom Sherwood**

Plans for Saturday still are being tweaked, but the spartan ceremony will begin at 10 a.m. on the broad, exterior steps of the John A. Wilson Building, in good weather or bad, with no seating for councilmembers or guests. Under Mayor Muriel Bowser's public health emergency orders, outdoor events are limited to 25 persons, so each councilmember is limited to seven guests and must stand apart from the ceremony until called. The memos urge the councilmembers to stay out of the John A. Wilson Building entirely and note officers from the city's protective service "will be assisting with crowd control and enforcement." It could get complicated with so many egos involved.

**Robert Preston**

*Public Information Officer*

Office of Risk Management (ORM)

Government of the District of Columbia

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**From:** Yun, Ramona (EOM) <ramona.yun1@dc.gov>  
**Sent:** Wednesday, December 30, 2020 7:22 AM  
**To:** Yun, Ramona (EOM) <ramona.yun1@dc.gov>  
**Subject:** 12.30.20 AM Clips

## **MMB**

### **[Of protests and panda cubs: The biggest DC-area stories of 2020 that weren't about the coronavirus](#)**

**December 29, 2020**

**WTOP // Jack Moore**

The use of federal officers to police the streets of D.C. drew criticism from D.C. Mayor Muriel Bowser, but she soon faced questions about her own police force's tactics after a large crowd of peaceful protesters were penned on Swann Street — a quiet, leafy residential street in Northwest — as part of a controversial police tactic known as “kettling.”

### **[The Year In D.C. Politics: Pandemics, Plazas And Policing](#)**

**December 29, 2020**

**WAMU/DCist // Martin Austermuhle**

Before she was with Biden, Bowser was all in for Michael Bloomberg.

### **[The Year 2020 in Local Politics](#)**

**December 29, 2020**

**The Washington City Paper // Mitch Ryals**

Local politics in 2020 started out with its typical brand of shenanigans. Disgraced former Councilmember Harry Thomas Jr. dipped a toe back into public life and hinted at a possible future run for his old Ward 5 seat. Former Ward 2 Councilmember Jack Evans resigned amid scandal to avoid expulsion and then turned around and announced a campaign for his Ward 2 seat (and someone purchased the domain for evans2020.com, which took you to an article about the feds raiding his home). And Mayor Muriel Bowser endorsed New York City Mayor Mike Bloomberg for president despite his legacy of violating the rights of New Yorkers, most of whom are Black or Hispanic, through his expansion of the unconstitutional stop-and-frisk policing tactic.

### **[Swear & Scatter](#)**

**December 29, 2020**

**The Washington City Paper // Tom Sherwood**

Plans for Saturday still are being tweaked, but the spartan ceremony will begin at 10 a.m. on the broad, exterior steps of the John A. Wilson Building, in good weather or bad, with no seating for councilmembers or guests. Under Mayor Muriel Bowser's public health emergency orders, outdoor events are limited to 25 persons, so each councilmember is limited to seven guests and



must stand apart from the ceremony until called. The memos urge the councilmembers to stay out of the John A. Wilson Building entirely and note officers from the city's protective service "will be assisting with crowd control and enforcement." It could get complicated with so many egos involved.

### [DC grant program awards thousands to small businesses](#)

**December 30, 2020**

**WTOP // Melissa Howell**

"We support the local businesses that support and invest in our communities and in our residents," said Mayor Muriel Bowser in a statement.

### [COVID-19 restrictions becoming a party foul for DC restaurants, bars this New Year's Eve](#)

**December 29, 2020**

**WUSA 9 // Matthew Torres**

New Year's Eve would normally be a lucrative time of the year for bars and restaurants, but COVID-19 restrictions are creating more of a strain than a celebration. Under Mayor Muriel Bowser's latest executive order, indoor dining is banned in the District until January 15 due to a "surge of COVID-19 cases that has worsened dramatically in the past month."

### [DC Launches COVID-19 Vaccine Scheduling Portal for Health Workers](#)

**December 29, 2020**

**The DC Post // Larry Hamilton**

Appointments can be scheduled through [coronavirus.dc.gov/vaccinatedc](https://coronavirus.dc.gov/vaccinatedc). Currently, the portal is "only for workers in health care settings that have direct or indirect exposure to infectious materials and cannot telework," according to a statement released by the office of Mayor Muriel Bowser.

### [D.C. program to warn risky drivers about crashes](#)

**December 29, 2020**

**The Washington Times // Emily Zantow**

"Evidence from multiple jurisdictions suggests that drivers with multiple violations are more likely to be involved in traffic crashes, and that a small number of drivers are responsible for a large number of crashes," according to the website for The Lab @ D.C., an agency within Mayor Muriel Bowser's office that is leading the project.

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**MMB**

**[Of protests and panda cubs: The biggest DC-area stories of 2020 that weren't about the coronavirus](#)**

**December 29, 2020**

**WTOP // Jack Moore**

There's a meme circulating on social media that shrewdly sums up the year: January, February, quarantine, December.

No doubt about it, the global coronavirus pandemic swallowed up 2020 with its terrible toll on human life, the economy, school, work — in short, almost every facet of our lives. And the headlines on WTOP.com certainly reflected that.

But other things happened this year, too. Important, groundbreaking, inspiring, tragic and yes, some lighter, fluffier and adorable things — here's to looking at you, Xiao Qi Ji — all happened this year.

Here's a look at some of the year's biggest D.C.-area news stories that had nothing — mostly — to do with the coronavirus pandemic.

**Calls for change**

Sparked by the killing of George Floyd in police custody in Minneapolis in May, D.C. became one of the national flash points of protest related to race and policing in America this summer.

The epicenter was Lafayette Square and the streets around the White House where on June 1, broadcast live on television to the nation, law enforcement officers using batons, shields and chemical agents forcefully cleared large crowds of protesters before President Donald Trump, flanked by other top officials, walked to nearby St. John's Church and brandished an upside-down Bible.

The use of federal officers to police the streets of D.C. drew criticism from D.C. Mayor Muriel Bowser, but she soon faced questions about her own police force's tactics after a large crowd of peaceful protesters were penned on Swann Street — a quiet, leafy residential street in Northwest — as part of a controversial police tactic known as “kettling.”

Police deployed flash bangs, blocked-off alleyways and deployed a chemical irritant. Faced with arrest for violating the city's emergency curfew, some protesters camped out in houses where owners had opened their doors.

Among those taking refuge: WTOP's own Ken Duffy, who was on the streets of D.C. to cover the protest.

Over the summer, the protests continued, and ultimately several hundred people were arrested.

Bowser positioned herself as a high-profile Trump opponent and even commissioned D.C.-area artists to paint the pavement on 16th Street NW across the street from the White House in enormous, blazing yellow letters, officially re-christening the street “Black Lives Matter Plaza.”

Critics, including those affiliated with the anti-racist organization, decried the paintjob as a PR stunt.

In response, Bowser told reporters: “Black Lives Matter is very critical of police. They’re critical of me. But that doesn’t mean that I don’t see them and support the things that will make our community safe — and that we don’t all have a larger responsibility in the nation’s capital to send that very clear message to our nation.”

#### Policing the police

George Floyd’s death in May also brought unprecedented scrutiny to police departments across the country, sparking calls for reform and tighter oversight of police departments — and, in some of the largest jurisdictions in the D.C. area — leadership shake-ups.

By the end of the year, police reform commissions had been set up across the region and the chiefs of police in Prince George’s County in Maryland and Fairfax County in Virginia, as well as the police chief of the D.C. police had all either left their posts or announced plans to do so.

In Prince George’s County, Chief Hank Stawinski said in June he was stepping down from one of Maryland’s largest law-enforcement agencies shortly after more than a dozen officers of color filed a lawsuit alleging “pervasive” racism and discrimination in the department.

Several months later, the department paid out a \$20 million settlement to the family of a D.C. man who was shot to death while handcuffed in the front seat of a police cruiser in January — in what was believed to be among the largest such settlement in the U.S. involving someone killed by police.

Last month, Fairfax County Police Chief Ed Roessler said he was retiring in February after leading the largest police department in Virginia since 2013.

Then, in a move that surprised many, D.C. Police Chief Peter Newsham, who has only served as D.C.’s top cop for three years, said he would leave his post to become chief of the much smaller police force in Prince William County, Virginia.

Newsham’s resignation — he has said he plans to stick around until after the presidential inauguration — came after the D.C. Council approved sweeping police reforms and trimmed his department.

The department’s handling of the summer’s wave of protests also came in for criticism, including from activist groups who argued the department was tougher on anti-racist demonstrators than on Trump-affiliated groups who descended on D.C. in a series of rallies after Trump’s election loss and violently clashed with counterprotesters.



The chairman of the D.C. Council, Phil Mendelson, said Newsham's resignation presented an opportunity to try new approaches to law enforcement.

"We're losing a good cop, but sometimes a fresh face can be good, too," Mendelson said.

Other policymakers say the entire structure of policing in the U.S. — and the D.C. area — needs rethinking.

What's in a name?

Following the death of George Floyd in police custody in Minneapolis, the calls for change erupted that around the country took many forms.

In June, Washington's NFL team began grappling with its racist legacy. The team was founded in 1932 by George Marshall Preston, a segregationist who refused to sign Black players until he was forced to do so.

But changing the team's traditional name — which many consider a racist slur referring to Native Americans — seemed like a taller order.

After all, team owner Dan Snyder, who had resisted previous efforts to rename the team, famously vowed in 2013, "We will never change the name of the team. We'll never change the name. It's that simple. NEVER — you can use caps."

Floyd's killing in May spurred a nationwide reckoning over racism and equity in many facets of American life. There was fierce debate over Confederate monuments, statues, streets and other markers in the D.C. region.

And in July — after Nike and Amazon said they would no longer sell the team's gear on their sites and after team officials announced a thorough review to study the name — the ground shifted and "never" finally came: The old name was no more.

To start with, the team settled on a placeholder name, simply "Washington Football Team." But the basic moniker has taken root.

And — for the first time in a while — the team is winning again. At least for now.

It's a boy!

It turned out 2020 had a few nice surprises in store for us — or at least one: The birth of the new panda cub at the National Zoo.

Word came in August that giant panda matriarch Mei Xiang could be pregnant — but there'd been false alarms before — and, besides, at 22, she would be the oldest giant panda in North America to give birth.

Nevertheless, delighted viewers watched the delivery live on the zoo's Panda Cam on Aug. 21 as Mei Xiang welcomed her fourth cub into the world.

In the months since, viewers glued to the livestream have watched the pink, hairless creature about the size of a stick of butter develop into an adorable ball of fluff — 21.2 inches long from nose-tip to tail and 13.4 pounds at last checkup — and even begin to take his first steps.

In an online poll last month, panda watchers selected the name Xiao Qi Ji, which means “Little Miracle.”

Still, all good things must come to an end. Earlier this month, zoo officials said that a long-running agreement with Chinese wildlife officials would be extended for a few more years but that come the end of 2023, the little guy as well as his parents — Mei Xiang and pop, Tian Tian, who have lived at the zoo since 2000 — would be headed back to China.

#### Wild weather

Weather’s always a big deal around here. Why else would we bring it you every 10 minutes “on the 8s?”

With so many people working remotely amid stay-at-home orders and other coronavirus restrictions, traffic, by and large, wasn’t what it usually is. But the D.C. area still saw its share of wild weather this year.

In early February, a series of winter thunderstorms whipped up a total of five tornadoes across the D.C. region, including one in Loudoun County, Virginia, and two in Montgomery County, Maryland.

The National Weather Service said the sheer number of twisters was “atypical” for February.

In late summer, Tropical Storm Isaias blew through the D.C. region, bringing several inches of rain and flooding and downing trees and power lines. Tragically, one person was killed in St. Mary’s County, Maryland, when a tree fell on her car as she was driving.

But it was a late summer storm that led to some of the most dramatic photos of the year, courtesy of WTOP’s own Dave Dildine.

Heavy rain in early September caused flash flooding across the D.C. area, including on Route 50, one of the major commuter routes into and out of D.C., trapping drivers in rapidly rising floodwaters.

Dildine had his camera at the ready as rescue crews launched an inflatable boat to rescue one of the drivers, who had resorted to using a cup to scoop water from her lap as she waited for help.

#### An election like no other

Just about every presidential election could be classified as historic, but this year was a little extra unprecedented.

Of course the political stakes were high: The election year began with an unsuccessful impeachment attempt against President Donald Trump by congressional Democrats.

But by the time Election Day rolled around, another big story had overtaken the headlines: the raging coronavirus pandemic.

The presidential race was a roller coaster — the conventions were held virtually because of the coronavirus pandemic, the first debate was a train wreck and then came President Trump's own coronavirus diagnosis.

With the coronavirus pandemic in mind, D.C.-area election officials — and their counterparts across the country — had to work overtime to keep polling places from turning into super-spreader events and the result was: an election like no other.

In the D.C. area, Virginia loosened rules for early voting and saw sky-high turnout from the first day.

In Maryland and D.C., election officials encouraged voting by mail, sending ballots or applications to all registered voters and installing hundreds of massive steel ballot drop-off boxes around the region to store completed ballots.

In the end, it took a while to count all those absentee ballots — especially in the key battleground states — but when the results were finally in and The Associated Press and other news networks called the election for Democratic challenger Joe Biden, residents of the District were ready to celebrate.

Scenes of jubilation — including more than a few Champagne corks popping — were seen across the city, including on Black Lives Matter Plaza, which had previously been the site of sometimes tense protests over the summer.

Other big news of the year

In the face of large protests — including by some reportedly intent on committing violence — Virginia passed a rash of new gun-control measures, including expanded background checks and a “red flag” law. A ban on assault weapons, however, was shelved.

Jack Evans, formerly the longest-serving member of the D.C. Council, and once one of the most powerful dealmakers in the District, resigned in January ahead of an expected vote by the other members to expel him amid allegations of ethical misconduct. Evans ran for his old seat just a few months later in the Democratic primary but was handily defeated, finishing seventh out of eight candidates on the ballot.

In October, nearly three years after Northern Virginia accountant Bijan Ghaisar was shot and killed by two U.S. Park Police officers after a low-speed police chase, the two officers were charged in the case. The officers, Alejandro Amaya and Lucas Vinyard, were indicted on manslaughter and firearms charges in Fairfax County. The indictments came after the U.S. Justice Department declined to prosecute the pair.



In October, Pope Francis made history when he named 13 new cardinals — including Washington Archbishop Wilton Gregory, whose appointment would make him the first Black American cardinal. The 72-year-old called his appointment a positive gesture, especially for Black Catholics.

## The Year In D.C. Politics: Pandemics, Plazas And Policing

December 29, 2020

WAMU/DCist // Martin Auster Muhle

“Goddamn shit is confusing as a motherfucker, man.”

Ward 7 Councilmember Vincent Gray may not have known it, but he was speaking for all of us when he inadvertently uttered those words while unmuted during a D.C. Council session in July. While he was specifically referring to a particularly complicated debate that lawmakers were having that very moment — virtually, no less, given the pandemic — Gray’s words aptly summarize the trainwreck of a rollercoaster of a dumpster fire that 2020 has felt like.

There’s been a bit of everything in D.C. politics this year: ethical lapses, generational changes in the city’s legislature, testy fights over tax policy and rent control, a symbolic step forward for D.C. statehood, and a controversial presidential endorsement. And that’s not even accounting for a pandemic that upended daily life as much as it did the city’s finances, and a reckoning over racial justice that could well reshape policing in D.C. for a generation to come.

It was, well, a decade of a year.

### The end of the Evans era

After three decades on the D.C. Council, Ward 2’s Jack Evans’ resignation in early January was as expected as it was sudden. Facing a possible expulsion vote after an investigation found that he had abused his position for private gain, Evans’ decision to step down wasn’t just a face-saving exercise — it was also something of a political earthquake in the small world of the city’s legislative body. Evans was both the council’s longest-serving member — he first took office in 1991 — and also a consistent supporter of the business community, chairman of the powerful finance committee and reliable ally to Mayor Muriel Bowser. He didn’t go quietly, though; Evans quickly announced he would run for re-election to the seat he had just resigned, an effort that faltered badly when he placed seventh out of eight candidates in the June primary. And his replacement was a surprise, too: political neophyte Brooke Pinto emerged from virtual political nowhere to squeak by in the primary and handily win a four-year term in November. At 28, she’s the youngest member of the council, and replaces a man whose term in office lasted longer than she’s been alive.

### Bowser and Bloomberg

Before she was with Biden, Bowser was all in for Michael Bloomberg. How could we forget? The former mayor of New York and late entrant into the already crowded Democratic presidential primary made an outsized splash during his brief run, largely because he spent ungodly amounts of his personal fortune to try and win. (How ungodly? It was more than the federal stimulus Congress approved.) And Bowser — who said he was a “problem-solver” — was alongside him the whole way, giving cover when Bloomberg was criticized for NYPD’s use of stop-and-frisk during his tenure as New York’s mayor and making sexist comments about women. There were brief whispers that Bowser could be in line for a cabinet position in a Bloomberg administration (vice president, even!), his run didn’t amount to much — he dropped out after a dismal showing on Super Tuesday, when his only victory came in American Samoa.

For her part, Bowser quickly jumped to Team Biden, and after his win made a trip to Delaware for his victory speech — likely violating her own city’s rules on travel and quarantining.

#### The pandemic hits

It was early March when D.C. recorded its first known case of COVID-19. Little could many residents imagine what would have followed: almost 30,000 positive cases, more than 760 lives lost, a city brought to a virtual standstill, schools shuttered, a historic spike in unemployment, and more. In political terms, the pandemic pushed the council onto Zoom, heralding a new era of democratic process and engagement that is as novel as it can be confusing. More importantly, though, COVID-19 has busted the budget, costing the city hundreds of millions in revenue and sparking debates over how to best support the many businesses and residents who have been hammered by the virus. Some officials say cuts are inevitable; others say it’s time to increase taxes on those who can most afford it. Either way, what is clear is that the pandemic has again exposed D.C.’s persistent racial and social inequalities: Black communities are painfully overrepresented among COVID casualties, kids in under-resourced communities continue to struggle with virtual learning, and many Black and Brown residents are essential workers who can’t simply work from home (or had trouble getting access to government assistance). There have been moments of hope, though — mutual aid efforts across D.C., the initiatives to help kids keep up with school, residents donating their stimulus checks to others, and more. But there’s little question that the recovery will be long, and require tough political decisions. And coming early next year is a big one: how and when D.C. should reopen schools.

#### Plaza politics

It was political posturing at its finest. With a few buckets worth of yellow paint spelling out “Black Lives Matter” on a two-block stretch of 16th Street NW in early June, Bowser loudly sided with the nationwide protests against police brutality, attracting worldwide media attention while also issuing a not-so-subtle dig to the occupant of the White House only a few blocks away. Almost overnight Black Lives Matter Plaza became a focal point of activism and protests in the city; everyone from parents with their kids to politicians like the late John Lewis and Vice President-elect Kamala Harris stopped by for pictures, while others tied the knot and celebrated Biden’s win there. But while Bowser was hailed (and mimicked) nationally for commissioning the mural, local activists have grumbled of what they say is a growing disconnect between the words written on the street and the actions of the city in making them a reality — even more so when police and protesters clashed repeatedly at the plaza over the summer, and after the police killings of Deon Kay and Karon Hylton Brown. For them, Bowser has unfairly appropriated a slogan and a movement. Still, for many visitors to the plaza, it remains a powerful statement. More recently, it has also become contested territory — in two recent pro-Trump protests, the white nationalist Proud Boys made getting to the plaza a focus of their violent efforts.

#### D.C. statehood takes a step forward

If you’ve lived in D.C. long enough, you know not to hold your breath for statehood. But over the summer, something big happened: the U.S. House of Representatives, for the first time ever, passed a bill to make D.C. the nation’s 51st state. The success, which was years in the making, came as a growing number of Democrats have signed on to the cause, local officials have become more assertive about it, and Republicans managed to make the case for statehood better than anyone. That was most clear over the summer, when President Trump brought federal

police forces into the city in response to racial justice protests — something made possible by the fact that D.C. remains federal territory. Trump himself said statehood “will never happen,” congressional Republicans pushed to retrocede the city to Maryland, and statehood became a prominent campaign line for Republicans in their fight to hold their majority in the Senate. And then there was Sen. Tom Cotton (R-Arkansas), who memorably said D.C. could never be a state because... it doesn't have as many miners and loggers as Wyoming. (What D.C. does have, though, is more people.) But as with most things statehood, the House vote was something of a step forward and then — nothing. While a Democratic House and White House bode well for the fight, the Senate remains an obstacle. Still, activists remain optimistic — they say their hope was always to win a bigger Senate majority in 2022, and then move forward. Maybe, but don't hold your breath yet.

The award for most improved D.C. agency goes to...

D.C. Board of Elections, come on up. After a disastrous June primary (who doesn't want to wait in line for five hours to vote?), the agency decided to go all in on mail voting by sending every registered voter a ballot in the mail. The gamble paid off: two-thirds of the 346,491 people who voted in November did so using those ballots, with an overwhelming majority choosing to leave their ballots at any of the 55 drop boxes that were placed around town. And it wasn't just the mail ballots; having polling places at Nationals Park and the Capital One Arena was something of a test, but one that proved to be popular. Now, the BOE still has some improvements to make — can we talk about those mailers, for one? — but all told, there's little question that November's election was far better than June's. Of course, when you do something well, people will demand it again — mail ballots and drop boxes, for example. But some are talking about more significant changes, including finding ways to make it easier for voters to navigate massively crowded council races.

### Protests and policing

As protests over police violence and racial justice flared up across the nation early in the summer, the Metropolitan Police Department quickly came under the spotlight. Within weeks, the D.C. Council passed a broad police reform bill, speeding the release of body camera footage, changing training and discipline in the ranks and banning MPD from buying surplus military equipment and using chemical irritants on peaceful protesters. Efforts to defund MPD, a primary demand of protesters, were more limited, and officers engaged in controversial tactics against protesters. Local police also killed 18-year-old Deon Kay in September amid a foot chase. The following month, a police chase that may have violated department policy killed 20-year-old Karon Hylton-Brown. All of this happened just as D.C. saw a spike in homicides, with the end-of-the-year body count already at a 15-year high. The council is likely to stay engaged in policing and criminal justice in 2021, and the Police Reform Commission it created to study the department is expected to recommend changes by spring. It of course remains to be seen whether those proposals ever become law, and how amenable incoming Chief Robert Contee will be to reforms or budget cuts. The D.C. Police Union, for its part, is expected to put up a fight; already it has said that the city's high homicide tally for 2020 stems in part from council legislation, blamed a “crime wave” on a specific councilmember, and aimed criticism at violence interrupters, a violence reduction method favored by progressive reformers.

### Notable defeats and departures



No one was a more reliable ally on the Council for Bowser than Ward 4's Brandon Todd, but in the end her support couldn't usher him to a second full term in June's Democratic primary. That's when he lost to Janeese Lewis George, a self-described democratic socialist who painted Todd as out of touch (which he didn't help by largely refusing to debate her) and later withstood an onslaught of misleading and inflammatory mailers from a pro-charter group backing Todd. But worry not for Todd: he's on to his gig as a lobbyist for Washington Gas.

Even closer to Bowser was Rashad Young, who served as her city administrator since she took office in 2015 before announcing this summer that he was departing public service to join Howard University. (His decision to leave followed his role in brokering a multi-million deal between Howard and the city, which earned him a \$2,500 for violating city ethics rules.) Also on his way out is D.C. Police Chief Peter Newsham, who announced in late November that he was taking the top cop job in Prince William County. Bowser didn't do much outside searching in finding his replacement, whom she appointed relatively quickly: Robert Contee, a 31-year veteran of the department.

At-Large Councilmember David Grosso is also departing the Wilson Building — well, kind of. Having announced his decision not to seek a third term in late 2019 (fulfilling a promise he made when he first ran for council), Grosso was able to sit back and watch a 24-person battle play out to fill his seat. And the victor was surprisingly close to Grosso: Christina Henderson, a former staffer in his office. Grosso may soon be paying her a visit; he announced this month that he's heading over to Arent Fox, a lobbying shop with a number of local clients.

#### New faces on the council

Because of what happened this year, the D.C. Council will look quite different next year. Along with Pinto's ascension to the Ward 2 seat, George will be taking the Ward 4 seat and Henderson will occupy an At-Large seat. Together they will make the city's legislature majority-female for the first time since 1998; George and Henderson will also make it majority-Black for the first time since 2012. But they may also help push the council further left, setting up likely clashes with more moderate members over everything from whether taxes on the rich should be increased to whether rent control should be expanded. Still, local progressives suffered a defeat when their preferred candidate, Ed Lazere, was beat by Henderson in November's election.

#### And there was also this...

D.C. voters kinda somewhat maybe decriminalized magic mushrooms, but an effort to do the same for sex work faltered ... That whole claim that Brooke Pinto was a Russian plant didn't really pan out ... Sports betting isn't paying off ... "Dumpster fire" actually made it into the council's official record ... A D.C. resident made TIME Magazine's "Heroes of 2020" list for sheltering protesters ... Bat lobbyists finally had their way ... Councilmember Gritty could have happened, people ... The D.C. Department of Employment Services didn't do great with unemployment benefits, but it did manage to successfully launch the city's paid family leave program ... A Trump supporter ran for ANC in Ward 8 ... A statue of a Confederate general was pulled down by protesters ... The council passed a bill giving more people who committed crimes when they were young a chance at early release ... Incarcerated felons can now vote in D.C. ... Attorney General Karl Racine sued everyone from the NRA and Trump's inaugural

committee to landlords and the D.C. Housing Authority ...and Bowser's house became a favorite destination for protesters this year.

That was 2020. Let's not repeat it, OK?



## The Year 2020 in Local Politics

December 29, 2020

The Washington City Paper // Mitch Ryals

Local politics in 2020 started out with its typical brand of shenanigans. Disgraced former Councilmember Harry Thomas Jr. dipped a toe back into public life and hinted at a possible future run for his old Ward 5 seat. Former Ward 2 Councilmember Jack Evans resigned amid scandal to avoid expulsion and then turned around and announced a campaign for his Ward 2 seat (and someone purchased the domain for evans2020.com, which took you to an article about the feds raiding his home). And Mayor Muriel Bowser endorsed New York City Mayor Mike Bloomberg for president despite his legacy of violating the rights of New Yorkers, most of whom are Black or Hispanic, through his expansion of the unconstitutional stop-and-frisk policing tactic.

And then a global pandemic hit. D.C. Council and ANC meetings moved to Zoom. So did campaigns. The feds stiffed D.C. on coronavirus relief funds; the budget debate was a “shit show;” former Councilmember Vincent Orange attempted a comeback, and announced his campaign in an email to the media listing all of his ethics bug-a-boos; the D.C. government released official guidance on rim jobs; speculation over Phil Mendelson’s ascension to the mayor’s office kept LL up at night, and Ward 3 Councilmember Mary Cheh’s car was stolen (subsequently recovered). What a year.

Ward 7 Councilmember Vince Gray said it best: “Goddamn shit’s confusing as a motherfucker, man.”

Here are more of the hits from 2020 in local politics:

D.C. Council candidate Christina Henderson poses with arms crossed  
At-large D.C. Council candidate Christina Henderson. Photo by Darrow Montgomery.  
The Future (of the Council) Is Female

For the first time in more than 20 years, the D.C. Council will feature more women than men. Three incoming members—Christina Henderson, Janeese Lewis George, and Brooke Pinto—all under 35, replace three men who range in from age from 37 to 67.

Henderson replaces her former boss, At-Large Councilmember David Grosso, who opted not to run for a third term and will become a lobbyist for Arent Fox in 2021. George defeated Ward 4 Councilmember Brandon Todd, who is Mayor Muriel Bowser’s most reliable ally on the Council, in the June primary election and faced little opposition in the general election. And Ward 2 Councilmember Brooke Pinto’s victory in the primary election officially ended Jack Evans’ nearly 30-year reign.

Henderson billed herself as a “pragmatic progressive,” and LL predicts she’ll bring a more measured approach than her former boss. George, a Democratic Socialist, is much further left than Todd, a moderate, who is also taking a job as a lobbyist in post-Council life. And Pinto has

pledged to give Ward 2 residents more ethical representation than her predecessor. But it's a low bar.

As the body looks to 2021, councilmembers will tackle a smaller budget than years past with an increasing demand for services and reforms to policing, rent control, and elections.

### The End of Evans

After nearly 30 years of exercising his special parking privileges, acquiring free Nats tickets, and breaking ethics rules, Jack Evans' tenure on the D.C. Council is over. But he didn't go down without a fight. About a week after he resigned from the Council to avoid expulsion in January, Evans announced a campaign for his old seat. In the end, Evans didn't even crack 400 votes in the June primary. Evans held onto his position as a national committeeman in the local Democratic party, and he still owes the District's tens of thousands of dollars in fines for his misdeeds.

### Taxpayers Fund Campaigns

In the public campaign financing program's first year, D.C. taxpayers spent \$3.4 million to fund local campaigns for 36 candidates, seven of whom won their races. George's victory over Todd, and Henderson's victory over 23 other candidates are the most notable victories for publicly funded campaigns. Todd raised a total of \$495,645, all of it coming in private contributions, to George's \$360,000, most of which came from public financing. Henderson outlasted progressive budget geek Ed Lazere's \$481,385 war chest, more than \$320,000 of which came from public financing, as well as developer Marcus Goodwin's \$411,482 in private contributions.

While Lazere, Goodwin, and Orange traded blows, Henderson rose above the fray with a boost from an expansive mail campaign and an endorsement from the Washington Post editorial board. She'll take office after having won less than 15 percent of the vote and pledged to champion a ranked choice voting system as one of her first priorities next year.

### Police and sentencing reform

After civil unrest broke out this summer after a White Minneapolis police officer killed a Black man, George Floyd, by kneeling on his neck, the D.C. Council passed a sweeping police reform bill. Some highlights include quicker access to body camera footage in cases where officers use deadly force and identification of the officers involved, a provision that takes discipline off the table in union contract negotiations, and a ban on the use of rubber bullets and tear gas on peaceful protesters.

For years, the Metropolitan Police Department has refused to either identify officers who killed citizens or and release body camera footage of the fatal encounters. The new law forced MPD to publicize the footage in the deaths of Marquese Alston, D'Quan Young, and Jeffrey Price. MPD also released footage and identified officers involved in the deaths of two young men this year, Deon Kay and Karon Hylton.

The bill passed on a temporary basis, and the Council is expected to consider a permanent version in 2021.

The Council also passed a groundbreaking sentencing reform bill that allows people who committed crimes before age 25, and who served at least 15 years in prison, a shot at release. Curiously, Cheh pushed for amendments that would have tipped the scales against offenders seeking new sentences. When the amendments failed during the bill's first reading, Cheh introduced the same two amendments during second reading. The lawyer and constitutional law professor lost both times.

### Personnel shuffle

The most notable departure from Mayor Bowser's administration came with a tinge of scandal. Rashad Young, who served as Bowser's city administrator since she took office in 2015, left for a job at Howard University. But he was slapped with a \$2,500 fine on his way out the door for an accidental violation of ethics rules. Young played a role in negotiating a tax break for construction of Howard's new hospital while he was in talks with the university about his new job.

Deputy Mayor for Public Safety and Justice Kevin Donahue is taking over for Young on an interim basis, and Dr. Robert Mitchell, D.C.'s chief medical examiner, is taking Donahue's spot as deputy mayor.

Bowser's chief of staff John Falcicchio is officially pulling double duty now that he's confirmed as the deputy mayor for planning and economic development, replacing Brian Kenner.

And in late November, Prince William County scooped Bowser's office in announcing that MPD Chief Peter Newsham will be their new top cop. Bowser named long time MPD official Robert Contee III as D.C.'s next chief, ignoring calls for community engagement and a national search.

### Coronavirus response

The coronavirus touches every aspect of life as we know it. Here are some highlights of how it impacted local politics:

- In July, APM Reports published an account of the ways that the District was slow to help Black residents, who are infected and die from COVID-19 at disproportionately higher rates than other racial and ethnic groups, in the early days of the pandemic.
- Local officials are still fighting for federal relief funds. The CARES Act funds for D.C. came up \$755 million short because it counted D.C. as a territory rather than a state. As recently as Dec. 5, Bowser asked President-Elect Joe Biden to grant the extra funding.
- Emails obtained through a Freedom of Information Act request revealed how the Bowser administration manipulated the publication of data to allow Phase Two of reopening to begin. Emails show a communications staffer in the mayor's office directing the health department to

delay publication of data showing an increase in community spread, a key metric in determining whether the District could move to Phase Two.

- D.C. Chief Financial Officer Jeff DeWitt's projections in September show the hit to D.C.'s revenue wasn't quite as bad for 2020, but local elected officials are looking at a \$782 million budget gap over the next four fiscal years. The Council rejected a proposal to raise income taxes on residents earning \$250,000 or more, but the proposal could resurface as the Council looks to revise the budget next year.



## Swear & Scatter

December 29, 2020

The Washington City Paper // Tom Sherwood

Every two years, a formal swearing-in is held for newly elected or re-elected D.C. Councilmembers. It is usually a big deal. And by law, it has to take place on Jan. 2.

Normally it's held at the Walter E. Washington Convention Center, where an oversized hall overflows with officials, family, friends, campaign workers, big wig contributors, and irritating wannabes desperately hanging around power. It's a chance for newly electeds to give aspirational speeches (or jokingly acknowledge that some people think you're irritating, as At-Large Councilmember Elissa Silverman did two years ago). Parties are held in the new councilmembers' offices.

But not this year. On Saturday, the 2021 swearing-in ceremony is going to be a COVID-condensed fraction of its normal self because of public safety restrictions.

"This year's ceremony will be drastically different and I am counting on your understanding and cooperation," cautioned Council Secretary Nyasha Smith in one of two stern memos to councilmembers shared with City Paper. Smith knows the councilmembers can show up late or be long-winded. One memo even strongly suggests that incumbent councilmembers not taking oaths are "encouraged to watch the event from the comfort of your home" on TV or online. In short, stay home.

Plans for Saturday still are being tweaked, but the spartan ceremony will begin at 10 a.m. on the broad, exterior steps of the John A. Wilson Building, in good weather or bad, with no seating for councilmembers or guests. Under Mayor Muriel Bowser's public health emergency orders, outdoor events are limited to 25 persons, so each councilmember is limited to seven guests and must stand apart from the ceremony until called. The memos urge the councilmembers to stay out of the John A. Wilson Building entirely and note officers from the city's protective service "will be assisting with crowd control and enforcement." It could get complicated with so many egos involved.

There will be no stage on the steps. One of Smith's memo says, "at no time will all members of the Council be present." Each elected or re-elected member will get just a total of 10 minutes (10 minutes is underlined) to have a judge administer their oath of office, deliver any remarks "if so desired" and depart the steps. That "if so desired" also is in boldface type, a clear suggestion to skip the speeches and leave. The secretary also says regardless of the weather, "we will strictly adhere to the requirements outlined herein."

The truncated ceremony is being held for re-elected At-Large Councilmember Robert White and newly elected at-large member Christina Henderson. They'll be followed by new and re-elected member Brooke Pinto (D-Ward 2), new member Janeese Lewis George (D-Ward 4), and re-elected members Vince Gray (D-Ward 7) and Trayon White (D-Ward 8).

In another break from normal programming, members of the state board of education, advisory neighborhood commissioners, and statehood officers, who also would gather at the convention center, instead will be sworn in using Zoom. Council Chairman Phil Mendelson will officiate those virtual ceremonies at 1:30 and 3:30 p.m.

The last full-scale ceremony was two years ago, when Mayor Bowser took the oath for her second term. Like Silverman's self-deprecation, these bi-annual ceremonies have had their moments.

In 1979, newly elected Mayor Marion Barry was sworn in by Supreme Court Justice Thurgood Marshall.

And in 2007, Ward 3 Councilmember Mary asked then-Supreme Court Justice Ruth Bader Ginsberg to administer the oath for her. Cheh, a law professor at George Washington University, had sat through all of the 1993 congressional testimony prior to Ginsburg's confirmation. Cheh was stunned that Ginsberg not only said yes, but also asked to be allowed to say a few words. "Say anything you want," Cheh recalls responding.

And just two years ago, in January 2019, Cheh was being sworn-in for her fourth term on the council. She began her speech by acknowledging that everyone was engaging in the long-respected, peaceful transfer of power that marks our local, state and national governments. "Sometimes we take it for granted," Cheh observed then.

Of course, Cheh said all that before this year's ongoing presidential soap opera with which President Trump is not playing along. He has encouraged his supporters to show up next week and protest the Jan. 6 official tabulating of electoral votes. Trump also has left open whether he will violate tradition and refuse to participate in President-elect Joe Biden's inauguration on Jan. 20.

Maybe Council Secretary Smith should send Trump a stern memo.



## [DC grant program awards thousands to small businesses](#)

**December 30, 2020**

**WTOP // Melissa Howell**

As many small businesses struggle to remain open, a grant program in the District will be awarding thousands of dollars to help support 21 businesses in wards 7 and 8.

The local businesses have been selected to receive over \$200,000 through D.C.'s Microbusiness Dream Grants Program.

"We support the local businesses that support and invest in our communities and in our residents," said Mayor Muriel Bowser in a statement.

Businesses that will receive \$10,000 grants include District Art and Crafts, Lee's Barbershop and Healthy Home Pediatrics.

The grants support businesses with fewer than five full-time employees in growing and achieving sustainability, and also provides technical assistance and training.

"Our small businesses have been resilient during these unprecedented times," said Deputy Mayor for Planning and Economic Development John Falcicchio.

Officials said they hope that the program will provide residents with a fair shot at thriving while alleviating some of the financial burdens during the coronavirus pandemic.

"In these uncertain times, the Dream Grants are another reminder of the Mayor's commitment to reach across the river and into all 8 wards," said Department of Small and Local Business Development Director Kristi Whitfield in a press release.

"Through this grant, these small businesses are not only able to survive, but contribute to the community and help build the local economy."

The grants have awarded more than \$700,000 to businesses in wards 7 and 8 since 2018.

Since the pandemic began, the District has made available more than \$100 million to help support local businesses and nonprofits through programs like the DC Small Business Microgrant Program and the DC Childcare Provider Relief Fund.

See the full list of recipients below:

- Amiracle Designs, owned by Krystal Robinson
- Avi8ted Thoughts, Inc, owned by Charlton Woodyard
- District Art and Crafts, owned by Yvonne Jones
- Ellesipea LLC, owned by Lavanya Poteau
- FP2 Barbershop, owned by Taurus Phillips
- Granny's Kitchen LLC, owned by Meredith Jacobs

- Haul Master's LLC, owned by Willie Hill
- Healthy Home Pediatrics LLC, owned by Jalan Burton
- I-M, LLC, owned by Makel Gage
- J.A.W. Therapy LLC, owned by Rayan Hagona-Wordie
- JackiCan LLC, owned by Jacqueline Bush
- Lee's Barbershop dba Lee's Barbershop II, owned by Arthur Lee
- L. Nelson Burton LLC dba Capital City Specialties, owned by Leland Burton
- LoveVi\_Only, owned by Victoria Akinseye
- Promoting Love & Wisdom Home
- Childcare Center LLC, owned by LaTrell Duncan-Fitchett
- The Write Consulting Group, owned by Antionetta Kelley
- THINK KLEAN LLC, owned by Consuello Madison
- Total Life Consultancy LLC, owned by LaVerne Adams
- Truelife Exotics, owned by Antonio Hagans
- VISIONBOARD LLC, owned by India Scott
- Nail Bed & Bar, owned by Jhavon Kashif

**COVID-19 restrictions becoming a party foul for DC restaurants, bars this New Year's Eve**  
**December 29, 2020**

**WUSA 9 // Matthew Torres**

New Year's Eve would normally be a lucrative time of the year for bars and restaurants, but COVID-19 restrictions are creating more of a strain than a celebration.

Under Mayor Muriel Bowser's latest executive order, indoor dining is banned in the District until January 15 due to a "surge of COVID-19 cases that has worsened dramatically in the past month."

The recent changes are on top of another rule that prohibits alcohol sales after 10 p.m.

The combined restrictions have created a dampen for businesses like Shaw's Tavern on Florida Avenue in Northwest, which would normally see packed crowds for their sold-out event on New Year's Eve.

Manager Jake Hoke said while they have been lucky to stay open during the pandemic and understand the importance of reducing the surge of positive cases, ringing in the new year during a pandemic is a sobering reminder of how the industry has been struggling.

"Doing a New Year's Eve celebration that ends at 10 p.m. is very tough," Hoke told WUSA9. "We're doing our best as far as keeping morale high and making sure people get as many hours as possible."

Hoke fears the tavern might have to resort to a limited number of employees again, like when the pandemic first hit in March. Normally, New Year's Eve festivities and the month of December would bring in the big bucks thanks to private parties, but Hoke said they are now losing out on close to a million dollars.

To help celebrate while staying open, Shaw's Tavern is now offering take-home party boxes that include a pizza, a champagne bottle, and noisemakers for \$20.21.

Most restaurants in D.C. are taking a similar approach to accommodate people planning to party at home.

Diane Gross of Cork Wine Bar and Market said their boxes will include a dinner, snacks, champagne, party hats, noise makers and breakfast for the next morning. The business would typically seat 120 guests on New Year's Eve but so far, there have only been reservations for 35 people.

Gross is also taking a creative approach by opening at noon that day and start celebrating every hour on the hour.

“It’s New Year’s somewhere. We thought we can have some fun with it because what else can you do?” Gross jokingly questioned.

Cork Wine Bar and Market is the first to receive the Streatery Winter Ready Grant from the city. The business has been surviving thanks to her wine store, but she admits they will miss out on at least \$15,000 on Thursday. She considers making \$4,000 a win during this time.

“I’m not afraid to put the numbers out there so people can see these are nights restaurants really rely on,” she said.

On top of having to work around the new restrictions this holiday season, owners also expressed concerns about the weather since outdoor seating is only allowed.



## **DC Launches COVID-19 Vaccine Scheduling Portal for Health Workers**

**December 29, 2020**

**The DC Post // Larry Hamilton**

The DC Department of Health has rolled out a portal for health care employees in the District to make vaccination appointments.

Appointments can be scheduled through [coronavirus.dc.gov/vaccinatedc](https://coronavirus.dc.gov/vaccinatedc). Currently, the portal is “only for workers in health care settings that have direct or indirect exposure to infectious materials and cannot telework,” according to a statement released by the office of Mayor Muriel Bowser.

Health care workers are required to document that they are working in the described type of environment in order to register. They must also present proof of their eligibility at the time of their appointment.

“We are launching this portal as a next step in our Vaccination Plan to ensure that those individuals who work in our health care settings and are at highest risk of exposure and infection know where to go to get the vaccine,” said Dr. Ankoor Shah, the District’s COVID-19 Vaccine Program Lead, said in Bowser’s statement.

Shah explained that he acknowledged the public’s great interest in receiving the vaccine, however, the portal should only be used by workers who are part of Phase 1a. “The sooner we get those who work in health care settings vaccinated, the sooner we can move through our other phases and get the rest of our community access to this safe and effective vaccine,” he added.

Those whose appointments are confirmed will be able to get vaccinated at a vaccine access point such as Bread for the City, Community of Hope, Giant, Mary’s Center, Safeway, and Unity Healthcare.

Health staff working at the following institutions are asked to get specific instructions for vaccination from their facilities:

- DC Health
- DC Fire and EMS
- HSC Pediatric Center
- Howard University Hospital
- MedStar Georgetown University Hospital
- MedStar Washington Hospital Center
- Psychiatric Institute of Washington
- Saint Elizabeths Hospital
- The George Washington University Hospital
- United Medical Center
- Children’s National Hospital
- Kaiser Permanente
- National Rehabilitation Hospital

Sibley Memorial Hospital

DC's COVID-19 Vaccination Program kicked off on Monday, December 14, 2020 with the inoculation of health care employees with the highest risk of exposure to the infectious disease.

DC Health's scheduling portal will be updated to include other populations in the coming months as part of the city's phased Vaccination Plan.



## [D.C. program to warn risky drivers about crashes](#)

December 29, 2020

The Washington Times // Emily Zantow

The District is preparing to conduct a pilot program aimed at reducing traffic collisions by sending warning messages to drivers deemed to be highly likely to be involved in a crash.

Officials are planning to identify high-risk drivers using statistics from the District's Automated Traffic Enforcement System, which takes photos and videos of cars that run red lights, roll past stop signs and exceed the speed limit. Drivers who commit such violations may receive a citation.

"Evidence from multiple jurisdictions suggests that drivers with multiple violations are more likely to be involved in traffic crashes, and that a small number of drivers are responsible for a large number of crashes," according to the website for The Lab @ D.C., an agency within Mayor Muriel Bowser's office that is leading the project.

As part of the research initiative, a group of randomly assigned high-risk motorists will receive customized messages that might address their previous violations and the potential risk of a fatal crash.

The number of red light and speed violations, as well as crashes from the group of high-risk drivers who receive messages, will then be compared to a group that did not receive messages.

The goal of the "Identifying and Intervening with High Risk Drivers" project is to determine "whether proactive, customized messaging can change driver behavior and make our roads safer," according to the website.

As of Tuesday, the project is reportedly in the "implementation" phase. The results are expected to be released in 2022 and they may be used to help shape programs and policies to help curtail serious crashes.

Several city agencies are listed as program partners, including the District Department of Transportation (DDOT), the D.C. Department of Motor Vehicles and the Metropolitan Police Department.

"Through this study, we hope to see a correlation between education and behavior changes among drivers who repeatedly speed and run red lights, two violations that we know are extremely dangerous for all users of our transportation network," a DDOT spokesperson said in an email.

The program is part of the mayor's commitment to the "Vision Zero" initiative, which aims to eliminate traffic-related deaths and serious injuries in the city by 2024 by using data, education, enforcement and engineering.

“Every life lost on our roadways is one too many,” DDOT Director Jeff Marootian said in a statement on the website. “Under Mayor Bowser’s leadership, we continuously focus our efforts on advancing our Vision Zero goals and creating safer streets, especially in those corridors where fatalities are more frequent.”

City data show that 11 of the 36 fatal traffic crashes this year occurred in Ward 8, which makes up the majority, followed by 10 in Ward 7. Ward 8 also accounted for the majority of fatal crashes last year and in 2018.

In addition, nine of last year’s 36 fatalities were linked to drunken driving, which is a 125% increase compared to 2018, when four such fatalities were recorded, according to a report released Monday by the Metropolitan Washington Council of Governments.

The Lab @ D.C. did not respond to requests for information about the project’s cost, the statistics will determine which drivers receive messages and how the messages will be sent.

The agency is an applied research team housed within the Office of the City Administrator that is supported by Arnold Ventures, a philanthropic organization that seeks to help solve public issues.

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Expert Analysis

Wednesday, December 30, 2020



### **The Most-Read Legal Industry Guests Of 2020**

Popular legal industry guest articles this year included commentary on white privilege in BigLaw, the pandemic's outside impact on female lawyers, and business development in a socially distanced world.

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Not surprisingly, the debate over potential coverage for losses resulting from COVID-19 dominated this year's most-read insurance articles

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Barnes & Thornburg  
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BatesCarey LLP  
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Covington & Burling  
Crowell & Moring  
Duane Morris LLP  
Epstein Becker Green  
Eversheds Sutherland  
Faegre Drinker  
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Back in May, trial attorney and teacher James Wagstaffe shared best practices for real-time online instruction, offering timely insights for professors, trainers, lawyers, students and businesses grappling with the unexpected challenges of distance learning.

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**Cc:** Yeung, Sam (ORM)  
**Subject:** Daily Task 12/30/2020

2-534(e)

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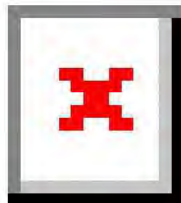
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December 30, 2020

## DEFENSE



### NDAA veto could jeopardize pay and benefits for nurses, Gold Star Families and other military occupations

A whole swath of professions will lose special pay if Congress can't override the NDAA veto.

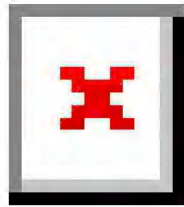
## FEDERAL REPORT



### Rough spots on the 2021 road to retirement

If you are even THINKING about retiring next year, you've got some homework to do.

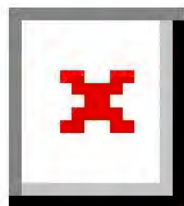
## AGENCY OVERSIGHT



### Commodity Futures Trading Commission has been keeping busy

Although not the best known agency, the CFTC has had a busy period the last couple of years. It's reorganized, established a new division and pursued a record setting agenda.

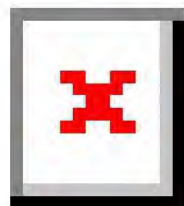
## INSIGHT BY KPMG



### ODNI shows how to modernize, protect the supply chain

Joyce Correll, the assistant director for supply chain and cyber directorate at the National Counterintelligence and Security Center in the Office of the Director of National Intelligence (ODNI), said over the last three or four years, public and private sector organizations, and Congress have grasped more than ever the threats brought on by the global supply chain.

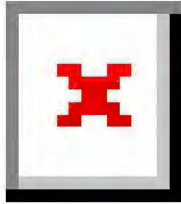
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In this Expert Edition: Future Proofing IT and the Workforce, you'll be a part of the conversation about what the future of the workforce looks like.

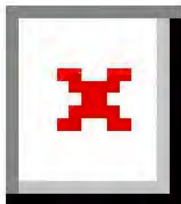
## BUDGET



### 'Uncertainty' in budget process after OMB ends call for agency performance metrics

The Trump administration has suspended a requirement for agencies to set strategic planning goals and to share progress made with Congress and the public as part of the annual budget process.

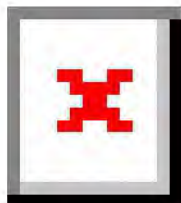
## DEFENSE



### DARPA's contribution to JADC2: 'Mosaic' warfare

DARPA's vision of how Joint All-Domain Command and Control could work contrasts with DoD's current approach to systems-of-systems, which the agency views as more of a jigsaw puzzle than a mosaic.

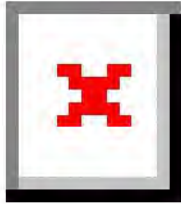
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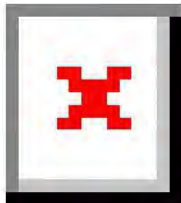
## FEDERAL NEWSCAST



## Federal judge blocks part of Trump's diversity training ban

Federal Newscast: The executive order trying to ban certain types of diversity training is in trouble. During these last days in office, it looks like a first override is in the cards for President Trump. And postal workers might be getting vaccinated soon.

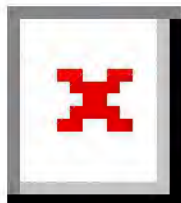
**INSIGHT BY  
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## Balancing security, usability is the future of remote collaboration

In this exclusive executive briefing, experts provide insight into increasing network capacity, bandwidth and adding more virtual private network (VPN) licenses and the like.

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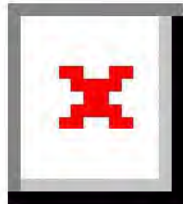


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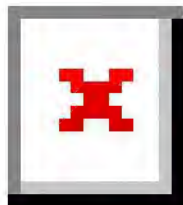




## Inauguration Day is still a holiday for most teleworking feds in the D.C. region

The Office of Personnel Management has detailed guidance for federal employees working in the Washington, D.C., metropolitan area during the week of Jan. 18. Most employees in the region will have two federal holidays that week.

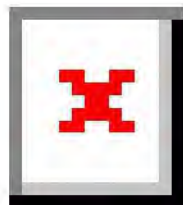
### FED PHOTO OF THE DAY



## Massachusetts National Guard Soldier aids man struck by car


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| <input type="checkbox"/> <a href="#">Department of Employment Services</a> | 04-18             | DCA-41918           | DOES Lack Policies and Procedures to Effectively Monitor D.C.'s First Source Program | DC A           | Open         |                        | -806                                   | 2018        | 10-16-2018 | For more than 30 years, the First Source Program (Program) was designed to be an import |                 |                     |                   |                      |           |









|                                     |   |            |           |   |      |   |  |      |      |       |  |  |  |  |  |
|-------------------------------------|---|------------|-----------|---|------|---|--|------|------|-------|--|--|--|--|--|
|                                     |   |            |           |   |      | those charged with governance, our observations and recommendations to improve the District's internal controls and operations. Accordingly, this communication is not intended to be used for any other purpose. |  |      |      |       |  |  |  |  |  |
| <input checked="" type="checkbox"/> | <a href="#">Governance Management Recommendations</a> | 05-22-2018 | DCA 52218 | District Overtime Tops \$108 Million; Better Management and Hiring Permanent Staff Could Reduce Costs | ODCA | Open  | The District's overtime paid from local funds increased by 167 percent in six years, from \$40.5 million in FY | -773 | 2018 | 11-18 |  |  |  |  |  |






2011 to \$108.2 million in FY 2017, including 41 employees who more than doubled their annual salaries by working overtime. Major contributors were the Metropolitan Police Department and Fire and Emergency Medical Services Department, whose overtime use has been reviewed previously. Also experiencing increases were the Department of

Youth Rehabilitation Services (DYRS), the Department of Public Works (DPW), the Department of Forensic Sciences (DFS), and the Department of Corrections (DOC) whose policies and procedures were reviewed by ODCA. Insufficient permanent staff was a common element in three of the four agencies. For instance, DOC has seen extensive growth

in the District's inmate population from about 1,600 a few years ago to around 2,100 in September 2017. This growth has required DOC to create, through overtime, about 60 recurring posts daily for safety and security. DFS has kept up with growing responsibilities assigned to its Crime Scene Services Division using overtime. DPW has used existing staff on overtime for

parking enforcement along the Street Car route. At DYRS, unauthorized staff absences were a large contributor to overtime use, requiring other staff to work overtime to fill necessary positions. ODCA examined policies and practices on overtime documentation at the four agencies, and found instances of failure to comply with DCHR's



|  |         |            |  |        |        |   |   |      |         |  |
|--|---------|------------|--|--------|--------|---|---|------|---------|--|
|   | 10-2018 | 15FB       | e Times to Basic Life Support Calls Have Improved, but Contract Award and Administration Deficiencies Need to Be Addressed | n      |        |   | 4 | -    | 06-2019 |  |
|  <a href="#">C. yvern</a><br> <a href="#">ent anag</a><br><a href="#">ement</a><br><a href="#">Recom</a><br><a href="#">menda</a><br><a href="#">tions</a> | 08-2018 | DCA 822018 | The District's Worksite Parking Program Treats Employees Inequitably and Could Increase Revenue                            | O DC A | O pe n | The Department of General Services (DGS) did not effectively manage the Worksite Parking Program, which led to inconsistent treatment of program participants, some free employee parking, and loss of revenue to the | - | 2018 | 01-29   |  |



District. In addition, ODCA found internal control deficiencies that included a lack of supervisory reviews, segregation of duties, and program monitoring, and unreliable program data. For example, the inequitable treatment involved some employees parking for free at District-owned and leased facilities throughout the District while others paid for parking through

enrollment in the Workplace Parking Program . We also found instances when employees who parked for free should have been taxed on a portion of the parking benefits they received . Neither the Office of the Chief Financial Officer nor DGS took the initiative to address this disparity . While DGS created an infrastructure for the Workplace Parking

Program and collected \$2 million in revenue annually during FYs 2014 through 2016, it failed to collect at least \$331,684 from employees who received free parking and \$26,880 from DHCF, an agency that agreed to pay for parking on behalf of its employees. ODCA tallied these amounts from a sample of just six agencies and a review of agency

MOU payments, and we believe the amount of uncollected revenue is much larger. Our analysis also showed that if the District were to expand the program to additional facilities that currently provide parking spaces at no cost to employees, the District could generate an additional \$2 million to \$4 million in revenue annually. However

r, the internal control deficiencies identified in our report must first be addressed to minimize loss of revenue and the inequities we identified. Furthermore, the \$140 monthly fee that Worksite Parking Program participants pay equates to \$7 per day and is approximately 39% lower than the market rate for monthly parking. These low rates may be providing incentiv







required documentation to OCP for posting to the Awarded Contracts Database, and went on to state that this had occurred prior to the initiation of our engagement. We acknowledge that the contract is now posted on OCP's publicly-accessible website. However, DOEE should take steps to clear up the misconception identified during the course of this engagement.

ment; specifically, the DMPED contracting officer's belief that only sole-source contracts should be posted to the Awarded Contracts Database. As DOEE is reliant on external agencies to award contracts on its behalf, it is important to ensure that sound policies and procedures reside within DOEE to ensure other external partners appropriately

|  |            |            |   |     |      |   |      |      |          |  |  |  |  |  |  |
|--|------------|------------|---|-----|------|---|------|------|----------|--|--|--|--|--|--|
|  |            |            |   |     |      | execute statutory responsibilities on its behalf. The OIG may review actions DOEE has taken in relation to this, or other contracts, in future engagements.                           |      |      |          |  |  |  |  |  |  |
| <a href="#">Department</a><br><a href="#">Services</a> | 19-01-2018 | 19-01-2018 | Evaluation of the Buzzard Point and St. Elizabeth's Solicitations | OIG | Open | In this report we made two recommendations to the Executive Office of the Mayor (EOM) and five recommendations to DGS. We provided EOM and DGS our draft report on August 1, 2018. We | -618 | 2018 | 042-2019 |  |  |  |  |  |  |



|   |            |               |  |     |      |   |      |      |           |  |  |  |  |  |  |
|---|------------|---------------|--|-----|------|---|------|------|-----------|--|--|--|--|--|--|
|   |            |               |  |     |      | EOM's response on September 7, 2018 and DGS's response on September 25, 2018, included as Appendices C and D, respectively. |      |      |           |  |  |  |  |  |  |
| <a href="#">Office of the Chief Financial Officer</a> | 11-16-2018 | I 8-I - 22M A | Audit of the West End Library and Fire Station Maintenance Fund for the Period of October 1, 2016, through June 30, 2018 | OIG | Open | The OIG made 6 recommendations  | -595 | 2019 | 0515-2019 |  |  |  |  |  |  |
| <a href="#">Department of General Services</a>        | 11-16-2018 | I 8-I - 22M A | Audit of the West End Library and Fire Station Maintenance Fund for the Period of October                                | OIG | Open | We provided the Department of General Services (DGS) and the Office of Chief Financial Officer                              | -595 | 2019 | 0515-2019 |  |  |  |  |  |  |





|  |            |         | 1, 2016,<br>through<br>June 30,<br>2018   |     |      |  |      |      |            |  |  |  |  |  |  |
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| <a href="#">Office of the Chief Technology Officer</a> | 04-09-2019 | 18-IT-0 | OCTO's Oversight of Information Technology Acquisitions Needs Improvement to Ensure the District Realizes Intended Benefits | OIG | Open | The OIG made 12 recommendations for the District to strengthen controls over project management and improve processes for reviewing and approving ITTS budgets and requisitions. | -451 | 2019 | 10-06-2019 |  | We provided OCTO with our draft report on March 7, 2019, and received its responses on April 1, 2019. We acknowledge and commend OCTO for actively working with OCP to strengthen the District's IT acquisition systems and helping other District agencies understand the |  |  |  |  |

|   |         |  |      |      |   |     |      |            |   |  |   |  |  |  |
|---|---------|--|------|------|---|-----|------|------------|---|--|---|--|--|--|
|   |         |  |      |      |   |     |      |            |   |  | value of IT to their businesses processes and find enterprise-wide cost efficiencies. We appreciate that OCTO officials began addressing some of the findings immediately upon notification during the audit. |  |  |  |
| <input checked="" type="checkbox"/> <a href="#">Office of the Chief Financial Officer</a> | 11-2018 | Accuracy and Consistency Needed in Travel Advances and Reconciliations | ODCA | Open | This review was prompted by the personal experience of an employee of the Office of the D.C. Auditor (ODCA) | -69 | 2019 | 05-01-2019 | On November 2, 2018, we sent a draft copy of this report to the Office of the Chief Financial |  |   |  |  |  |

who, when completing an OCFO-created travel form after returning from government travel, discovered that the pre-filled formulas on the travel form miscalculated the amount due to the traveler, twice crediting the amount of the advance payment. The objective of this review was to determine whether District government employees who received travel

Officer (OCFO) for review and written comment. OCFO responded with comments on November 27, 2018. On November 5, 2018, we sent a draft copy of this report to the Office of the City Administrator (OCA) for review and written comment. OCA responded with comments on December 7, 2018. Agency comments are

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|  <a href="#">y</a>    | 1  |  | District- | A  | n  | Council,   | 8  |    | - |  | r 15,   |  |  |  |
| <a href="#">lmini</a>  | 3- |  | Wide      |    |    | looking  |    |    | 1 |  | 2018,   |  |  |  |
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|---|------------|-----------------|---|------|------|--|------|------|------------|--|---|--|--|--|
|   |            |                 |   |      |      | report also includes SB&C's summary of prior years (FYs 2017 & 2016) management recommendations and the corresponding implementation status.   |      |      |            |  |   |  |  |  |
| <input checked="" type="checkbox"/> Department<br><input checked="" type="checkbox"/> Corrections | 02-28-2019 | ODC A 2/28/2019 | Poor Conditions Persist at Aging D.C. Jail; New Facility Needed to Mitigate Risks | Open | Open | &#9632; DOC should take all steps necessary, including requesting additional funding if necessary, to achieve and maintain full compliance with all ACA and APHA requirements. &#9632; The | -491 | 2019 | 08-27-2019 |  | On December 21, 2018, we sent a draft copy of this report to the Department of Corrections (DOC) and the Department of Health (DOH) for review and written comment. |  |  |  |









|                                     |                         |    |       |                |    |    |   |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| <input checked="" type="checkbox"/> | <a href="#">the</a>     | 1- | 25H   | Corporat       |    |    |   |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <input checked="" type="checkbox"/> | <a href="#">Mayor</a>   | 2  | W     | ion            |    |    |   |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <input checked="" type="checkbox"/> |                         | 0  | 1     | United         |    |    |   |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <input checked="" type="checkbox"/> |                         | 1  | 9     | Center         |    |    |   |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <input checked="" type="checkbox"/> |                         | 9  |       | Management     |    |    |   |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| <input checked="" type="checkbox"/> | <a href="#">ansp</a>    | 1  | 7 KA  | FUND           |    |    |   | d motor   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <input checked="" type="checkbox"/> | <a href="#">ortatio</a> | 4- |       | MANAGE         |    |    |   | fuel tax  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| <input checked="" type="checkbox"/> |                         |    |       |                |    |    |   | 2018      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <input checked="" type="checkbox"/> |                         |    |       |                |    |    |   | that      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

2018, was collected during the fiscal year, but because the taxpayer did not indicate that the payments were for motor fuel taxes, the revenue was recorded as sales and use tax revenue. The July payment of \$127,586 was collected; however, the tax return was not received, and therefore, the payment was not recorded as motor fuel

|  |                |            |  |     |      |   |      |      |                |  |  |  |  |  |
|--|----------------|------------|--|-----|------|---|------|------|----------------|--|--|--|--|--|
|  |                |            |  |     |      | taxes. These payments had not been transferred to the Fund as of September 30, 2018. In addition, the September 30, 2018 payment of \$116,967 was incorrectly recognized in fiscal year 2019. |      |      |                |  |  |  |  |  |
| <input checked="" type="checkbox"/> Department | 04-03-01-01-09 | 18-01-02KA | Contract Solicitation and Management Practices for Transportation Projects can be Improved | OIG | Open | The OIG made 10 recommendations for DDOT to enhance competition, use data more effectively, formalize cost estimates, and release unspent   | -457 | 2019 | 09-30-02-01-09 | DDOT agreed with Recommendations 1, 2, 4, 5, 7, 8, 9, and 10. DDOT's actions taken and/or planned are responsive and meet the intent |  |  |  |  |









submission of Medicaid claims for reimbursement. The agency should also explore additional sources of funding for the program . 3. OSSE should continue the enhancement of the new data system to ensure data integrity and report reliability, particularly in the number of children who receive services and the number of service hours provide

ges as staff members changed during this period and institutional knowledge was lost. We acknowledge that the program has improved its budget process over the past year. In addition, we found that OSSE did not have a working policy or methodology for estimating the number of young children

d. OSSE should also monitor the impact brought about by any changes in funding to the number of service hours and participants in DC EIP. 4. OSSE and OCP should continue to collaborate through documented bi-weekly meetings and ensure that all contracts (Blanket Purchase Agreements, Human Care Agreements, and contract

n to receive DC EIP services annually for use in budget development. Without a comprehensive budget methodology, there was no means to connect the number of children being served with the funding needed to serve them. During the scope of our review we found that Medicaid reimbursement procedures

modifications) are fully executed with signatures and requirements and are compliant with applicable policies, laws, and regulations. 5. OSSE should strengthen its internal controls and develop written policies and procedures for a timely and documented invoice review, approval for payment of supported invoices, and provide training to relevant staff on

for the cost of services provided to manage care organization fee-for-service participants were not in effect so DC EIP bore this cost that could otherwise have been saved or funneled into the program. Our review found that there is a need to strengthen internal controls in OSSE's review, approval, and payme

those policies and procedures. 6. The OCFO and OSSE should work to ensure compliance with policies and procedures regarding booking of year-end accruals and obligations.

nt processes of invoices from service providers. Delayed payments to vendors should also be addressed and monitored because such delays can contribute to vendors' lack of confidence in OSSE's ability to meet financial obligations on time and cause a negative financial impact on their businesses.

ses. This could potentially impede the service providers ability to continue to do business with the District and could also hamper DC EIP's ability to retain qualified service providers. There also is a need to strengthen controls in executing contract agreements and modifications to ensure

that they are signed by all contracting parties and that key requirements are incorporated into the contract agreements and modifications. Lastly, we found that accruals booked in FY 2016 and FY 2017 were not supported with a detailed description of the methodology used for the estimation of








**From:** OCP PASS ADMIN  
**Sent:** Wed, 30 Dec 2020 00:00:15 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

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
 **CW3609** - **FY15-DOH HIV AIDS AND TB Control Human Car Agreement**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents is in anticipation

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 **CW3770** - **AIS Implementation - DFS - FY15 - It Group**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

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
 **CW4135** - **Verizon Telecommunication Services**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

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 **CW4395** - **Oracle SOA Licenses**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

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 **CW4428** - **Pre & Post Transitional Care Homes (PTCH) - Sasha Bruce Youthwork**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

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 **CW4550** - **Alger Park Stream Restoration Project**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents



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 **CW4213 - FY16\_OSSE\_ODM-ELA-MATH-ALT-MSAA-OPERATIONAL\_(MEASURED\_PROGRESS)**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4188 - NFPA Class 4 Fireboat**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4326 - FY17\_GD0\_Data\_SEDS Management and Maintenance**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4558 - CW37399 Environmental Services (Option Year 1)**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4472 - Pre & Post Transitional Care Homes (PTCH) - Associates for Renewal in Education**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4369 - Springhouse Run Stream Restoration & Stormwater Management Retrofit Project**  
6


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**Task description :** Approval for Insurance Documents

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 **CW4688 - Third Party BLS Medical Transport Services**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


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 **CW4856 - FY17-OCTO-cGOV360 Maintenance and Support**  
0




**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4870** - **NFF; OCTO Temporary Personnel**  
5

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**Task description :** Approval for Insurance Documents

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 **CW4651** - **DHS - Temp Services - AVID Systems**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4644** - **Enrollment Audit**  
0


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4661** - **Dell VDI (DESKTOP VIRTUALIZATION)**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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 **CW4716** - **FY16-DOH Youth Social Marketing-Public Education and Communication**  
4


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**Task description :** Approval for Insurance Documents

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 **CW4656** - **DHS - Temporary Services**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4767** - **FY17\_OSSE\_DAR\_Science Test Administration**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Telecommunications Services Wireless Digital & Data Services, Associated**  
**8** - **Services Equipment**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4588** - **FY16-Power Equipment (DCPS)**  
**4**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4687** - **FY16-17 DOH HCA with Lab Corp for HAHSTA Laboratory Services**  
**3**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4915** - **FY17-OCTO-BOX LICENSES AND SUPPORT**  
**4**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4837** - **FY17\_GDO\_Data Analysts**  
**0**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4918** - **Cisco Equipment**  
**8**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Cisco Switches and Wireless Access Points**  
**3**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4634** - **Temp Services - OCTO - NFF**




8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4806** - OSSE-DOT\_FY17\_Emergency\_Attendants for Vehicles BATTLE

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5239** - SECURITY SERVICES FOR DCPS


**The following** Approval for Insurance Documents

**task is overdue :**

**Task description :** Approval for Insurance Documents Required and is attached in the document section.

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5742** - ELC Web-Based Licensure Application

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5710** - MMIS IV&V

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

**From:** Susana Suarez  
**Sent:** Tue, 29 Dec 2020 22:20:07 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither@morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** tracy.lewis2@dc.gov;brenda.anderson2@dc.gov;susana.suarez@dc.gov  
**Subject:** CARTER, PERNELL (0468-WC-04-0500086)  
**Attachments:** Pernell E. Carter - OAH - ORDER GRANTING ATTORNEY FEES.pdf

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[https://live.origamirisk.com/Origami/Claims/view/57801?\\_account=DOC](https://live.origamirisk.com/Origami/Claims/view/57801?_account=DOC)

## **ORDER GRANTING ATTORNEY FEES**

**ORDERED, that pursuant to D.C. Code § 1-623.27(b)(2), Respondent shall pay Claimant's attorney Thomas B. Martin reasonable attorney's fees in the amount of \$11,065.02.**

Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

PERNELL E. CARTER,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

DISTRICT DEPARTMENT OF  
TRANSPORTATION,  
Respondent/Employer.

Case No.: 2019-PSWC-00015

---

**ORDER GRANTING ATTORNEY FEES**

After Claimant filed his appeal of a January 3, 2019, Office of Risk Management (ORM) Determination terminating his temporary total disability (TTD) benefits and after the involvement of his attorneys, ORM rescinded its Determination, paid Claimant a lump sum of \$55,325.08 of TTD for January 3, 2019, to June 6, 2020, and resumed continuing TTD.

I issued a Final Order dismissing this case on December 18, 2020, based on ORM's rescission of the Determination and its lump sum payment of \$55,325.08.

Pending now is Claimant's petition for attorney fees. ORM argues that no fees should be awarded because it "unilaterally" rescinded the Determination and no "award" has been made.

The Comprehensive Merit Personnel Act (CMPA) provides for an award of "a reasonable attorney's fee not to exceed 20% of the actual benefit secured" for the successful prosecution of a workers' compensation claim.<sup>1</sup> "Actual benefit secured" . . . means the total established amount of benefits secured by an attorney in connection with a hearing or court proceeding through the date of the compensation order only and shall not include any amount offered in

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<sup>1</sup> D.C. Official Code § 1-623.27(b)(2).

settlement prior to a hearing or future benefits.”<sup>2</sup> A “successful prosecution” means to “obtain an award of compensation exceeding the amount that was formerly awarded, offered, or determined.”

The Office of Risk Management (ORM) regulations provide that attorney fees under the CMPA “shall be computed at sixty percent (60%) of the most current United States Attorney’s Office Attorney’s Fee Matrix” and shall not exceed 20% of the actual benefits secured as of the issuance date of the compensation order.<sup>3</sup>

In *Henderson v. District of Columbia*, the Court of Appeals followed federal cases holding that the attorneys’ hourly rates should be calculated according to the prevailing rates in the relevant community.<sup>4</sup> The appropriate hourly rate would then be multiplied by the number of reasonable hours to compute the “lodestar,” the presumptive award.

In determining the request for an award, I consider the authorities cited above and the following five factors listed in OAH Rule 2956.2:

**(a) The nature, novelty, and complexity of the case.**

This case had novel legal issues and was complex. A Final Order following mediation was vacated after attorneys became involved. Claimant’s attorneys hired medical experts and conducted discovery in preparation for hearing. Negotiations between the parties continued as a hearing was scheduled and rescheduled several times.

**(b) The time and labor required.**

Thomas Martin, who has practiced law since 2007, is a Partner in the firm Goldblatt Martin Pozen, LLP. Attorney Martin entered his appearance on June 26, 2019 and worked 37.75 hours on this case. Kevin Hilgers, an Associate in the Firm, has practiced since 2012. Attorney Hilgers worked 87.25 hours and Rachele Hilgers, an

---

<sup>2</sup> 7 DCMR 162.1.

<sup>3</sup> 7 DCMR 162.2. The USAO Matrix originated with the hourly rates allowed by the United States District Court for the District of Columbia in *Laffey v. Northwest Airlines, Inc.*, 572 F. Supp. 354 (D.D.C. 1983), *aff’d in relevant part*, 746 F.2d 4 (D.C. Cir. 1984). The Matrix provides a schedule of hourly rates prevailing in the Washington, D.C., Metropolitan area for attorneys at various levels of experience. It has been approved by the District of Columbia Court of Appeals for awards in cases where attorney’s fees are permitted by statute. *E.g. Lively v. Flexible Packaging Ass’n*, 930 A.2d 984, 988–89 (D.C. 2007).

<sup>4</sup> 493 A.2d 982, 999 (D.C. 1985).

Associate, worked 0.25 hours. The total of 174 hours worked on this case was reasonable.

(c) The amount of benefits awarded.

The TTD award paid through the date of the Final Order was \$55,325.08.

(d) Customary local charges for similar services.

According to the Attorney's Fee Matrix,<sup>5</sup> the hourly rate for Attorney Martin is \$510, based on the attorney's years of practice. Sixty per cent of his total for 37.75 hours would be \$11,551.50. According to the Matrix, the hourly rate for Attorney Hilgers was \$433. For the 87.25 hours worked, 60% his total would be \$22,667.50.

(e) The professional qualifications of the attorney or other representative.

Attorney Martin has practiced law for more than 13 years; Attorney Hilgers has practice eight years, representing clients in litigation.

I find that the total hours expended, 174, are reasonable. Contrary to ORM's assertions, it did not rescind the Determination on its own. That rescission followed months of legal work for Claimant, including retaining an expert and conducting discovery. The "award" in this case was the payment ORM made in a lump sum followed by a Final Order dismissing the case.

The attorneys seek \$11,065.02, below the customary local charges typical hourly rate. The amount the attorney seeks is 20% of the TTD award of \$55,325.08, as limited by regulation.<sup>6</sup>

Therefore, it is this 28<sup>th</sup> day of December 2020:

**ORDERED**, that pursuant to D.C. Code § 1-623.27(b)(2), Respondent shall pay Claimant's attorney Thomas B. Martin reasonable attorney's fees in the amount of **\$11,065.02**; and it is

**ORDERED**, that the reconsideration and appeal rights of a party aggrieved by this Order appear below.

\_\_\_\_\_  
/s/  
Margaret A. Mangan  
Administrative Law Judge

<sup>5</sup> 7 DCMR 162.2.; <https://www.justice.gov/usao-dc/page/file/1305941/download>.

<sup>6</sup> 7 DCMR 162.2.



After an administrative law judge has issued a Final Order, a party may ask the judge to change the Final Order and ask the District of Columbia Court of Appeals to change the Final Order. There are important time limitations described below for doing so.

### **HOW TO REQUEST THE ADMINISTRATIVE LAW JUDGE TO CHANGE THE FINAL ORDER**

Under certain limited circumstances and within certain time limits, a party may file a written request asking the administrative law judge to change a final order. OAH Rule 2828 explains the circumstances under which such a request may be made. Rule 2828 and other OAH rules are available at [www.oah.dc.gov](http://www.oah.dc.gov).

A request to change a final order does not affect the party's obligation to comply with the final order and to pay any fine or penalty. If a request to change a final order is received at OAH within 10 calendar days of the date the Final Order was filed (15 calendar days if OAH mailed the final order to you), the period for filing an appeal with the District of Columbia Court of Appeals does not begin to run until the Administrative Law Judge rules on the request. A request for a change in a final order will not be considered if it is received at OAH more than 120 calendar days of the date the Final Order was filed (125 calendar days if OAH mailed the Final Order to you).

**PLEASE NOTE: By the October 9, 2020 Order of the Chief Administrative Law Judge, all filing deadlines that would otherwise expire during the public health emergency, as declared by the Mayor, are suspended/tolled/extended. Upon the expiration of the public health emergency, the Chief Administrative Law Judge will issue an order ending the suspension/tolling/extension period and parties will have thirty calendar days to timely submit any outstanding filings.**

**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**



## **APPEAL RIGHTS**

If you disagree with this Compensation Order you may file an appeal, called an Application For Review, with the Compensation Review Board. The Compensation Review Board is a department within the Labor Standards Bureau of the District of Columbia Department of Employment Services. There is no charge for filing an Application For Review but there are certain procedures that must be followed for your appeal to be processed.

The Application For Review must be filed and received by the Compensation Review Board **within 30 days** from the date shown on this Compensation Order's Certificate of Service. An Application for Review must include the following:

1. An Application for Review, identifying the Compensation Order from which the petitioner appeals, the office that issued the Compensation Order and attaching a copy of the Compensation Order being appealed; and,
2. A Memorandum of Points and Authorities in support of the Application for Review, setting forth the legal and factual basis for the review.

The Application for Review must be filed using the DOES AHD/CRB electronic filing system ("e-filing"). To use this free e-filing system you must register and have an account. The e-filing system and registration information is found at this web site: <http://efile.does.dc.gov>.

You must also send a paper copy to the Compensation Review Board of the Application for Review that you filed using the e-filing system. The Compensation Review Board's address is 4058 Minnesota Avenue, N.E., Washington, D.C. 20019. The paper copy of the document must be sent or delivered to the Compensation Review Board within 2 business days after it is e-filed.

More information regarding the procedure for filing an appeal can be found at the Compensation Review Board's website: <https://does.dc.gov/page/compensation-review-board>. The Compensation Review Board's staff can help you register for the e-filing system. To make an appointment for assistance, please call the Compensation Review Board at (202)-671-2394 or request an appointment using the Board's email: [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov). The Compensation Review Board's staff cannot give you legal advice nor can they extend the 30-day deadline for filing an appeal. Please make your appointment for assistance with enough time to meet this deadline.

Questions regarding the procedure for filing an Application for Review can be sent to the CRB at [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov).

**Certificate of Service:**

**By Email:**

Thomas B. Martin, Esquire  
Goldblatt Martin Pozen, LLP  
tmartin@gmpllp.com

Connor P. Finch, Esquire  
Office of Attorney General  
connor.finch@dc.gov

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 28, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

/s/ Alicia Harris  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 29 Dec 2020 22:20:07 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** tracy.lewis2@dc.gov;brenda.anderson2@dc.gov;susana.suarez@dc.gov  
**Subject:** CARTER, PERNELL (0468-WC-04-0500086)  
**Attachments:** Pernell E. Carter - OAH - ORDER GRANTING ATTORNEY FEES.pdf

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[https://live.origamirisk.com/Origami/Claims/view/57801?\\_account=DOC](https://live.origamirisk.com/Origami/Claims/view/57801?_account=DOC)

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Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

PERNELL E. CARTER,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

DISTRICT DEPARTMENT OF  
TRANSPORTATION,  
Respondent/Employer.

Case No.: 2019-PSWC-00015

---

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Associate, worked 0.25 hours. The total of 174 hours worked on this case was reasonable.

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Therefore, it is this 28<sup>th</sup> day of December 2020:

**ORDERED**, that pursuant to D.C. Code § 1-623.27(b)(2), Respondent shall pay Claimant's attorney Thomas B. Martin reasonable attorney's fees in the amount of **\$11,065.02**; and it is

**ORDERED**, that the reconsideration and appeal rights of a party aggrieved by this Order appear below.

\_\_\_\_\_  
/s/  
Margaret A. Mangan  
Administrative Law Judge

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Questions regarding the procedure for filing an Application for Review can be sent to the CRB at [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov).

**Certificate of Service:**

**By Email:**

Thomas B. Martin, Esquire  
Goldblatt Martin Pozen, LLP  
tmartin@gmpllp.com

Connor P. Finch, Esquire  
Office of Attorney General  
connor.finch@dc.gov

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 28, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

/s/ Alicia Harris  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 29 Dec 2020 22:20:07 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** tracy.lewis2@dc.gov;brenda.anderson2@dc.gov;susana.suarez@dc.gov  
**Subject:** CARTER, PERNELL (0468-WC-04-0500086)  
**Attachments:** Pernell E. Carter - OAH - ORDER GRANTING ATTORNEY FEES.pdf

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[https://live.origamirisk.com/Origami/Claims/view/57801?\\_account=DOC](https://live.origamirisk.com/Origami/Claims/view/57801?_account=DOC)

## **ORDER GRANTING ATTORNEY FEES**

**ORDERED, that pursuant to D.C. Code § 1-623.27(b)(2), Respondent shall pay Claimant's attorney Thomas B. Martin reasonable attorney's fees in the amount of \$11,065.02.**

Thank you,  
Susana

Replies to this email message will be saved with our email records.

**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

PERNELL E. CARTER,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

DISTRICT DEPARTMENT OF  
TRANSPORTATION,  
Respondent/Employer.

Case No.: 2019-PSWC-00015

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After Claimant filed his appeal of a January 3, 2019, Office of Risk Management (ORM) Determination terminating his temporary total disability (TTD) benefits and after the involvement of his attorneys, ORM rescinded its Determination, paid Claimant a lump sum of \$55,325.08 of TTD for January 3, 2019, to June 6, 2020, and resumed continuing TTD.

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In *Henderson v. District of Columbia*, the Court of Appeals followed federal cases holding that the attorneys’ hourly rates should be calculated according to the prevailing rates in the relevant community.<sup>4</sup> The appropriate hourly rate would then be multiplied by the number of reasonable hours to compute the “lodestar,” the presumptive award.

In determining the request for an award, I consider the authorities cited above and the following five factors listed in OAH Rule 2956.2:

**(a) The nature, novelty, and complexity of the case.**

This case had novel legal issues and was complex. A Final Order following mediation was vacated after attorneys became involved. Claimant’s attorneys hired medical experts and conducted discovery in preparation for hearing. Negotiations between the parties continued as a hearing was scheduled and rescheduled several times.

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Associate, worked 0.25 hours. The total of 174 hours worked on this case was reasonable.

(c) The amount of benefits awarded.

The TTD award paid through the date of the Final Order was \$55,325.08.

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According to the Attorney's Fee Matrix,<sup>5</sup> the hourly rate for Attorney Martin is \$510, based on the attorney's years of practice. Sixty per cent of his total for 37.75 hours would be \$11,551.50. According to the Matrix, the hourly rate for Attorney Hilgers was \$433. For the 87.25 hours worked, 60% his total would be \$22,667.50.

(e) The professional qualifications of the attorney or other representative.

Attorney Martin has practiced law for more than 13 years; Attorney Hilgers has practice eight years, representing clients in litigation.

I find that the total hours expended, 174, are reasonable. Contrary to ORM's assertions, it did not rescind the Determination on its own. That rescission followed months of legal work for Claimant, including retaining an expert and conducting discovery. The "award" in this case was the payment ORM made in a lump sum followed by a Final Order dismissing the case.

The attorneys seek \$11,065.02, below the customary local charges typical hourly rate. The amount the attorney seeks is 20% of the TTD award of \$55,325.08, as limited by regulation.<sup>6</sup>

Therefore, it is this 28<sup>th</sup> day of December 2020:

**ORDERED**, that pursuant to D.C. Code § 1-623.27(b)(2), Respondent shall pay Claimant's attorney Thomas B. Martin reasonable attorney's fees in the amount of **\$11,065.02**; and it is

**ORDERED**, that the reconsideration and appeal rights of a party aggrieved by this Order appear below.

\_\_\_\_\_  
/s/  
Margaret A. Mangan  
Administrative Law Judge

<sup>5</sup> 7 DCMR 162.2.; <https://www.justice.gov/usao-dc/page/file/1305941/download>.

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**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**

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**Certificate of Service:**

**By Email:**

Thomas B. Martin, Esquire  
Goldblatt Martin Pozen, LLP  
tmartin@gmpllp.com

Connor P. Finch, Esquire  
Office of Attorney General  
connor.finch@dc.gov

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 28, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

/s/ Alicia Harris  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 29 Dec 2020 22:20:07 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** tracy.lewis2@dc.gov;brenda.anderson2@dc.gov;susana.suarez@dc.gov  
**Subject:** CARTER, PERNELL (0468-WC-04-0500086)  
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**By Email:**

Thomas B. Martin, Esquire  
Goldblatt Martin Pozen, LLP  
tmartin@gmpllp.com

Connor P. Finch, Esquire  
Office of Attorney General  
connor.finch@dc.gov

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 28, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

/s/ Alicia Harris  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 29 Dec 2020 22:20:07 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** tracy.lewis2@dc.gov;brenda.anderson2@dc.gov;susana.suarez@dc.gov  
**Subject:** CARTER, PERNELL (0468-WC-04-0500086)  
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Petitioner/Claimant,

v.

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Case No.: 2019-PSWC-00015

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The attorneys seek \$11,065.02, below the customary local charges typical hourly rate. The amount the attorney seeks is 20% of the TTD award of \$55,325.08, as limited by regulation.<sup>6</sup>

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**ORDERED**, that pursuant to D.C. Code § 1-623.27(b)(2), Respondent shall pay Claimant's attorney Thomas B. Martin reasonable attorney's fees in the amount of **\$11,065.02**; and it is

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\_\_\_\_\_  
/s/  
Margaret A. Mangan  
Administrative Law Judge

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**Certificate of Service:**

**By Email:**

Thomas B. Martin, Esquire  
Goldblatt Martin Pozen, LLP  
tmartin@gmpllp.com

Connor P. Finch, Esquire  
Office of Attorney General  
connor.finch@dc.gov

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 28, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

/s/ Alicia Harris  
Clerk / Deputy Clerk



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**Sent:** Tue, 29 Dec 2020 22:20:07 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** tracy.lewis2@dc.gov;brenda.anderson2@dc.gov;susana.suarez@dc.gov  
**Subject:** CARTER, PERNELL (0468-WC-04-0500086)  
**Attachments:** Pernell E. Carter - OAH - ORDER GRANTING ATTORNEY FEES.pdf

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Thank you,  
Susana

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**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

PERNELL E. CARTER,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

DISTRICT DEPARTMENT OF  
TRANSPORTATION,  
Respondent/Employer.

Case No.: 2019-PSWC-00015

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**ORDER GRANTING ATTORNEY FEES**

After Claimant filed his appeal of a January 3, 2019, Office of Risk Management (ORM) Determination terminating his temporary total disability (TTD) benefits and after the involvement of his attorneys, ORM rescinded its Determination, paid Claimant a lump sum of \$55,325.08 of TTD for January 3, 2019, to June 6, 2020, and resumed continuing TTD.

I issued a Final Order dismissing this case on December 18, 2020, based on ORM's rescission of the Determination and its lump sum payment of \$55,325.08.

Pending now is Claimant's petition for attorney fees. ORM argues that no fees should be awarded because it "unilaterally" rescinded the Determination and no "award" has been made.

The Comprehensive Merit Personnel Act (CMPA) provides for an award of "a reasonable attorney's fee not to exceed 20% of the actual benefit secured" for the successful prosecution of a workers' compensation claim.<sup>1</sup> "Actual benefit secured" . . . means the total established amount of benefits secured by an attorney in connection with a hearing or court proceeding through the date of the compensation order only and shall not include any amount offered in

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The Office of Risk Management (ORM) regulations provide that attorney fees under the CMPA “shall be computed at sixty percent (60%) of the most current United States Attorney’s Office Attorney’s Fee Matrix” and shall not exceed 20% of the actual benefits secured as of the issuance date of the compensation order.<sup>3</sup>

In *Henderson v. District of Columbia*, the Court of Appeals followed federal cases holding that the attorneys’ hourly rates should be calculated according to the prevailing rates in the relevant community.<sup>4</sup> The appropriate hourly rate would then be multiplied by the number of reasonable hours to compute the “lodestar,” the presumptive award.

In determining the request for an award, I consider the authorities cited above and the following five factors listed in OAH Rule 2956.2:

**(a) The nature, novelty, and complexity of the case.**

This case had novel legal issues and was complex. A Final Order following mediation was vacated after attorneys became involved. Claimant’s attorneys hired medical experts and conducted discovery in preparation for hearing. Negotiations between the parties continued as a hearing was scheduled and rescheduled several times.

**(b) The time and labor required.**

Thomas Martin, who has practiced law since 2007, is a Partner in the firm Goldblatt Martin Pozen, LLP. Attorney Martin entered his appearance on June 26, 2019 and worked 37.75 hours on this case. Kevin Hilgers, an Associate in the Firm, has practiced since 2012. Attorney Hilgers worked 87.25 hours and Rachele Hilgers, an

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Associate, worked 0.25 hours. The total of 174 hours worked on this case was reasonable.

(c) The amount of benefits awarded.

The TTD award paid through the date of the Final Order was \$55,325.08.

(d) Customary local charges for similar services.

According to the Attorney's Fee Matrix,<sup>5</sup> the hourly rate for Attorney Martin is \$510, based on the attorney's years of practice. Sixty per cent of his total for 37.75 hours would be \$11,551.50. According to the Matrix, the hourly rate for Attorney Hilgers was \$433. For the 87.25 hours worked, 60% his total would be \$22,667.50.

(e) The professional qualifications of the attorney or other representative.

Attorney Martin has practiced law for more than 13 years; Attorney Hilgers has practice eight years, representing clients in litigation.

I find that the total hours expended, 174, are reasonable. Contrary to ORM's assertions, it did not rescind the Determination on its own. That rescission followed months of legal work for Claimant, including retaining an expert and conducting discovery. The "award" in this case was the payment ORM made in a lump sum followed by a Final Order dismissing the case.

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Therefore, it is this 28<sup>th</sup> day of December 2020:

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and

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Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 28, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

/s/ Alicia Harris  
Clerk / Deputy Clerk

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**Sent:** Tue, 29 Dec 2020 22:20:07 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** tracy.lewis2@dc.gov;brenda.anderson2@dc.gov;susana.suarez@dc.gov  
**Subject:** CARTER, PERNELL (0468-WC-04-0500086)  
**Attachments:** Pernell E. Carter - OAH - ORDER GRANTING ATTORNEY FEES.pdf

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[https://live.origamirisk.com/Origami/Claims/view/57801?\\_account=DOC](https://live.origamirisk.com/Origami/Claims/view/57801?_account=DOC)

## **ORDER GRANTING ATTORNEY FEES**

**ORDERED, that pursuant to D.C. Code § 1-623.27(b)(2), Respondent shall pay Claimant's attorney Thomas B. Martin reasonable attorney's fees in the amount of \$11,065.02.**

Thank you,  
Susana

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**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

PERNELL E. CARTER,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

DISTRICT DEPARTMENT OF  
TRANSPORTATION,  
Respondent/Employer.

Case No.: 2019-PSWC-00015

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**ORDER GRANTING ATTORNEY FEES**

After Claimant filed his appeal of a January 3, 2019, Office of Risk Management (ORM) Determination terminating his temporary total disability (TTD) benefits and after the involvement of his attorneys, ORM rescinded its Determination, paid Claimant a lump sum of \$55,325.08 of TTD for January 3, 2019, to June 6, 2020, and resumed continuing TTD.

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In *Henderson v. District of Columbia*, the Court of Appeals followed federal cases holding that the attorneys’ hourly rates should be calculated according to the prevailing rates in the relevant community.<sup>4</sup> The appropriate hourly rate would then be multiplied by the number of reasonable hours to compute the “lodestar,” the presumptive award.

In determining the request for an award, I consider the authorities cited above and the following five factors listed in OAH Rule 2956.2:

**(a) The nature, novelty, and complexity of the case.**

This case had novel legal issues and was complex. A Final Order following mediation was vacated after attorneys became involved. Claimant’s attorneys hired medical experts and conducted discovery in preparation for hearing. Negotiations between the parties continued as a hearing was scheduled and rescheduled several times.

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Thomas Martin, who has practiced law since 2007, is a Partner in the firm Goldblatt Martin Pozen, LLP. Attorney Martin entered his appearance on June 26, 2019 and worked 37.75 hours on this case. Kevin Hilgers, an Associate in the Firm, has practiced since 2012. Attorney Hilgers worked 87.25 hours and Rachele Hilgers, an

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Associate, worked 0.25 hours. The total of 174 hours worked on this case was reasonable.

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According to the Attorney's Fee Matrix,<sup>5</sup> the hourly rate for Attorney Martin is \$510, based on the attorney's years of practice. Sixty per cent of his total for 37.75 hours would be \$11,551.50. According to the Matrix, the hourly rate for Attorney Hilgers was \$433. For the 87.25 hours worked, 60% his total would be \$22,667.50.

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Attorney Martin has practiced law for more than 13 years; Attorney Hilgers has practice eight years, representing clients in litigation.

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The attorneys seek \$11,065.02, below the customary local charges typical hourly rate. The amount the attorney seeks is 20% of the TTD award of \$55,325.08, as limited by regulation.<sup>6</sup>

Therefore, it is this 28<sup>th</sup> day of December 2020:

**ORDERED**, that pursuant to D.C. Code § 1-623.27(b)(2), Respondent shall pay Claimant's attorney Thomas B. Martin reasonable attorney's fees in the amount of **\$11,065.02**; and it is

**ORDERED**, that the reconsideration and appeal rights of a party aggrieved by this Order appear below.

\_\_\_\_\_  
/s/  
Margaret A. Mangan  
Administrative Law Judge

<sup>5</sup> 7 DCMR 162.2.; <https://www.justice.gov/usao-dc/page/file/1305941/download>.

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**PLEASE NOTE: By the October 9, 2020 Order of the Chief Administrative Law Judge, all filing deadlines that would otherwise expire during the public health emergency, as declared by the Mayor, are suspended/tolled/extended. Upon the expiration of the public health emergency, the Chief Administrative Law Judge will issue an order ending the suspension/tolling/extension period and parties will have thirty calendar days to timely submit any outstanding filings.**

**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**

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Questions regarding the procedure for filing an Application for Review can be sent to the CRB at [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov).

**Certificate of Service:**

**By Email:**

Thomas B. Martin, Esquire  
Goldblatt Martin Pozen, LLP  
tmartin@gmpllp.com

Connor P. Finch, Esquire  
Office of Attorney General  
connor.finch@dc.gov

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 28, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

/s/ Alicia Harris  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 29 Dec 2020 22:20:07 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
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PERNELL E. CARTER,  
Petitioner/Claimant,

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Respondent/Administrator,

and

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Respondent/Employer.

Case No.: 2019-PSWC-00015

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**Certificate of Service:**

**By Email:**

Thomas B. Martin, Esquire  
Goldblatt Martin Pozen, LLP  
tmartin@gmpllp.com

Connor P. Finch, Esquire  
Office of Attorney General  
connor.finch@dc.gov

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 28, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

/s/ Alicia Harris  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 29 Dec 2020 22:20:07 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
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**OFFICE OF ADMINISTRATIVE HEARINGS**  
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Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

PERNELL E. CARTER,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

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Respondent/Employer.

Case No.: 2019-PSWC-00015

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The attorneys seek \$11,065.02, below the customary local charges typical hourly rate. The amount the attorney seeks is 20% of the TTD award of \$55,325.08, as limited by regulation.<sup>6</sup>

Therefore, it is this 28<sup>th</sup> day of December 2020:

**ORDERED**, that pursuant to D.C. Code § 1-623.27(b)(2), Respondent shall pay Claimant's attorney Thomas B. Martin reasonable attorney's fees in the amount of **\$11,065.02**; and it is

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\_\_\_\_\_  
/s/  
Margaret A. Mangan  
Administrative Law Judge

<sup>5</sup> 7 DCMR 162.2.; <https://www.justice.gov/usao-dc/page/file/1305941/download>.

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**Certificate of Service:**

**By Email:**

Thomas B. Martin, Esquire  
Goldblatt Martin Pozen, LLP  
tmartin@gmpllp.com

Connor P. Finch, Esquire  
Office of Attorney General  
connor.finch@dc.gov

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 28, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

/s/ Alicia Harris  
Clerk / Deputy Clerk

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**Sent:** Tue, 29 Dec 2020 22:20:07 +0000  
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**Cc:** tracy.lewis2@dc.gov;brenda.anderson2@dc.gov;susana.suarez@dc.gov  
**Subject:** CARTER, PERNELL (0468-WC-04-0500086)  
**Attachments:** Pernell E. Carter - OAH - ORDER GRANTING ATTORNEY FEES.pdf

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Thank you,  
Susana

Replies to this email message will be saved with our email records.



**DISTRICT OF COLUMBIA  
OFFICE OF ADMINISTRATIVE HEARINGS**

One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

PERNELL E. CARTER,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

DISTRICT DEPARTMENT OF  
TRANSPORTATION,  
Respondent/Employer.

Case No.: 2019-PSWC-00015

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**ORDER GRANTING ATTORNEY FEES**

After Claimant filed his appeal of a January 3, 2019, Office of Risk Management (ORM) Determination terminating his temporary total disability (TTD) benefits and after the involvement of his attorneys, ORM rescinded its Determination, paid Claimant a lump sum of \$55,325.08 of TTD for January 3, 2019, to June 6, 2020, and resumed continuing TTD.

I issued a Final Order dismissing this case on December 18, 2020, based on ORM's rescission of the Determination and its lump sum payment of \$55,325.08.

Pending now is Claimant's petition for attorney fees. ORM argues that no fees should be awarded because it "unilaterally" rescinded the Determination and no "award" has been made.

The Comprehensive Merit Personnel Act (CMPA) provides for an award of "a reasonable attorney's fee not to exceed 20% of the actual benefit secured" for the successful prosecution of a workers' compensation claim.<sup>1</sup> "Actual benefit secured" . . . means the total established amount of benefits secured by an attorney in connection with a hearing or court proceeding through the date of the compensation order only and shall not include any amount offered in

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settlement prior to a hearing or future benefits.”<sup>2</sup> A “successful prosecution” means to “obtain an award of compensation exceeding the amount that was formerly awarded, offered, or determined.”

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In *Henderson v. District of Columbia*, the Court of Appeals followed federal cases holding that the attorneys’ hourly rates should be calculated according to the prevailing rates in the relevant community.<sup>4</sup> The appropriate hourly rate would then be multiplied by the number of reasonable hours to compute the “lodestar,” the presumptive award.

In determining the request for an award, I consider the authorities cited above and the following five factors listed in OAH Rule 2956.2:

**(a) The nature, novelty, and complexity of the case.**

This case had novel legal issues and was complex. A Final Order following mediation was vacated after attorneys became involved. Claimant’s attorneys hired medical experts and conducted discovery in preparation for hearing. Negotiations between the parties continued as a hearing was scheduled and rescheduled several times.

**(b) The time and labor required.**

Thomas Martin, who has practiced law since 2007, is a Partner in the firm Goldblatt Martin Pozen, LLP. Attorney Martin entered his appearance on June 26, 2019 and worked 37.75 hours on this case. Kevin Hilgers, an Associate in the Firm, has practiced since 2012. Attorney Hilgers worked 87.25 hours and Rachele Hilgers, an

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Associate, worked 0.25 hours. The total of 174 hours worked on this case was reasonable.

(c) The amount of benefits awarded.

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Therefore, it is this 28<sup>th</sup> day of December 2020:

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and

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Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 28, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

/s/ Alicia Harris  
Clerk / Deputy Clerk

**From:** Susana Suarez  
**Sent:** Tue, 29 Dec 2020 22:20:07 +0000  
**To:** jed.ross@dc.gov;sam.yeung@dc.gov;michael.krainak@dc.gov;soriya.chhe@dc.gov;Jennifer.Arnica@dc.gov;merle.gaither-morgan@dc.gov;nicole.skibicki@dc.gov;kwenita.canzius@dc.gov;justin.orrison@dc.gov;candice.walsh@dc.gov;kathleen.west@dc.gov;adnan.suleman@dc.gov  
**Cc:** tracy.lewis2@dc.gov;brenda.anderson2@dc.gov;susana.suarez@dc.gov  
**Subject:** CARTER, PERNELL (0468-WC-04-0500086)  
**Attachments:** Pernell E. Carter - OAH - ORDER GRANTING ATTORNEY FEES.pdf

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[https://live.origamirisk.com/Origami/Claims/view/57801?\\_account=DOC](https://live.origamirisk.com/Origami/Claims/view/57801?_account=DOC)

## **ORDER GRANTING ATTORNEY FEES**

**ORDERED, that pursuant to D.C. Code § 1-623.27(b)(2), Respondent shall pay Claimant's attorney Thomas B. Martin reasonable attorney's fees in the amount of \$11,065.02.**

Thank you,  
Susana

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**DISTRICT OF COLUMBIA**  
**OFFICE OF ADMINISTRATIVE HEARINGS**  
One Judiciary Square  
441 Fourth Street, NW, Suite 450 North  
Washington, DC 20001-2714

TEL: (202) 442-9094 · FAX: (202) 442-4789 · E-MAIL: oah.filing@dc.gov

PERNELL E. CARTER,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

DISTRICT DEPARTMENT OF  
TRANSPORTATION,  
Respondent/Employer.

Case No.: 2019-PSWC-00015

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After Claimant filed his appeal of a January 3, 2019, Office of Risk Management (ORM) Determination terminating his temporary total disability (TTD) benefits and after the involvement of his attorneys, ORM rescinded its Determination, paid Claimant a lump sum of \$55,325.08 of TTD for January 3, 2019, to June 6, 2020, and resumed continuing TTD.

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In *Henderson v. District of Columbia*, the Court of Appeals followed federal cases holding that the attorneys’ hourly rates should be calculated according to the prevailing rates in the relevant community.<sup>4</sup> The appropriate hourly rate would then be multiplied by the number of reasonable hours to compute the “lodestar,” the presumptive award.

In determining the request for an award, I consider the authorities cited above and the following five factors listed in OAH Rule 2956.2:

**(a) The nature, novelty, and complexity of the case.**

This case had novel legal issues and was complex. A Final Order following mediation was vacated after attorneys became involved. Claimant’s attorneys hired medical experts and conducted discovery in preparation for hearing. Negotiations between the parties continued as a hearing was scheduled and rescheduled several times.

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Thomas Martin, who has practiced law since 2007, is a Partner in the firm Goldblatt Martin Pozen, LLP. Attorney Martin entered his appearance on June 26, 2019 and worked 37.75 hours on this case. Kevin Hilgers, an Associate in the Firm, has practiced since 2012. Attorney Hilgers worked 87.25 hours and Rachele Hilgers, an

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Associate, worked 0.25 hours. The total of 174 hours worked on this case was reasonable.

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According to the Attorney's Fee Matrix,<sup>5</sup> the hourly rate for Attorney Martin is \$510, based on the attorney's years of practice. Sixty per cent of his total for 37.75 hours would be \$11,551.50. According to the Matrix, the hourly rate for Attorney Hilgers was \$433. For the 87.25 hours worked, 60% his total would be \$22,667.50.

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Attorney Martin has practiced law for more than 13 years; Attorney Hilgers has practice eight years, representing clients in litigation.

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The attorneys seek \$11,065.02, below the customary local charges typical hourly rate. The amount the attorney seeks is 20% of the TTD award of \$55,325.08, as limited by regulation.<sup>6</sup>

Therefore, it is this 28<sup>th</sup> day of December 2020:

**ORDERED**, that pursuant to D.C. Code § 1-623.27(b)(2), Respondent shall pay Claimant's attorney Thomas B. Martin reasonable attorney's fees in the amount of **\$11,065.02**; and it is

**ORDERED**, that the reconsideration and appeal rights of a party aggrieved by this Order appear below.

\_\_\_\_\_  
/s/  
Margaret A. Mangan  
Administrative Law Judge

<sup>5</sup> 7 DCMR 162.2.; <https://www.justice.gov/usao-dc/page/file/1305941/download>.

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**PLEASE NOTE: By the October 9, 2020 Order of the Chief Administrative Law Judge, all filing deadlines that would otherwise expire during the public health emergency, as declared by the Mayor, are suspended/tolled/extended. Upon the expiration of the public health emergency, the Chief Administrative Law Judge will issue an order ending the suspension/tolling/extension period and parties will have thirty calendar days to timely submit any outstanding filings.**

**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**



## **APPEAL RIGHTS**

If you disagree with this Compensation Order you may file an appeal, called an Application For Review, with the Compensation Review Board. The Compensation Review Board is a department within the Labor Standards Bureau of the District of Columbia Department of Employment Services. There is no charge for filing an Application For Review but there are certain procedures that must be followed for your appeal to be processed.

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Questions regarding the procedure for filing an Application for Review can be sent to the CRB at [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov).

**Certificate of Service:**

**By Email:**

Thomas B. Martin, Esquire  
Goldblatt Martin Pozen, LLP  
tmartin@gmpllp.com

Connor P. Finch, Esquire  
Office of Attorney General  
connor.finch@dc.gov

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 28, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

/s/ Alicia Harris  
Clerk / Deputy Clerk

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**Sent:** Tue, 29 Dec 2020 22:20:07 +0000  
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PERNELL E. CARTER,  
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v.

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and

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Case No.: 2019-PSWC-00015

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**Certificate of Service:**

**By Email:**

Thomas B. Martin, Esquire  
Goldblatt Martin Pozen, LLP  
tmartin@gmpllp.com

Connor P. Finch, Esquire  
Office of Attorney General  
connor.finch@dc.gov

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 28, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

/s/ Alicia Harris  
Clerk / Deputy Clerk

**From:** Susana Suarez  
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OFFICE OF ADMINISTRATIVE HEARINGS**

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PERNELL E. CARTER,  
Petitioner/Claimant,

v.

OFFICE OF RISK MANAGEMENT,  
Respondent/Administrator,

and

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TRANSPORTATION,  
Respondent/Employer.

Case No.: 2019-PSWC-00015

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The TTD award paid through the date of the Final Order was \$55,325.08.

(d) Customary local charges for similar services.

According to the Attorney's Fee Matrix,<sup>5</sup> the hourly rate for Attorney Martin is \$510, based on the attorney's years of practice. Sixty per cent of his total for 37.75 hours would be \$11,551.50. According to the Matrix, the hourly rate for Attorney Hilgers was \$433. For the 87.25 hours worked, 60% his total would be \$22,667.50.

(e) The professional qualifications of the attorney or other representative.

Attorney Martin has practiced law for more than 13 years; Attorney Hilgers has practice eight years, representing clients in litigation.

I find that the total hours expended, 174, are reasonable. Contrary to ORM's assertions, it did not rescind the Determination on its own. That rescission followed months of legal work for Claimant, including retaining an expert and conducting discovery. The "award" in this case was the payment ORM made in a lump sum followed by a Final Order dismissing the case.

The attorneys seek \$11,065.02, below the customary local charges typical hourly rate. The amount the attorney seeks is 20% of the TTD award of \$55,325.08, as limited by regulation.<sup>6</sup>

Therefore, it is this 28<sup>th</sup> day of December 2020:

**ORDERED**, that pursuant to D.C. Code § 1-623.27(b)(2), Respondent shall pay Claimant's attorney Thomas B. Martin reasonable attorney's fees in the amount of **\$11,065.02**; and it is

**ORDERED**, that the reconsideration and appeal rights of a party aggrieved by this Order appear below.

\_\_\_\_\_  
/s/  
Margaret A. Mangan  
Administrative Law Judge

<sup>5</sup> 7 DCMR 162.2.; <https://www.justice.gov/usao-dc/page/file/1305941/download>.

<sup>6</sup> 7 DCMR 162.2.

After an administrative law judge has issued a Final Order, a party may ask the judge to change the Final Order and ask the District of Columbia Court of Appeals to change the Final Order. There are important time limitations described below for doing so.

### **HOW TO REQUEST THE ADMINISTRATIVE LAW JUDGE TO CHANGE THE FINAL ORDER**

Under certain limited circumstances and within certain time limits, a party may file a written request asking the administrative law judge to change a final order. OAH Rule 2828 explains the circumstances under which such a request may be made. Rule 2828 and other OAH rules are available at [www.oah.dc.gov](http://www.oah.dc.gov).

A request to change a final order does not affect the party's obligation to comply with the final order and to pay any fine or penalty. If a request to change a final order is received at OAH within 10 calendar days of the date the Final Order was filed (15 calendar days if OAH mailed the final order to you), the period for filing an appeal with the District of Columbia Court of Appeals does not begin to run until the Administrative Law Judge rules on the request. A request for a change in a final order will not be considered if it is received at OAH more than 120 calendar days of the date the Final Order was filed (125 calendar days if OAH mailed the Final Order to you).

**PLEASE NOTE: By the October 9, 2020 Order of the Chief Administrative Law Judge, all filing deadlines that would otherwise expire during the public health emergency, as declared by the Mayor, are suspended/tolled/extended. Upon the expiration of the public health emergency, the Chief Administrative Law Judge will issue an order ending the suspension/tolling/extension period and parties will have thirty calendar days to timely submit any outstanding filings.**

**APPEAL RIGHTS ARE ON THE FOLLOWING PAGE**

## **APPEAL RIGHTS**

If you disagree with this Compensation Order you may file an appeal, called an Application For Review, with the Compensation Review Board. The Compensation Review Board is a department within the Labor Standards Bureau of the District of Columbia Department of Employment Services. There is no charge for filing an Application For Review but there are certain procedures that must be followed for your appeal to be processed.

The Application For Review must be filed and received by the Compensation Review Board **within 30 days** from the date shown on this Compensation Order's Certificate of Service. An Application for Review must include the following:

1. An Application for Review, identifying the Compensation Order from which the petitioner appeals, the office that issued the Compensation Order and attaching a copy of the Compensation Order being appealed; and,
2. A Memorandum of Points and Authorities in support of the Application for Review, setting forth the legal and factual basis for the review.

The Application for Review must be filed using the DOES AHD/CRB electronic filing system ("e-filing"). To use this free e-filing system you must register and have an account. The e-filing system and registration information is found at this web site: <http://efile.does.dc.gov>.

You must also send a paper copy to the Compensation Review Board of the Application for Review that you filed using the e-filing system. The Compensation Review Board's address is 4058 Minnesota Avenue, N.E., Washington, D.C. 20019. The paper copy of the document must be sent or delivered to the Compensation Review Board within 2 business days after it is e-filed.

More information regarding the procedure for filing an appeal can be found at the Compensation Review Board's website: <https://does.dc.gov/page/compensation-review-board>. The Compensation Review Board's staff can help you register for the e-filing system. To make an appointment for assistance, please call the Compensation Review Board at (202)-671-2394 or request an appointment using the Board's email: [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov). The Compensation Review Board's staff cannot give you legal advice nor can they extend the 30-day deadline for filing an appeal. Please make your appointment for assistance with enough time to meet this deadline.

Questions regarding the procedure for filing an Application for Review can be sent to the CRB at [DOES.CRB@dc.gov](mailto:DOES.CRB@dc.gov).

**Certificate of Service:**

**By Email:**

Thomas B. Martin, Esquire  
Goldblatt Martin Pozen, LLP  
tmartin@gmpllp.com

Connor P. Finch, Esquire  
Office of Attorney General  
connor.finch@dc.gov

Andrea Comentale, Esquire  
Office of the Attorney General  
Chief, Personnel, Labor and Employment  
Section  
andrea.comentale@dc.gov

Michael Krainak, General Counsel  
Office of Risk Management  
michael.krainak@dc.gov

I hereby certify that on December 28, 2020, this document was caused to be served upon the above-named parties at the addresses and by the means stated.

/s/ Alicia Harris  
Clerk / Deputy Clerk

**From:** Scales, Wanda (OIG)  
**Sent:** Tue, 29 Dec 2020 20:50:14 +0000  
**To:** Alexander, Cassandra (OCFO);Allen, Brett (Council);Anthony, Lavita (EOM);Arnold, Dinell (OIG);Badiaga, Bacary;Barry, Timothy (OCFO);Bates, Darreisha M;Binelli, Robert (OIG);Branson, Karen (OIG);Carlile, Saasha (DDOT);Carraway, Averil (COUNCIL);Cavendish, Betsy (EOM);CJ Sampson;ctalex1961@yahoo.com;Dines, George (OCFO);Edwin Kago;Fuller, Traci (OCFO);Gill, Adriane (HSEMA);Gindaba, Fekede (OIG);Hampton, Ben (EOM);Hart, Marie (OIG);Howell, Katrice (OIG);Jackson, Vanessa (OCFO);Jacobs, Angell (OCFO);Jatana Coleman;Jones, Lynnette (OCFO);Kreiswirth, Barry (EOM);Lee, Ashley (OCFO);Ichukwuma;Lucas, Daniel W. (OIG);Matthias, Wilma (OCFO);Micah Clinger;Moore, Deliciav (DDS);Murray, Chris (EOM);Natasha Brown;Omisoro, Diji (OCFO);Onojeta, Michael (OIG);psheeley;Peter Regis;Provotorova, Olga (OCFO);Reagan, Jack;Reed, Jennifer (EOM);Ross, Jed (ORM);Shaffer, Darrin (DHCF);Slack, Bill (OCFO);Steele, Ngina M. (OCP);Stewart, Shaneah (EOM);White, Robin (OCP);Wilcoxson, Matthew (OIG);Wilson, Cinnamon (OIG);Wray, Lisa (EOM);Yarussi, Jaime (OIG);Yeung, Sam (ORM)  
**Cc:** Mark Schwartz;Kelly Watson;Wayne McConnell;Odysseus Lanier;Parker, Lindsey (OCTO);Cherukuri, Suneel (OCTO);Harrison, Carol (OCTO);Matties, Deb (OCTO)  
**Subject:** CAFR Oversight Committee Meeting  
**Attachments:** CAFR Agenda 12-30-20.pdf, DC CAFR Oversight Committee Meeting 12\_30\_2020.pdf

#### CAFR Oversight Committee

This is a WebEx invitation to the District of Columbia CAFR Oversight Committee Briefing. Use the [2-5](#) below to join the meeting. Please be aware that this meeting will be recorded.

Presentation slides and agenda for preview.

The last meeting may be viewed at [CAFR Oversight Committee Meeting 12-23-2020](#).

If this [2-5](#) doesn't work with your default web browser, copy and paste the [2-5](#) in an alternate browser; e.g., Google Chrome, Internet Explorer, Microsoft Edge, etc.

Note: If you are no longer your organization's point of contact (POC) for the CAFR or require a change to this mailing list, reply via email to the meeting organizer (do not reply all). Please forward this email to the correct POC and copy the meeting organizer.

Thank you.

Robert J. Binelli

Director of Financial and Information System Audits

Office of the Inspector General, Audit Unit

Government of the District of Columbia

717 14th Street, N.W., Suite 500

Washington, DC 20005

Phone: 202-727-9284

[robert.binelli@dc.gov](mailto:robert.binelli@dc.gov)

- Do not delete or change any of the following text. --

#### [Join Webex meeting](#)

Meeting number: 180 910 1763 Meeting password: seNxQe8Xr23

[Can't join the meeting?](#)

**If you are a host, [click here](#) to view host information.** IMPORTANT NOTICE: Please note that this Webex service allows audio and other information sent during the session to be recorded, which may be discoverable in a legal matter. By joining this session, you automatically consent to such recordings. If you do not consent to being recorded, discuss your concerns with the host or do not join the session.

**For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).**



**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Office of the Inspector General**



Audit of the District's Financial Statements (FY 2020)  
CAFR Oversight Committee Meeting  
December 30, 2020 – 2:00 p.m.

**AGENDA**

Opening Remarks/Call to Order .....Fekede Gindaba  
Assistant IG for Audits  
Office of the Inspector General  
Chair, CAFR Committee

Update of Outstanding Items from Prior week.....Fekede Gindaba

Audit Status Update..... Jack Reagan, CPA, Engagement Partner  
Micah Clinger, CPA, Audit Director  
McConnell & Jones LLP

**Question and Answers**

Comments..... Representative, OCFO, Office of  
Financial Operations and Systems

Closing Comments and Adjournment .....Fekede Gindaba

**NEXT MEETING: Wednesday, January 6, 2021**



**District of Columbia  
Office of the Inspector General**

**CAFR Oversight Committee Meeting**

**December 30, 2020**



**MJ**

**McCONNELL & JONES LLP**  
CERTIFIED PUBLIC ACCOUNTANTS

## Central Leadership Team

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- Jack Reagan, *Engagement Partner*
- Mark Schwartz, *Audit Partner*
- Charlton Sampson, *IT Partner*
- Micah Clinger, *Audit Director*
- Natasha Brown, *Audit Senior Manager*
- Jatana Coleman, *Audit Manager*

## Table of Contents

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| MJ Audit Approach and Overall Status   | Slide 11 |
| Audit Status by Audit Unit and<br>Plans for Next Period (December 26 to January 1) | Slide 17 |
| Key Points of Contact Information  | Slide 31 |
| Questions and Open Dialogue  | Slide 33 |

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# Executive Summary

## Executive Summary

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### Purpose

- ✓ To provide the status of the fiscal year 2020 District of Columbia Government CAFR audit.

### Audit Status by Component

- ✓ Accomplishments to date – December 25, 2020.
- ✓ Accomplishments expected for next period – December 26, 2020 to January 1, 2021.

### MJ's Risk-Based Audit Approach

- ✓ Significant partner, director, and manager involvement in planning and risk assessment at the front end of the audit, in addition to subsequent phases of the audit.
- ✓ Obtain understanding of the District and its operations, significant risks, and account balances.



## Executive Summary

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### Areas Behind Target or Need Attention

- ✓ Behind target for internal target dates shown on slide 15, but will meet January 4<sup>th</sup> contractual date, except for the Unemployment Compensation Fund (UCF):
  - ✓ We have increased testing as a result of increased activity and risk related to UCF due to COVID, and we expect to issue this opinion later in the week of January 4<sup>th</sup>.
- ✓ OCP - Position Paper on Mayoral Order related to COVID is overdue.
- ✓ OCP - COVID expense sample support that is overdue:
  - ✓ Voucher packages – for 9 direct voucher selections, and 1 for p-card selections
  - ✓ Contracts – for 2 regular payment selections, for 9 direct voucher selections, and for 4 p-card selections
- ✓ Behind target for review of 3<sup>rd</sup> Party Auditor workpapers as outlined on slide 14. All audit opinions (except Retirement Board) are scheduled to be issued by December 31, 2020. We have coordinated to perform reviews the week of January 4, 2021.
  - ✓ 3<sup>rd</sup> Party Auditor (BCA WatsonRice) has not received financial statements from the Retirement Board.

## **Executive Summary**

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### **Areas that Need Management's Assistance to Get Cooperation**

- ✓ None

### **Significant Issues to Bring to Your Attention**

- ✓ None

## Overall Risk Assessment and Planning

|   | <u>Risk Assessment<br/>and Audit<br/>Approach</u> | <u>Planning and<br/>Coordination</u> | <u>Preliminary<br/>Fieldwork</u> | <u>Final Fieldwork</u> |
|---|---|--------------------------------------|----------------------------------|------------------------|
| CAFR  | Complete  | Complete                             | Complete                         | In Process             |
| Washington Convention and Sports Authority                    | Complete  | Complete                             | Complete                         | In Process             |
| University of the District of Columbia                        | Complete  | Complete                             | Complete                         | In Process             |
| Not-For-Profit Hospital Corporation                           | Complete  | Complete                             | Complete                         | In Process             |
| DC Health Benefit Exchange Authority                          | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Lottery & Charitable Games Control Board | Complete  | Complete                             | Complete                         | In Process             |
| Unemployment Compensation Trust Fund                          | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Other Post-Employment Benefit Trust Fund | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Home Purchase Assistance Program         | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia E911 / 311 Fund                          | Complete  | Complete                             | Complete                         | In Process             |
| Highway Trust Fund  | Complete  | Complete                             | Complete                         | In Process             |

## Summary of Prior Year Findings and Mgt Recommendations

| Entity   | Prior Year Status |          |            |                |          |            |
|--|-------------------|----------|------------|----------------|----------|------------|
|  | Recommendations   |          |            | Best Practices |          |            |
|  | Total Number      | Resolved | In Process | Total Number   | Resolved | In Process |
| Home Purchase Assistance Program   | 1                 | -        | 1          | -              | -        | -          |
| University of the District of Columbia   | 1                 | 1        | -          | -              | -        | -          |
| Washington Convention and Sports Authority                                       | 2                 | 2        | -          | -              | -        | -          |
| Not-For-Profit Hospital Corporation  | 3                 | -        | 3          | 2              | -        | 2          |
| District of Columbia Lottery and Charitable Games Control Board                  | 1                 | 1        | -          | 1              | 1        | -          |
| Teachers' Retirement Fund and Police Officers and Fire Fighters' Retirement Fund | 1                 | -        | 1          | 3              | -        | 3          |
| Office of Chief Technology Officer   | 1                 | -        | 1          | 1              | -        | 1          |
| DC Government  | 4                 | 2        | 2          | -              | -        | -          |

## Summary of Current Year Recommendations

| Agency                                     | Reference #               | Title of Recommendation  | Management's Response |
|--|---------------------------|--|-----------------------|
| District of Columbia Public Schools (DCPS) | General Government 2020-1 | Frequency of Payroll Clean-up Process  | Agrees                |
| District of Columbia Public Schools (DCPS) | General Government 2020-2 | Approval on Notification of Personnel Action forms   | Agrees                |
| Department of General Services (DGS)       | General Government 2020-3 | Controls over Compliance with the Quick Payment Act of 1984 were not Operating Effectively           | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-4 | Controls Over Authenticator Management   Password-based Authentication were Not Operating            | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-5 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-6 | Controls Over Least Privilege   Review of User Privileges were Not Operating Effectively             | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-7 | Controls provide reasonable assurance that employees receive proper security awareness training      | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-8 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-9 | Controls Over Terminated User Access Are Ineffective   | Agrees                |



## Summary of Current Year Recommendations

| Agency                                     | Reference #                | Title of Recommendation   | Management's Response |
|--|----------------------------|---|-----------------------|
| Department of Employment Services (DOES)   | General Government 2020-10 | Controls Over Security Awareness Training and Policy Acknowledgment Procedures were Not Operating Effectively                         | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-1                 | Controls Over Applying Cash Receipts to SNF Patients' Accounts were Not Operating Effectively   | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-2                 | Controls Over Review, Approval, and Maintenance of HR/Payroll Files were Not Operating Effectively                                    | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-3                 | Controls Over Data Center- Fire Suppression System Not in Working Order   | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-4                 | Controls Over Effective Periodic Access Review  | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-5                 | Controls Over Timely Removal of Terminated Employee   | Agrees                |
| University of the District of Columbia     | UDC 2020-1                 | Control over Periodic Access Review does not appear to be operating effectively   | Agrees                |
| University of the District of Columbia     | UDC 2020-2                 | Control over performing vulnerability scans on a timely basis appears not to be operating effectively                                 | Agrees                |
| Washington Convention and Sports Authority | WCSA 2020-1                | Controls Over A Well-Defined Policy and Procedure Over Frequency of a Periodic Access Review Appears Not to be Designed Appropriately | Agrees                |



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# **MJ Audit Approach and Overall Status**

## Our Audit Approach

Our approach focuses more on areas of greatest risks by analyzing audit risks, setting materiality thresholds based on audit risk analysis, and developing audit programs that allocate a larger portion of audit resources to high-risk areas. During your audit, we also determine effectiveness and adequacy of your internal controls for ensuring proper financial accountability, efficient operations, and compliance.



### IT AUDIT

Evaluate controls over the IT environment and use data extraction software, where applicable, to audit transactions through your financial information system.

## Overall Status



**Planning Phase:** Complete

- ✓ Included risk assessment and audit approach for CAFR and all Components
- ✓ Included planning and coordination for CAFR and all Components

**Preliminary/Interim Work:** Complete

**Final Phase:** In Process

**Reporting:** In Process (for Components)

## Schedule by Unit

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning | Assess & Test Controls | Preliminary Management Points | Substantive Testing | GAAS Compliance | Audit Sign Off | Issue Reports |
|---|----------|------------------------|-------------------------------|---------------------|-----------------|----------------|---------------|
| CAFR  | July     | July - September       | October                       | November - January  | January         | January        | January       |
| University of the District of Columbia      | July     | July - September       | October                       | November - December | December        | December       | December      |
| Unemployment Compensation Trust Fund        | July     | July - September       | October                       | December            | December        | December       | December      |
| DC OPEB Fund                                | July     | July - September       | October                       | December            | December        | December       | December      |
| Not-For-Profit Hospital Corporation         | July     | July - September       | October                       | December            | December        | December       | December      |
| Washington Convention and Sports Authority  | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Lottery & Charitable Games Control Board | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Home Purchase Assistance Program         | July     | July - September       | October                       | December            | December        | December       | December      |
| DC E911 / 311 Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Health Benefit Exchange Authority        | July     | July - September       | October                       | December            | December        | December       | December      |
| Highway Trust Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |



## Procedures on Third Party Organizational Units

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning  | Review of Third Party Auditor Workpapers | Reporting          |
|---|-----------|--|--------------------|
| Housing Finance Agency                        | September | December                                 | December / January |
| D.C. Tobacco Settlement Financing Corporation | October   | December                                 | December / January |
| D.C. Retirement Board                         | October   | December                                 | December / January |
| Section 529 College Savings Plan              | September | December                                 | December / January |
| 401 A-Deferred Compensation Plan              | October   | December                                 | December / January |
| 457-Deferred Compensation Plan                | October   | December                                 | December / January |

## Schedule by Unit

| Entity                                      | Entrance Meeting Date | Preliminary Including Test of Controls |           | Final and Sign-off |        | Approved statements to Issue |        | Exit Meeting Date | Issued Statement |        |
|---|-----------------------|--|-----------|--------------------|--------|------------------------------|--------|-------------------|------------------|--------|
|   |                       | Planned                                | Actual    | Planned            | Actual | Planned                      | Actual |                   | Planned          | Actual |
| CAFR  | 6/11/2020             | 9/30/2020                              | 9/30/2020 | 1/20/2021          | TBD    | 1/22/2021                    | TBD    | TBD               | 1/31/2021        | TBD    |
| University of the District of Columbia      | 6/25/2020             | 9/30/2020                              | 9/29/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Unemployment Compensation Trust Fund        | 7/16/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC OPEB Fund                                | 7/8/2020              | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Not-For-Profit Hospital Corporation         | 7/9/2020              | 9/30/2020                              | 9/29/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Washington Convention and Sports Authority  | 7/10/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC Lottery & Charitable Games Control Board | 6/22/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC Home Purchase Assistance Program         | 6/23/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC E911 / 311 Fund                          | 7/14/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC Health Benefit Exchange Authority        | 7/22/2020             | 9/30/2020                              | 9/21/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Highway Trust Fund                          | 7/15/2020             | 9/30/2020                              | 9/30/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Highway Trust Fund Forecast                 | 7/15/2020             | 1/31/2021                              | TBD       | 4/16/2021          | TBD    | 4/22/2021                    | TBD    | TBD               | 4/26/2021        | TBD    |
|   |                       |  |           |                    |        |                              |        |                   |                  |        |
| GAAS Opinion                                |                       | N/A                                    |           | 1/20/2021          | TBD    | 1/22/2021                    | TBD    |                   | 1/22/2021        | TBD    |
| Final Management letter                     |                       | 11/2/2020                              | TBD       | 1/27/2021          | TBD    | 1/29/2021                    | TBD    |                   | 1/29/2021        | TBD    |
| Council Presentation                        |                       | N/A                                    |           |                    |        |                              |        |                   | TBD              | TBD    |



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# **Audit Status by Audit Unit and Plans for Next Period**

**December 26, 2020 to January 1, 2021**

## CAFR Accomplishments

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued with year end substantive fieldwork procedures for various other audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other
- ✓ Final prepared by client (PBC) requests – request items have been coming in for final fieldwork. Monitoring and follow up on items occurred throughout the period.

## CAFR Accomplishments CONT'D

---

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Continue to perform fraud related inquiries.
- ✓ Continue with year end substantive fieldwork procedures for various audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Washington Convention and Sports Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Received draft financial statements and completed technical review of them.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and quality control (QC) review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## University of the District of Columbia

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Not-for-Profit Hospital Corporation

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Received draft financial statements and completed technical review of them.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None



## Health Benefit Exchange Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with the Authority.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **D.C. Lottery and Charitable Control Board**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Other Post-Employment Benefit Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Unemployment Compensation Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Received draft financial statements and completed technical review of them.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Continue to perform year end substantive audit procedures over applicable audit areas.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Home Purchase Assistance Program

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Program management.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **E 911 / 311 Fund**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed draft reports.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None



## Highway Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Third Party Audited Organizational Units

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**FOR THE FOLLOWING TWO COMPONENT UNITS (CU) AND THE FOUR OTHER ORGANIZATIONAL UNITS (OU):**

- ✓ Housing Finance Agency (CU)
- ✓ D.C. Tobacco Settlement Financing Corporation (CU)
- ✓ D.C. Retirement Board (OU)
- ✓ Section 529 College Savings Plan (OU)
- ✓ 401 A-Deferred Compensation Plan (OU)
- ✓ 457-Deferred Compensation Plan (OU)

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Coordinated review of 3<sup>rd</sup> Party Auditor work papers for all component & other organizational units.
- ✓ We have coordinated to perform reviews the week of January 4, 2021 once the audits have been completed and issued for the component & other organizational units.

### **ACCOMPLISHMENT EXPECTED FOR NEXT PERIOD**

- ✓ None

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

MJ

# Key Points of Contact Information

## Key Points of Contact Information

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### **Jack Reagan, CPA**

Engagement Partner

8601 Robert Fulton Drive, Suite 210, Columbia, MD 21046

(410) 423-4832 (direct phone)

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# Questions Open Dialogue

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**From:** Scales, Wanda (OIG)  
**Sent:** Tue, 29 Dec 2020 20:50:14 +0000  
**To:** Alexander, Cassandra (OCFO);Allen, Brett (Council);Anthony, Lavita (EOM);Arnold, Dinell (OIG);Badiaga, Bacary;Barry, Timothy (OCFO);Bates, Darreisha M;Binelli, Robert (OIG);Branson, Karen (OIG);Carlile, Saasha (DDOT);Carraway, Averil (COUNCIL);Cavendish, Betsy (EOM);CJ Sampson;ctalex1961@yahoo.com;Dines, George (OCFO);Edwin Kago;Fuller, Traci (OCFO);Gill, Adriane (HSEMA);Gindaba, Fekede (OIG);Hampton, Ben (EOM);Hart, Marie (OIG);Howell, Katrice (OIG);Jackson, Vanessa (OCFO);Jacobs, Angell (OCFO);Jatana Coleman;Jones, Lynnette (OCFO);Kreiswirth, Barry (EOM);Lee, Ashley (OCFO);Ichukwuma;Lucas, Daniel W. (OIG);Matthias, Wilma (OCFO);Micah Clinger;Moore, Deliciav (DDS);Murray, Chris (EOM);Natasha Brown;Omisoro, Diji (OCFO);Onojeta, Michael (OIG);psheeley;Peter Regis;Provotorova, Olga (OCFO);Reagan, Jack;Reed, Jennifer (EOM);Ross, Jed (ORM);Shaffer, Darrin (DHCF);Slack, Bill (OCFO);Steele, Ngina M. (OCP);Stewart, Shaneah (EOM);White, Robin (OCP);Wilcoxson, Matthew (OIG);Wilson, Cinnamon (OIG);Wray, Lisa (EOM);Yarussi, Jaime (OIG);Yeung, Sam (ORM)  
**Cc:** Mark Schwartz;Kelly Watson;Wayne McConnell;Odysseus Lanier;Parker, Lindsey (OCTO);Cherukuri, Suneel (OCTO);Harrison, Carol (OCTO);Matties, Deb (OCTO)  
**Subject:** CAFR Oversight Committee Meeting  
**Attachments:** CAFR Agenda 12-30-20.pdf, DC CAFR Oversight Committee Meeting 12\_30\_2020.pdf

#### CAFR Oversight Committee

This is a WebEx invitation to the District of Columbia CAFR Oversight Committee Briefing. Use the [2-5](#) below to join the meeting. Please be aware that this meeting will be recorded.

Presentation slides and agenda for preview.

The last meeting may be viewed at [CAFR Oversight Committee Meeting 12-23-2020](#).

If this [2-5](#) doesn't work with your default web browser, copy and paste the [2-5](#) in an alternate browser; e.g., Google Chrome, Internet Explorer, Microsoft Edge, etc.

Note: If you are no longer your organization's point of contact (POC) for the CAFR or require a change to this mailing list, reply via email to the meeting organizer (do not reply all). Please forward this email to the correct POC and copy the meeting organizer.

Thank you.

Robert J. Binelli

Director of Financial and Information System Audits

Office of the Inspector General, Audit Unit

Government of the District of Columbia

717 14th Street, N.W., Suite 500

Washington, DC 20005

Phone: 202-727-9284

[robert.binelli@dc.gov](mailto:robert.binelli@dc.gov)

-- Do not delete or change any of the following text. --

#### [Join Webex meeting](#)

Meeting number: 180 910 1763 Meeting password: seNxQe8Xr23



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**If you are a host, [click here](#) to view host information.** IMPORTANT NOTICE: Please note that this Webex service allows audio and other information sent during the session to be recorded, which may be discoverable in a legal matter. By joining this session, you automatically consent to such recordings. If you do not consent to being recorded, discuss your concerns with the host or do not join the session.

**For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).**

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Office of the Inspector General**



Audit of the District's Financial Statements (FY 2020)  
CAFR Oversight Committee Meeting  
December 30, 2020 – 2:00 p.m.

**AGENDA**

Opening Remarks/Call to Order .....Fekede Gindaba  
Assistant IG for Audits  
Office of the Inspector General  
Chair, CAFR Committee

Update of Outstanding Items from Prior week.....Fekede Gindaba

Audit Status Update..... Jack Reagan, CPA, Engagement Partner  
Micah Clinger, CPA, Audit Director  
McConnell & Jones LLP

Question and Answers

Comments..... Representative, OCFO, Office of  
Financial Operations and Systems

Closing Comments and Adjournment .....Fekede Gindaba

**NEXT MEETING: Wednesday, January 6, 2021**



**District of Columbia  
Office of the Inspector General**

**CAFR Oversight Committee Meeting**

**December 30, 2020**



**MJ**

**McCONNELL & JONES LLP**  
CERTIFIED PUBLIC ACCOUNTANTS

## Central Leadership Team

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- Jack Reagan, *Engagement Partner*
- Mark Schwartz, *Audit Partner*
- Charlton Sampson, *IT Partner*
- Micah Clinger, *Audit Director*
- Natasha Brown, *Audit Senior Manager*
- Jatana Coleman, *Audit Manager*

## Table of Contents

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| MJ Audit Approach and Overall Status   | Slide 11 |
| Audit Status by Audit Unit and<br>Plans for Next Period (December 26 to January 1) | Slide 17 |
| Key Points of Contact Information  | Slide 31 |
| Questions and Open Dialogue  | Slide 33 |

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# Executive Summary



## Executive Summary

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### Purpose

- ✓ To provide the status of the fiscal year 2020 District of Columbia Government CAFR audit.

### Audit Status by Component

- ✓ Accomplishments to date – December 25, 2020.
- ✓ Accomplishments expected for next period – December 26, 2020 to January 1, 2021.

### MJ's Risk-Based Audit Approach

- ✓ Significant partner, director, and manager involvement in planning and risk assessment at the front end of the audit, in addition to subsequent phases of the audit.
- ✓ Obtain understanding of the District and its operations, significant risks, and account balances.

## Executive Summary

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### Areas Behind Target or Need Attention

- ✓ Behind target for internal target dates shown on slide 15, but will meet January 4<sup>th</sup> contractual date, except for the Unemployment Compensation Fund (UCF):
  - ✓ We have increased testing as a result of increased activity and risk related to UCF due to COVID, and we expect to issue this opinion later in the week of January 4<sup>th</sup>.
- ✓ OCP - Position Paper on Mayoral Order related to COVID is overdue.
- ✓ OCP - COVID expense sample support that is overdue:
  - ✓ Voucher packages – for 9 direct voucher selections, and 1 for p-card selections
  - ✓ Contracts – for 2 regular payment selections, for 9 direct voucher selections, and for 4 p-card selections
- ✓ Behind target for review of 3<sup>rd</sup> Party Auditor workpapers as outlined on slide 14. All audit opinions (except Retirement Board) are scheduled to be issued by December 31, 2020. We have coordinated to perform reviews the week of January 4, 2021.
  - ✓ 3<sup>rd</sup> Party Auditor (BCA WatsonRice) has not received financial statements from the Retirement Board.

## **Executive Summary**

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### **Areas that Need Management's Assistance to Get Cooperation**

- ✓ None

### **Significant Issues to Bring to Your Attention**

- ✓ None

## Overall Risk Assessment and Planning

|   | <u>Risk Assessment<br/>and Audit<br/>Approach</u> | <u>Planning and<br/>Coordination</u> | <u>Preliminary<br/>Fieldwork</u> | <u>Final Fieldwork</u> |
|---|---|--------------------------------------|----------------------------------|------------------------|
| CAFR  | Complete  | Complete                             | Complete                         | In Process             |
| Washington Convention and Sports Authority                    | Complete  | Complete                             | Complete                         | In Process             |
| University of the District of Columbia                        | Complete  | Complete                             | Complete                         | In Process             |
| Not-For-Profit Hospital Corporation                           | Complete  | Complete                             | Complete                         | In Process             |
| DC Health Benefit Exchange Authority                          | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Lottery & Charitable Games Control Board | Complete  | Complete                             | Complete                         | In Process             |
| Unemployment Compensation Trust Fund                          | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Other Post-Employment Benefit Trust Fund | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Home Purchase Assistance Program         | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia E911 / 311 Fund                          | Complete  | Complete                             | Complete                         | In Process             |
| Highway Trust Fund  | Complete  | Complete                             | Complete                         | In Process             |

## Summary of Prior Year Findings and Mgt Recommendations

| Entity   | Prior Year Status |          |            |                |          |            |
|--|-------------------|----------|------------|----------------|----------|------------|
|  | Recommendations   |          |            | Best Practices |          |            |
|  | Total Number      | Resolved | In Process | Total Number   | Resolved | In Process |
| Home Purchase Assistance Program   | 1                 | -        | 1          | -              | -        | -          |
| University of the District of Columbia   | 1                 | 1        | -          | -              | -        | -          |
| Washington Convention and Sports Authority                                       | 2                 | 2        | -          | -              | -        | -          |
| Not-For-Profit Hospital Corporation  | 3                 | -        | 3          | 2              | -        | 2          |
| District of Columbia Lottery and Charitable Games Control Board                  | 1                 | 1        | -          | 1              | 1        | -          |
| Teachers' Retirement Fund and Police Officers and Fire Fighters' Retirement Fund | 1                 | -        | 1          | 3              | -        | 3          |
| Office of Chief Technology Officer   | 1                 | -        | 1          | 1              | -        | 1          |
| DC Government  | 4                 | 2        | 2          | -              | -        | -          |



## Summary of Current Year Recommendations

| Agency                                     | Reference #               | Title of Recommendation  | Management's Response |
|--|---------------------------|--|-----------------------|
| District of Columbia Public Schools (DCPS) | General Government 2020-1 | Frequency of Payroll Clean-up Process  | Agrees                |
| District of Columbia Public Schools (DCPS) | General Government 2020-2 | Approval on Notification of Personnel Action forms   | Agrees                |
| Department of General Services (DGS)       | General Government 2020-3 | Controls over Compliance with the Quick Payment Act of 1984 were not Operating Effectively           | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-4 | Controls Over Authenticator Management   Password-based Authentication were Not Operating            | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-5 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-6 | Controls Over Least Privilege   Review of User Privileges were Not Operating Effectively             | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-7 | Controls provide reasonable assurance that employees receive proper security awareness training      | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-8 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-9 | Controls Over Terminated User Access Are Ineffective   | Agrees                |



## Summary of Current Year Recommendations

| Agency                                     | Reference #                | Title of Recommendation   | Management's Response |
|--|----------------------------|---|-----------------------|
| Department of Employment Services (DOES)   | General Government 2020-10 | Controls Over Security Awareness Training and Policy Acknowledgment Procedures were Not Operating Effectively                         | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-1                 | Controls Over Applying Cash Receipts to SNF Patients' Accounts were Not Operating Effectively   | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-2                 | Controls Over Review, Approval, and Maintenance of HR/Payroll Files were Not Operating Effectively                                    | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-3                 | Controls Over Data Center- Fire Suppression System Not in Working Order   | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-4                 | Controls Over Effective Periodic Access Review  | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-5                 | Controls Over Timely Removal of Terminated Employee   | Agrees                |
| University of the District of Columbia     | UDC 2020-1                 | Control over Periodic Access Review does not appear to be operating effectively   | Agrees                |
| University of the District of Columbia     | UDC 2020-2                 | Control over performing vulnerability scans on a timely basis appears not to be operating effectively                                 | Agrees                |
| Washington Convention and Sports Authority | WCSA 2020-1                | Controls Over A Well-Defined Policy and Procedure Over Frequency of a Periodic Access Review Appears Not to be Designed Appropriately | Agrees                |

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# **MJ Audit Approach and Overall Status**

## Our Audit Approach

Our approach focuses more on areas of greatest risks by analyzing audit risks, setting materiality thresholds based on audit risk analysis, and developing audit programs that allocate a larger portion of audit resources to high-risk areas. During your audit, we also determine effectiveness and adequacy of your internal controls for ensuring proper financial accountability, efficient operations, and compliance.



### IT AUDIT

Evaluate controls over the IT environment and use data extraction software, where applicable, to audit transactions through your financial information system.

## Overall Status



**Planning Phase:** Complete

- ✓ Included risk assessment and audit approach for CAFR and all Components
- ✓ Included planning and coordination for CAFR and all Components

**Preliminary/Interim Work:** Complete

**Final Phase:** In Process

**Reporting:** In Process (for Components)



## Schedule by Unit

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning | Assess & Test Controls | Preliminary Management Points | Substantive Testing | GAAS Compliance | Audit Sign Off | Issue Reports |
|---|----------|------------------------|-------------------------------|---------------------|-----------------|----------------|---------------|
| CAFR  | July     | July - September       | October                       | November - January  | January         | January        | January       |
| University of the District of Columbia      | July     | July - September       | October                       | November - December | December        | December       | December      |
| Unemployment Compensation Trust Fund        | July     | July - September       | October                       | December            | December        | December       | December      |
| DC OPEB Fund                                | July     | July - September       | October                       | December            | December        | December       | December      |
| Not-For-Profit Hospital Corporation         | July     | July - September       | October                       | December            | December        | December       | December      |
| Washington Convention and Sports Authority  | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Lottery & Charitable Games Control Board | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Home Purchase Assistance Program         | July     | July - September       | October                       | December            | December        | December       | December      |
| DC E911 / 311 Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Health Benefit Exchange Authority        | July     | July - September       | October                       | December            | December        | December       | December      |
| Highway Trust Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |

## Procedures on Third Party Organizational Units

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning  | Review of Third Party Auditor Workpapers | Reporting          |
|---|-----------|--|--------------------|
| Housing Finance Agency                        | September | December                                 | December / January |
| D.C. Tobacco Settlement Financing Corporation | October   | December                                 | December / January |
| D.C. Retirement Board                         | October   | December                                 | December / January |
| Section 529 College Savings Plan              | September | December                                 | December / January |
| 401 A-Deferred Compensation Plan              | October   | December                                 | December / January |
| 457-Deferred Compensation Plan                | October   | December                                 | December / January |



## Schedule by Unit

| Entity                                      | Entrance Meeting Date | Preliminary Including Test of Controls |           | Final and Sign-off |        | Approved statements to Issue |        | Exit Meeting Date | Issued Statement |        |
|---|-----------------------|--|-----------|--------------------|--------|------------------------------|--------|-------------------|------------------|--------|
|   |                       | Planned                                | Actual    | Planned            | Actual | Planned                      | Actual |                   | Planned          | Actual |
| CAFR  | 6/11/2020             | 9/30/2020                              | 9/30/2020 | 1/20/2021          | TBD    | 1/22/2021                    | TBD    | TBD               | 1/31/2021        | TBD    |
| University of the District of Columbia      | 6/25/2020             | 9/30/2020                              | 9/29/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Unemployment Compensation Trust Fund        | 7/16/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC OPEB Fund                                | 7/8/2020              | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Not-For-Profit Hospital Corporation         | 7/9/2020              | 9/30/2020                              | 9/29/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Washington Convention and Sports Authority  | 7/10/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC Lottery & Charitable Games Control Board | 6/22/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC Home Purchase Assistance Program         | 6/23/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC E911 / 311 Fund                          | 7/14/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC Health Benefit Exchange Authority        | 7/22/2020             | 9/30/2020                              | 9/21/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Highway Trust Fund                          | 7/15/2020             | 9/30/2020                              | 9/30/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Highway Trust Fund Forecast                 | 7/15/2020             | 1/31/2021                              | TBD       | 4/16/2021          | TBD    | 4/22/2021                    | TBD    | TBD               | 4/26/2021        | TBD    |
|   |                       |  |           |                    |        |                              |        |                   |                  |        |
|   |                       |  |           |                    |        |                              |        |                   |                  |        |
| GAAS Opinion                                |                       | N/A                                    |           | 1/20/2021          | TBD    | 1/22/2021                    | TBD    |                   | 1/22/2021        | TBD    |
| Final Management letter                     |                       | 11/2/2020                              | TBD       | 1/27/2021          | TBD    | 1/29/2021                    | TBD    |                   | 1/29/2021        | TBD    |
| Council Presentation                        |                       | N/A                                    |           |                    |        |                              |        |                   | TBD              | TBD    |

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# **Audit Status by Audit Unit and Plans for Next Period**

**December 26, 2020 to January 1, 2021**

## CAFR Accomplishments

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued with year end substantive fieldwork procedures for various other audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other
- ✓ Final prepared by client (PBC) requests – request items have been coming in for final fieldwork. Monitoring and follow up on items occurred throughout the period.

## CAFR Accomplishments CONT'D

---

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Continue to perform fraud related inquiries.
- ✓ Continue with year end substantive fieldwork procedures for various audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Washington Convention and Sports Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Received draft financial statements and completed technical review of them.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and quality control (QC) review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## University of the District of Columbia

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None



## Not-for-Profit Hospital Corporation

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Received draft financial statements and completed technical review of them.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Health Benefit Exchange Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with the Authority.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **D.C. Lottery and Charitable Control Board**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Other Post-Employment Benefit Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Unemployment Compensation Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Received draft financial statements and completed technical review of them.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Continue to perform year end substantive audit procedures over applicable audit areas.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Home Purchase Assistance Program

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Program management.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None



## **E 911 / 311 Fund**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed draft reports.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Highway Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Third Party Audited Organizational Units

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**FOR THE FOLLOWING TWO COMPONENT UNITS (CU) AND THE FOUR OTHER ORGANIZATIONAL UNITS (OU):**

- ✓ Housing Finance Agency (CU)
- ✓ D.C. Tobacco Settlement Financing Corporation (CU)
- ✓ D.C. Retirement Board (OU)
- ✓ Section 529 College Savings Plan (OU)
- ✓ 401 A-Deferred Compensation Plan (OU)
- ✓ 457-Deferred Compensation Plan (OU)

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Coordinated review of 3<sup>rd</sup> Party Auditor work papers for all component & other organizational units.
- ✓ We have coordinated to perform reviews the week of January 4, 2021 once the audits have been completed and issued for the component & other organizational units.

### **ACCOMPLISHMENT EXPECTED FOR NEXT PERIOD**

- ✓ None

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

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# Key Points of Contact Information

## Key Points of Contact Information

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### **Jack Reagan, CPA**

Engagement Partner

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# Questions Open Dialogue

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**From:** Scales, Wanda (OIG)  
**Sent:** Tue, 29 Dec 2020 20:50:14 +0000  
**To:** Alexander, Cassandra (OCFO); Allen, Brett (Council); Anthony, Lavita (EOM); Arnold, Dinell (OIG); Badiaga, Bacary; Barry, Timothy (OCFO); Bates, Darreisha M; Binelli, Robert (OIG); Branson, Karen (OIG); Carlile, Saasha (DDOT); Carraway, Averil (COUNCIL); Cavendish, Betsy (EOM); CJ Sampson; ctalex1961@yahoo.com; Dines, George (OCFO); Edwin Kago; Fuller, Traci (OCFO); Gill, Adriane (HSEMA); Gindaba, Fekede (OIG); Hampton, Ben (EOM); Hart, Marie (OIG); Howell, Katrice (OIG); Jackson, Vanessa (OCFO); Jacobs, Angell (OCFO); Jatana Coleman; Jones, Lynnette (OCFO); Kreiswirth, Barry (EOM); Lee, Ashley (OCFO); Ichukwuma; Lucas, Daniel W. (OIG); Matthias, Wilma (OCFO); Micah Clinger; Moore, Deliciav (DDS); Murray, Chris (EOM); Natasha Brown; Omisore, Diji (OCFO); Onojeta, Michael (OIG); psheeley; Peter Regis; Provotorova, Olga (OCFO); Reagan, Jack; Reed, Jennifer (EOM); Ross, Jed (ORM); Shaffer, Darrin (DHCF); Slack, Bill (OCFO); Steele, Ngina M. (OCP); Stewart, Shaneah (EOM); White, Robin (OCP); Wilcoxson, Matthew (OIG); Wilson, Cinnamon (OIG); Wray, Lisa (EOM); Yarussi, Jaime (OIG); Yeung, Sam (ORM)  
**Cc:** Mark Schwartz; Kelly Watson; Wayne McConnell; Odysseus Lanier; Parker, Lindsey (OCTO); Cherukuri, Suneel (OCTO); Harrison, Carol (OCTO); Matties, Deb (OCTO)  
**Subject:** CAFR Oversight Committee Meeting  
**Attachments:** CAFR Agenda 12-30-20.pdf, DC CAFR Oversight Committee Meeting 12\_30\_2020.pdf

#### CAFR Oversight Committee

This is a WebEx invitation to the District of Columbia CAFR Oversight Committee Briefing. Use the [2-5](#) below to join the meeting. Please be aware that this meeting will be recorded.

Presentation slides and agenda for preview.

The last meeting may be viewed at [CAFR Oversight Committee Meeting 12-23-2020](#).

If this [2-5](#) doesn't work with your default web browser, copy and paste the [2-5](#) in an alternate browser; e.g., Google Chrome, Internet Explorer, Microsoft Edge, etc.

Note: If you are no longer your organization's point of contact (POC) for the CAFR or require a change to this mailing list, reply via email to the meeting organizer (do not reply all). Please forward this email to the correct POC and copy the meeting organizer.

Thank you.

Robert J. Binelli

Director of Financial and Information System Audits

Office of the Inspector General, Audit Unit

Government of the District of Columbia

717 14th Street, N.W., Suite 500

Washington, DC 20005

Phone: 202-727-9284

[robert.binelli@dc.gov](mailto:robert.binelli@dc.gov)

- Do not delete or change any of the following text. --

#### [Join Webex meeting](#)

Meeting number: 180 910 1763 Meeting password: seNxQe8Xr23

[Can't join the meeting?](#)

**If you are a host, [click here](#) to view host information.** IMPORTANT NOTICE: Please note that this Webex service allows audio and other information sent during the session to be recorded, which may be discoverable in a legal matter. By joining this session, you automatically consent to such recordings. If you do not consent to being recorded, discuss your concerns with the host or do not join the session.

**For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).**

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Office of the Inspector General**



Audit of the District's Financial Statements (FY 2020)  
CAFR Oversight Committee Meeting  
December 30, 2020 – 2:00 p.m.

**AGENDA**

Opening Remarks/Call to Order .....Fekede Gindaba  
Assistant IG for Audits  
Office of the Inspector General  
Chair, CAFR Committee

Update of Outstanding Items from Prior week.....Fekede Gindaba

Audit Status Update..... Jack Reagan, CPA, Engagement Partner  
Micah Clinger, CPA, Audit Director  
McConnell & Jones LLP

Question and Answers

Comments..... Representative, OCFO, Office of  
Financial Operations and Systems

Closing Comments and Adjournment .....Fekede Gindaba

**NEXT MEETING: Wednesday, January 6, 2021**



**District of Columbia  
Office of the Inspector General**

**CAFR Oversight Committee Meeting**

**December 30, 2020**



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**McCONNELL & JONES LLP**  
CERTIFIED PUBLIC ACCOUNTANTS

## Central Leadership Team

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- Jack Reagan, *Engagement Partner*
- Mark Schwartz, *Audit Partner*
- Charlton Sampson, *IT Partner*
- Micah Clinger, *Audit Director*
- Natasha Brown, *Audit Senior Manager*
- Jatana Coleman, *Audit Manager*

## Table of Contents

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| MJ Audit Approach and Overall Status   | Slide 11 |
| Audit Status by Audit Unit and<br>Plans for Next Period (December 26 to January 1) | Slide 17 |
| Key Points of Contact Information  | Slide 31 |
| Questions and Open Dialogue  | Slide 33 |



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# Executive Summary

## Executive Summary

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### Purpose

- ✓ To provide the status of the fiscal year 2020 District of Columbia Government CAFR audit.

### Audit Status by Component

- ✓ Accomplishments to date – December 25, 2020.
- ✓ Accomplishments expected for next period – December 26, 2020 to January 1, 2021.

### MJ's Risk-Based Audit Approach

- ✓ Significant partner, director, and manager involvement in planning and risk assessment at the front end of the audit, in addition to subsequent phases of the audit.
- ✓ Obtain understanding of the District and its operations, significant risks, and account balances.

## Executive Summary

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### Areas Behind Target or Need Attention

- ✓ Behind target for internal target dates shown on slide 15, but will meet January 4<sup>th</sup> contractual date, except for the Unemployment Compensation Fund (UCF):
  - ✓ We have increased testing as a result of increased activity and risk related to UCF due to COVID, and we expect to issue this opinion later in the week of January 4<sup>th</sup>.
- ✓ OCP - Position Paper on Mayoral Order related to COVID is overdue.
- ✓ OCP - COVID expense sample support that is overdue:
  - ✓ Voucher packages – for 9 direct voucher selections, and 1 for p-card selections
  - ✓ Contracts – for 2 regular payment selections, for 9 direct voucher selections, and for 4 p-card selections
- ✓ Behind target for review of 3<sup>rd</sup> Party Auditor workpapers as outlined on slide 14. All audit opinions (except Retirement Board) are scheduled to be issued by December 31, 2020. We have coordinated to perform reviews the week of January 4, 2021.
  - ✓ 3<sup>rd</sup> Party Auditor (BCA WatsonRice) has not received financial statements from the Retirement Board.

## **Executive Summary**

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### **Areas that Need Management's Assistance to Get Cooperation**

- ✓ None

### **Significant Issues to Bring to Your Attention**

- ✓ None

## Overall Risk Assessment and Planning

|   | <u>Risk Assessment<br/>and Audit<br/>Approach</u> | <u>Planning and<br/>Coordination</u> | <u>Preliminary<br/>Fieldwork</u> | <u>Final Fieldwork</u> |
|---|---|--------------------------------------|----------------------------------|------------------------|
| CAFR  | Complete  | Complete                             | Complete                         | In Process             |
| Washington Convention and Sports Authority                    | Complete  | Complete                             | Complete                         | In Process             |
| University of the District of Columbia                        | Complete  | Complete                             | Complete                         | In Process             |
| Not-For-Profit Hospital Corporation                           | Complete  | Complete                             | Complete                         | In Process             |
| DC Health Benefit Exchange Authority                          | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Lottery & Charitable Games Control Board | Complete  | Complete                             | Complete                         | In Process             |
| Unemployment Compensation Trust Fund                          | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Other Post-Employment Benefit Trust Fund | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Home Purchase Assistance Program         | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia E911 / 311 Fund                          | Complete  | Complete                             | Complete                         | In Process             |
| Highway Trust Fund  | Complete  | Complete                             | Complete                         | In Process             |

## Summary of Prior Year Findings and Mgt Recommendations

| Entity   | Prior Year Status |          |            |                |          |            |
|--|-------------------|----------|------------|----------------|----------|------------|
|  | Recommendations   |          |            | Best Practices |          |            |
|  | Total Number      | Resolved | In Process | Total Number   | Resolved | In Process |
| Home Purchase Assistance Program   | 1                 | -        | 1          | -              | -        | -          |
| University of the District of Columbia   | 1                 | 1        | -          | -              | -        | -          |
| Washington Convention and Sports Authority                                       | 2                 | 2        | -          | -              | -        | -          |
| Not-For-Profit Hospital Corporation  | 3                 | -        | 3          | 2              | -        | 2          |
| District of Columbia Lottery and Charitable Games Control Board                  | 1                 | 1        | -          | 1              | 1        | -          |
| Teachers' Retirement Fund and Police Officers and Fire Fighters' Retirement Fund | 1                 | -        | 1          | 3              | -        | 3          |
| Office of Chief Technology Officer   | 1                 | -        | 1          | 1              | -        | 1          |
| DC Government  | 4                 | 2        | 2          | -              | -        | -          |



## Summary of Current Year Recommendations

| Agency                                     | Reference #               | Title of Recommendation  | Management's Response |
|--|---------------------------|--|-----------------------|
| District of Columbia Public Schools (DCPS) | General Government 2020-1 | Frequency of Payroll Clean-up Process  | Agrees                |
| District of Columbia Public Schools (DCPS) | General Government 2020-2 | Approval on Notification of Personnel Action forms   | Agrees                |
| Department of General Services (DGS)       | General Government 2020-3 | Controls over Compliance with the Quick Payment Act of 1984 were not Operating Effectively           | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-4 | Controls Over Authenticator Management   Password-based Authentication were Not Operating            | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-5 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-6 | Controls Over Least Privilege   Review of User Privileges were Not Operating Effectively             | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-7 | Controls provide reasonable assurance that employees receive proper security awareness training      | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-8 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-9 | Controls Over Terminated User Access Are Ineffective   | Agrees                |

## Summary of Current Year Recommendations

| Agency                                     | Reference #                | Title of Recommendation   | Management's Response |
|--|----------------------------|---|-----------------------|
| Department of Employment Services (DOES)   | General Government 2020-10 | Controls Over Security Awareness Training and Policy Acknowledgment Procedures were Not Operating Effectively                         | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-1                 | Controls Over Applying Cash Receipts to SNF Patients' Accounts were Not Operating Effectively   | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-2                 | Controls Over Review, Approval, and Maintenance of HR/Payroll Files were Not Operating Effectively                                    | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-3                 | Controls Over Data Center- Fire Suppression System Not in Working Order   | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-4                 | Controls Over Effective Periodic Access Review  | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-5                 | Controls Over Timely Removal of Terminated Employee   | Agrees                |
| University of the District of Columbia     | UDC 2020-1                 | Control over Periodic Access Review does not appear to be operating effectively   | Agrees                |
| University of the District of Columbia     | UDC 2020-2                 | Control over performing vulnerability scans on a timely basis appears not to be operating effectively                                 | Agrees                |
| Washington Convention and Sports Authority | WCSA 2020-1                | Controls Over A Well-Defined Policy and Procedure Over Frequency of a Periodic Access Review Appears Not to be Designed Appropriately | Agrees                |

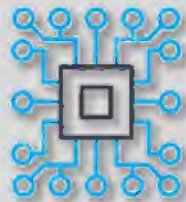
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# **MJ Audit Approach and Overall Status**



## Our Audit Approach

Our approach focuses more on areas of greatest risks by analyzing audit risks, setting materiality thresholds based on audit risk analysis, and developing audit programs that allocate a larger portion of audit resources to high-risk areas. During your audit, we also determine effectiveness and adequacy of your internal controls for ensuring proper financial accountability, efficient operations, and compliance.



### IT AUDIT

Evaluate controls over the IT environment and use data extraction software, where applicable, to audit transactions through your financial information system.

## Overall Status



**Planning Phase:** Complete

- ✓ Included risk assessment and audit approach for CAFR and all Components
- ✓ Included planning and coordination for CAFR and all Components

**Preliminary/Interim Work:** Complete

**Final Phase:** In Process

**Reporting:** In Process (for Components)

## Schedule by Unit

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning | Assess & Test Controls | Preliminary Management Points | Substantive Testing | GAAS Compliance | Audit Sign Off | Issue Reports |
|---|----------|------------------------|-------------------------------|---------------------|-----------------|----------------|---------------|
| CAFR  | July     | July - September       | October                       | November - January  | January         | January        | January       |
| University of the District of Columbia      | July     | July - September       | October                       | November - December | December        | December       | December      |
| Unemployment Compensation Trust Fund        | July     | July - September       | October                       | December            | December        | December       | December      |
| DC OPEB Fund                                | July     | July - September       | October                       | December            | December        | December       | December      |
| Not-For-Profit Hospital Corporation         | July     | July - September       | October                       | December            | December        | December       | December      |
| Washington Convention and Sports Authority  | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Lottery & Charitable Games Control Board | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Home Purchase Assistance Program         | July     | July - September       | October                       | December            | December        | December       | December      |
| DC E911 / 311 Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Health Benefit Exchange Authority        | July     | July - September       | October                       | December            | December        | December       | December      |
| Highway Trust Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |



## Procedures on Third Party Organizational Units

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning  | Review of Third Party Auditor Workpapers | Reporting          |
|---|-----------|--|--------------------|
| Housing Finance Agency                        | September | December                                 | December / January |
| D.C. Tobacco Settlement Financing Corporation | October   | December                                 | December / January |
| D.C. Retirement Board                         | October   | December                                 | December / January |
| Section 529 College Savings Plan              | September | December                                 | December / January |
| 401 A-Deferred Compensation Plan              | October   | December                                 | December / January |
| 457-Deferred Compensation Plan                | October   | December                                 | December / January |

## Schedule by Unit

| Entity                                      | Entrance Meeting Date | Preliminary Including Test of Controls |           | Final and Sign-off |        | Approved statements to Issue |        | Exit Meeting Date | Issued Statement |        |
|---|-----------------------|--|-----------|--------------------|--------|------------------------------|--------|-------------------|------------------|--------|
|   |                       | Planned                                | Actual    | Planned            | Actual | Planned                      | Actual |                   | Planned          | Actual |
| CAFR  | 6/11/2020             | 9/30/2020                              | 9/30/2020 | 1/20/2021          | TBD    | 1/22/2021                    | TBD    | TBD               | 1/31/2021        | TBD    |
| University of the District of Columbia      | 6/25/2020             | 9/30/2020                              | 9/29/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Unemployment Compensation Trust Fund        | 7/16/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC OPEB Fund                                | 7/8/2020              | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Not-For-Profit Hospital Corporation         | 7/9/2020              | 9/30/2020                              | 9/29/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Washington Convention and Sports Authority  | 7/10/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC Lottery & Charitable Games Control Board | 6/22/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC Home Purchase Assistance Program         | 6/23/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC E911 / 311 Fund                          | 7/14/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC Health Benefit Exchange Authority        | 7/22/2020             | 9/30/2020                              | 9/21/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Highway Trust Fund                          | 7/15/2020             | 9/30/2020                              | 9/30/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Highway Trust Fund Forecast                 | 7/15/2020             | 1/31/2021                              | TBD       | 4/16/2021          | TBD    | 4/22/2021                    | TBD    | TBD               | 4/26/2021        | TBD    |
|   |                       |  |           |                    |        |                              |        |                   |                  |        |
| GAAS Opinion                                |                       | N/A                                    |           | 1/20/2021          | TBD    | 1/22/2021                    | TBD    |                   | 1/22/2021        | TBD    |
| Final Management letter                     |                       | 11/2/2020                              | TBD       | 1/27/2021          | TBD    | 1/29/2021                    | TBD    |                   | 1/29/2021        | TBD    |
| Council Presentation                        |                       | N/A                                    |           |                    |        |                              |        |                   | TBD              | TBD    |

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# **Audit Status by Audit Unit and Plans for Next Period**

**December 26, 2020 to January 1, 2021**

## CAFR Accomplishments

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued with year end substantive fieldwork procedures for various other audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other
- ✓ Final prepared by client (PBC) requests – request items have been coming in for final fieldwork. Monitoring and follow up on items occurred throughout the period.

## CAFR Accomplishments CONT'D

---

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Continue to perform fraud related inquiries.
- ✓ Continue with year end substantive fieldwork procedures for various audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Washington Convention and Sports Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Received draft financial statements and completed technical review of them.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and quality control (QC) review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None



## University of the District of Columbia

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Not-for-Profit Hospital Corporation

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Received draft financial statements and completed technical review of them.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Health Benefit Exchange Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with the Authority.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **D.C. Lottery and Charitable Control Board**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Other Post-Employment Benefit Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Unemployment Compensation Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Received draft financial statements and completed technical review of them.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Continue to perform year end substantive audit procedures over applicable audit areas.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None



## Home Purchase Assistance Program

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Program management.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **E 911 / 311 Fund**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed draft reports.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Highway Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Third Party Audited Organizational Units

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**FOR THE FOLLOWING TWO COMPONENT UNITS (CU) AND THE FOUR OTHER ORGANIZATIONAL UNITS (OU):**

- ✓ Housing Finance Agency (CU)
- ✓ D.C. Tobacco Settlement Financing Corporation (CU)
- ✓ D.C. Retirement Board (OU)
- ✓ Section 529 College Savings Plan (OU)
- ✓ 401 A-Deferred Compensation Plan (OU)
- ✓ 457-Deferred Compensation Plan (OU)

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Coordinated review of 3<sup>rd</sup> Party Auditor work papers for all component & other organizational units.
- ✓ We have coordinated to perform reviews the week of January 4, 2021 once the audits have been completed and issued for the component & other organizational units.

### **ACCOMPLISHMENT EXPECTED FOR NEXT PERIOD**

- ✓ None

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

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# Key Points of Contact Information

## Key Points of Contact Information

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### **Jack Reagan, CPA**

Engagement Partner

8601 Robert Fulton Drive, Suite 210, Columbia, MD 21046

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# Questions Open Dialogue

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**From:** Scales, Wanda (OIG)  
**Sent:** Tue, 29 Dec 2020 20:50:14 +0000  
**To:** Alexander, Cassandra (OCFO);Allen, Brett (Council);Anthony, Lavita (EOM);Arnold, Dinell (OIG);Badiaga, Bacary;Barry, Timothy (OCFO);Bates, Darreisha M;Binelli, Robert (OIG);Branson, Karen (OIG);Carlile, Saasha (DDOT);Carraway, Averil (COUNCIL);Cavendish, Betsy (EOM);CJ Sampson;ctalex1961@yahoo.com;Dines, George (OCFO);Edwin Kago;Fuller, Traci (OCFO);Gill, Adriane (HSEMA);Gindaba, Fekede (OIG);Hampton, Ben (EOM);Hart, Marie (OIG);Howell, Katrice (OIG);Jackson, Vanessa (OCFO);Jacobs, Angell (OCFO);Jatana Coleman;Jones, Lynnette (OCFO);Kreiswirth, Barry (EOM);Lee, Ashley (OCFO);Ichukwuma;Lucas, Daniel W. (OIG);Matthias, Wilma (OCFO);Micah Clinger;Moore, Deliciav (DDS);Murray, Chris (EOM);Natasha Brown;Omisoro, Diji (OCFO);Onojeta, Michael (OIG);psheeley;Peter Regis;Provotorova, Olga (OCFO);Reagan, Jack;Reed, Jennifer (EOM);Ross, Jed (ORM);Shaffer, Darrin (DHCF);Slack, Bill (OCFO);Steele, Ngina M. (OCP);Stewart, Shaneah (EOM);White, Robin (OCP);Wilcoxson, Matthew (OIG);Wilson, Cinnamon (OIG);Wray, Lisa (EOM);Yarussi, Jaime (OIG);Yeung, Sam (ORM)  
**Cc:** Mark Schwartz;Kelly Watson;Wayne McConnell;Odysseus Lanier;Parker, Lindsey (OCTO);Cherukuri, Suneel (OCTO);Harrison, Carol (OCTO);Matties, Deb (OCTO)  
**Subject:** CAFR Oversight Committee Meeting  
**Attachments:** CAFR Agenda 12-30-20.pdf, DC CAFR Oversight Committee Meeting 12\_30\_2020.pdf

#### CAFR Oversight Committee

This is a WebEx invitation to the District of Columbia CAFR Oversight Committee Briefing. Use the [2-5](#) below to join the meeting. Please be aware that this meeting will be recorded.

Presentation slides and agenda for preview.

The last meeting may be viewed at [CAFR Oversight Committee Meeting 12-23-2020](#).

If this [2-5](#) doesn't work with your default web browser, copy and paste the [2-5](#) in an alternate browser; e.g., Google Chrome, Internet Explorer, Microsoft Edge, etc.

Note: If you are no longer your organization's point of contact (POC) for the CAFR or require a change to this mailing list, reply via email to the meeting organizer (do not reply all). Please forward this email to the correct POC and copy the meeting organizer.

Thank you.

Robert J. Binelli

Director of Financial and Information System Audits

Office of the Inspector General, Audit Unit

Government of the District of Columbia

717 14th Street, N.W., Suite 500

Washington, DC 20005

Phone: 202-727-9284

[robert.binelli@dc.gov](mailto:robert.binelli@dc.gov)

- Do not delete or change any of the following text. --

#### [Join Webex meeting](#)

Meeting number: 180 910 1763 Meeting password: seNxQe8Xr23

[Can't join the meeting?](#)

**If you are a host, [click here](#) to view host information.** IMPORTANT NOTICE: Please note that this Webex service allows audio and other information sent during the session to be recorded, which may be discoverable in a legal matter. By joining this session, you automatically consent to such recordings. If you do not consent to being recorded, discuss your concerns with the host or do not join the session.

**For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).**

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Office of the Inspector General**



Audit of the District's Financial Statements (FY 2020)  
CAFR Oversight Committee Meeting  
December 30, 2020 – 2:00 p.m.

**AGENDA**

Opening Remarks/Call to Order .....Fekede Gindaba  
Assistant IG for Audits  
Office of the Inspector General  
Chair, CAFR Committee

Update of Outstanding Items from Prior week.....Fekede Gindaba

Audit Status Update..... Jack Reagan, CPA, Engagement Partner  
Micah Clinger, CPA, Audit Director  
McConnell & Jones LLP

**Question and Answers**

Comments..... Representative, OCFO, Office of  
Financial Operations and Systems

Closing Comments and Adjournment .....Fekede Gindaba

**NEXT MEETING: Wednesday, January 6, 2021**





**District of Columbia  
Office of the Inspector General**

**CAFR Oversight Committee Meeting**

**December 30, 2020**



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**McCONNELL & JONES LLP**  
CERTIFIED PUBLIC ACCOUNTANTS

## Central Leadership Team

---

- Jack Reagan, *Engagement Partner*
- Mark Schwartz, *Audit Partner*
- Charlton Sampson, *IT Partner*
- Micah Clinger, *Audit Director*
- Natasha Brown, *Audit Senior Manager*
- Jatana Coleman, *Audit Manager*



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| Audit Status by Audit Unit and<br>Plans for Next Period (December 26 to January 1) | Slide 17 |
| Key Points of Contact Information  | Slide 31 |
| Questions and Open Dialogue  | Slide 33 |

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# Executive Summary

## Executive Summary

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### Purpose

- ✓ To provide the status of the fiscal year 2020 District of Columbia Government CAFR audit.

### Audit Status by Component

- ✓ Accomplishments to date – December 25, 2020.
- ✓ Accomplishments expected for next period – December 26, 2020 to January 1, 2021.

### MJ's Risk-Based Audit Approach

- ✓ Significant partner, director, and manager involvement in planning and risk assessment at the front end of the audit, in addition to subsequent phases of the audit.
- ✓ Obtain understanding of the District and its operations, significant risks, and account balances.

## Executive Summary

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### Areas Behind Target or Need Attention

- ✓ Behind target for internal target dates shown on slide 15, but will meet January 4<sup>th</sup> contractual date, except for the Unemployment Compensation Fund (UCF):
  - ✓ We have increased testing as a result of increased activity and risk related to UCF due to COVID, and we expect to issue this opinion later in the week of January 4<sup>th</sup>.
- ✓ OCP - Position Paper on Mayoral Order related to COVID is overdue.
- ✓ OCP - COVID expense sample support that is overdue:
  - ✓ Voucher packages – for 9 direct voucher selections, and 1 for p-card selections
  - ✓ Contracts – for 2 regular payment selections, for 9 direct voucher selections, and for 4 p-card selections
- ✓ Behind target for review of 3<sup>rd</sup> Party Auditor workpapers as outlined on slide 14. All audit opinions (except Retirement Board) are scheduled to be issued by December 31, 2020. We have coordinated to perform reviews the week of January 4, 2021.
  - ✓ 3<sup>rd</sup> Party Auditor (BCA WatsonRice) has not received financial statements from the Retirement Board.

## **Executive Summary**

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### **Areas that Need Management's Assistance to Get Cooperation**

- ✓ None

### **Significant Issues to Bring to Your Attention**

- ✓ None

## Overall Risk Assessment and Planning

|   | <u>Risk Assessment<br/>and Audit<br/>Approach</u> | <u>Planning and<br/>Coordination</u> | <u>Preliminary<br/>Fieldwork</u> | <u>Final Fieldwork</u> |
|---|---|--------------------------------------|----------------------------------|------------------------|
| CAFR  | Complete  | Complete                             | Complete                         | In Process             |
| Washington Convention and Sports Authority                    | Complete  | Complete                             | Complete                         | In Process             |
| University of the District of Columbia                        | Complete  | Complete                             | Complete                         | In Process             |
| Not-For-Profit Hospital Corporation                           | Complete  | Complete                             | Complete                         | In Process             |
| DC Health Benefit Exchange Authority                          | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Lottery & Charitable Games Control Board | Complete  | Complete                             | Complete                         | In Process             |
| Unemployment Compensation Trust Fund                          | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Other Post-Employment Benefit Trust Fund | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Home Purchase Assistance Program         | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia E911 / 311 Fund                          | Complete  | Complete                             | Complete                         | In Process             |
| Highway Trust Fund  | Complete  | Complete                             | Complete                         | In Process             |



## Summary of Prior Year Findings and Mgt Recommendations

| Entity   | Prior Year Status |          |            |                |          |            |
|--|-------------------|----------|------------|----------------|----------|------------|
|  | Recommendations   |          |            | Best Practices |          |            |
|  | Total Number      | Resolved | In Process | Total Number   | Resolved | In Process |
| Home Purchase Assistance Program   | 1                 | -        | 1          | -              | -        | -          |
| University of the District of Columbia   | 1                 | 1        | -          | -              | -        | -          |
| Washington Convention and Sports Authority                                       | 2                 | 2        | -          | -              | -        | -          |
| Not-For-Profit Hospital Corporation  | 3                 | -        | 3          | 2              | -        | 2          |
| District of Columbia Lottery and Charitable Games Control Board                  | 1                 | 1        | -          | 1              | 1        | -          |
| Teachers' Retirement Fund and Police Officers and Fire Fighters' Retirement Fund | 1                 | -        | 1          | 3              | -        | 3          |
| Office of Chief Technology Officer   | 1                 | -        | 1          | 1              | -        | 1          |
| DC Government  | 4                 | 2        | 2          | -              | -        | -          |

## Summary of Current Year Recommendations

| Agency                                     | Reference #               | Title of Recommendation  | Management's Response |
|--|---------------------------|--|-----------------------|
| District of Columbia Public Schools (DCPS) | General Government 2020-1 | Frequency of Payroll Clean-up Process  | Agrees                |
| District of Columbia Public Schools (DCPS) | General Government 2020-2 | Approval on Notification of Personnel Action forms   | Agrees                |
| Department of General Services (DGS)       | General Government 2020-3 | Controls over Compliance with the Quick Payment Act of 1984 were not Operating Effectively           | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-4 | Controls Over Authenticator Management   Password-based Authentication were Not Operating            | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-5 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-6 | Controls Over Least Privilege   Review of User Privileges were Not Operating Effectively             | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-7 | Controls provide reasonable assurance that employees receive proper security awareness training      | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-8 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-9 | Controls Over Terminated User Access Are Ineffective   | Agrees                |

## Summary of Current Year Recommendations

| Agency                                     | Reference #                | Title of Recommendation   | Management's Response |
|--|----------------------------|---|-----------------------|
| Department of Employment Services (DOES)   | General Government 2020-10 | Controls Over Security Awareness Training and Policy Acknowledgment Procedures were Not Operating Effectively                         | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-1                 | Controls Over Applying Cash Receipts to SNF Patients' Accounts were Not Operating Effectively   | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-2                 | Controls Over Review, Approval, and Maintenance of HR/Payroll Files were Not Operating Effectively                                    | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-3                 | Controls Over Data Center- Fire Suppression System Not in Working Order   | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-4                 | Controls Over Effective Periodic Access Review  | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-5                 | Controls Over Timely Removal of Terminated Employee   | Agrees                |
| University of the District of Columbia     | UDC 2020-1                 | Control over Periodic Access Review does not appear to be operating effectively   | Agrees                |
| University of the District of Columbia     | UDC 2020-2                 | Control over performing vulnerability scans on a timely basis appears not to be operating effectively                                 | Agrees                |
| Washington Convention and Sports Authority | WCSA 2020-1                | Controls Over A Well-Defined Policy and Procedure Over Frequency of a Periodic Access Review Appears Not to be Designed Appropriately | Agrees                |



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# **MJ Audit Approach and Overall Status**

## Our Audit Approach

Our approach focuses more on areas of greatest risks by analyzing audit risks, setting materiality thresholds based on audit risk analysis, and developing audit programs that allocate a larger portion of audit resources to high-risk areas. During your audit, we also determine effectiveness and adequacy of your internal controls for ensuring proper financial accountability, efficient operations, and compliance.



### IT AUDIT

Evaluate controls over the IT environment and use data extraction software, where applicable, to audit transactions through your financial information system.

## Overall Status



**Planning Phase:** Complete

- ✓ Included risk assessment and audit approach for CAFR and all Components
- ✓ Included planning and coordination for CAFR and all Components

**Preliminary/Interim Work:** Complete

**Final Phase:** In Process

**Reporting:** In Process (for Components)



## Schedule by Unit

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning | Assess & Test Controls | Preliminary Management Points | Substantive Testing | GAAS Compliance | Audit Sign Off | Issue Reports |
|---|----------|------------------------|-------------------------------|---------------------|-----------------|----------------|---------------|
| CAFR  | July     | July - September       | October                       | November - January  | January         | January        | January       |
| University of the District of Columbia      | July     | July - September       | October                       | November - December | December        | December       | December      |
| Unemployment Compensation Trust Fund        | July     | July - September       | October                       | December            | December        | December       | December      |
| DC OPEB Fund                                | July     | July - September       | October                       | December            | December        | December       | December      |
| Not-For-Profit Hospital Corporation         | July     | July - September       | October                       | December            | December        | December       | December      |
| Washington Convention and Sports Authority  | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Lottery & Charitable Games Control Board | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Home Purchase Assistance Program         | July     | July - September       | October                       | December            | December        | December       | December      |
| DC E911 / 311 Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Health Benefit Exchange Authority        | July     | July - September       | October                       | December            | December        | December       | December      |
| Highway Trust Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |

## Procedures on Third Party Organizational Units

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning  | Review of Third Party Auditor Workpapers | Reporting          |
|---|-----------|--|--------------------|
| Housing Finance Agency                        | September | December                                 | December / January |
| D.C. Tobacco Settlement Financing Corporation | October   | December                                 | December / January |
| D.C. Retirement Board                         | October   | December                                 | December / January |
| Section 529 College Savings Plan              | September | December                                 | December / January |
| 401 A-Deferred Compensation Plan              | October   | December                                 | December / January |
| 457-Deferred Compensation Plan                | October   | December                                 | December / January |

## Schedule by Unit

| Entity                                      | Entrance Meeting Date | Preliminary Including Test of Controls |           | Final and Sign-off |        | Approved statements to Issue |        | Exit Meeting Date | Issued Statement |        |
|---|-----------------------|--|-----------|--------------------|--------|------------------------------|--------|-------------------|------------------|--------|
|   |                       | Planned                                | Actual    | Planned            | Actual | Planned                      | Actual |                   | Planned          | Actual |
| CAFR  | 6/11/2020             | 9/30/2020                              | 9/30/2020 | 1/20/2021          | TBD    | 1/22/2021                    | TBD    | TBD               | 1/31/2021        | TBD    |
| University of the District of Columbia      | 6/25/2020             | 9/30/2020                              | 9/29/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Unemployment Compensation Trust Fund        | 7/16/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC OPEB Fund                                | 7/8/2020              | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Not-For-Profit Hospital Corporation         | 7/9/2020              | 9/30/2020                              | 9/29/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Washington Convention and Sports Authority  | 7/10/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC Lottery & Charitable Games Control Board | 6/22/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC Home Purchase Assistance Program         | 6/23/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC E911 / 311 Fund                          | 7/14/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC Health Benefit Exchange Authority        | 7/22/2020             | 9/30/2020                              | 9/21/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Highway Trust Fund                          | 7/15/2020             | 9/30/2020                              | 9/30/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Highway Trust Fund Forecast                 | 7/15/2020             | 1/31/2021                              | TBD       | 4/16/2021          | TBD    | 4/22/2021                    | TBD    | TBD               | 4/26/2021        | TBD    |
|   |                       |  |           |                    |        |                              |        |                   |                  |        |
| GAAS Opinion                                |                       | N/A                                    |           | 1/20/2021          | TBD    | 1/22/2021                    | TBD    |                   | 1/22/2021        | TBD    |
| Final Management letter                     |                       | 11/2/2020                              | TBD       | 1/27/2021          | TBD    | 1/29/2021                    | TBD    |                   | 1/29/2021        | TBD    |
| Council Presentation                        |                       | N/A                                    |           |                    |        |                              |        |                   | TBD              | TBD    |

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# **Audit Status by Audit Unit and Plans for Next Period**

**December 26, 2020 to January 1, 2021**

## CAFR Accomplishments

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued with year end substantive fieldwork procedures for various other audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other
- ✓ Final prepared by client (PBC) requests – request items have been coming in for final fieldwork. Monitoring and follow up on items occurred throughout the period.



## CAFR Accomplishments CONT'D

---

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Continue to perform fraud related inquiries.
- ✓ Continue with year end substantive fieldwork procedures for various audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None



## Washington Convention and Sports Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Received draft financial statements and completed technical review of them.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and quality control (QC) review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## University of the District of Columbia

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **Not-for-Profit Hospital Corporation**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Received draft financial statements and completed technical review of them.
- ✓ Completed draft reports.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Health Benefit Exchange Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with the Authority.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## D.C. Lottery and Charitable Control Board

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Other Post-Employment Benefit Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None



## Unemployment Compensation Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Received draft financial statements and completed technical review of them.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Continue to perform year end substantive audit procedures over applicable audit areas.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Home Purchase Assistance Program

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Program management.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **E 911 / 311 Fund**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed draft reports.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Highway Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Third Party Audited Organizational Units

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**FOR THE FOLLOWING TWO COMPONENT UNITS (CU) AND THE FOUR OTHER ORGANIZATIONAL UNITS (OU):**

- ✓ Housing Finance Agency (CU)
- ✓ D.C. Tobacco Settlement Financing Corporation (CU)
- ✓ D.C. Retirement Board (OU)
- ✓ Section 529 College Savings Plan (OU)
- ✓ 401 A-Deferred Compensation Plan (OU)
- ✓ 457-Deferred Compensation Plan (OU)

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Coordinated review of 3<sup>rd</sup> Party Auditor work papers for all component & other organizational units.
- ✓ We have coordinated to perform reviews the week of January 4, 2021 once the audits have been completed and issued for the component & other organizational units.

### **ACCOMPLISHMENT EXPECTED FOR NEXT PERIOD**

- ✓ None

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

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# Key Points of Contact Information



## Key Points of Contact Information

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### **Jack Reagan, CPA**

Engagement Partner

8601 Robert Fulton Drive, Suite 210, Columbia, MD 21046

(410) 423-4832 (direct phone)

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# Questions Open Dialogue

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**From:** Scales, Wanda (OIG)  
**Sent:** Tue, 29 Dec 2020 20:50:14 +0000  
**To:** Alexander, Cassandra (OCFO);Allen, Brett (Council);Anthony, Lavita (EOM);Arnold, Dinell (OIG);Badiaga, Bacary;Barry, Timothy (OCFO);Bates, Darreisha M;Binelli, Robert (OIG);Branson, Karen (OIG);Carlile, Saasha (DDOT);Carraway, Averil (COUNCIL);Cavendish, Betsy (EOM);CJ Sampson;ctalex1961@yahoo.com;Dines, George (OCFO);Edwin Kago;Fuller, Traci (OCFO);Gill, Adriane (HSEMA);Gindaba, Fekede (OIG);Hampton, Ben (EOM);Hart, Marie (OIG);Howell, Katrice (OIG);Jackson, Vanessa (OCFO);Jacobs, Angell (OCFO);Jatana Coleman;Jones, Lynnette (OCFO);Kreiswirth, Barry (EOM);Lee, Ashley (OCFO);Ichukwuma;Lucas, Daniel W. (OIG);Matthias, Wilma (OCFO);Micah Clinger;Moore, Deliciav (DDS);Murray, Chris (EOM);Natasha Brown;Omisoro, Diji (OCFO);Onojeta, Michael (OIG);psheeley;Peter Regis;Provotorova, Olga (OCFO);Reagan, Jack;Reed, Jennifer (EOM);Ross, Jed (ORM);Shaffer, Darrin (DHCF);Slack, Bill (OCFO);Steele, Ngina M. (OCP);Stewart, Shaneah (EOM);White, Robin (OCP);Wilcoxson, Matthew (OIG);Wilson, Cinnamon (OIG);Wray, Lisa (EOM);Yarussi, Jaime (OIG);Yeung, Sam (ORM)  
**Cc:** Mark Schwartz;Kelly Watson;Wayne McConnell;Odysseus Lanier;Parker, Lindsey (OCTO);Cherukuri, Suneel (OCTO);Harrison, Carol (OCTO);Matties, Deb (OCTO)  
**Subject:** CAFR Oversight Committee Meeting  
**Attachments:** CAFR Agenda 12-30-20.pdf, DC CAFR Oversight Committee Meeting 12\_30\_2020.pdf

#### CAFR Oversight Committee

This is a WebEx invitation to the District of Columbia CAFR Oversight Committee Briefing. Use the [2-5](#) below to join the meeting. Please be aware that this meeting will be recorded.

Presentation slides and agenda for preview.

The last meeting may be viewed at [CAFR Oversight Committee Meeting 12-23-2020](#).

If this [2-5](#) doesn't work with your default web browser, copy and paste the [2-5](#) in an alternate browser; e.g., Google Chrome, Internet Explorer, Microsoft Edge, etc.

Note: If you are no longer your organization's point of contact (POC) for the CAFR or require a change to this mailing list, reply via email to the meeting organizer (do not reply all). Please forward this email to the correct POC and copy the meeting organizer.

Thank you.

Robert J. Binelli

Director of Financial and Information System Audits

Office of the Inspector General, Audit Unit

Government of the District of Columbia

717 14th Street, N.W., Suite 500

Washington, DC 20005

Phone: 202-727-9284

[robert.binelli@dc.gov](mailto:robert.binelli@dc.gov)

- Do not delete or change any of the following text. --

#### [Join Webex meeting](#)

Meeting number: 180 910 1763 Meeting password: seNxQe8Xr23

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**If you are a host, [click here](#) to view host information.** IMPORTANT NOTICE: Please note that this Webex service allows audio and other information sent during the session to be recorded, which may be discoverable in a legal matter. By joining this session, you automatically consent to such recordings. If you do not consent to being recorded, discuss your concerns with the host or do not join the session.

**For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).**

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Office of the Inspector General**



Audit of the District's Financial Statements (FY 2020)  
CAFR Oversight Committee Meeting  
December 30, 2020 – 2:00 p.m.

**AGENDA**

Opening Remarks/Call to Order .....Fekede Gindaba  
Assistant IG for Audits  
Office of the Inspector General  
Chair, CAFR Committee

Update of Outstanding Items from Prior week.....Fekede Gindaba

Audit Status Update..... Jack Reagan, CPA, Engagement Partner  
Micah Clinger, CPA, Audit Director  
McConnell & Jones LLP

Question and Answers

Comments..... Representative, OCFO, Office of  
Financial Operations and Systems

Closing Comments and Adjournment .....Fekede Gindaba

**NEXT MEETING: Wednesday, January 6, 2021**



**District of Columbia  
Office of the Inspector General**

**CAFR Oversight Committee Meeting**

**December 30, 2020**



**McCONNELL & JONES LLP**  
CERTIFIED PUBLIC ACCOUNTANTS



## Central Leadership Team

---

- Jack Reagan, *Engagement Partner*
- Mark Schwartz, *Audit Partner*
- Charlton Sampson, *IT Partner*
- Micah Clinger, *Audit Director*
- Natasha Brown, *Audit Senior Manager*
- Jatana Coleman, *Audit Manager*

## Table of Contents

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| Audit Status by Audit Unit and<br>Plans for Next Period (December 26 to January 1) | Slide 17 |
| Key Points of Contact Information  | Slide 31 |
| Questions and Open Dialogue  | Slide 33 |

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# Executive Summary

## Executive Summary

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### Purpose

- ✓ To provide the status of the fiscal year 2020 District of Columbia Government CAFR audit.

### Audit Status by Component

- ✓ Accomplishments to date – December 25, 2020.
- ✓ Accomplishments expected for next period – December 26, 2020 to January 1, 2021.

### MJ's Risk-Based Audit Approach

- ✓ Significant partner, director, and manager involvement in planning and risk assessment at the front end of the audit, in addition to subsequent phases of the audit.
- ✓ Obtain understanding of the District and its operations, significant risks, and account balances.

## Executive Summary

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### Areas Behind Target or Need Attention

- ✓ Behind target for internal target dates shown on slide 15, but will meet January 4<sup>th</sup> contractual date, except for the Unemployment Compensation Fund (UCF):
  - ✓ We have increased testing as a result of increased activity and risk related to UCF due to COVID, and we expect to issue this opinion later in the week of January 4<sup>th</sup>.
- ✓ OCP - Position Paper on Mayoral Order related to COVID is overdue.
- ✓ OCP - COVID expense sample support that is overdue:
  - ✓ Voucher packages – for 9 direct voucher selections, and 1 for p-card selections
  - ✓ Contracts – for 2 regular payment selections, for 9 direct voucher selections, and for 4 p-card selections
- ✓ Behind target for review of 3<sup>rd</sup> Party Auditor workpapers as outlined on slide 14. All audit opinions (except Retirement Board) are scheduled to be issued by December 31, 2020. We have coordinated to perform reviews the week of January 4, 2021.
  - ✓ 3<sup>rd</sup> Party Auditor (BCA WatsonRice) has not received financial statements from the Retirement Board.

## **Executive Summary**

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### **Areas that Need Management's Assistance to Get Cooperation**

- ✓ None

### **Significant Issues to Bring to Your Attention**

- ✓ None



## Overall Risk Assessment and Planning

|   | <u>Risk Assessment<br/>and Audit<br/>Approach</u> | <u>Planning and<br/>Coordination</u> | <u>Preliminary<br/>Fieldwork</u> | <u>Final Fieldwork</u> |
|---|---|--------------------------------------|----------------------------------|------------------------|
| CAFR  | Complete  | Complete                             | Complete                         | In Process             |
| Washington Convention and Sports Authority                    | Complete  | Complete                             | Complete                         | In Process             |
| University of the District of Columbia                        | Complete  | Complete                             | Complete                         | In Process             |
| Not-For-Profit Hospital Corporation                           | Complete  | Complete                             | Complete                         | In Process             |
| DC Health Benefit Exchange Authority                          | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Lottery & Charitable Games Control Board | Complete  | Complete                             | Complete                         | In Process             |
| Unemployment Compensation Trust Fund                          | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Other Post-Employment Benefit Trust Fund | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia Home Purchase Assistance Program         | Complete  | Complete                             | Complete                         | In Process             |
| District of Columbia E911 / 311 Fund                          | Complete  | Complete                             | Complete                         | In Process             |
| Highway Trust Fund  | Complete  | Complete                             | Complete                         | In Process             |

## Summary of Prior Year Findings and Mgt Recommendations

| Entity   | Prior Year Status |          |            |                |          |            |
|--|-------------------|----------|------------|----------------|----------|------------|
|  | Recommendations   |          |            | Best Practices |          |            |
|  | Total Number      | Resolved | In Process | Total Number   | Resolved | In Process |
| Home Purchase Assistance Program   | 1                 | -        | 1          | -              | -        | -          |
| University of the District of Columbia   | 1                 | 1        | -          | -              | -        | -          |
| Washington Convention and Sports Authority                                       | 2                 | 2        | -          | -              | -        | -          |
| Not-For-Profit Hospital Corporation  | 3                 | -        | 3          | 2              | -        | 2          |
| District of Columbia Lottery and Charitable Games Control Board                  | 1                 | 1        | -          | 1              | 1        | -          |
| Teachers' Retirement Fund and Police Officers and Fire Fighters' Retirement Fund | 1                 | -        | 1          | 3              | -        | 3          |
| Office of Chief Technology Officer   | 1                 | -        | 1          | 1              | -        | 1          |
| DC Government  | 4                 | 2        | 2          | -              | -        | -          |

## Summary of Current Year Recommendations

| Agency                                     | Reference #               | Title of Recommendation  | Management's Response |
|--|---------------------------|--|-----------------------|
| District of Columbia Public Schools (DCPS) | General Government 2020-1 | Frequency of Payroll Clean-up Process  | Agrees                |
| District of Columbia Public Schools (DCPS) | General Government 2020-2 | Approval on Notification of Personnel Action forms   | Agrees                |
| Department of General Services (DGS)       | General Government 2020-3 | Controls over Compliance with the Quick Payment Act of 1984 were not Operating Effectively           | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-4 | Controls Over Authenticator Management   Password-based Authentication were Not Operating            | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-5 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-6 | Controls Over Least Privilege   Review of User Privileges were Not Operating Effectively             | Agrees                |
| Office of Chief Financial Officer (OCFO)   | General Government 2020-7 | Controls provide reasonable assurance that employees receive proper security awareness training      | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-8 | Controls Over Reviews of information security policies and procedures were Not Operating Effectively | Agrees                |
| Department of Employment Services (DOES)   | General Government 2020-9 | Controls Over Terminated User Access Are Ineffective   | Agrees                |



## Summary of Current Year Recommendations

| Agency                                     | Reference #                | Title of Recommendation   | Management's Response |
|--|----------------------------|---|-----------------------|
| Department of Employment Services (DOES)   | General Government 2020-10 | Controls Over Security Awareness Training and Policy Acknowledgment Procedures were Not Operating Effectively                         | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-1                 | Controls Over Applying Cash Receipts to SNF Patients' Accounts were Not Operating Effectively   | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-2                 | Controls Over Review, Approval, and Maintenance of HR/Payroll Files were Not Operating Effectively                                    | Disagrees             |
| Not-For-Profit Hospital Corporation        | UMC 2020-3                 | Controls Over Data Center- Fire Suppression System Not in Working Order   | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-4                 | Controls Over Effective Periodic Access Review  | Agrees                |
| Not-For-Profit Hospital Corporation        | UMC 2020-5                 | Controls Over Timely Removal of Terminated Employee   | Agrees                |
| University of the District of Columbia     | UDC 2020-1                 | Control over Periodic Access Review does not appear to be operating effectively   | Agrees                |
| University of the District of Columbia     | UDC 2020-2                 | Control over performing vulnerability scans on a timely basis appears not to be operating effectively                                 | Agrees                |
| Washington Convention and Sports Authority | WCSA 2020-1                | Controls Over A Well-Defined Policy and Procedure Over Frequency of a Periodic Access Review Appears Not to be Designed Appropriately | Agrees                |

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# **MJ Audit Approach and Overall Status**

## Our Audit Approach

Our approach focuses more on areas of greatest risks by analyzing audit risks, setting materiality thresholds based on audit risk analysis, and developing audit programs that allocate a larger portion of audit resources to high-risk areas. During your audit, we also determine effectiveness and adequacy of your internal controls for ensuring proper financial accountability, efficient operations, and compliance.



### IT AUDIT

Evaluate controls over the IT environment and use data extraction software, where applicable, to audit transactions through your financial information system.



## Overall Status



**Planning Phase:** Complete

- ✓ Included risk assessment and audit approach for CAFR and all Components
- ✓ Included planning and coordination for CAFR and all Components

**Preliminary/Interim Work:** Complete

**Final Phase:** In Process

**Reporting:** In Process (for Components)

## Schedule by Unit

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning | Assess & Test Controls | Preliminary Management Points | Substantive Testing | GAAS Compliance | Audit Sign Off | Issue Reports |
|---|----------|------------------------|-------------------------------|---------------------|-----------------|----------------|---------------|
| CAFR  | July     | July - September       | October                       | November - January  | January         | January        | January       |
| University of the District of Columbia      | July     | July - September       | October                       | November - December | December        | December       | December      |
| Unemployment Compensation Trust Fund        | July     | July - September       | October                       | December            | December        | December       | December      |
| DC OPEB Fund                                | July     | July - September       | October                       | December            | December        | December       | December      |
| Not-For-Profit Hospital Corporation         | July     | July - September       | October                       | December            | December        | December       | December      |
| Washington Convention and Sports Authority  | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Lottery & Charitable Games Control Board | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Home Purchase Assistance Program         | July     | July - September       | October                       | December            | December        | December       | December      |
| DC E911 / 311 Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |
| DC Health Benefit Exchange Authority        | July     | July - September       | October                       | December            | December        | December       | December      |
| Highway Trust Fund                          | July     | July - September       | October                       | December            | December        | December       | December      |

## Procedures on Third Party Organizational Units

|     |             |
|-----|-------------|
| Key | Completed   |
|     | In Process  |
|     | Not Started |

|   | Planning  | Review of Third Party Auditor Workpapers | Reporting          |
|---|-----------|--|--------------------|
| Housing Finance Agency                        | September | December                                 | December / January |
| D.C. Tobacco Settlement Financing Corporation | October   | December                                 | December / January |
| D.C. Retirement Board                         | October   | December                                 | December / January |
| Section 529 College Savings Plan              | September | December                                 | December / January |
| 401 A-Deferred Compensation Plan              | October   | December                                 | December / January |
| 457-Deferred Compensation Plan                | October   | December                                 | December / January |

## Schedule by Unit

| Entity                                      | Entrance Meeting Date | Preliminary Including Test of Controls |           | Final and Sign-off |        | Approved statements to Issue |        | Exit Meeting Date | Issued Statement |        |
|---|-----------------------|--|-----------|--------------------|--------|------------------------------|--------|-------------------|------------------|--------|
|   |                       | Planned                                | Actual    | Planned            | Actual | Planned                      | Actual |                   | Planned          | Actual |
| CAFR  | 6/11/2020             | 9/30/2020                              | 9/30/2020 | 1/20/2021          | TBD    | 1/22/2021                    | TBD    | TBD               | 1/31/2021        | TBD    |
| University of the District of Columbia      | 6/25/2020             | 9/30/2020                              | 9/29/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Unemployment Compensation Trust Fund        | 7/16/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC OPEB Fund                                | 7/8/2020              | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Not-For-Profit Hospital Corporation         | 7/9/2020              | 9/30/2020                              | 9/29/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Washington Convention and Sports Authority  | 7/10/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC Lottery & Charitable Games Control Board | 6/22/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC Home Purchase Assistance Program         | 6/23/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC E911 / 311 Fund                          | 7/14/2020             | 9/30/2020                              | 9/28/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| DC Health Benefit Exchange Authority        | 7/22/2020             | 9/30/2020                              | 9/21/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Highway Trust Fund                          | 7/15/2020             | 9/30/2020                              | 9/30/2020 | 12/21/2020         | TBD    | 12/22/2020                   | TBD    | TBD               | 12/23/2020       | TBD    |
| Highway Trust Fund Forecast                 | 7/15/2020             | 1/31/2021                              | TBD       | 4/16/2021          | TBD    | 4/22/2021                    | TBD    | TBD               | 4/26/2021        | TBD    |
|   |                       |  |           |                    |        |                              |        |                   |                  |        |
|   |                       |  |           |                    |        |                              |        |                   |                  |        |
| GAAS Opinion                                |                       | N/A                                    |           | 1/20/2021          | TBD    | 1/22/2021                    | TBD    |                   | 1/22/2021        | TBD    |
| Final Management letter                     |                       | 11/2/2020                              | TBD       | 1/27/2021          | TBD    | 1/29/2021                    | TBD    |                   | 1/29/2021        | TBD    |
| Council Presentation                        |                       | N/A                                    |           |                    |        |                              |        |                   | TBD              | TBD    |



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# **Audit Status by Audit Unit and Plans for Next Period**

**December 26, 2020 to January 1, 2021**

## CAFR Accomplishments

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued with year end substantive fieldwork procedures for various other audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other
- ✓ Final prepared by client (PBC) requests – request items have been coming in for final fieldwork. Monitoring and follow up on items occurred throughout the period.



## CAFR Accomplishments CONT'D

---

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Continue to perform fraud related inquiries.
- ✓ Continue with year end substantive fieldwork procedures for various audit areas:
  - ✓ Payroll and related accruals
  - ✓ Accounts payable and other liabilities
  - ✓ Medicaid and related accrual
  - ✓ Budget related procedures (Q1 through Q4)
  - ✓ Debt
  - ✓ Cash & investments
  - ✓ Capital assets
  - ✓ Revenues and accounts receivable (OTR and Reimbursable/Other)
  - ✓ Other

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Washington Convention and Sports Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Received draft financial statements and completed technical review of them.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and quality control (QC) review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## University of the District of Columbia

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Not-for-Profit Hospital Corporation

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Received draft financial statements and completed technical review of them.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Health Benefit Exchange Authority

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with the Authority.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## D.C. Lottery and Charitable Control Board

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None



## Other Post-Employment Benefit Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Unemployment Compensation Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Received draft financial statements and completed technical review of them.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Continue to perform year end substantive audit procedures over applicable audit areas.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Home Purchase Assistance Program

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed technical review of draft financial statements.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Program management.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## **E 911 / 311 Fund**

---

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed draft reports.

### **ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD**

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management.
- ✓ Issue audit opinion with approved financial statements.

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None

## Highway Trust Fund

---

### ACCOMPLISHMENTS FOR THE PERIOD

- ✓ Continued to perform year end substantive audit procedures over applicable audit areas.
- ✓ Completed draft reports.

### ACCOMPLISHMENTS EXPECTED FOR NEXT PERIOD

- ✓ Complete year end substantive audit procedures over applicable audit areas.
- ✓ Complete manager review and QC review of audit file.
- ✓ Final sign-offs in audit file.
- ✓ Hold exit meeting with Fund management.
- ✓ Issue audit opinion with approved financial statements.

### SIGNIFICANT RISKS IDENTIFIED AND STATUS

- ✓ None

## Third Party Audited Organizational Units

---

**FOR THE FOLLOWING TWO COMPONENT UNITS (CU) AND THE FOUR OTHER ORGANIZATIONAL UNITS (OU):**

- ✓ Housing Finance Agency (CU)
- ✓ D.C. Tobacco Settlement Financing Corporation (CU)
- ✓ D.C. Retirement Board (OU)
- ✓ Section 529 College Savings Plan (OU)
- ✓ 401 A-Deferred Compensation Plan (OU)
- ✓ 457-Deferred Compensation Plan (OU)

### **ACCOMPLISHMENTS FOR THE PERIOD**

- ✓ Coordinated review of 3<sup>rd</sup> Party Auditor work papers for all component & other organizational units.
- ✓ We have coordinated to perform reviews the week of January 4, 2021 once the audits have been completed and issued for the component & other organizational units.

### **ACCOMPLISHMENT EXPECTED FOR NEXT PERIOD**

- ✓ None

### **SIGNIFICANT RISKS IDENTIFIED AND STATUS**

- ✓ None



MJ

# Key Points of Contact Information

## Key Points of Contact Information

---

### **Jack Reagan, CPA**

Engagement Partner

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(214) 758-0011 (direct phone)

[www.mcconnelljones.com](http://www.mcconnelljones.com)

MJ



# Questions Open Dialogue

---

**From:** Preston, Robert (EOM)  
**Sent:** Tue, 29 Dec 2020 20:03:47 +0000  
**To:** Arnic, Jennifer (EOM); Clark, Peter (EOM); Dowe, Morgan (EOM); Gatton, Roger (EOM); Healy, Patrick (EOM); Mandel, Angela (EOM); Moon, Beth (EOM); Ross, Jed (ORM); Waters, Jane (EOM); Yeung, Sam (ORM)  
**Subject:** FW: 12.29.20 AM Clips  
**Attachments:** 12.29.20 AM Clips.docx

Of particular interest:

[DC Health Launches Portal for District Workers in Health Care Settings to Schedule Vaccination Appointments](#)

**Monday, December 28, 2020**

Today, as part of the District's equitable distribution of a safe and effective COVID-19 vaccine, DC Health launched a portal for workers in health care settings in the District to make an appointment to get vaccinated. At this time, the portal, which can be accessed through [coronavirus.dc.gov/vaccinatedc](https://coronavirus.dc.gov/vaccinatedc), is only for workers in health care settings that have direct or indirect exposure to infectious materials and cannot telework. When registering, workers will need to attest that they work in such a setting and then present verification at the time of their appointment. The portal should only be used by workers who are part of the [Phase 1a population](#).

**Robert Preston**

Public Information Officer  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 727-4215  
Cell: (202) 716-5042  
E-mail: [robert.preston@dc.gov](mailto:robert.preston@dc.gov)



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---

**From:** Yun, Ramona (EOM) <[ramona.yun1@dc.gov](mailto:ramona.yun1@dc.gov)>  
**Sent:** Tuesday, December 29, 2020 7:01 AM

To: Yun, Ramona (EOM) <ramona.yun1@dc.gov>  
Subject: 12.29.20 AM Clips

## **MMB**

### **[These Were The Most Popular Books Of 2020 In D.C., According To The Public Library](#)** **December 28, 2020**

**WAMU/DCist // Debbie Truong**

The library system shuttered its more than two dozen locations in March after Mayor Muriel Bowser issued a stay-at-home order. Some libraries reopened for limited in-person services in late June but reverted to curbside services this month as coronavirus cases surged. Other locations have remained closed throughout the pandemic.

## **LOCAL**

### **[DCHFA Finances New Affordable Development in Takoma](#)**

**December 28, 2020**

**Yahoo Finance // Staff**

218 Vine Street Rendering by: KTG Architecture + Planning  
Washington, D.C., Dec. 28, 2020 (GLOBE NEWSWIRE) -- During the holiday season the District of Columbia Housing Finance Agency (DCHFA) continued to finance affordable housing throughout the District. On December 22 DCHFA issued \$21.5 million in tax-exempt bond financing and underwrote \$9.8 million in four percent low income housing tax credits (LIHTC) for a new development at 218 Vine Street in Ward 4's Takoma neighborhood.

### **[Hotel Harrington, Harry's bar to close during planned January demonstrations](#)**

**December 29, 2020**

**FOX 5 // Staff**

Hotel Harrington and Harry's bar – magnets for right-wing protesters who've flocked to D.C. for pro-Trump presidents in recent months – will be closed during the next planned demonstration.

## *Public Safety*

### **[Man Arrested For Two DC Murders — 22 Years Apart](#)**

**December 28, 2020**

**NBC 4 // Pat Collins**

A Southeast D.C. man has been arrested for two murders, one that occurred in 1996 and the other 22 years later in 2018, bringing both cold cases to a close.

### **[UPS confirms truck stolen Monday later found in Southeast DC](#)**

**December 28, 2020**

**WUSA 9 // Nick Boykin**

A UPS truck was found in the 2900 block of Fairlawn Avenue in Southeast DC after it was stolen Monday afternoon, according to UPS in a statement to WUSA9

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



**MMB**

**[These Were The Most Popular Books Of 2020 In D.C., According To The Public Library](#)**

**December 28, 2020**

**WAMU/DCist // Debbie Truong**

During a year marked by protests for racial justice and a deadly pandemic that has disproportionately killed and sickened Black and Latino people across the District, books about racism rose to the top of reading lists in the city.

After the police killing of George Floyd in Minneapolis and as protests for racial justice erupted in city streets, readers sought titles about anti-racism, privilege and white supremacy from the D.C. Public Library. The interest extended into fiction, where books that deal with race were among the most popular.

“People wanted to go deeper into some of the issues that are plaguing us,” Richard Reyes-Gavilan, executive director of D.C. Public Library. “This is what imaginative works, whether fiction or nonfiction, provides people. A better understanding of our world, a better understanding of ourselves.”

In the first two weeks of May, copies of five e-books about race — *White Fragility*, *How To Be An Antiracist*, *Me And White Supremacy*, *The New Jim Crow* and *So You Want to Talk About Race* — were downloaded a total of 120 times. In the last two weeks of that same month, they were downloaded 1,242 times, according to DCPL.

The demand prompted the library system to provide unlimited e-book copies of some of the most in demand books on race in the country. Interest in several books about racism peaked in late May and early June but interest held steady throughout the year — by the end of 2020, books about race were among the most borrowed.

The pandemic forced the D.C. Public Library to adapt as readers’ habits changed.

The library system shuttered its more than two dozen locations in March after Mayor Muriel Bowser issued a stay-at-home order. Some libraries reopened for limited in-person services in late June but reverted to curbside services this month as coronavirus cases surged. Other locations have remained closed throughout the pandemic.

But demand for library services did not waver.

In the month after the coronavirus pandemic forced schools, businesses and workplaces to shut, 7,000 people in D.C. signed up for library cards. *Bon Appétit* was among the most popular magazines borrowed from D.C. libraries, another potential sign people were spending more time in their kitchens.

More people used LinkedIn, a job networking website, and Lynda, which provides online training courses, through the library system as the city grappled with higher levels of unemployment.

Borrowing of physical books shrank dramatically. Readers relied on e-books and audiobooks more than they ever did, reaching nearly 1.3 million downloads.

Here's a list of D.C. Public Library's most popular books in 2020.

#### Top 10 Non-Fiction E-books

1. *White Fragility: Why It's So Hard for White People to Talk About Racism* by Robin DiAngelo
2. *Me and White Supremacy: Combat Racism, Change the World, and Become a Good Ancestor* by Layla Saad
3. *Educated: A Memoir* by Tara Westover
4. *Between the World and Me* by Ta-Nehisi Coates
5. *Becoming* by Michelle Obama
6. *The Yellow House: A Memoir* by Sarah M. Broom
7. *Maybe You Should Talk to Someone: A Therapist, HER Therapist, and Our Lives Revealed* by Lori Gottlieb
8. *How to Be an Antiracist* by Ibram X. Kendi
9. *Bad Blood: Secrets and Lies in a Silicon Valley Startup* by John Carreyrou
10. *Untamed* by Glennon Doyle

#### Top 10 Non-Fiction Books

1. *Educated: A Memoir* by Tara Westover
2. *Becoming* by Michelle Obama
3. *Born a Crime: Stories from a South African Childhood* by Trevor Noah
4. *The Library Book* by Susan Orlean
5. *Trick Mirror: Reflections on Self-Delusion* by Jia Tolentino
6. *Between the World and Me* by Ta-Nehisi Coates
7. *Three Women* by Lisa Taddeo
8. *Catch and Kill: Lies, Spies, and a Conspiracy to Protect Predators* by Ronan Farrow
9. *Good Talk: A Memoir in Conversations* by Mira Jacob
10. *Hillbilly Elegy: a Memoir of a Family and Culture in Crisis* by J. D. Vance

#### Top 10 Non-Fiction E-Audiobooks

1. *So You Want to Talk about Race* by Ijeoma Oluo
2. *You Are a Badass: How to Stop Doubting Your Greatness and Start Living an Awesome Life* by Jen Sincero
3. *Invisible Women: Data Bias in a World Designed for Men* by Caroline Criado-Perez
4. *The New Jim Crow: Mass Incarceration in the Age of Colorblindness, 10th Anniversary Edition* by Michelle Alexander
5. *Braiding Sweetgrass: Indigenous Wisdom, Scientific Knowledge and the Teachings of Plants* by Robin Wall Kimmerer
6. *Becoming* by Michelle Obama

7. Astrophysics for People in a Hurry by Neil deGrasse Tyson
8. Educated: A Memoir by Tara Westover
9. Dear Girls: Intimate Tales, Untold Secrets & Advice for Living Your Best Life by Ali Wong
10. Sister Outsider—Essays and Speeches: Crossing Press Feminist Series, Book 1 by Audre Lorde

#### Top 10 Fiction E-books

1. Such a Fun Age by Kiley Reid
2. Girl, Woman, Other by Bernardine Evaristo
3. Little Fires Everywhere by Celeste Ng
4. Where the Crawdads Sing by Delia Owens
5. The Dutch House by Ann Patchett
6. The Goldfinch by Donna Tartt
7. Normal People by Sally Rooney
8. An American Marriage by Tayari Jones
9. Crazy Rich Asians by Kevin Kwan
10. Nine Perfect Strangers by Liane Moriarty

#### Top 10 Fiction Books

1. Little Fires Everywhere by Celeste Ng
2. Where the Crawdads Sing by Delia Owens
3. An American Marriage by Tayari Jones
4. The Testaments by Margaret Atwood
5. The Underground Railroad by Colson Whitehead
6. There There by Tommy Orange
7. Normal People by Sally Rooney
8. Circe by Madeline Miller
9. The Water Dancer by Ta-Nehisi Coates
10. The Dutch House by Ann Patchett

#### Top 10 Fiction E-Audiobooks

1. Everything I Never Told You by Celeste Ng
2. Harry Potter and the Sorcerer's Stone by J. K. Rowling
3. Little Women by Louisa May Alcott
4. Where the Crawdads Sing by Delia Owens
5. The 7 ½ Deaths of Evelyn Hardcastle by Stuart Turton
6. The Water Dancer by Ta-Nehisi Coates
7. The Hate U Give by Angie Thomas
8. My Brilliant Friend by Elena Ferrante
9. The Testaments by Margaret Atwood
10. 1984 by George Orwell



## LOCAL

### DCHFA Finances New Affordable Development in Takoma

December 28, 2020

Yahoo Finance // Staff

218 Vine Street Rendering by: KTG Architecture + Planning  
Washington, D.C., Dec. 28, 2020 (GLOBE NEWSWIRE) -- During the holiday season the District of Columbia Housing Finance Agency (DCHFA) continued to finance affordable housing throughout the District. On December 22 DCHFA issued \$21.5 million in tax-exempt bond financing and underwrote \$9.8 million in four percent low income housing tax credits (LIHTC) for a new development at 218 Vine Street in Ward 4's Takoma neighborhood. "The development of 218 Vine Street will provide a new 100 percent affordable rental housing community in a thriving neighborhood with access to transportation, where affordable housing has dwindled. Residents at all income levels should have the opportunity to be a part of all communities," stated Christopher E. Donald, Interim Executive Director, DCHFA. The \$41.7 million development will bring 129 apartments that will be leased at 60 percent of area median income or below and will be located two blocks from the Takoma Metro Station. 218 Vine St is a twinning transaction that combined 4 percent LIHTC for 92 units and 9 percent LIHTC for the remaining 37 units. The DC Department of Housing and Community Development is providing a \$13 million loan from its Housing Production Trust Fund for 218 Vine Street.

Jair Lynch Real Estate Partners and Housing Up are the developers of 218 Vine Street. Resident amenities will include a business center, community room, on-site management, a fitness center, 25 parking spaces and all units will have Energy Star appliances.

Housing Up will also provide on-site programming for residents in four target areas: (1) Tenant Education, (2) Health and Wellness, (3) Education and Employment, and (4) Community Building. The DC Department of Human Services (DHS) will provide on-site case management services for the residents of the 24 Permanent Supportive Housing units. Their services will be funded separately by DHS.

Through its Multifamily Lending and Neighborhood Investment and Capital Markets divisions, DCHFA issues tax-exempt mortgage revenue bonds to lower the developers' costs of acquiring, constructing and rehabilitating rental housing. The Agency offers private for-profit and non-profit developers low cost predevelopment, construction and permanent financing that supports the new construction, acquisition, and rehabilitation of affordable rental housing in the District.

The District of Columbia Housing Finance Agency is an S&P A + rated issuer, serving Washington, D.C.'s residents for more than 40 years. The Agency's mission is to advance the District of Columbia's housing priorities; the Agency invests in affordable housing and neighborhood development, which provides pathways for D.C. residents to transform their lives. We accomplish our mission by delivering the most efficient and effective sources of capital available in the market to finance rental housing and to create homeownership opportunities.

## **Hotel Harrington, Harry's bar to close during planned January demonstrations**

**December 29, 2020**

**FOX 5 // Staff**

Hotel Harrington and Harry's bar – magnets for right-wing protesters who've flocked to D.C. for pro-Trump presidents in recent months – will be closed during the next planned demonstration.

The hotel posted a statement on its Facebook page on Monday indicating that it will close Jan. 4, 5 and 6.

Last week, the Washington Post reported that activists were planning protests that weekend – when Congress is slated to certify the results of the election.

Protesters have poured into D.C. twice since the election to protest the results, which indicated that former Vice President Joe Biden had defeated President Donald Trump.

Harry's has been the scene of multiple incidents – including an investigation by police responding to complaints of COVID-19 restriction violations, and violent confrontations between protesters, including stabbings, outside the bar's walls.

The hotel says those who have made pre-paid reservations will receive refunds.

The hotel will still accommodate long-term guests.

*Public Safety*

**Man Arrested For Two DC Murders — 22 Years Apart**

**December 28, 2020**

**NBC 4 // Pat Collins**

A Southeast D.C. man has been arrested for two murders, one that occurred in 1996 and the other 22 years later in 2018, bringing both cold cases to a close.

Rashee Young, 42, is accused of first degree murder while armed and second degree murder while armed in the cases of Cedric Rodgers and Ronald William Richardson, Jr.

Rodgers, 26, was found suffering from gunshot wounds on the night of June 11, 1996 in a playground by D.C. police. He was pronounced dead at a hospital.

Richardson Jr., 39, was also found suffering from multiple gunshots on the morning of May 20, 2018 by D.C. police, in an apartment down the street from the murder that took place 22 years earlier. He was unresponsive and was pronounced dead at a hospital.

Richardson Jr. was one of seven children. Of his four sisters and two brothers, he was the pride and joy of his father.

When he was young, his family said Richardson Jr. had a troubled life. As he grew older they say he could not resist the lure of the street.

"It drew him to trouble," Richardson's Jr.'s sister, Vonda McClary-Logan, said.

His father was destroyed by the death of his favorite son, killed by a man he knew.

"Even though he was here physically for a while, mentally he was already gone after my brother was found murdered," McClary-Logan said.

It took years, but eventually the evidence oozed out. According to court records, detectives found witnesses and other information they didn't have years and years ago.

Young has numerous prior arrests that include assault with intent to kill, possession with intent to distribute crack cocaine, murder, assault on a police officer and tampering with physical evidence, police said.



**UPS confirms truck stolen Monday later found in Southeast DC**

**December 28, 2020**

**WUSA 9 // Nick Boykin**

A UPS truck was found in the 2900 block of Fairlawn Avenue in Southeast DC after it was stolen Monday afternoon, according to UPS in a statement to WUSA9

“UPS can confirm that one of its vehicles was briefly stolen and then recovered,” said UPS in its statement to WUSA9. “The safety of our employees is a top priority, and we are thankful our driver is safe. We are cooperating with the authorities on the investigation.”

This is an ongoing investigation that the police is still working to get WUSA9 information for.

**From:** Hirani, Sanjay (OCTO)  
**Sent:** Tue, 29 Dec 2020 19:56:16 +0000  
**To:** Ross, Jed (ORM);Yeung, Sam (ORM);Stakem, Michael (OCTO);Miller, Stephen (OCTO)  
**Cc:** Thanh, Andre (ORM)  
**Subject:** Re: Tech Team One on One (Bi-Weekly)  
**Attachments:** ERisk - Update - 2020-12-29.pptx

Attached is a briefing for the meeting today.

Sanjay

**From:** Ross, Jed (ORM)

**Sent:** Wednesday, January 9, 2019 1:15 PM

**To:** Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Hirani, Sanjay (OCTO) <sanjay.hirani@dc.gov>; Stakem, Michael (OCTO) <michael.stakem@dc.gov>; Miller, Stephen (OCTO) <stephenn.miller@dc.gov>; Cain, Tiye (ORM-Contractor) <tiye.cain@dc.gov>

**Cc:** Thanh, Andre (ORM) <andre.thanh@dc.gov>

**Subject:** Tech Team One on One (Bi-Weekly)

**When:** Tuesday, December 29, 2020 3:30 PM-4:30 PM.

**Where:** Teams

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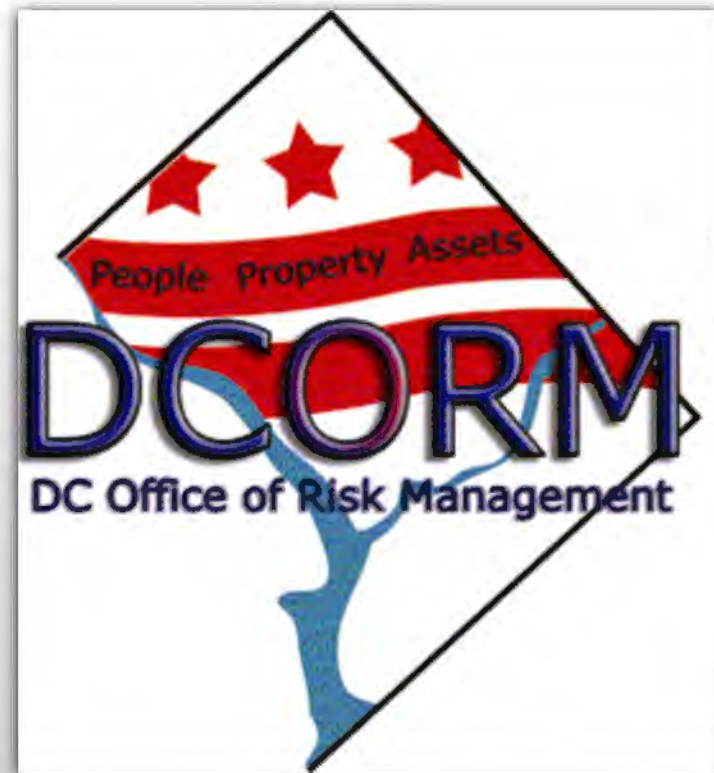
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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

# ERisk Update

December 29, 2020







# Upcoming ERisk Enhancements



| Task                   | Update   | Priority |
|------------------------|--|----------|
| Insurance              | Builders Risk – Demo for Insurance team in ERisk   | High     |
|                        | Fine Arts – Data Loaded and tested in ERisk  | High     |
|                        | Contract Reviews – Ready for initial demonstration.  | High     |
| Incidents (Employment) | Created New Employment Incident Type; Adding new fields. Analyzing fields to create Employment Claim, Settlement, and Payments modules for non-WC payments; Loading MPD Claims             | High     |
| PeopleSoft             | Received estimates for 8 enhancements; Waiting for SOA estimates; Supplemental Payments; Non-WC payments; PrePay Enhancements; Get Payment Classification from PeopleSoft (TTD, TPD, etc.) | High     |
| OCTO/DGS               | Discussion with DGS on Building requirements; Awaiting feedback  | Medium   |
| WC                     | Work to mass authorize adjuster-less claims  | Medium   |
| Driver Authorization   | Enhancements to prepare for next wave of requests  | Medium   |
| Audits                 | Load legacy Single Audit data from QuickBase   | Medium   |
| Cost of Risk           | Working with Origami on COR Reports  | Medium   |
| Tableau                | On hold. Created some dashboards - Incident Reporting, ARMR  | Low      |
| Return to Work         | Ready for Go-Live  | Low      |



**From:** Hirani, Sanjay (OCTO)  
**Sent:** Tue, 29 Dec 2020 19:56:16 +0000  
**To:** Ross, Jed (ORM);Yeung, Sam (ORM);Stakem, Michael (OCTO);Miller, Stephen (OCTO)  
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**Cc:** Thanh, Andre (ORM) <andre.thanh@dc.gov>

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**Where:** Teams

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[Help](#)

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# ERisk Update

December 29, 2020







# Upcoming ERisk Enhancements



| Task                      | Update   | Priority |
|---------------------------|--|----------|
| Insurance                 | Builders Risk – Demo for Insurance team in ERisk   | High     |
|                           | Fine Arts – Data Loaded and tested in ERisk  | High     |
|                           | Contract Reviews – Ready for initial demonstration.  | High     |
| Incidents<br>(Employment) | Created New Employment Incident Type; Adding new fields. Analyzing fields to create Employment Claim, Settlement, and Payments modules for non-WC payments; Loading MPD Claims             | High     |
| PeopleSoft                | Received estimates for 8 enhancements; Waiting for SOA estimates; Supplemental Payments; Non-WC payments; PrePay Enhancements; Get Payment Classification from PeopleSoft (TTD, TPD, etc.) | High     |
| OCTO/DGS                  | Discussion with DGS on Building requirements; Awaiting feedback  | Medium   |
| WC                        | Work to mass authorize adjuster-less claims  | Medium   |
| Driver Authorization      | Enhancements to prepare for next wave of requests  | Medium   |
| Audits                    | Load legacy Single Audit data from QuickBase   | Medium   |
| Cost of Risk              | Working with Origami on COR Reports  | Medium   |
| Tableau                   | On hold. Created some dashboards - Incident Reporting, ARMOR   | Low      |
| Return to Work            | Ready for Go-Live  | Low      |

**From:** Federal News Network  
**Sent:** Tue, 29 Dec 2020 14:29:06 -0500  
**To:** jed.ross2@dc.gov  
**Subject:** Discussing the future of higher education and the government workforce - join us on Wednesday 1/6 at 1 p.m.

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## **WEBINAR - Leading Forward: The [2-534](#) between Higher Education and Our Future Government Workforce**

Explore the future of higher education and government workforce in this webinar on **Wednesday, January 6th at 1 p.m.**

**Register here (copy and paste [2-5](#) in browser):**

**[goto.webcasts.com/starthere.jsp?ei=1417545&tp\\_key=fe26866c0e&sti=email1pt](https://goto.webcasts.com/starthere.jsp?ei=1417545&tp_key=fe26866c0e&sti=email1pt)**

COVID-19 has upended the lives of every person on the planet in different ways. How we live, communicate, socialize, work and even how we breathe have all changed – some of them, possibly permanently.

The changes have created what's often called a “new normal.”

During this webinar, experts affiliated with American Military University discuss how institutions of higher education must augment offerings to equip students with relevant education and transitional skills.

### **Featured speakers:**

- **Dr. Marie Harper**, Dean, Wallace Boston School of Business, American Military University
- **Dr. Karen Wolf**, Chief Learning Officer, ManTech
- **Chanda Chann**, MBA Graduate, Entrepreneur
- **JJ Green**, National Security Correspondent, WTOP

We hope you can join us on **January 6th at 2 p.m.**

Thanks,

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Chevy Chase, MD 20815

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**From:** Linda Manley  
**Sent:** Tue, 29 Dec 2020 19:01:49 +0000  
**To:** Wells, Tommy (DOEE); Krystal Brumfield (kjbrumfield@gmail.com); rachna; emilethompson; Anthony Giancola; Howard Gibbs (hcgibbs06@gmail.com); Frishberg, Ivan; Joe Leonard; joeleonard@Howard.edu; Reverend Kendrick Curry; Jed Ross; Floyd Holt; Baxter, Lavinia A.; Randy Bartlett; Motsch, Sarah; Ortiz, Adam; Fariba.Kassiri; Shofar, Steven; Adriana Hochberg  
**Cc:** David L. Gadis; Kishia L. Powell  
**Subject:** FW: Weekly Report #14 for Wet Weather Event on September 10  
**Attachments:** CoverLtr.week 14.pdf, Sept10 WeeklyReport 14.pdf

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Please find attached the Weekly Report #14. thanks  
[Flickr](#) |

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The security of electronic mail sent through the Internet is not guaranteed. **DC WATER** therefore recommends that you do not send confidential information to us via electronic mail, including social security numbers, account numbers, and personal identification numbers unless instructed to do so through a secured site. Delivery, and timely delivery, of electronic mail is also not guaranteed. **DC WATER** also recommends that you do not send time-sensitive or action-oriented messages to us via electronic mail unless instructed to do so.



David L. Gadis, Chief Executive Officer

DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY | 1385 CANAL STREET, SE | WASHINGTON, DC 20003

December 28, 2020

The Honorable Muriel Bowser  
Mayor of the District of Columbia  
1350 Pennsylvania Avenue, NW  
Washington, DC 20004

Dear Mayor Bowser:

I am writing to provide the requested weekly update on the actions DC Water is taking in response to the September 10<sup>th</sup> extreme weather event.

DC Water has approved 378 backwater valve requests since September 10<sup>th</sup>, and to date have received 52 reimbursement requests for the approved installations. The program has transitioned to permit direct payment of allowable installation costs up to the limit of \$6,000. Additionally, sewer system evaluation to determine source of inflow of rainwater into the separate sewers on Nicholson Street will begin mid-January 2021, after residents and other stake holders receive notification and a description of the work. This work is a recommendation in our after-action report.

We have transmitted our After-Action Report to HSEMA with the understanding that it will be shared with you. We look forward to addressing any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "D. L. Gadis", with a stylized flourish at the end.

David L. Gadis  
CEO and General Manager

**DC Water Weekly Report #14**  
**December 28<sup>th</sup>, 2020**  
**September 10<sup>th</sup> Storm Event**

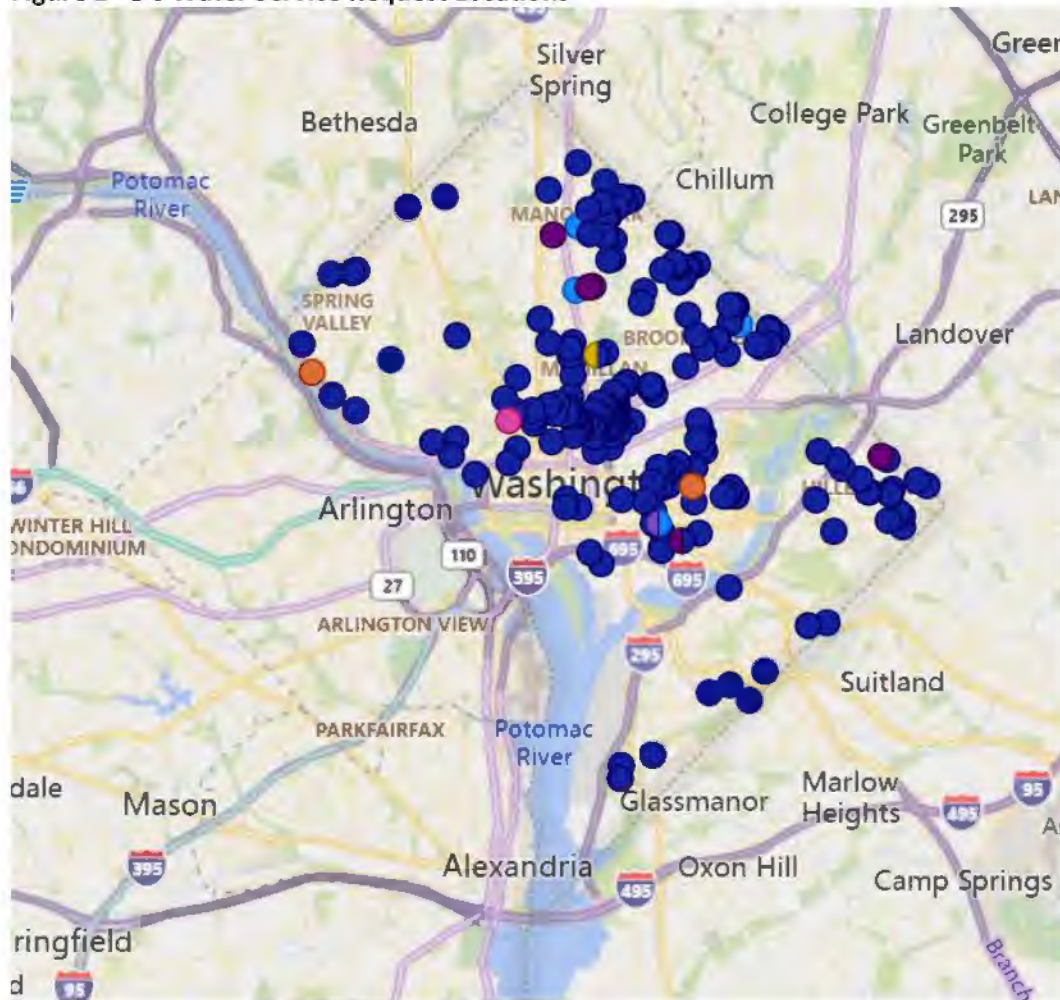
This report will be provided weekly to provide information on the status of DC Water’s response to the September 10, 2020 flooding event.

**Impacted Properties and Recurring Concerns**

Based on records compiled from DC Water and HSEMA, we have documented a total of 392 impacted locations:

| Source                                | Number of Contacts/Locations               |
|---------------------------------------|--|
| DC Water Service Requests/Work Orders | 264 (38 are intersections)                 |
| HSEMA Canvassing Efforts              | 373 unique locations (580 contact records) |

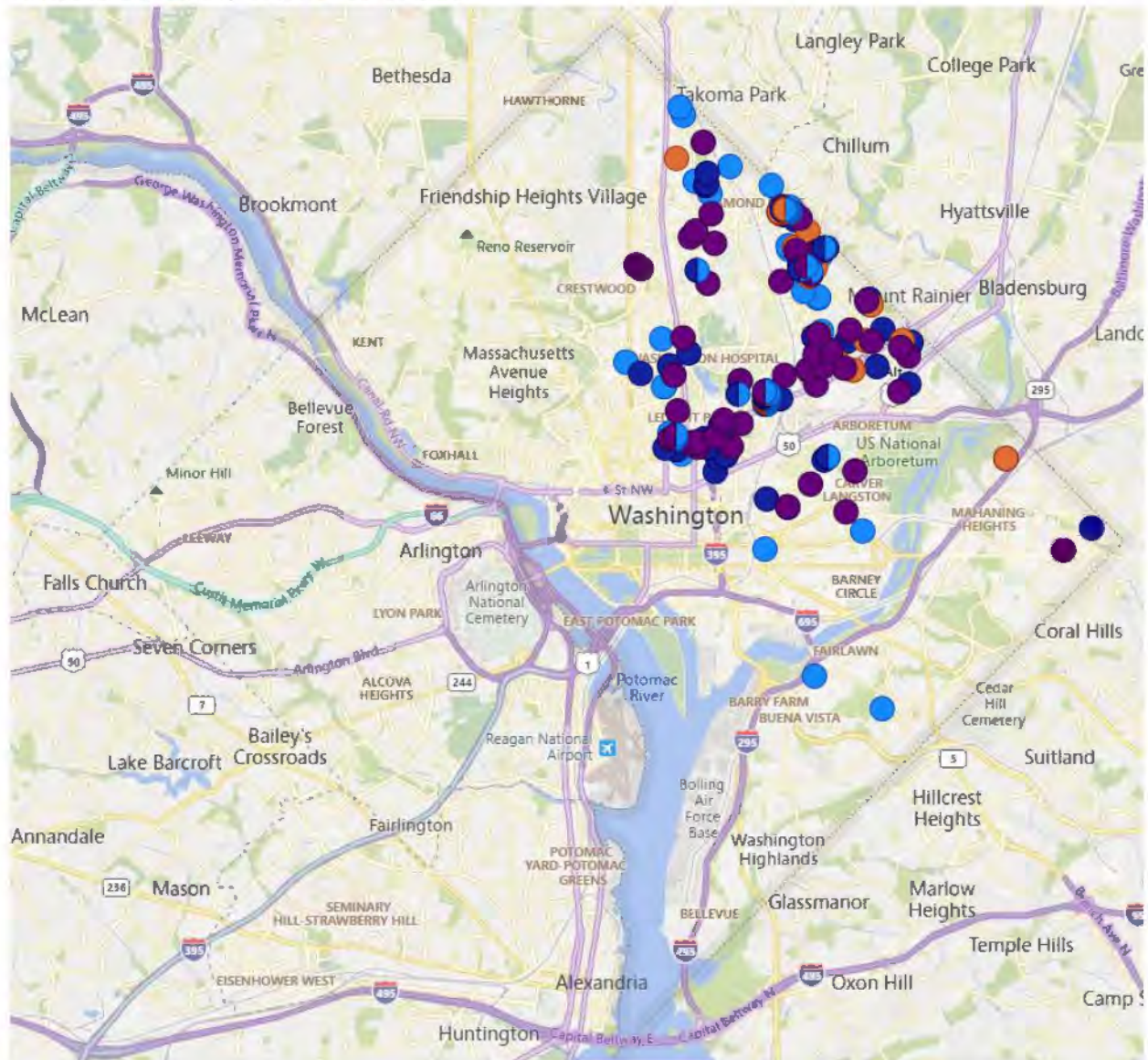
**Figure 1 - DC Water Service Request Locations**





**Figure 2 - HSEMA Outreach locations**

Damage\_Severity (Blank) Major Minor Moderate



One recurring concern noted through the community engagement process is the amount of time it is taking for claims to be paid related to emergency clean-up. While DC Water has contracted with two vendors to provide emergency clean up relief, we also offered those residents that had undertaken the work themselves, the opportunity to have those services reimbursed through the claims process up to the approved limit of \$5000. Due to the number of claims received overall, processing claims has been delayed. DC Water engaged the third-party adjuster to provide additional staff for claims reviews with a goal of having those clean up related claims resolved by January 31<sup>st</sup>. Total customer reimbursement claims paid to date \$206,732.

## Remediation Services

Remediation services are being provided by two vendors: ServePro and Service Master. The number of homes remediated, and the value of remediation services captured to date are shown in the following table.

| Total Number of Requests for Remediation Services | Number of Residences Served | Total Value of Remediation Services (To Date) | Pending Requests (Scheduled/ No Return Call) |
|---|-----------------------------|---|--|
| 175*  | 166                         | \$540,471.81**                                | 9***   |

- *No new requests received*

*\*\*Invoices received for 162 properties. The remaining invoices are currently being processed by the vendors*

*\*\*\*Service has begun at all but 9 properties.*

## Claims Data

### *Cleaning*

| Total Number of Claims Filed | Total Value of Damages Reported by Customers |
|------------------------------|--|
| 280                          | \$1,400,000*                                 |

### *Property Damage*

| Total Number of Claims Filed | Total Value of Claims |
|------------------------------|-----------------------|
| 72**                         | \$482,800             |

\*This number is based on the expected \$5,000 maximum payout. Our goal is to complete cleaning payouts by 1/31/21. Payouts are dependent upon the customer's timely and appropriate receipt submission in addition to the return of their signed agreement. We have paid \$206,732 to date.

\*\*72 of the 276 claimants have requested reimbursement for their property loss or damage and have reported estimated values. There are several claims noted as "unknown" costs.

## Community Engagement

The team has nearly finalized our follow-up responses for all previously rejected customers who requested a second round of review of their eligibility for our BWV program (8 total requests received to

date). We will be following up with these customers via email this week. Specifically, there is one customer we have decided to approve for the program after further consideration; we will be asking another customer for additional evidence of backups before making a final determination; and we confirmed the rest of the customers are not eligible.

OMAC continues to communicate with customers about the Backwater Valve and Emergency Clean-up programs, including the following email correspondence:

- Receiving/Reviewing submitted applications following completion of the BWV installation - 5 emails
- Fielding new incoming requests- 2 emails
- Checking on the status of pending requests, or following up with customers to obtain or provide additional information regarding their pending requests – 4 emails
- Checking on the status of rebate checks – 6 emails
- Sending out emails to newly approved customers – 6 emails
- Sending the information on the alternative (payment to the plumber) option to previously approved customers – 1 emails
- Sending out rejection emails – 10 emails
- Provide some general guidance to approved customers during the application process – 4 emails
- Speaking with approved customers about the alternative (payment to the plumber) option- 1 total emails
- Providing general information about the BWV program- 2 emails

The Outreach Manager also spoke by phone with about 9 customers over the past week, either inquiring about a pending BWV request, rejected customers requiring additional information, requesting information on the alternative (payment to plumber) option, thanking him for his assistance, requesting some guidance about the application process or how the program works overall, complaints about the BWV or cleanup assistance program, status of pending claims, or new callers checking to see if they qualify for the BWV program.

### **Backwater Valve Program**

The Backwater Valve Program eligibility criteria has been updated to include all residential properties in the combined sewer area that have experienced basement backups previously, those that were previously approved but did not install a device, and those outside the combined sewer area in the Valley Drive sewershed (Nicholson Lane) that were impacted by the September 10 storm event. The requests are being reviewed by DC Water's engineers to determine if the installation of the backwater valve is appropriate for the property.

As of December 28, 2020, we have received a total 378 requests since September 10<sup>th</sup> and approved 284 requests. Of the 378 requests received, 73 did not get approved. 21 are pending review. DC Water has received 52 reimbursement requests and have processed 38 to date.

**From:** Breems, Joseph (EOM)  
**Sent:** Tue, 29 Dec 2020 17:10:58 +0000  
**To:** Anderson, Keith (DGS);Parker, Lindsey (OCTO);McCollough, Mathew (EOM);Ross, Jed (ORM);Maxwell, Lindsey (EOM);Gibson, Ventris (DCHR);Schutter, George (OCP)  
**Cc:** Melder, Jay (EOM);Feldman, Sophie (EOM);Swintz, Monica (EOM);Coleman, Marcus (EOM);Fuller, Yohance (DGS);Dee, Michelle (DGS);Faruk, Tehsin (OCTO);Harrison, Carol (OCTO);Mitchell, Christina (EOM);Yeung, Sam (ORM);Samba, Mamadou (EOM);Lozada, Andrea (EOM);Cholewa, Agnes (DCHR);Cook, Nicole (DCHR);Scott, Marc (OCP);Hapeman, Nancy (OCP)  
**Subject:** FW: Further program reductions  
**Attachments:** Form 1C - FY21 FY 22 Reductions - Round 2.xlsx  
**Importance:** High

IS Directors,

2-534(e)

Joey

2-534(e)

2-534(e)

Jenny

Jenny Reed, Director  
Office of Budget and Performance Management  
202-257-3068 (cell) 202-478-9206 (desk)



<http://mayor.dc.gov/>


For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).






**From:** OCP PASS ADMIN  
**Sent:** Tue, 29 Dec 2020 12:00:19 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

 **CW4545** - **Risk Assessment and Impact Analysis**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4320** - **Drupal Platform Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4308** - **DCSS Application for Engineering and Logistics-NORTH ARROW INC.**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4223** - **CW35004- Midtown Personnel Inc. - Do not use Closed**  
2

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents No changes necessary. select button to clear.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4247** - **Quality Plan Administrators FY 16**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4311** - **Alabama Clinical Schools-Residential Treatment Services**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4556 - McAfee Professional Services (On-Site Support)**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4160 - DCSS - Furniture and Furniture Management Services - American Business Supplies, LLC**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4420 - FY16-T00-Splunk Dashboard**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4276 - Water Quality Monitoring at Two (2) District Engine Houses**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4426 - FY16\_GD0\_PostSec\_LiteracyPro**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** COI ATTACHED TO CW. THEY MEET ALL REQUIREMENTS OF THE CONTRACT.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4665 - District of Columbia Science Assessment Scoring**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4712 - DCPS DCSS CRS - Temp Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)




 **CW4562** - **DataMetrix RAC Contract Workspace (Procurement)**  
7

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4805** - **NextGen Enterprise Archiving**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4721** - **Network Access Control Implementation**  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4856** - **Internet Service Provider**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4919** - **Redesign for Long-Term Care Administration**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4774** - **Life and Disability Insurance**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4764** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Vaden**  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.


[Click here to view the project](#)

 **CW4638** - **OCTO Temporary Resources - ANC**  
0

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4859** - **Provider Certification Review DDS DDA Liberty Healthcare**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4902** - **DCAS Knowledge Transfer**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents  
7/1/16 - 7/1/17

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Blount**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Ruff**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4611** - **DOT Trip Ticket Scanning Services**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents:  
Documents Systems Inc.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4768** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Seat**  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4928** - **SecureAuth IdP Multifactor Authentication**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5006** - **OCTO Blue Coat- Internet Proxy and SSL inspection**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5246** - **Additional Medicaid Data Warehouse Development**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4995** - **Monitoring Services - Outlying Hotels**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5054** - **Enlightened- OCTO HBX Competitive for Temporary Pesonnel**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5583** - **IBM Mainframe License and Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5560** - **Home Care Chore Aides**  
1

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

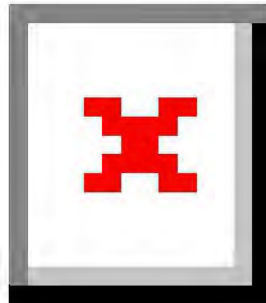
 **CW5705** - **OSSE-Teaching & Learning-Restorative Practices**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

**From:** #FITDC  
**Sent:** Tue, 29 Dec 2020 16:09:01 +0000  
**To:** jed.ross@dc.gov  
**Subject:** It's Not Too Late, You Can Still Register for the 7th Annual Fresh Start 5K

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

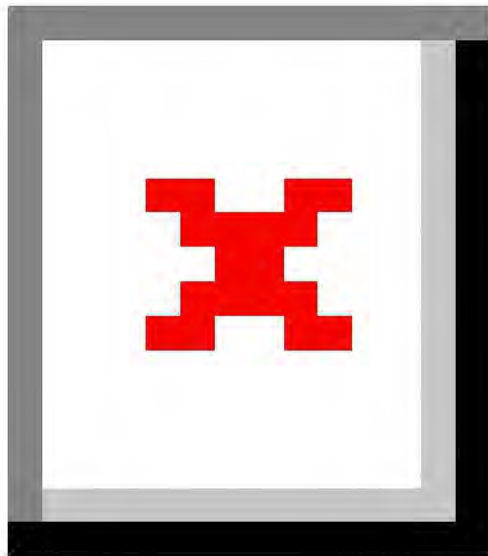


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**Join Mayor Muriel Bowser for the 7th  
Annual Fresh Start FITDC VIRTUAL 5K**

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### ***All Residents Deserve a Fresh Start***

To prepare District residents for 2021, Mayor Muriel Bowser, through the DPR health and wellness initiative, [#FITDC3](#), and in partnership with AETNA, is offering a series of new virtual events, that give residents FREE access to simplified fitness during these complicated times.

The first event is the 7th Annual Fresh Start #FITDC 5K on New Year's Day! This year's run/walk event is going **Virtual** due to

---

the District of Columbia's Public Health Emergency.

Instead of gathering at one location, the 2021 Virtual 5K will take place across all 8 Wards of the District, as we encourage residents to run/walk individually or with their household members.

### **How Will it Work?**

[Sign up now](#), for free, through our online registration portal and make plans to run/walk 3.1 miles on

### **New Year's Day**

**Friday, January 1, 2021**

**8:00am - 4:00pm**

*(You can choose the time that is best for you or your family to run/walk.)*

When you register, share your contact information and the location where you plan to run/walk your 5K. On race day remember to take pictures/selfies and celebrate your run by tagging us **@myfitdc** on Instagram, Twitter, and Facebook and use the hashtag **#FreshStart5K2021** to share your accomplishment with our neighbors and friends across all 8 Wards!

Track your time and you'll be able to upload it to the registration site and compare it with your friends.

### **Need help finding routes near you?**

Our registration page features six suggested routes that are 5K certified and open to the public on parkland and city streets. Digital maps are available for each.

### **Prefer running/walking on a track surface?**

Select DPR and DCPS outdoor track locations will be open on race day. Come and go as you please while maintaining proper physical distancing from other runners.

During your run, try to represent the District by rocking some gear from your favorite DC sports team or any District-themed clothing that shows that civic pride! And remember to post on social media.

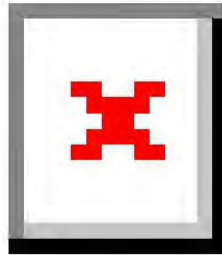
Click the button below to register today and start the new year on the right foot.



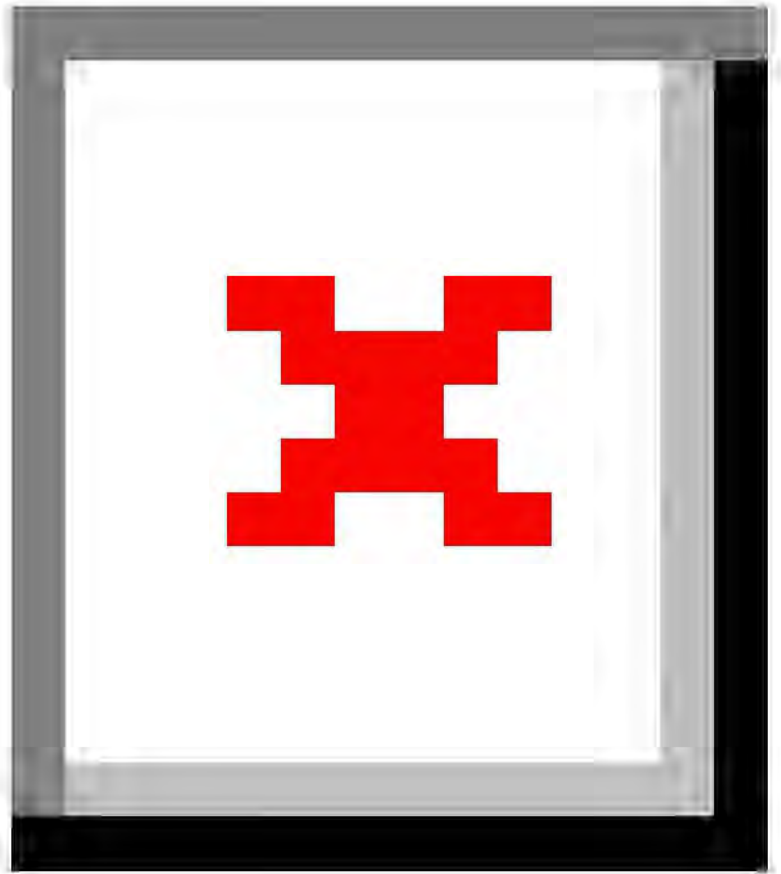
**SIGN UP FOR A FRESH  
START**

---

No matter where you run/walk on New Year's Day, please remember to **wear a mask or face covering**, even if you're outdoors, and **practice social distancing** so that everyone can enjoy their Fresh Start safely.



**#FITDC3** knows that your total health picture depends on a strong **BODY**, sound **MIND**, and a nurturing **COMMUNITY**.  
Learn more at [FITDC3.com](https://FITDC3.com)







**From:** Clark, Peter (EOM)  
**Sent:** Tue, 29 Dec 2020 16:04:08 +0000  
**To:** Krainak, Michael (EOM)  
**Cc:** Chhe, Soriya (EOM);Dowe, Morgan (EOM);Yeung, Sam (ORM);Ross, Jed (ORM);Barbera, Charles (EOM)  
**Subject:** RE: [2-534](#) Settlement Request

Got it, thanks



---

Peter Clark  
Tort Liability Program Administrator  
Asst. Deputy General Counsel  
Office of Risk Management  
Executive Office of The Mayor  
Government of the District of Columbia  
441 4th Street, N.W., Suite 800 South  
Washington, D.C. 20001  
Tel: Desk (202) 727-5686  
Cell (202) 412-9716  
[Email: peter.clark@dc.gov](mailto:peter.clark@dc.gov)

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**From:** Krainak, Michael (EOM) <Michael.Krainak@dc.gov>  
**Sent:** Tuesday, December 29, 2020 11:03 AM  
**To:** Clark, Peter (EOM) <peter.clark@dc.gov>  
**Cc:** Chhe, Soriya (EOM) <Soriya.Chhe@dc.gov>; Dowe, Morgan (EOM) <morgan.dowe@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>; Barbera, Charles (EOM) <charles.barbera@dc.gov>  
**Subject:** Fw: Bennet Settlement Request

[2-534\(e\)](#)







**From:** Krainak, Michael (EOM)  
**Sent:** Tue, 29 Dec 2020 16:03:08 +0000  
**To:** Clark, Peter (EOM)  
**Cc:** Chhe, Soriya (EOM);Dowe, Morgan (EOM);Yeung, Sam (ORM);Ross, Jed (ORM);Barbera, Charles (EOM)  
**Subject:** Fw: 2-534 Settlement Request  
**Attachments:** OAG Memo.pdf, OCTO Memo.pdf, Court Order Rejecting SMJ Motion.pdf, District SMJ Motion.pdf

2-534(e)

2-534(e)











































































**From:** Cancelosi, Mark (DPW)  
**Sent:** Tue, 29 Dec 2020 16:02:09 +0000  
**To:** Ross, Jed (ORM)  
**Subject:** NSC.WC.Costs  
**Attachments:** alkdjj.PNG

Happy Holidays, thank you for all of your support in 2020.....

The latest National Safety Council workers comp national averages costs of injury.....

# Compensation Costs



Average cost for all claims in  
2017–2018: **\$41,003**



## TOP CAUSES OF WORKERS' COMPENSATION CLAIMS AND THEIR AVERAGE COSTS



1. Motor Vehicles  
\$78,466



2. Burns  
\$49,521



3. Falls or Slips  
\$47,516



4. Caught In or Between  
\$43,538



5. "Miscellaneous" Causes  
\$34,732

According to the National Academy of Social Insurance, an estimated **\$62 billion**, including benefits under deductible provisions, was paid out under workers' compensation in 2017.



Total cost of work injuries  
in 2018  
**\$170.8 Billion**



Total days lost due to  
work-related injury (2018)  
**133 Million**

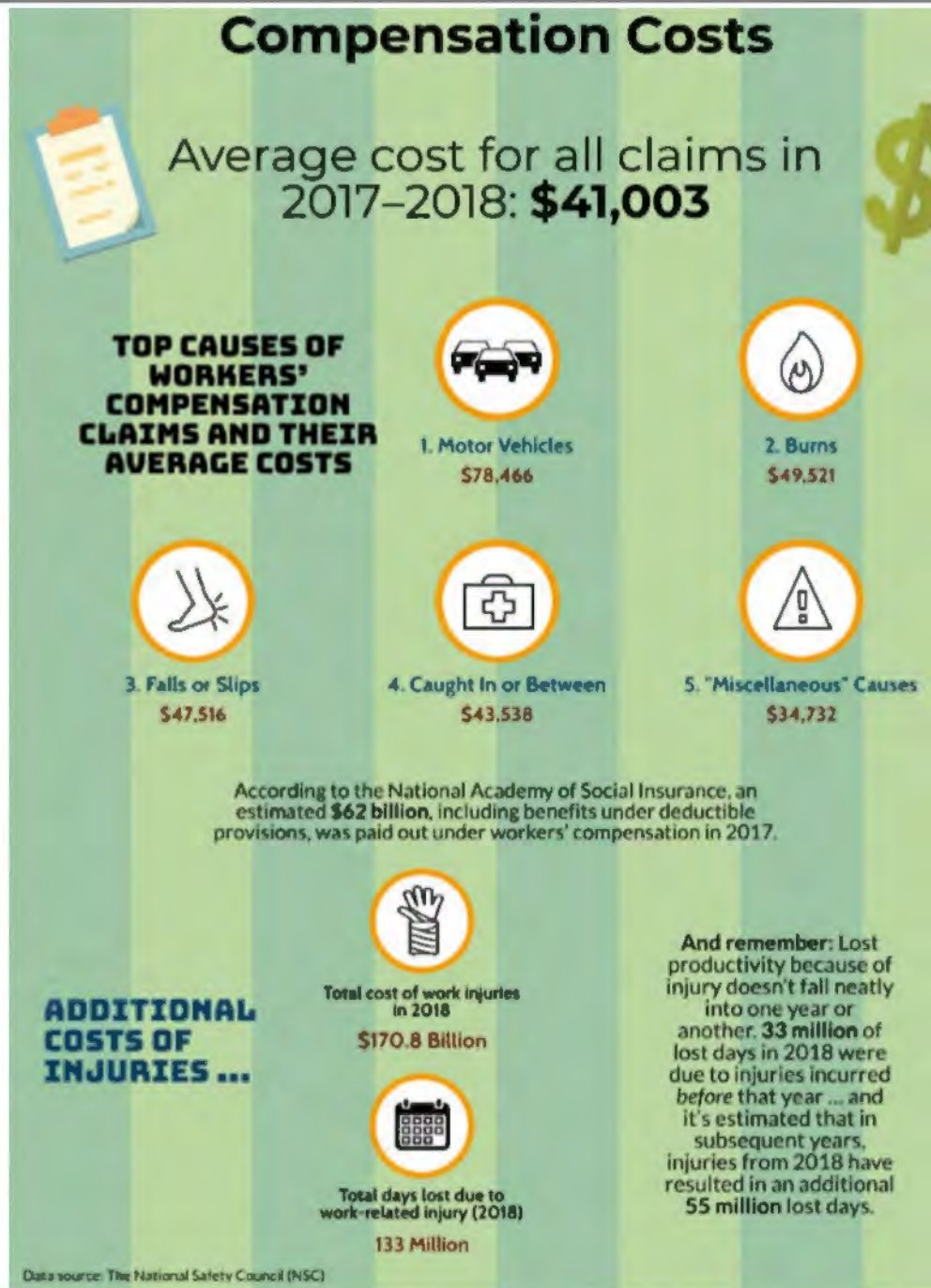
## ADDITIONAL COSTS OF INJURIES ...

**And remember:** Lost productivity because of injury doesn't fall neatly into one year or another. **33 million** of lost days in 2018 were due to injuries incurred *before* that year ... and it's estimated that in subsequent years, injuries from 2018 have resulted in an additional **55 million** lost days.


Data source: The National Safety Council (NSC)

**Mark Anthony Cancelosi**  
Safety and Occupational Health Officer and Risk Manager  
Department of Public Works  
Government of the District of Columbia  
2000 14th Street, NW, 6th Floor  
Washington, DC 20009  
Desk: 202.671.2005  
Cell: 202.369.3900  
Web: [dpw.dc.gov](http://dpw.dc.gov)


For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



# Compensation Costs



Average cost for all claims in  
2017–2018: **\$41,003**



## TOP CAUSES OF WORKERS' COMPENSATION CLAIMS AND THEIR AVERAGE COSTS



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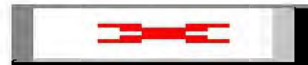
## ADDITIONAL COSTS OF INJURIES ...

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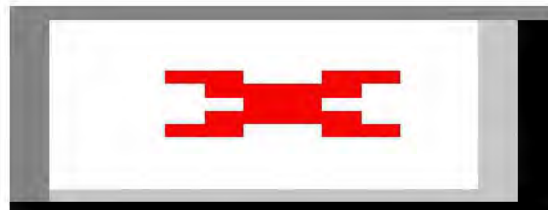
**From:** Executive Office of Mayor Muriel Bowser  
**Sent:** Tue, 29 Dec 2020 09:28:59 -0600  
**To:** jed.ross@dc.gov  
**Subject:** The 7th Annual Fresh Start 5K is Going Virtual - Join Us on New Year's Day

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## Join Mayor Muriel Bowser for the 7th Annual Fresh Start FITDC VIRTUAL 5K

---



*All Residents Deserve a Fresh Start*

To prepare the District residents for 2021, Mayor Muriel Bowser, through the DPR health and wellness initiative, [#FITDC3](#), in partnership with AETNA is offering a series of new virtual events, that give residents FREE access to simplified fitness during these complicated times.

The first event is the 7th Annual Fresh Start FITDC Virtual 5K on New Year's Day! This year's 5k run/walk event is going **Virtual** due to the District of Columbia's Public Health Emergency.

Instead of gathering at one location, this year's event will take place across all 8 Wards of the District as we encourage residents to run/walk individually or with your household members.

### **How Will it Work?**

[Sign up now](#), for free, through our online registration portal and make plans to run/walk 3.1 miles on

### **New Year's Day**

**Friday, January 1, 2021**

**8:00am - 4:00pm**

*(You can choose the time that is best for you or your family to run/walk.)*

When you register, share your contact information and the location where you plan to run/walk your 5K. On race day remember to take pictures/selfies and celebrate your run by tagging us [@myfitdc](#) on Instagram, Twitter, and Facebook and use the hashtag **#FreshStart5K2021** to share your accomplishment with our neighbors and friends across all 8 Wards!

Track your time and you'll be able to upload it to the registration site and compare it with your friends.

### **Need help finding routes near you?**

Our registration page features six suggested routes that are 5K certified and open to the public on parkland and city streets. Digital maps are available for each.

### **Prefer running/walking on a track surface?**

Select DPR and DCPS outdoor track locations will be open on race day. Come and go as you please while maintaining proper physical distancing from other runners.

### **What About the T-Shirts & Medals?**

The first 1,000 residents that sign up will receive a free commemorative race day t-shirt and medal that will be made available for pickup in the days leading up to the Virtual 5K.

If you don't get a t-shirt, try to represent the District on your run/walk with your favorite District t-shirt and remember to post on social media.

Click the button below to register today and start the new year on the right foot.

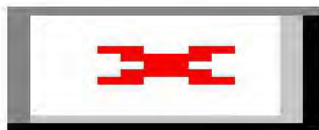




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No matter where you run/walk on New Year's Day, please remember to **wear a mask or face covering**, even if you're outdoors, and **practice social distancing** so that everyone can enjoy their Fresh Start safely.

---



#FITDC3 knows that your total health picture depends on a strong BODY, sound MIND, and a nurturing COMMUNITY. Learn more at [FITDC3.com](https://www.fitdc3.com)



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---

This message has been sent by the District of Columbia - Washington, D.C. 20004

**From:** Stewart, Shaneah (EOM)  
**Sent:** Tue, 29 Dec 2020 14:47:30 +0000  
**To:** Ross, Jed (ORM)  
**Cc:** Yeung, Sam (ORM)  
**Subject:** Daily Task 12/29/2020

2-534(e)

2-534(e)









**From:** Transportation Law360  
**Sent:** Tue, 29 Dec 2020 14:43:28 +0000  
**To:** jed.ross2@dc.gov  
**Subject:** 2020 Year In Review: The Legal Industry

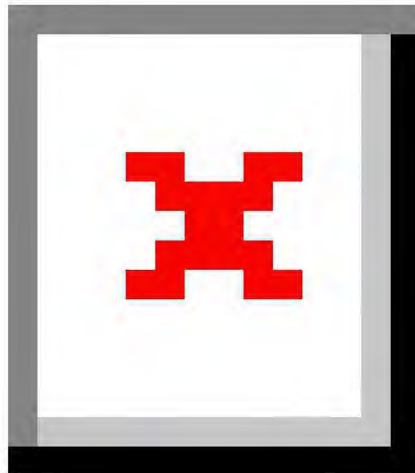
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ar In Review

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Tuesday, December 29, 2020



**LAW FIRMS**

Arnold & Porter  
Baker McKenzie  
BakerHostetler  
Beveridge & Diamond  
Bryan Cave Leighton  
Paisner  
Cleary Gottlieb  
Cooley  
Covington & Burling  
Cravath Swaine  
Crowell & Moring  
Culhane Meadows  
DLA Piper  
Davis Polk  
Debevoise & Plimpton  
Dentons  
Fenwick & West  
Fine Kaplan  
Freshfields  
Greenberg Traurig  
Hogan Lovells  
Holland & Knight  
Jones Day  
Kemp Little

**5 Things That Rocked The Legal Industry In 2020**

From a pandemic-induced transformation of lawyers' working arrangements to a renewed focus on diversity and empowerment informed by a racial justice movement, here are five moments and trends that shook the legal industry in 2020.

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BigLaw is likely to see a boom in business under Joe Biden's presidency, with attorneys and law firm leaders anticipating a bevy of new federal regulation and enforcement actions that will have clients calling for advice.

### **New Attitude, Not New Tools: 4 Ways 2020 Altered Legal Tech**

The past year saw law firms' increased use of videoconferencing, cloud services and artificially intelligent contract management tools, all spurred by the pandemic. But legal-tech experts say what really changed in 2020 wasn't the technology, but law firms' willingness to use it.

### **The Biggest Legal Ethics Moments Of 2020**

Attorneys in 2020 were given more flexibility to financially assist clients and to recruit nonlawyers as part of their law firms, while some lawyers and judges got slapped for stepping outside boundaries of legal ethics guidelines.

## **THE STATE OF THE LEGAL INDUSTRY**

### **The 2020 Law360 Glass Ceiling Report**

The Law360 2020 Glass Ceiling Report shows that law firms continue to make only minimal progress in their efforts to dispel the barriers women face, especially as they move up the ranks.

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## **SUPREME COURT**

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Kirkland & Ellis  
Kuck Baxter  
Manatt Phelps  
McCabe & Ali LLP  
McGuireWoods  
Norton Rose  
Paul Weiss  
Pryor Cashman  
Riley Safer  
Scharf Banks  
Squire Patton Boggs  
Susman Godfrey  
Wachtell Lipton  
Wilkinson Stekloff

### **COMPANIES**

American Bar Association  
Apple Inc.  
BASF SE  
Bank of America Corp.  
Deloitte Touche  
Ernst & Young LLP  
Google Inc.  
HBR Consulting LLC  
Heidrick & Struggles International Inc.  
Integreon Managed Solutions Inc.  
JPMorgan Chase & Co.  
KPMG International  
LandAmerica Financial Group Inc.  
Major Lindsey & Africa LLC  
Microsoft Corp.  
Morgan Stanley  
MyCase Inc.  
New York State Bar Association  
New York University  
Nike Inc.  
PricewaterhouseCoopers LLP

## PODCAST

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### Law360's Pro Say: Bar Exam Chaos

COVID-19 has made a mess of the bar exam, creating months of uncertainty and delays, fears of testing site outbreaks and technological breakdowns — and a radical new push to scrap the whole thing.

U.S. Bancorp

GOVERNMENT  
AGENCIES

Arizona Supreme  
Court

Consumer Financial  
Protection Bureau

U.S. Supreme Court

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**From:** Asset Management Law360  
**Sent:** Tue, 29 Dec 2020 14:35:12 +0000  
**To:** jed.ross@dc.gov  
**Subject:** 2020 Year In Review: The Legal Industry

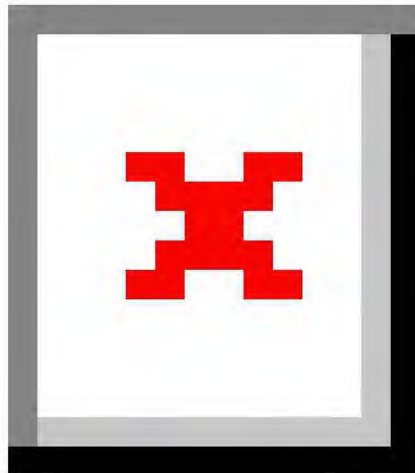
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ar In Review

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Tuesday, December 29, 2020



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Beveridge & Diamond  
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Paisner  
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Cooley  
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Cravath Swaine  
Crowell & Moring  
Culhane Meadows  
DLA Piper  
Davis Polk  
Debevoise & Plimpton  
Dentons  
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Freshfields  
Greenberg Traurig  
Hogan Lovells  
Holland & Knight  
Jones Day  
Kemp Little

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Manatt Phelps  
McCabe & Ali LLP  
McGuireWoods  
Norton Rose  
Paul Weiss  
Pryor Cashman  
Riley Safer  
Scharf Banks  
Squire Patton Boggs  
Susman Godfrey  
Wachtell Lipton  
Wilkinson Stekloff

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American Bar Association  
Apple Inc.  
BASF SE  
Bank of America Corp.  
Deloitte Touche  
Ernst & Young LLP  
Google Inc.  
HBR Consulting LLC  
Heidrick & Struggles International Inc.  
Integreon Managed Solutions Inc.  
JPMorgan Chase & Co.  
KPMG International  
LandAmerica Financial Group Inc.  
Major Lindsey & Africa LLC  
Microsoft Corp.  
Morgan Stanley  
MyCase Inc.  
New York State Bar Association  
New York University  
Nike Inc.  
PricewaterhouseCoopers LLP

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U.S. Supreme Court

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**From:** Waters, Jane (EOM)  
**Sent:** Tue, 29 Dec 2020 13:43:32 +0000  
**To:** Ross, Jed (ORM)  
**Cc:** Barbera, Charles (EOM); Healy, Patrick (EOM)  
**Subject:** FW: Request for Certificate of Insurance  
**Attachments:** Maxim Staffing - COI.pdf, EXECUTED-CW85851- Maxim Healthcare Staffing Services- Emergency Task Order Agreement.pdf

Hi Jed – FYI – just want to make sure that you are aware – this is pretty clear cut.

Regards - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

**From:** Waters, Jane (EOM)  
**Sent:** Tuesday, December 29, 2020 7:47 AM  
**To:** Barbera, Charles (EOM) <charles.barbera@dc.gov>; Healy, Patrick (EOM) <Patrick.Healy3@dc.gov>  
**Subject:** FW: Request for Certificate of Insurance

Charlie/Pat,

2-534(e)

We are of course available for a call with OCP to address.

Please advise how this works.

Regards – Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia

441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001


Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Waters, Jane (EOM)  
**Sent:** Tuesday, December 29, 2020 7:39 AM  
**To:** Palmer, LaTalya (OCP) <[latalya.palmer@dc.gov](mailto:latalya.palmer@dc.gov)>  
**Cc:** Barbera, Charles (EOM) <[charles.barbera@dc.gov](mailto:charles.barbera@dc.gov)>; Healy, Patrick (EOM) <[Patrick.Healy3@dc.gov](mailto:Patrick.Healy3@dc.gov)>  
**Subject:** FW: Request for Certificate of Insurance

LaTalya,

2-534(e)



Regards - Jane

**Jane C. Waters**  
*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265  
E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

---

**From:** Palmer, LaTalya (OCP) <[latalya.palmer@dc.gov](mailto:latalya.palmer@dc.gov)>  
**Sent:** Monday, December 28, 2020 5:06 PM  
**To:** Waters, Jane (EOM) <[jane.waters@dc.gov](mailto:jane.waters@dc.gov)>  
**Subject:** FW: Request for Certificate of Insurance

Hi Jane,

2-534(e)

Your guidance is appreciated.

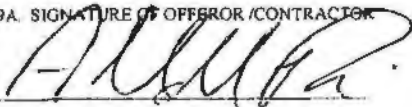
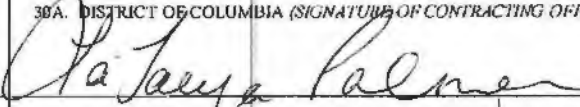
Regards,  
LaTalya

LaTalya Palmer  
Deputy Chief Contracting Officer Serving DHS  
District Of Columbia Government  
Office of Contracting and Procurement  
Health and Human Service Cluster  
64 New York Avenue  
Washington, DC

Office: 202-671-4328  
Cell: 202-430-8550  
[latalya.palmer@dc.gov](mailto:latalya.palmer@dc.gov)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



|  |  |  |  |   |
|--|--|--|--|---|
| <b>GOVERNMENT OF THE DISTRICT OF COLUMBIA<br/>TASK ORDER/DELIVERY ORDER FOR SERVICES<br/>OFFEROR TO COMPLETE BLOCKS 18 &amp; 29</b>  |  |  | 1. Requisition Number  | 1a. PAGE<br><b>1 of 14</b>  |
| 2. Agreement No.<br><b>CW85851</b>   | 3. Award/Effective Date<br><b>September 25, 2020</b> | 4. Contract No.<br><b>CW82007</b>  | 5. Solicitation No.<br><b>N/A - COG</b>  | 6. Solicitation Issue Date<br><b>N/A - COG</b>                            |
| 7. FOR SOLICITATION INFORMATION CONTACT:<br>Email: <b>latalya.palmer@dc.gov</b>  |  | A. Name:<br><b>LaTalya Palmer, Contracting Officer</b>   | Phone:<br><b>202-430 - 8550</b>  | 8. Offer Due Date:<br><b>N/A</b>  |
| 9. ISSUED BY<br><br><b>Office of Contracting and Procurement<br/>441 4<sup>th</sup> Street, NW., Suite 300 South<br/>Washington, DC 20001<br/>202-545-3170</b>   |  | 10. <input type="checkbox"/> THIS ACQUISITION IS UNRESTRICTED<br><input type="checkbox"/> SET ASIDE %FOR SMALL BUSINESS<br><input type="checkbox"/> SMALL DISADV. BUS.<br><input type="checkbox"/> GSA<br><input checked="" type="checkbox"/> COG<br>SIC:  | 11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED<br><input checked="" type="checkbox"/> SEE SCHEDULE<br><input type="checkbox"/> 13. RESERVED | 12. PAYMENT DISCOUNT TERMS<br><b>Net 30 days</b>                          |
| 15. CONTRACTOR / OFFEROR<br><br><b>Maxim Healthcare Staffing Services, Inc.<br/>926 Wayne Avenue<br/>Suite 600,<br/>Silver Spring, MD 20910</b>  |  | 16. PAYMENT WILL BE MADE BY<br><br><b>Department of Human Services<br/>64 New York Avenue, NE<br/>Washington, DC 20002</b>   |  |   |
| 15A DUNS NO. 15B TAX ID NO. :  |  | 18. ADMINISTERED BY<br><br><b>Department of Human Services<br/>64 New York Avenue, NE<br/>Washington, DC 20002</b>   |  |   |
| 17. DELIVER TO<br><br><b>Department of Human Services<br/>64 New York Avenue, NE<br/>Washington, DC 20002</b>  |  | 18A. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER <input type="checkbox"/>   |  |   |
| 18B. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 16 UNLESS BLOCK BELOW IS CHECKED  |  | 19. SCHEDULE OF SUPPLIES/SERVICES  |  |   |
| 19 ITEM NO.  | 20 SCHEDULE OF SUPPLIES/SERVICES                     |  | 24 AMOUNT  |   |
| 0001-0026  | <b>See Attachment B – Price/Rate Schedule</b>        |  | <b>See Block 26</b>  |   |
| 25. ACCOUNTING AND APPROPRIATION DATA ENCUMBRANCE CODE:  |  | 26. TOTAL AWARD (FOR GOVT. USE ONLY)<br><b>Not-to-exceed \$76,000.00</b>   |  |   |
| 27. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN ONE COPY TO THE ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL PAGES SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN. THIS ORDER IS ISSUED SUBJECT TO THE TERMS AND CONDITIONS OF THE CONTRACT IDENTIFIED IN BLOCK 4. |  | 28. AWARD OF CONTRACT: REFERENCE YOUR OFFER DATED 8/6/02 & 10 YOUR OFFER ON SOLICITATION (BLOCK 5) INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN. IS ACCEPTED AS TO ITEMS: 1 thru 3. THIS ORDER IS ISSUED SUBJECT TO THE TERMS AND CONDITIONS OF THE CONTRACT IDENTIFIED IN BLOCK 4. |  |   |
| 29A. SIGNATURE OF OFFEROR / CONTRACTOR<br>  |  | 30A. DISTRICT OF COLUMBIA (SIGNATURE OF CONTRACTING OFFICER)<br>   |  |   |
| 29B. NAME AND TITLE OF SIGNER (TYPE OR PRINT)<br><b>Alex Prior - Controller</b>  |  | 29C. DATE SIGNED<br><b>9/23/2020</b>   |  | 30B. NAME OF CONTRACTING OFFICER (TYPE OR PRINT)<br><b>LaTalya Palmer</b> |
|  |  |  |  | 30C. DATE SIGNED<br><b>9/23/2020</b>                                      |

**1. Services Required**

The District of Columbia Office of Contracting and Procurement, on behalf of the District of Columbia Department of Human Services (DHS), is contracting with Maxim Healthcare Staffing Services, Inc., located at 926 Wayne Avenue, Suite 600, Silver Spring, MD 20910 (Contractor) to provide the full spectrum of temporary healthcare staffing support related to COVID-19 crisis. The services will be provided to and managed by DHS at several sites throughout the District.

**2. Master Contract Type**

This is a labor hour contract with a not-to-exceed amount of \$10,000,00.00

**3. Term of Master Contract**

The period of performance is from date of award through August 30, 2021

**4. Option to Extend the Term**

The District may extend the term of this agreement for a period of one (1) option periods, or successive fractions thereof, by written notice to the Contractor before the expiration of the task order; provided that the District will give the Contractor preliminary written notice of its intent to extend at least thirty (30) days before the agreement expires. The preliminary notice does not commit the District to an extension. The exercise of this option is subject to the availability of funds at the time of the exercise of this option. The Contractor may waive the thirty (30) day preliminary notice requirement by providing a written waiver to the Contracting Officer prior to expiration of the task order.

If the District exercises this option, the extended agreement shall be considered to include this option provision. The total duration of this task order, including the exercise of any options under this clause, shall not exceed two years.

**5. Contracting Officer (CO)**

Contracts may be entered into and signed on behalf of the District Government only by Contracting Officers. The name, address and telephone number of the Contracting Officer for this Agreement is:

**LaTalya Palmer**  
**Office of Contracting and Procurement**  
**64 New York Avenue, NE**  
**Washington, DC 20002**  
**Office: 202-671-4328**  
**Cell: 202-430-8550**  
**Email: [latalya.palmer@dc.gov](mailto:latalya.palmer@dc.gov)**



**6. Contract Administrator (CA)**

The CA is responsible for the technical administration of the agreement and advising the contracting officer as to the contractor's compliance or noncompliance with the contract. In addition, the CA is responsible for the day-to-day monitoring and supervision of the contract, of ensuring that the work conforms to the requirements of this agreement and such other responsibilities and authorities as may be specified in writing by the contracting officer. The CA for this contract is:

**Tinee'Sha Lightfoot**  
**Contract Liaison Specialist**  
**DC Department of Human Services**  
**64 New York Ave, NE**  
**Washington, DC 20002**  
**Direct: 202-715-7772**  
**Cell: 202-905-9687**  
**Email: [tineesha.lightfoot@dc.gov](mailto:tineesha.lightfoot@dc.gov)**

It is understood and agreed that the CA shall not have the authority to make changes in the specifications/scope of work or terms and conditions of the contract.

The contractor shall be held fully responsible for any changes not authorized in advance, in writing, by the contracting officer, may be denied compensation or other relief for any additional work performed that is not so authorized, and may also be required, at no additional cost to the District, to take all corrective action necessitated by reason of the unauthorized changes.

**7. Insurance Requirements**

- A. GENERAL REQUIREMENTS. The Contractor/vendor at its sole expense shall procure and maintain, during the entire period of performance under this contract, the types of insurance specified below. The Contractor/vendor shall have its insurance broker or insurance company submit a Certificate of Insurance to the CO giving evidence of the required coverage prior to commencing performance under this contract. In no event shall any work be performed until the required Certificates of Insurance signed by an authorized representative of the insurer(s) have been provided to, and accepted by, the CO. All insurance shall be written with financially responsible companies authorized to do business in the District of Columbia or in the jurisdiction where the work is to be performed and have an A.M. Best Company rating of A- / VII or higher. Should the Contractor/vendor decide to engage a subcontractor/vendor for segments of the work under this contract, then, prior to commencement of work by the subcontractor/vendor, the Contractor/vendor shall submit in writing the name and brief description of work to be performed by the subcontractor/vendor on the Subcontractor/vendors Insurance Requirement Template provided by the CA, to the Office of Risk Management (ORM). ORM will determine the insurance requirements applicable to the subcontractor/vendor and promptly deliver such requirements in writing to the Contractor/vendor and the CA. The Contractor/vendor must provide proof of the subcontractor/vendor's required insurance to prior to commencement of work by the subcontractor/vendor. If the Contractor/vendor decides to engage a subcontractor/vendor without requesting from ORM specific insurance requirements for the subcontractor/vendor, such subcontractor/vendor shall have the same insurance requirements as the Contractor/vendor.

All required policies shall contain a waiver of subrogation provision in favor of the Government of the District of Columbia.

The Government of the District of Columbia shall be included in all policies required hereunder to be maintained by the Contractor/vendor and its subcontractor/vendors (except for workers' compensation

and professional liability insurance) as an additional insureds for claims against The Government of the District of Columbia relating to this contract, with the understanding that any affirmative obligation imposed upon the insured Contractor/vendor or its subcontractor/vendors (including without limitation the liability to pay premiums) shall be the sole obligation of the Contractor/vendor or its subcontractor/vendors, and not the additional insured. The additional insured status under the Contractor/vendor's and its subcontractor/vendors' Commercial General Liability insurance policies shall be effected using the ISO Additional Insured Endorsement form CG 20 10 11 85 (or CG 20 10 07 04 and CG 20 37 07 04) or such other endorsement or combination of endorsements providing coverage at least as broad and approved by the CO in writing. All of the Contractor/vendor's and its subcontractor/vendors' liability policies (except for workers' compensation and professional liability insurance) shall be endorsed using ISO form CG 20 01 04 13 or its equivalent so as to indicate that such policies provide primary coverage (without any right of contribution by any other insurance, reinsurance or self-insurance, including any deductible or retention, maintained by an Additional Insured) for all claims against the additional insured arising out of the performance of this Statement of Work by the Contractor/vendor or its subcontractor/vendors, or anyone for whom the Contractor/vendor or its subcontractor/vendors may be liable. These policies shall include a separation of insureds clause applicable to the additional insured.

If the Contractor/vendor and/or its subcontractor/vendors maintain broader coverage and/or higher limits than the minimums shown below, the District requires and shall be entitled to the broader coverage and/or the higher limits maintained by the Grantee and subcontractor/vendors.

1. Commercial General Liability Insurance ("CGL") - The Contractor/vendor shall provide evidence satisfactory to the CO with respect to the services performed that it carries a CGL policy, written on an occurrence (not claims-made) basis, on Insurance Services Office, Inc. ("ISO") form CG 00 01 04 13 (or another occurrence-based form with coverage at least as broad and approved by the CO in writing), covering liability for all ongoing and completed operations of the Contractor/vendor, including ongoing and completed operations under all subcontracts, and covering claims for bodily injury, including without limitation sickness, disease or death of any persons, injury to or destruction of property, including loss of use resulting therefrom, personal and advertising injury, and including coverage for liability arising out of an Insured Contract (including the tort liability of another assumed in a contract) and acts of terrorism (whether caused by a foreign or domestic source). Such coverage shall have limits of liability of not less than \$1,000,000 each occurrence, a \$2,000,000 general aggregate (including a per location or per project aggregate limit endorsement, if applicable) limit, a \$1,000,000 personal and advertising injury limit, and a \$2,000,000 products-completed operations aggregate limit.
2. Automobile Liability Insurance - The Contractor/vendor shall provide evidence satisfactory to the CO of commercial (business) automobile liability insurance written on ISO form CA 00 01 10 13 (or another form with coverage at least as broad and approved by the CO in writing) including coverage for all owned, hired, borrowed and non-owned vehicles and equipment used by the Contractor/vendor, with minimum per accident limits equal to the greater of (i) the limits set forth in the Contractor/vendor's commercial automobile liability policy or (ii) \$1,000,000 per occurrence combined single limit for bodily injury and property damage. Form CA 99 48 03 06 Pollution Liability - Broadened Coverage for Covered Autos - Business Auto, Motor Carrier and Truckers must be endorsed onto the policy
3. Workers' Compensation Insurance - The Contractor/vendor shall provide evidence satisfactory to the CO of Workers' Compensation insurance in accordance with the statutory mandates of the District of Columbia or the jurisdiction in which the contract is performed.

Employer's Liability Insurance - The Contractor/vendor shall provide evidence satisfactory to the CO of employer's liability insurance as follows: \$500,000 per accident for injury; \$500,000 per employee for disease; and \$500,000 for policy disease limit.

All insurance required by this paragraph 3 shall include a waiver of subrogation endorsement for the benefit of Government of the District of Columbia.

4. Crime Insurance (3rd Party Indemnity) - The Contractor/vendor shall provide a Crime policy including 3<sup>rd</sup> party fidelity to cover the dishonest acts of Contractor/vendors, its employees and/or volunteers which result in a loss to the District. The Government of the District of Columbia shall be included as loss payee. The policy shall provide a limit of \$25,000 per occurrence.
5. Cyber Liability Insurance - The Contractor/vendor shall provide evidence satisfactory to the Contracting Officer of Cyber Liability Insurance, with limits not less than \$5,000,000 per occurrence or claim, \$5,000,000 aggregate. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Contractor/vendor in this agreement and shall include, but not limited to, claims involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations. This insurance requirement will be considered met if the general liability insurance includes an affirmative cyber endorsement for the required amounts and coverages.
6. Environmental Liability - The Contractor/vendor shall provide evidence satisfactory to the CO of environmental liability insurance covering losses caused by pollution or other hazardous conditions arising from ongoing or completed operations of the Contractor/vendor. Such insurance shall apply to bodily injury, property damage (including loss of use of damaged property or of property that has been physically injured), clean-up costs, transit and non-owned disposal sites. Coverage shall extend to defense costs and expenses incurred in the investigation, civil fines, penalties and damages or settlements. There shall be neither an exclusion nor a sublimit for mold or fungus-related claims. The minimum limits required under this paragraph shall be equal to the greater of (i) the limits set forth in the Contractor/vendor's pollution liability policy or (ii) \$2,000,000 per occurrence and \$2,000,000 in the annual aggregate. If such coverage is written on a claims-made basis, the Contractor/vendor warrants that any retroactive date applicable to coverages under the policy precedes the Contractor/vendor's performance of any work under the Contract and that continuous completed operations coverage will be maintained for at least ten (10) years or an extended reporting period shall be purchased for no less than ten (10) years after completion.

The Contractor/vendor also must furnish to CO Owner certificates of insurance evidencing environmental liability insurance maintained by third party transportation and disposal site operators(s) used by the Contractor/vendor for losses arising from facility(ies) accepting, storing or disposing hazardous materials or other waste as a result of the Contractor/vendor's operations. Such coverages must be maintained with limits of at least the amounts set forth above.

7. Employment Practices Liability - The Contractor/vendor shall provide evidence satisfactory to the Contracting Officer with respect to the operations performed to cover the defense of claims arising from employment related wrongful acts including but not limited to: Discrimination, Sexual Harassment, Wrongful Termination, or Workplace Torts, whether between employees of contractor/vendor or against third parties. Employment Practices Liability coverage must specifically state Third Party Liability coverage is included. Contractor/vendor will indemnify and defend the District of Columbia should it be named co-defendant or be subject to or party of any claim. Coverage shall also extend to Temporary Help Firms and Independent Contractor/vendors hired by Contractor/vendor. The policy shall provide limits of not less than \$1,000,000 for each wrongful act and \$2,000,000 annual aggregate for each wrongful act.
8. Medical Professional Liability - The Contractor/vendor shall provide evidence satisfactory to the Contracting Officer of a Medical Professional Liability policy with limits of not less than \$5,000,000 each incident and \$5,000,000 in the annual aggregate. The definition of insured shall include the

Contractor/vendor and all Contractor/vendor's employees and agents. The policy shall be either (1) written on an occurrence basis or (2) written on a claims-made basis. If the coverage is on a claims-made basis, Contractor/vendor hereby agrees that prior to the expiration date of Contractor/vendor's current insurance coverage, Contractor/vendor shall purchase, at Contractor/vendors sole expense, either a replacement policy annually thereafter having a retroactive date no later than the effective date of this Contract or unlimited tail coverage in the above stated amounts for all claims arising out of this Contract.

9. Professional Liability Insurance (Errors & Omissions) - The Contractor/vendor shall provide Professional Liability Insurance (Errors and Omissions) to cover liability resulting from any error or omission in the performance of professional services under this Contract. The policy shall provide limits of \$5,000,000 per claim or per occurrence for each wrongful act and \$5,000,000 annual aggregate. The Contractor/vendor warrants that any applicable retroactive date precedes the date the Contractor/vendor first performed any professional services for the Government of the District of Columbia and that continuous coverage will be maintained or an extended reporting period will be exercised for a period of at least ten years after the completion of the professional services.
10. Sexual/Physical Abuse & Molestation - The Contractor/vendor shall provide evidence satisfactory to the Contracting Officer with respect to the services performed that it carries \$5,000,000 per occurrence limits; \$5,000,000 aggregate of affirmative abuse and molestation liability coverage. Coverage should include physical abuse, such as sexual or other bodily harm and non-physical abuse, such as verbal, emotional or mental abuse; any actual, threatened or alleged act; errors, omission or misconduct. This insurance requirement will be considered met if the general liability insurance includes an affirmative sexual abuse and molestation endorsement for the required amounts. So called "silent" coverage under a commercial general liability or professional liability policy will not be acceptable.
11. Commercial Umbrella or Excess Liability - The Contractor/vendor shall provide evidence satisfactory to the CO of commercial umbrella or excess liability insurance with minimum limits equal to the greater of (i) the limits set forth in the Contractor/vendor's umbrella or excess liability policy or (ii) \$15,000,000 per occurrence and \$15,000,000 in the annual aggregate, following the form and in excess of all liability policies. All liability coverages must be scheduled under the umbrella and/or excess policy. The insurance required under this paragraph shall be written in a form that annually reinstates all required limits. Coverage shall be primary to any insurance, self-insurance or reinsurance maintained by the District and the "other insurance" provision must be amended in accordance with this requirement and principles of vertical exhaustion.

**B. PRIMARY AND NONCONTRIBUTORY INSURANCE**

The insurance required herein shall be primary to and will not seek contribution from any other insurance, reinsurance or self-insurance including any deductible or retention, maintained by the Government of the District of Columbia.

- C. DURATION.** The Contractor/vendor shall carry all required insurance until all contract work is accepted by the District of Columbia and shall carry listed coverages for ten years for construction projects following final acceptance of the work performed under this contract and two years for non-construction related contracts.

- D. LIABILITY.** These are the required minimum insurance requirements established by the District of Columbia. **HOWEVER, THE REQUIRED MINIMUM INSURANCE REQUIREMENTS PROVIDED ABOVE WILL NOT IN ANY WAY LIMIT THE CONTRACTOR/VENDOR'S LIABILITY UNDER THIS CONTRACT.**

- E. CONTRACTOR/VENDOR'S PROPERTY.** Contractor/vendor and subcontractor/vendors are solely responsible for any loss or damage to their personal property, including but not limited to tools and equipment, scaffolding and temporary structures, rented machinery, or owned and leased equipment. A waiver of subrogation shall apply in favor of the District of Columbia.

- F. MEASURE OF PAYMENT. The District shall not make any separate measure or payment for the cost of insurance and bonds. The Contractor/vendor shall include all of the costs of insurance and bonds in the contract price.
- G. NOTIFICATION. The Contractor/vendor shall ensure that all policies provide that the CO shall be given thirty (30) days prior written notice in the event of coverage and / or limit changes or if the policy is canceled prior to the expiration date shown on the certificate. The Contractor/vendor shall provide the CO with ten (10) days prior written notice in the event of non-payment of premium. The Contractor/vendor will also provide the CO with an updated Certificate of Insurance should its insurance coverages renew during the contract.
- H. CERTIFICATES OF INSURANCE. The Contractor/vendor shall submit certificates of insurance giving evidence of the required coverage as specified in this section prior to commencing work. Certificates of insurance must reference the corresponding contract number. Evidence of insurance shall be submitted to:

**The Government of the District of Columbia and mailed to the attention of:**

**LaTalya Palmer, Contracting Officer**  
**64 New York Ave NE**  
**Washington, DC 20003**  
**Office: 202-671-4328**  
**Cell: 202-430-8550**  
**Email: [latalya.palmer@dc.gov](mailto:latalya.palmer@dc.gov)**

The CO may request and the Contractor/vendor shall promptly deliver updated certificates of insurance, endorsements indicating the required coverages, and/or certified copies of the insurance policies. If the insurance initially obtained by the Contractor/vendor expires prior to completion of the contract, renewal certificates of insurance and additional insured and other endorsements shall be furnished to the CO prior to the date of expiration of all such initial insurance. For all coverage required to be maintained after completion, an additional certificate of insurance evidencing such coverage shall be submitted to the CO on an annual basis as the coverage is renewed (or replaced).

- I. DISCLOSURE OF INFORMATION. The Contractor/vendor agrees that the District may disclose the name and contact information of its insurers to any third party which presents a claim against the District for any damages or claims resulting from or arising out of work performed by the Contractor/vendor, its agents, employees, servants or subcontractor/vendors in the performance of this contract.
- J. CARRIER RATINGS. All Contractor/vendor's and its subcontractor/vendors' insurance required in connection with this contract shall be written by insurance companies with an A.M. Best Insurance Guide rating of at least A- VII (or the equivalent by any other rating agency) and licensed in the in the District.

## **8. INVOICE PAYMENT AND SUBMITTAL**

The District will make payments to the Contractor, upon the submission of proper invoices, at the prices stipulated in this contract, for supplies delivered and accepted or services performed and accepted, less any discounts, allowances or adjustments provided for in this contract.

The District will pay the Contractor on or before the 30<sup>th</sup> day after receiving a proper invoice from the Contractor.

The Contractor shall create and submit on a monthly basis payment requests in an electronic format through direct email to [tineesha.lightfoot@dc.gov](mailto:tineesha.lightfoot@dc.gov) with a cc to [latalya.palmer@dc.gov](mailto:latalya.palmer@dc.gov) .

To constitute a proper invoice, the Contractor shall enter all required information into onto the invoice to include Contractor name, payment point of contact, .

**9. PAYMENT FOR SERVICES**

Payment for approved services provided on an hourly labor rate basis will be made based on submitted, approved documentation, including verified timesheets and receipts. Hourly rates shall be computed by multiplying the appropriate hourly rates in Section B by the number of direct labor hours performed. Fractional parts of an hour shall be payable on a prorated basis. Fixed hourly rates shall be fully loaded and include wages, overhead, general and administrative expenses and profit.

**10. ATTACHMENTS**

A conflict in language shall be resolved by giving precedence to the document in the highest order of priority that contains language addressing the issue in question. The following documents are incorporated into the contract and made a part of the contract in the following order of precedence:

1. Contract document **CW85851**
2. Attachment A - Statement of Work/Specifications
3. Attachment B- Price/Rate Schedule
4. Master Agreement No **CW82007** (by reference)



## STATEMENT OF WORK/SPECIFICATIONS

### SCOPE:

The District of Columbia Office of Contracting and Procurement, on behalf of the District of Columbia Department of Human Services (DHS), is contracting with Maxim Healthcare Staffing Services, Inc., located at 926 Wayne Avenue, Suite 600, Silver Spring, MD 20910 (Contractor) to provide the full spectrum of temporary healthcare staffing support related to COVID-19 crisis. The services will be provided to and managed by DHS at several sites throughout the District.

### BACKGROUND:

DHS is responding to an outbreak of respiratory disease caused by a new coronavirus that was first detected in China and has now been detected in more than 70 locations internationally and domestically, including in the District of Columbia. The virus has been named "SARS-CoV-2" and the disease it causes has been named "Novel Coronavirus 2019" (COVID-19).

On January 30, 2020, the International Health Regulations Emergency Committee of the World Health Organization declared the outbreak a "public health emergency of international concern." On January 31, 2020, Health and Human Services Secretary Alex M. Azar II declared a public health emergency for the United States to aid the nation's health care community in responding to COVID-19.

On March 11, the Mayor of the District of Columbia declared a public emergency and a public health emergency in response to the continued spread of COVID-19 within the District of Columbia.

DHS is responding to a pandemic of respiratory disease spreading from person-to-person caused by COVID-19. This situation poses a serious public health risk. The federal government is working closely with state, local, tribal, and territorial partners, as well as public health partners, to respond to this situation.

### REQUIREMENTS – GENERAL:

1. The contractor shall provide the following services on an as needed basis at the following facilities/sites as assigned:

Site 1

**New York Ave Men's Shelter  
Washington, DC**

Site 2

**Harriet Tubman Shelter  
Washington, DC**

Site 3

**Adams Place Shelter  
Washington, DC**

Site 4  
**801 East Shelter**  
**Washington, DC**

Site 5  
**Pat Handy Shelter**  
**Washington, DC**

2. The anticipated period of performance for this task order is for 30 days, from September 25, 2020 through October 24, 2020, with a projected extension for an additional 60 days (in 30 day increments).
3. All personnel will report to the designated supervisor or manager at the site for their assignment during engagement.
4. Shifts – all personnel should expect at a minimum to work 4 hour shifts and a maximum of twelve-hour shifts.
5. Contractor shall submit a biweekly report to the contract administrator indicating all services and time that was worked by their personnel and approved by their supervisor or manager for their assigned personnel previous period.
6. All contractors should hold an active license in the position they are hired, in good standing, in either the District of Columbia or in another jurisdiction as permitted by the DC Health Administrative Order 2020-20, Waiver of Licensure Requirements for Healthcare Providers.
7. DC Health reserves the right to screen candidates via telephone and/or conduct in-person interviews.
8. Contractors must submit all resumes of proposed personnel that meet the minimum qualifications of the labor category descriptions/qualifications below to the contract administrator listed in Section 6 of this agreement prior to assignment.

The resumes must be submitted in the following format:

- **Labor Category Title** (All resumes must specifically state the labor category for which it is submitted);
- **Submitted By** (Vendor's/Firm's name);
- **Candidate's Name**;
- **Educational Background**;
- **Relevant Qualifications/Skills**; and
- **Relevant Experience/Work History** (Specify the Start Date, End Date and the total number of years and/or months served within the position).

## **REQUIREMENTS – SERVICES:**

### **1. Registered Nurse I (RN)**

- a. This nurse will monitor the needs of the clients residing there. Shifts will primarily be during hours when Unity Healthcare staff are not at the site, specifically from 12pm – 8am, 7 days per week. DIIS expects to have 24-hour medical coverage. Nurses fulfilling this role may be called to work longer shifts to ensure continual medical coverage.
- b. Call each client in isolation daily to assess how the client is feeling and to assess the client's health care needs (telehealth)

- c. If client needs in-person medical attention, put on PPE and visit client's room; If acute needs are present, call 911
- d. Assess client's medication needs, and in coordination with Unity doctors, send medications to pharmacy to be filled
- e. Distribute common medications
- f. Visit each client in his/her room daily to assess how the client is feeling and to assess the client's health status
- g. Monitor each client's vital signs; If acute needs are present, call 911
- h. Assess each client's medication needs, and in coordination with Unity doctors, send medications to pharmacy to be filled
- i. Distribute common medications (e.g. Tylenol)
- j. Additional responsibilities will vary depending on assignment (e.g. Emergency Room/Clinic, advisory to non-medical administrator, infection control, nurse/health education development, quality assurance, nurse anesthetist, etc.).

## **2. Licensed Practical Nurse**

- a. Screening of clients and staff daily for symptoms of COVID-19, including temperature check
- b. Recording screening results in systems designated by DHS on a daily basis
- c. Screening of clients with increased frequency for COVID-19 symptoms that have been identified as having been exposed to individuals that have tested positive for COVID-19
- d. Coordination with DHS, DC Health, and onsite vendor to assist with contact tracing, as required
- e. Coordination with DHS hotline to collect information on clients that are symptomatic and require transfer to a DSH ISAQ site
- f. Data entry to assist with monitoring and reporting on contact tracing, screening, transfer to isolations sites, and other data recording needs as identified by DHS
- g. Coordination with DHS, Unity Healthcare medical staff and others as needed to support onsite medical testing for COVID-19
- h. Other duties as assigned

## **3. Physician (M.D. & D.O.)**

- a. Establishes medical procedures, directs professional nursing staff, nurse practitioners, and non-professional nursing care staff in patient care and treatment programs as needed.
- b. Assess clients with the highest medical needs, and develop a care plan.
- c. Maintain current records and prepare reports.
- d. Prepares medical case history.
- e. Prescribe medications for patients.
- f. Refer clients for specialized care.
- g. Ability to adapt to sudden changes and flexibility in work requirements to include potential shift changes based on operational needs and/or command priorities.

#### **4. Certified Nurse Assistants I**

- a. Assist Clinical staff with obtaining vital signs -- Perform Blood Pressure Readings, Measure Pulse, Respiration, (report abnormal findings), Temperature, Weight and Height.
- b. Prepare charts/documents as needed.
- c. Observation and reporting of changes in resident condition, safety issues and potential hazards.
- d. Attendance at facility meetings and in-services as appropriate and required.
- e. Responsible for accurate and timely documentation of resident care.

#### **LABOR CATEGORY DESCRIPTIONS/QUALIFICATIONS:**

The contractor shall provide experienced staff per the labor category descriptions below:

##### **1. Registered Nurse I**

- a. Must hold a license in good standing in either the District of Columbia or another jurisdiction in the United States during the time of a declared public health declaration.
- b. Basic Life Support experience and training .
- c. Must hold a degree necessary to practice their profession (i.e., associate's degree, bachelor's degree, graduate degree, etc.).

##### **2. Licensed Practical Nurse**

- a. At least (1) one-year experience in a long-term care environment is highly preferred.
- b. Must be a graduate of an approved college/school nursing program.
- c. Must hold a license in good standing in either the District of Columbia or another jurisdiction in the United States during the time of a public health declaration.
- d. Basic Life Support experience and training .

##### **3. Physician (M.D. & D.O.)**

- a. Graduate from an accredited Medical school in which an MD or DO degree was earned.
- b. Experience as a Physician, preferably Med/Peds, Family Practice or Internal Medicine.
- c. Licensure: active, current, and unrestricted from any state in the US.
- d. Advanced Life Support experience and training.

##### **4. Certified Nurse Assistants I**

- a. Possess a current DC certificate as a Certified Nursing Assistant.
- b. Possess a current Basic Care Life Support Cardiopulmonary Resuscitation card with valid expiration date.
- c. Possess a high school diploma or GED certificate with proof of completion of a basic Nursing assistant course consistent with the District of Columbia's certification requirements or completion of a state examination including clinical requirements.
- d. Experienced in taking patients' vital signs, temperature, pulse and respiration.
- e. Experienced in providing complete up-to-date report of health status as needed on assigned patients.

## DELIVERABLES

The Contractor shall perform the activities required to successfully complete the District's requirements and submit each deliverable to the Contract Administrator identified in this agreement in accordance with the following:

| Item | Deliverable            | Quantity | Format/Method of Delivery   | Frequency                  |
|------|------------------------|----------|---|----------------------------|
| 1    | Kick-off Meeting       | 1        | Conference Call   | To be scheduled post award |
| 2    | Bi-weekly Labor Report | 1        | MS Excel and PDF document, delivered by e-mail in a secure environment. | Bi-weekly                  |

**Attachment B**


**PRICE/RATE SCHEDULE**

| FLIS | LABOR CATEGORY              | UNIT        | ESTIMATED QUANTITY | ESTIMATED PRICE |
|------|-----------------------------|-------------|--------------------|-----------------|
| 0001 | Registered Nurse I          | Hourly Rate | 370                | \$ 80.00        |
| 0003 | Licensed Practical Nurse    | Hourly Rate | 436                | \$ 62.60        |
| 0004 | Physician                   | Hourly Rate | 60                 | \$ 177.65       |
| 0016 | Certified Nurse Assistant I | Hourly Rate | 594                | \$ 31.98        |




**From:** OCP PASS ADMIN  
**Sent:** Tue, 29 Dec 2020 00:00:42 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

 **CW4545** - **Risk Assessment and Impact Analysis**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4320** - **Drupal Platform Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4308** - **DCSS Application for Engineering and Logistics-NORTH ARROW INC.**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4223** - **CW35004- Midtown Personnel Inc. - Do not use Closed**  
2

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents No changes necessary. select button to clear.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4247** - **Quality Plan Administrators FY 16**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4311** - **Alabama Clinical Schools-Residential Treatment Services**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4556 - McAfee Professional Services (On-Site Support)**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4160 - DCSS - Furniture and Furniture Management Services - American Business Supplies, LLC**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4420 - FY16-T00-Splunk Dashboard**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4276 - Water Quality Monitoring at Two (2) District Engine Houses**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4426 - FY16\_GD0\_PostSec\_LiteracyPro**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** COI ATTACHED TO CW. THEY MEET ALL REQUIREMENTS OF THE CONTRACT.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4665 - District of Columbia Science Assessment Scoring**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4712 - DCPS DCSS CRS - Temp Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)



 **CW4562** - **DataMetrix RAC Contract Workspace (Procurement)**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4805** - **NextGen Enterprise Archiving**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4721** - **Network Access Control Implementation**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856** - **Internet Service Provider**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Redesign for Long-Term Care Administration**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4774** - **Life and Disability Insurance**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4764** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Vaden**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4638** - **OCTO Temporary Resources - ANC**  
0


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4859** - Provider Certification Review DDS DDA Liberty Healthcare  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4902** - DCAS Knowledge Transfer  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents  
7/1/16 - 7/1/17

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Blount  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - FY17\_GD0\_ODR Impartial Hearing Officer\_Ruff  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4611** - DOT Trip Ticket Scanning Services  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents:  
Documents Systems Inc.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4768** - FY17\_GD0\_ODR Impartial Hearing Officer\_Seat  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4928** - SecureAuth IdP Multifactor Authentication  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5006** - **OCTO Blue Coat- Internet Proxy and SSL inspection**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5246** - **Additional Medicaid Data Warehouse Development**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4995** - **Monitoring Services - Outlying Hotels**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5054** - **Enlightened- OCTO HBX Competitive for Temporary Pesonnel**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5583** - **IBM Mainframe License and Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5560** - **Home Care Chore Aides**  
1

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5705** - **OSSE-Teaching & Learning-Restorative Practices**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

**From:** Waters, Jane (EOM)  
**Sent:** Mon, 28 Dec 2020 21:19:19 +0000  
**To:** Hirani, Sanjay (OCTO)  
**Cc:** Stakem, Michael (OCTO);Preston, Robert (EOM);Ross, Jed (ORM);Yeung, Sam (ORM)  
**Subject:** RE: Claim Access

Thanks Sanjay,

We will do our best.

This was a little different as we had access and then it went away.

Regards - Jane

**Jane C. Waters**

*Insurance Program Administrator*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 724-2265

E-mail: [jane.waters@dc.gov](mailto:jane.waters@dc.gov)

**From:** Hirani, Sanjay (OCTO) <sanjay.hirani@dc.gov>  
**Sent:** Wednesday, December 23, 2020 10:56 AM  
**To:** Waters, Jane (EOM) <jane.waters@dc.gov>  
**Cc:** Stakem, Michael (OCTO) <michael.stakem@dc.gov>; Preston, Robert (EOM) <robert.preston@dc.gov>; Ross, Jed (ORM) <jed.ross@dc.gov>; Yeung, Sam (ORM) <Sam.Yeung@dc.gov>  
**Subject:** Claim Access

Hi Jane,

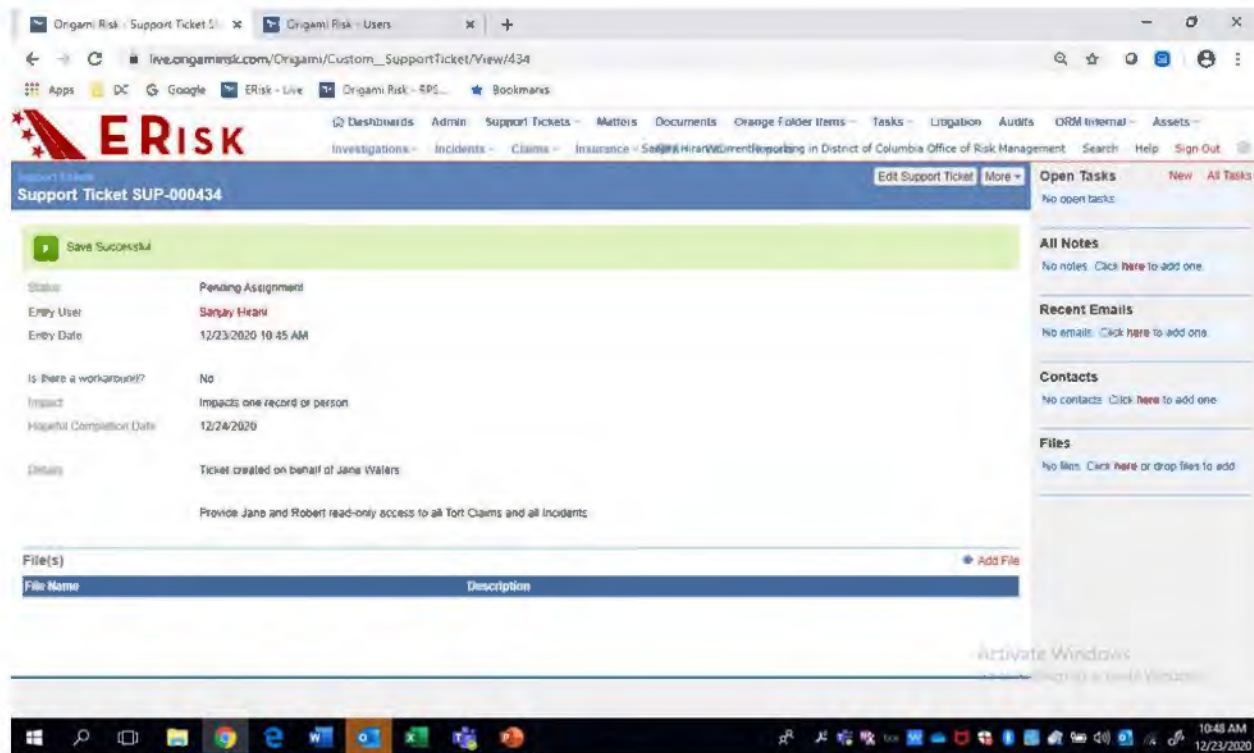
I received your Teams message requesting access to all Claims.

I have created a ERisk Support Ticket (on your behalf) and have received necessary approvals. Michael will be proceeding to work on this ticket. Will keep you updated.

We will greatly appreciate if you and the Insurance team start using the **ERisk Support Ticket** for requesting any ERisk enhancements or access privileges, reporting issues (like sort problem on Property Policy report), etc.







Thanks,  
Sanjay

Sanjay Hirani, PMP, ITIL, TOGAF, OpenGroup Certified Architect  
Enterprise Architect | Application Development & Operations  
Office of the Chief Technology Officer (OCTO) assigned to the Office of Risk Management (ORM)  
441 4<sup>th</sup> Street NW, Suite 800, Washington, DC 20001  
Mobile: 703.334.1548  
Email: [sanjay.hirani@dc.gov](mailto:sanjay.hirani@dc.gov)  
Website: [www.octo.dc.gov](http://www.octo.dc.gov)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](http://coronavirus.dc.gov).

**From:** Preston, Robert (EOM)  
**Sent:** Mon, 28 Dec 2020 21:03:09 +0000  
**To:** Arnic, Jennifer (EOM); Clark, Peter (EOM); Dowe, Morgan (EOM); Gatton, Roger (EOM); Healy, Patrick (EOM); Mandel, Angela (EOM); Moon, Beth (EOM); Ross, Jed (ORM); Waters, Jane (EOM); Yeung, Sam (ORM)  
**Subject:** FW: 12.28.20 AM Clips  
**Attachments:** 12.28.20 AM.docx

Of particular interest:

**[COVID-19 vaccine arrives at DC Giant stores](#)**

**December 27, 2020**

**FOX 5 // Sierra Fox**

Pharmacies are playing a growing role in COVID-19 vaccine distribution. As of now, five Giant Food stores in DC are taking part in the effort. Each pharmacy received 600 doses for frontline workers Saturday morning, DC Mayor Muriel Bowser says.

**[New DC program aims to curb traffic deaths](#)**

**December 26, 2020**

**WTOP // Andrea Cambron**

A new pilot program by D.C. Mayor Muriel Bowser will send messages to drivers who are at risk of getting into a serious crash throughout the District.

**['This will save lives': Drug paraphernalia decriminalization bill becomes law in District](#)**

**December 26, 2020**

**WJLA 7 // Elliot Henney**

Just before Christmas last week, D.C. Mayor Muriel Bowser allowed the Opioid Overdose Prevention Act of 2019 (B23-0054) to become law. The bill removes criminal penalties for possession of drug paraphernalia for personal use.

**[D.C. region leaders pitch plan to build stronger post-pandemic economy](#)**

**December 23, 2020**

**The Washington Post // Michael Brice-Saddler**

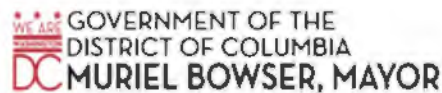
More than 50 local leaders have mapped out an economic recovery strategy for the Washington area that they say would leave it more unified, resilient and prosperous than before the novel coronavirus upended the region.

**Robert Preston**

*Public Information Officer*

Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4<sup>th</sup> Street NW, 800S  
Washington DC 20001

Office: (202) 727-4215  
Cell: (202) 716-5042  
E-mail: [robert.preston@dc.gov](mailto:robert.preston@dc.gov)



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**From:** Yun, Ramona (EOM) <ramona.yun1@dc.gov>  
**Sent:** Monday, December 28, 2020 7:00 AM  
**To:** Yun, Ramona (EOM) <ramona.yun1@dc.gov>  
**Subject:** 12.28.20 AM Clips

## **MMB**

### **[Here Are Our Favorite Happy Moments From 2020 \(They Exist!\)](#)**

**December 24, 2020**

**WAMU/DCist // Staff**

D.C. Mayor Muriel Bowser signed legislation in February that made go-go the official music of the District. It marked more than just a symbolic win: The bill required the mayor's office to implement programs to support and archive go-go music and its history. The celebratory bill-signing also highlighted the collective strength of D.C.'s go-go musicians, fans and anti-gentrification activists. #DontMuteDC, people.

### **[Here Were the DC Area's 20 Most Memorable Stories of 2020](#)**

**December 23, 2020**

**NBC 4 // Carissa DiMargo, Andrea Swalec & Sophia Barnes**

Mayor Muriel Bowser's administration had the words painted in yellow letters from curb to curb early on the morning of June 5. The lettering is so large that the message stretches onto two city blocks and can only fit into a single photo frame from high above.

### **[Best and worst of this week's headlines](#)**

**December 24, 2020**



## **The GW Hatchet // Andrew Sugrue**

As a result, Mayor Muriel Bowser issued an order closing down indoor dining throughout the District until Jan. 15 and extending D.C.'s state of emergency through March.

## ***COVID-19***

### **DC mayor declares Christmas Eve 'Dr. Anthony Fauci Day'**

**December 24, 2020**

**Fox News // Sam Dorman**

D.C. Mayor Muriel Bowser said Wednesday that she was declaring Christmas Eve a day to honor Dr. Anthony Fauci, one of the White House's top coronavirus advisers.

### **December 24 is Dr. Fauci Day in DC | Most DC Thing**

**December 24, 2020**

**WUSA 9 // Randolph Terrance Sturdivant**

It's time for our Most DC thing which comes to us from the desk of Mayor Muriel Bowser, In honor and celebration of the 80th birthday he is celebrating today, Mayor Muriel Bowser has issued a proclamation designating Dec 24, 2020 as Dr Anthony Fauci Day

### **COVID-19 vaccine arrives at DC Giant stores**

**December 27, 2020**

**FOX 5 // Sierra Fox**

Pharmacies are playing a growing role in COVID-19 vaccine distribution. As of now, five Giant Food stores in DC are taking part in the effort. Each pharmacy received 600 doses for frontline workers Saturday morning, DC Mayor Muriel Bowser says.

### **Coronavirus in DC, Maryland, Virginia: What to Know on Dec. 27**

**December 28, 2020**

**NBC 4 // Staff**

D.C. has suspended indoor dining until 5 a.m. on Jan. 15, Mayor Muriel Bowser said in a press release.

### **Nine months into the pandemic, a \$1,200 relief check only goes so far**

**December 25, 2020**

**The Washington Post // Michael Brice-Saddler**

It was a \$1,000 direct deposit courtesy of D.C. Mayor Muriel E. Bowser (D), who was spending a chunk of federal Cares Act money on one-time payments to some of the city's unemployed workers.

### **Can tailored messages to bad drivers prevent crashes? D.C. is about to find out.**

**December 23, 2020**

**The Washington Post // Luz Lazo**

A team from The Lab @ DC, a project-driven agency within the office of Mayor Muriel E. Bowser (D), is examining data from the District's automated traffic enforcement program to predict a driver's likelihood of being involved in a serious crash.

**[New DC program aims to curb traffic deaths](#)**

**December 26, 2020**

**WTOP // Andrea Cambron**

A new pilot program by D.C. Mayor Muriel Bowser will send messages to drivers who are at risk of getting into a serious crash throughout the District.

**[The complicated racial history of the high school D.C. is renaming](#)**

**December 28, 2020**

**The Washington Post // Stefan Fatsis**

Amid the nationwide protests for social justice, cities and states have been reckoning with the names of public institutions. Who should be defrocked and why? How should they be replaced? In D.C., a committee reporting to Mayor Muriel E. Bowser this summer proposed renaming dozens of schools, parks, playgrounds and buildings. Top of the list was Wilson, where changing the school's name already had spurred a coalition, a public forum, a petition and protest rallies. A nonbinding online survey of replacement candidates ended this month, and Bowser and D.C. Public Schools Chancellor Lewis D. Ferebee are expected to announce a new name, which would need approval from the D.C. Council, in coming days.

**[Museum of the Bible considers suing D.C. mayor over virus shutdown, citing religious freedom claims](#)**

**December 23, 2020**

**The Washington Post // Sarah Pulliam Bailey and Peggy McGlone**

Officials at the Museum of the Bible said Wednesday they are considering suing D.C. Mayor Muriel E. Bowser (D) over the city's latest round of coronavirus restrictions, saying they prevent the museum's employees from exercising their religious freedom and its visitors from possibly having a religious experience.

**[You don't have to be in a church to pray or feel spiritually nourished](#)**

**December 25, 2020**

**The Washington Post // Colbert I. King**

Gregory sued D.C. Mayor Muriel E. Bowser (D) and the city over restrictions imposed upon indoor gatherings, including at houses of worship, because of the coronavirus pandemic. He asserted that praying apart does not provide the same spiritual nourishment as praying together and that the city's restrictions infringe upon the free exercise of religion.



### [In first Christmas mass as Cardinal, Gregory addresses hundreds of worshippers](#)

**December 25, 2020**

**WJLA 7 // Tom Roussey**

But the number could have been even smaller – D.C. mayor Muriel Bowser had limited religious gatherings to 50 people until backing down after the Archdiocese of Washington sued the city in order to be allowed to have more people.

### [D.C.'s largest church downsizes, socially distances Christmas Eve mass](#)

**December 24, 2020**

**WJLA 7 // Tom Roussey**

The limit set by DC mayor Muriel Bowser had been 50 people regardless of a church's size, but in its lawsuit the archdiocese argued that wasn't reasonable for big churches like the National Shrine, which is the largest Catholic church in North America.

*Public Safety*

### [For D.C. protests, Proud Boys settle in at city's oldest hotel and its bar](#)

**December 27, 2020**

**The Washington Post // Joe Heim Marissa J. Lang**

“These Proud Boys are avowed white nationalists and have been called to stand up against a fair and legal election,” D.C. Mayor Muriel E. Bowser (D) said. And D.C. Council Chairman Phil Mendelson (D) said a beautiful weekend “was ruined by white supremacists who came to our city seeking violence.”

### ['This will save lives': Drug paraphernalia decriminalization bill becomes law in District](#)

**December 26, 2020**

**WJLA 7 // Elliot Henney**

Just before Christmas last week, D.C. Mayor Muriel Bowser allowed the Opioid Overdose Prevention Act of 2019 (B23-0054) to become law. The bill removes criminal penalties for possession of drug paraphernalia for personal use.

**LOCAL**

### [D.C. region leaders pitch plan to build stronger post-pandemic economy](#)

**December 23, 2020**

**The Washington Post // Michael Brice-Saddler**

More than 50 local leaders have mapped out an economic recovery strategy for the Washington area that they say would leave it more unified, resilient and prosperous than before the novel coronavirus upended the region.



**Attorneys general in D.C., Md. and Va. support lawsuit demanding ATF regulate ‘ghost guns’**

**December 24, 2020**

**The Washington Post // Tom Jackman**

The attorneys general of D.C., Maryland and Virginia are supporting a federal lawsuit seeking to have the Bureau of Alcohol, Tobacco, Firearms and Explosives regulate the widely sold parts of homemade “ghost guns” as firearms, in an attempt to stop the steadily increasing use of the untraceable firearms in crimes across the country.

For the latest information on the District Government’s response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**MMB**

**[Here Are Our Favorite Happy Moments From 2020 \(They Exist!\)](#)**

**December 24, 2020**

**WAMU/DCist // Staff**

Even in a post about happiness, there's no getting around it: 2020 has been a difficult, if not heartbreaking, year for many people. Hundreds of thousands of people lost their lives during an unprecedented pandemic. The presidential election pitted Americans against one another and tested the limits of our increasingly fragile democracy. Communities across the country erupted in anger and grief over police killings of Black and brown people.

There were also beautiful, bright moments that sustained us through the darkest times. The Washington community banded together in unprecedented ways to fight the pandemic. Frontline workers risked their own health to keep the rest of us healthy, safe and fed. Neighbors helped neighbors, strangers helped strangers, and you probably adopted a dog.

Let's give these moments of joy their due. Without further ado, here are some of our happiest moments of 2020.

**January: A Month That Happened**

Eileen Filler-Corn (D-41st) presides over the Virginia House of Delegates in January.

We want to be very honest with you: We remember very little about January. Turns out, it did actually happen. Time passed and things occurred, including Virginia Democrat Eileen Filler-Corn's swearing in as the first woman and first Jewish Speaker of the House of Delegates in the legislature's 400-year history.

We also spent a lot of time in January pleasantly debating the best Metro seat, thanks to a meme out of New York.

**February: Go-Go Goes Official**

Crowds follow a go-go band on a truck moving down 16th Street towards Black Lives Matter Plaza in June.

D.C. Mayor Muriel Bowser signed legislation in February that made go-go the official music of the District. It marked more than just a symbolic win: The bill required the mayor's office to implement programs to support and archive go-go music and its history. The celebratory bill-signing also highlighted the collective strength of D.C.'s go-go musicians, fans and anti-gentrification activists. #DontMuteDC, people.

Meanwhile, the reigning World Series champs smashed cabbages at spring training.

**March: Nice Man Rides Pretty Horse**

RaShaod Crosson and his noble steed, Ellie, stop for a photo with D.C. children and police.

Just as the pandemic hit Washington, a hero arrived. On March 10, RaShaod Crosson, 29, mounted his horse Ellie at RFK Stadium and galloped around town, leaving many residents giddily wondering what the heck was going on. A former D.C. Public Schools student and a veteran, Crosson grew up in Southwest and now co-owns a horseback-riding farm in Brandywine, Md. “There are a lot of children who have never seen a horse in person,” he told DCist.

Soon after, lockdown orders went into effect and Washingtonians began inventing new ways to stay connected. These Mt. Pleasant neighbors hosted stoop sing-a-longs and socially distant scavenger hunts to keep each other smiling.

April: Nature Wins, For Once

The view from 550 feet in the air, looking west.

Remember all those stories about how global carbon emissions dropped dramatically due to travel restrictions? The local environment benefitted, too. The absence of spring tourists gave the National Mall’s notoriously troubled grass a moment to do its thing, and frankly it’s never looked better. The turf grew long and luscious, JVN-style.

Then, after a month-long hiatus in marriage license processing caused by you-know-what, D.C.’s Superior Court started approving applications again. Judges and clerks began learning how to do virtual weddings to keep up with the increased demand.

May: Art With A Message

Arlington artist OnRaé LaTeal infuses existing protest chants with hip-hop.

The protests against police brutality that began at the end of May following the police killing of George Floyd inspired a lasting racial justice movement that swept across America. Artists came to play a key role in the protests, especially here in D.C. By early June the fence surrounding the White House was covered in protest art. Go-go bands showed up on open-top buses to energize crowds. Music by local artists like OnRaé LaTeal of Arlington (above) provided a soundtrack with a social justice bent.

Throughout the pandemic, artists have demonstrated their resilience and creativity. Street artists kept painting murals, singers kept writing songs and actors kept performing, albeit in new ways.

June: Statehood And Snapping Turtles

D.C. Del. Eleanor Holmes Norton celebrates outside the Capitol Building in June.

June 26 marked a historic day for the District: The House passed a D.C. statehood bill for the first time in either chamber of Congress’s history. Though the bill wouldn’t go on to become a law this year, the vote helped garner national attention for D.C.’s decades-long fight for representation (and spawned a WAMU podcast, 51st).

Meanwhile, ours jaws collectively dropped after looking at pictures of the 65-pound alligator snapping turtle found wandering through Alexandria. Lord Fairfax, as he came to be known, was

handed over to the Virginia Zoo in Norfolk to live out his Earth days in peace before returning to the Underworld from whence he came.

July: Washington's Football Team Does One Good Thing  
Time for a fresh start.

In June the football franchise announced it would retire its name, a racial slur for Native Americans. The decision came in the midst of a broader national conversation about racial inequality in the United States and pressure from corporate sponsors. Twitter commenters and graphic designers started coming up with logo design and name ideas like the Washington Redhawks, Redtails and Redwolves (we're sensing a theme here...).

Baseball returned later in the month, and the Nationals tapped Dr. Anthony Fauci to throw out the first pitch of the abbreviated season. In related news, Fauci decided not to quit his day job.

August: Pageant Queens Remind Us What Real Beauty Is  
Elvera Patrick, right, and Hadiyah Muhammad both say they have been drawn to pageants as a way to strengthen sisterhood. "We are friends. We don't bash each other," Muhammad says. "I tell her what she should improve for the pageant, and she tells me."

Beauty pageants aren't just for the young. Elvera Patrick, 65, and Hadiyah Muhammad, 66, inspired us with their story of how they became pageant queens and close friends. "We don't bash each other," Muhammad told DCist. "I tell her what she should improve for the pageant, and she tells me. We are two queens together." Patrick designs and sews almost every outfit for herself and Muhammad. The two love the pageant scene so much that their granddaughters and great-granddaughters now compete right alongside them. Friendship goals!

Meanwhile, first-time entrepreneurs around the region opened or grew some really cool businesses, like the plant subscription business Grounded, a company that brings an alpaca to your party, a puzzle company with diverse characters for kids, a vegan candle business launched by a 15-year-old, and a candle business that went viral after the founder's boyfriend made an amazing hype video.

September: All The Pets Always 4ever

By this point in the year, we'd guess that nearly every Washingtonian had A) adopted a pet, B) was on a waitlist to adopt a pet, and/or C) knew at least three people with newly adopted pets. The furry new housemates provided much-needed routine and companionship amid socially isolated days. "It made quarantine less about us and our fears, and more about taking care of someone else and finding peace through that," Kelly Granger told DCist about adopting her dog Ruthie during the pandemic. Check out some of the pets adopted by DCist and WAMU staff in the slideshow above.

September also marked the reopening of D.C.'s central public library after three years of renovations. Now it has a slide! Plus, D.C.-area parks welcomed a record number of visitors.

October: BABY PANDA BABY PANDA BABY PANDA

He's finally cute.

You might be wondering why we waited until October to post a panda picture, since the National Zoo's baby panda was born in August. But take a quick look back at what the cub looked like when he was born and you'll understand why we waited. It took until October for baby Xiao Qi Ji (which translates to "little miracle" in English) to finally get cute. But when he did, he sure didn't disappoint.

In non-mammal news, the new museum Planet Word opened in D.C.'s historic Franklin School building. The long-anticipated language museum features, for one, an exhibit with a booming-voiced narrator intoning the word jorts.

November: Janky Dinosaurs Take Over RFK Stadium  
Hold on to your butts.

A drive-through dinosaur exhibition called Jurassic Quest arrived in D.C. in November, and oh was it a sight to behold.

Visitors (and there were a lot of them, because what else can you do with your kids during a pandemic?) discovered the wonders of the prehistoric era by driving down needlessly narrow paths outlined by hundreds of traffic cones in the RFK Stadium parking lot. The exhibition featured massive, creaking animatronic dinosaurs and explanatory signs held down by garbage bags full of sand. Jurassic Quest provided just the type of silly, COVID-safe fun we needed.

Meanwhile, no big deal or anything but America elected its first female, first Black and first South Asian vice president-elect (and Joe Biden).

December: Santa! I Know Him!

The pandemic raged on, but that didn't mean Christmas was cancelled. Professional Kris Kringles like Tom Carroll (above) from Virginia donned face masks, protective shields, and even giant plastic bubbles to keep spreading holiday cheer. Then, Christmas elf-turned-renowned-immunologist Dr. Anthony Fauci announced he had personally vaccinated Santa, everyone got all the presents they asked for and we all lived happily ever after.

Or something like that.

*We here at WAMU and DCist hope 2021 brings joy and good health for everyone in our community. For more stories from the past year, check out our Year End 2020 coverage.*



## **Here Were the DC Area's 20 Most Memorable Stories of 2020**

**December 23, 2020**

**NBC 4 // Carissa DiMargo, Andrea Swalec & Sophia Barnes**

Between the devastation of the coronavirus pandemic, a renewed racial justice movement and an election that will unseat President Donald Trump, it's been a monumental news year in Washington, D.C., and our region.

Here are the top 20 local stories that captivated readers and viewers in 2020.

### **First COVID-19 Cases Diagnosed in DC, Maryland and Virginia in March**

At first, there were just three people in the D.C. area who were known to have COVID-19. A woman in her 50s and a married couple in their 70s, all from Montgomery County, Maryland, fell ill after taking a cruise in Egypt, officials announced on March 5. Two days later, a U.S. Marine at Fort Belvoir in Virginia was announced to be positive, along with with the first two cases in D.C., those of a church rector and an international visitor to the city.

In the span of 10 days, the number of confirmed cases jumped from two to nearly 150.

### **First COVID-19 Restrictions and Stay-at-Home Orders Enacted**

D.C., Maryland and Virginia each issued stay-at-home orders on March 30, directing residents to only leave home for essential reasons such as buying food or medical care. The orders radically changed how restaurants, stores, gyms and day cares operated, and whether residents could get haircuts, go to movie theaters or take in-person college classes, to name just a few elements of daily life.

Federal workers were allowed to telework, grocery stores set certain hours for seniors and vulnerable shoppers, and zoos, libraries, museums and courtrooms all closed.

When the stay-at-home orders went into effect, 2,834 people in D.C., Maryland and Virginia had the virus and 51 had died. By the time Christmas was approaching, more than 545,000 people had been diagnosed with the virus and more than 10,000 had died in the region.

### **DC Creates Black Lives Matter Plaza, Paints Huge Letters on Street**

The city of D.C. echoed many residents' calls for justice by naming a portion of 16th Street. just north of the White House, Black Lives Matter Plaza.

Mayor Muriel Bowser's administration had the words painted in yellow letters from curb to curb early on the morning of June 5. The lettering is so large that the message stretches onto two city blocks and can only fit into a single photo frame from high above.

"We want to call attention today to making sure our nation is more fair and more just, and that Black lives and that Black humanity matter in our nation," Bowser said.



A green street sign reading Black Lives Matter Plaza was affixed to a lamp post outside St. John's Church, where days earlier federal forces used munitions and pepper spray to clear peaceful protesters and make way for President Donald Trump to pose for photos.

**Cyclist Arrested for Assaults on People Posting Racial Justice Flyers Along Maryland Trail**  
A cyclist was caught on video and then sought by police for gripping a young woman's arm as he ripped a racial justice flyer out of her hand along the Capital Crescent Trail in Bethesda in June. One of two other young people with her told News4 the man rammed him with his bike and pinned him to the ground.

One victim, who asked to remain anonymous, said he and others were posting flyers in support of the George Floyd protests when they came across the cyclist. Once the video spread online, internet sleuths tried to identify the cyclist and falsely accused multiple men, tarring their reputations online.

Anthony Brennan III, 60, of Kensington, Maryland, was arrested within days. Brennan pleaded guilty in mid-December to three counts of second-degree assault and is set to be sentenced in February.

**Maryland Man Arrested for Having 60 People Over for Bonfire, Violating Social Distancing Orders**

A Charles County, Maryland, man who threw a party at his house in late March was arrested after authorities said he refused to comply with Gov. Larry Hogan's order banning large gatherings.

Shawn Marshall Myers, 41, was arrested after officers found about 60 people hanging out around a bonfire at his home in Hughesville, the county sheriff's office said.

The sheriff's office said it was the second time Myers had hosted a large gathering since the governor's emergency order banning gatherings of more than 10 people went into effect. Deputies responded to his house on March 22 after receiving another complaint about a party.

**Mystery Seeds Possibly From China Are Mailed to Virginia Residents**

Several Virginia residents said they received unsolicited packages of seeds that officials believed could be from China, the Virginia Department of Agriculture and Consumer Services said in July. The recipients said they didn't know what the seeds were or who sent them.

The seeds were sent in the mail, appeared to have "Chinese writing" on them and could be an invasive species, the department said. Officials asked that people not plant the seeds or dispose of them on their own.

Recipients were later instructed to send the seeds to the U.S. Department of Agriculture. An investigation with the Department of Homeland Security's Customs and Border Protection was underway.

**D.C.-Area Schools Close Down as Pandemic Worsens**

Officials announced closures in March that were expected to be temporary before the lasting impact of the pandemic began to be seen. Initially, the governors of Maryland and Virginia said public schools would be closed through March 27.

When later announcing that all K-12 schools would remain closed through "at least" the academic year, Virginia Gov. Ralph Northam reflected on the deepening crisis, noting, "We are in this for months, not weeks."

While some D.C.-area school districts began phasing into hybrid models this fall, some have already had to scale back from their plans.

#### José Andrés Closes DC-Area Restaurants, Set Up Community Kitchens

Renowned Spanish-American chef José Andrés announced in mid-March that he would shut down all of his restaurants in the D.C. area and open "community kitchens" to help people in need.

The restaurants, including Oyamel and Zaytinya, were closed to make way for areas to serve lunch. Scores of people lined up outside.

#### Washington Football Team Drops Longtime Name After Decades of Pressure

Washington's NFL team announced in July that it will change its name, following decades of pressure to stop using a dictionary-defined racial slur.

Arguably the most polarizing name in North American professional sports, it was cut at a time of reckoning over racial injustice, iconography and racism in the United States.

"Dan Snyder and Coach Rivera are working closely to develop a new name and design approach that will enhance the standing of our proud, tradition-rich franchise and inspire our sponsors, fans and community for the next 100 years," the team said in a statement.

The team was still called simply the Washington Football Team as the end of 2020 approached.

#### Biden, Harris Win Historic 2020 Election

After more than three tense days of vote counting, Joe Biden was projected to win Pennsylvania and therefore the presidency, defeating President Donald Trump. Within seconds of the race being called, a group at Black Lives Matter plaza outside the White House erupted in cheers.

With the victory, Kamala Harris made history as the first Black woman and the first person of South Asian descent elected as vice president of the United States, shattering barriers that have kept men — almost all of them white — entrenched at the highest levels of American politics.

That night, the pair addressed the people of the United States. A theme Biden repeated throughout his victory speech was that the vitriol and hatred between Americans must end if the country is to endure.

"I'm a proud Democrat, but I will govern as an American president. I'll work as hard for those who didn't vote for me as those who did. Let this grim era of demonization in America begin to end here and now," Biden said.

#### Police Killing of George Floyd Sparks Outrage, Renews Calls for Racial Justice

Protests were sparked in cities nationwide over the death of George Floyd, who died after a Minneapolis police officer knelt on his neck. In Washington, D.C., many protests were peaceful, but some demonstrators became antagonistic.

Angry protesters took over the streets of downtown D.C. several nights, with some people setting fires, looting, and vandalizing buildings and cars. Protesters reported tear gas or pepper spray being thrown into crowds. Mayor Muriel Bowser instituted a curfew, and hundreds of members of the D.C. National Guard was deployed to support U.S. Park Police, federal police and the Metro Police Department.

Some moments made national headlines:

On the evening of June 1, U.S. Secret Service and U.S. Park Police officers advanced on a crowd of protesters to clear the street in front of Lafayette Square. Federal officers used batons, shields and chemical agents to forcibly push back peaceful protesters before President Donald Trump walked to St. John's Episcopal Church to have his photo taken with a Bible.

Later that week, the District ceremonially renamed a section of 16th Street in front of the White House, painting an unmissable message on the pavement: Black Lives Matter. The street was painted with huge yellow letters spelling out the name of the movement, and Black Lives Matter Plaza has remained a gathering place for those calling for racial justice.

#### Storm Team4's Doug Kammerer Predicts 4-10 Inches of Snow This Season

Storm Team4 Chief Meteorologist Doug Kammerer is on the lookout for snow. In his official Winter Weather Forecast, he said he expected temperatures to be above average for much of the winter. He predicted a few cold shots, a few really warm shots and 4-10 inches of snow in "just a few small storms." If you're a snow lover, it's perhaps not great news.

The D.C. area did get a mix of snow, sleet and rain on Dec. 16, in the first winter storm of the season. Reagan National Airport got just a coating, while other areas got more. Columbia, Maryland, had 3.5"; Gaithersburg, Maryland had 2" and Sabillasville, Maryland, had more than 12 inches.

#### 1 Killed in St. Mary's as Tropical Storm Isaias Downs Trees, Creates Floods

One person was killed in St. Mary's County, Maryland, in early August as Tropical Storm Isaias thrust damaging wind gusts, several inches of rainfall and life-threatening flash flooding into the D.C. area. A large tree toppled onto a moving car in Mechanicsville, killing the driver.

Leonardtwn in St. Mary's County and Chesapeake Beach in Calvert County were hit by tornadoes, the National Weather Service confirmed.

Isaias dumped nearly 8 inches of rain on Mechanicsville and more than 2 inches on D.C., and then moved past the Chesapeake Bay and skittered up the East Coast.

#### Trump Supporters, Counterprotesters Clash in Downtown DC

Violent clashes between supporters of President Donald Trump and counterprotesters erupted in the streets of downtown Washington, D.C., on two Saturday nights just four weeks apart.

Both chaotic evenings began following daytime rallies of Trump supporters who were protesting election results they said were fraudulent. There's no evidence of widespread fraud in the 2020 presidential election, experts and officials including Attorney General William Barr have said.

The daytime rallies were largely peaceful, but things turned tense after dark, with sporadic clashes breaking out between Trump supporters and counterprotesters.

One person was stabbed when a fight broke out between two large groups on the night of Nov. 14. On the night of Dec. 12, four people more were stabbed, and Trump supporters and self-identified Proud Boys vandalized at least 4 D.C. churches Saturday night, including burning Black Lives Matter signage, according to officials.

#### Young Virginia Couple Found Slain on Rural Highway

A young couple was found shot to death in February on a rural Virginia highway, breaking their families' hearts and shocking friends who knew the confessed killer.

According to prosecutors, the couple, Ayanna Maertens-Griffin, 18, and Joel Bianda, 21, had been driving an 18-year-old high school student, Mohamed A. Aly, from Alexandria to Danville to pick up a friend. Aly would later tell police he'd been having thoughts — bad and good — and said he was having doubts about college and his home life. He had taken a 9 mm gun along on the ride.

“I pointed the gun at his head,” Aly would later tell police. “Without thinking, without saying anything, I pulled the trigger.” Then he shot the second victim, according to prosecutors.

In December, Aly pleaded guilty and was sentenced to four consecutive life sentences.

#### Maryland Residents Could Be Forced to Leave at Moment's Notice as Retaining Wall Fails

Some homeowners in one Maryland neighborhood have been told to prepare to leave their homes as the retaining wall supporting some of their houses has failed, threatening collapse at any moment. The retaining wall built to support houses in the Tantallon community in Fort Washington is shifting every time it rains.

Although Prince George's County officials said the county was not responsible for the wall, it installed new monitoring devices. Days later, the county contacted residents, telling them the wall had failed, and if the monitors detect major movement, they have may have to leave their homes at a moment's notice.

“All of us are veterans, some of us have serious health issues and there's a pandemic going on,” homeowner Sandra McClelland said. “We just don't know where to go.”

#### Hackers Break Into FCPS Network, Hold Info for Ransom

Hackers broke into Fairfax County Public Schools' computer network and said they were holding personal information for ransom before apparently releasing the names and Social Security numbers of several hundred FCPS employees on the dark web. One of the leaked documents is a spreadsheet from 2014, listing several hundreds of employees' names, Social Security numbers and a few details about their health insurance.

FCPS confirmed it hired cybersecurity experts and said the FBI was investigating the attack.

#### New Owner of Md. Home Sold at Auction Finds Body of Previous Resident

The new owner of a Maryland home sold at a foreclosure auction found the body of the woman who used to live there inside the house.

Records did not show when the District Heights house was sold, and it was unclear how long ago the 39-year-old woman had died. Her body was found in January.

A neighbor of the woman who grew up across the street said she had special needs. “As we grew up into adults, she never grew up,” he said. “So she needed help with things and didn't process things as well as an adult would, even though she was an adult.”

He said the woman's grandmother took care of her until she died more than a year before.

Police said there was no sign of foul play.

#### Virginia Woman Dies After Getting Plastic Surgery in Colombia

A 21-year-old Northern Virginia woman died after going to Colombia for plastic surgery.

The family of Adriana Leon said she had lost more than 100 pounds through diet and exercise. As a result, she had excess skin that she wanted removed. She had the procedure in January but then had complications.

“So Adriana had been talking about this for a while and she did her research,” said her mother, Paola Wilkins. “You know, although I was against it, eventually I came to terms that I didn't want to be fighting with my daughter.”

Leon went to Colombia on her own to have the surgery. She died the next day.

#### Crowds Flock to National Mall for Prayer March: ‘Our Country Is in Trouble’

The National Prayer March, led by Evangelical Rev. Franklin Graham, drew crowds to downtown Washington, D.C., in September.

"These people have come from all over America at their own expense. They're coming to pray for the country," former Arkansas Gov. Mike Huckabee said while hosting the event livestream. "They're here to solve the trouble our land is in."

The prayer event was focused on healing the country amid a pandemic, civil strife and division, not to support any specific party or political issue, according to the Billy Graham Evangelistic Association, which put together the march. However, politics were a prominent feature.

Organizers say up to 50,000 people attended, making it one of the largest gatherings D.C. had seen since the coronavirus pandemic shut down normal activities in March.



## Best and worst of this week's headlines

December 24, 2020

The GW Hatchet // Andrew Sugrue

The arrival of the COVID-19 vaccine has placed the end of the pandemic within view, as the first round of shots is administered to health care workers at GW and beyond. Despite the good news, cases and deaths are rising as the country barrels toward a dark pandemic winter.

Here's the best and worst of this week's headlines.

Thumbs Up:

After months of waiting and hoping, the rollout of the Pfizer-NioNTech COVID-19 vaccine is finally underway. Five GW Hospital workers became the first people in D.C. to receive the shot, and the rest of D.C.'s 85,000 health professionals will follow. The District, like virtually every jurisdiction around the country, is planning a phased rollout – health care workers and vulnerable populations will be offered the vaccine before the general public.

Initially, the federal government only allotted about 7,000 doses of the vaccine to the city due to its scarcity at this early stage. But both Maryland and Virginia will each provide the District with 8,000 more shots to help the inoculation effort, citing the fact that three-quarters of D.C. health care workers live in those states.

This is incredible news – full stop. The arrival of the vaccine is the beginning of the end for a pandemic that has taken thousands of lives and destroyed countless livelihoods. As D.C.'s political class likes to say, “our long national nightmare is – almost – over.”

Thumbs Down:

Even though the COVID-19 vaccines are here, the pandemic's death toll is shattering records for cases and deaths. The COVID-19 crisis is the worst it's ever been in the United States – and the District is feeling the pain too. The onset of the frigid D.C. winter and the holiday season have delivered a one-two punch to people's adherence to gathering and distancing guidelines.

As a result, Mayor Muriel Bowser issued an order closing down indoor dining throughout the District until Jan. 15 and extending D.C.'s state of emergency through March.

This move was absolutely necessary, even though it's painful for residents and businesses. It will take months before the vaccine reaches the general public, meaning mask wearing, social distancing and avoiding gatherings remain the best ways to slow the virus's spread.

Students who are coming back to D.C. for this spring need to be especially mindful of the crisis in the District. The temptation will be undoubtedly strong to pile a dozen of your closest friends into a tiny apartment to hang out for the first time in months. But throwing caution to the wind is how you infect yourself, your family and your community. Being smart about COVID-19 does

not mean you have to totally cut yourself off socially, but it does mean sticking to the guidelines for just another couple of months. We're almost there.

*COVID-19*

**DC mayor declares Christmas Eve 'Dr. Anthony Fauci Day'**

**December 24, 2020**

**Fox News // Sam Dorman**

D.C. Mayor Muriel Bowser said Wednesday that she was declaring Christmas Eve a day to honor Dr. Anthony Fauci, one of the White House's top coronavirus advisers.

"In honor of Dr. Fauci's 80th birthday tomorrow, I proclaim Thursday, December 24, 2020, 'Dr. Anthony S. Fauci Day,' in Washington, DC," she tweeted, alongside a photo of Fauci and the proclamation.

"We are incredibly proud to count Dr. Fauci among the many DC residents who are sacrificing so much to keep our communities healthy and safe."

The proclamation hails Fauci as someone who "has been a shining light in dark times for the nation, promoting truth over fear and giving Americans hope in the government."

Her comments came as Fauci saw an outpouring of public support, including from Time magazine, which dubbed him "Guardian of the Year" on its front page.

Fauci has been one of the most controversial figures during the pandemic as he's clashed with President Trump on the issue and pushed controversial lockdown measures.

The outpouring of support rubbed some the wrong way. "This is a weird religion," the Daily Caller's Greg Price tweeted.

"In the USA we call Dec 24 'Christmas Eve,'" his colleague, Mary Margaret Olohan, told Bowser.

**December 24 is Dr. Fauci Day in DC | Most DC Thing**

**December 24, 2020**

**WUSA 9 // Randolph Terrance Sturdivant**

It's time for our Most DC thing which comes to us from the desk of Mayor Muriel Bowser,

In honor and celebration of the 80th birthday he is celebrating today, Mayor Muriel Bowser has issued a proclamation designating Dec 24, 2020 as Dr Anthony Fauci Day

Citing his long-time commitment to public health service as well as his pledge to serve as our incoming President-Elect's chief medical advisor, she called him "a shining light in dark times for the nation"

Why is this a Most DC Thing? Because Dr. Fauci is a part of our D.C. family and when family gets their flowers, we celebrate with them.

Living here for over 40 years, he's D.C. through and through; A die-hard Nats fan who orders takeout to help the neighborhood spots keep their business up. He's got a drink named after him, the Fauci Pouchy, at a local bar. Quiet as kept I heard he likes half-smokes, mumbo sauce, and Junkyard Band.

All of this, and don't let it be forgotten, he personally vaccinated Santa so he can get his work in this evening.

Congratulations Doc, happy birthday, merry Christmas, and thank you for your service.



## COVID-19 vaccine arrives at DC Giant stores

December 27, 2020

FOX 5 // Sierra Fox

Pharmacies are playing a growing role in COVID-19 vaccine distribution.

As of now, five Giant Food stores in DC are taking part in the effort.

Each pharmacy received 600 doses for frontline workers Saturday morning, DC Mayor Muriel Bowser says.

"Giant is thrilled to be one of the first retail locations in Washington, D.C. to help play a critical role in administering the Covid-19 vaccine for essential healthcare workers, (and) doing our part to maximize access to the vaccine quickly and efficiently," Paul Zvaleny, Director of Pharmacy Operations at Giant, said in a statement.

Jana Berhow, vice president for DC Programs, did not hesitate signing up. She said this is about protecting the vulnerable people she works with day to day.

"It's important for keeping them healthy and safe and for me, as a manager, to show my staff too 'I'm not afraid to get this vaccine' I want to get this vaccine. We need to do what we can to keep our people safe," said Berhow.

Two men who work at D.C. Healthcare feel grateful to be among the first to get the vaccine.

They said now they feel safe and secure. Also, they did not experience any reactions during the injection.

"A slight pinch, other than that very normal like any other vaccine," said Jim George.

George's co-worker, Bobble Steven, added that "we are very fortunate. We are very happy – we are the first to get it."

Giant Pharmacy Clinical Programs Manager Samir Balile told FOX 5 that vaccinations will happen daily from 10 a.m. to 3 p.m.

Balile added it is a step towards that sense of normalcy many are eager for.

"This is a great way to end the year that's been trying for many people and I think it's a great glimmer of hope that at least we're doing our part to ending the pandemic as well as helping our citizens here in the district of Columbia," he said.

At this time, the vaccine is not available for everyone. Giant's priority is the elderly and frontline healthcare workers.

While the general public patiently waits for the vaccine, it is still important to continue wearing a mask, social distancing, and washing hands.

Mayor Bowser announced the District will receive doses of both the Pfizer and Moderna vaccine throughout the week.

8,775 doses of the Pfizer vaccine are from Virginia and 4,875 doses of the Pfizer vaccine are from Operation Warp Speed

8,000 doses of the Moderna vaccine are from Maryland and 12,600 doses of the Moderna vaccine are from Operation Warp Speed.



## Coronavirus in DC, Maryland, Virginia: What to Know on Dec. 27

December 28, 2020

NBC 4 // Staff

Whether and when residents of the D.C. area will see financial relief remained in limbo Sunday as President Donald Trump refused to sign an end-of-year COVID relief and spending bill after it had won sweeping approval in both houses of Congress.

Without the widespread funding provided by the massive measure, a government shutdown will occur when money runs out at 12:01 a.m. Tuesday.

Washington has been reeling since Trump turned on the deal after the White House had assured Republican leaders that Trump would support it.

Instead, he assailed the bill's plan to provide \$600 COVID relief checks to most Americans — insisting it should be \$2,000. House Republicans swiftly rejected that idea during a rare Christmas Eve session. But Trump has not been swayed in spite of the nation being in the grip of a pandemic.

President-elect Joe Biden called on Trump to sign the bill immediately as the midnight Saturday deadline neared for two federal programs providing unemployment aid.

With COVID-19 cases surging and a difficult winter expected, state and local officials as well as health care professionals are taking steps to raise awareness about getting help during a time of rising mental health concerns, particularly during the holiday season when the problem can become more acute.

Dr. David Marcozzi, a professor of emergency medicine at the University of Maryland School of Medicine who is a senior medical advisor for COVID-19 to Gov. Larry Hogan, heightened attention on mental health during the pandemic when he spoke about the suicide of a longtime friend during a news conference last month.

“Let's make sure we reach out,” he said, pausing as he spoke with difficulty. “Let's make sure we support each other and talk to a professional if helpful.”

### What the Data Shows

D.C reported 492 more cases of the virus in the past two days. Six more residents died, including a 30-year-old man. The D.C. Health Department flagged the city's daily case rate as high and cautioned that more than 12% of total hospital capacity is now devoted to COVID-19 patients.

Maryland reported 1,758 more cases of the virus. Thirty-one more people died. Updated data for Virginia was not immediately available.

### Local Coronavirus Headlines

- The high level of coronavirus cases is putting stress on Northern Virginia hospitals — and the health care professionals who work there.

- The stress of the pandemic is a grind. A data analysis from the American Dental Association shows a surge in cases of teeth grinding, clenching and cracking during the COVID-19 crisis. The increases are striking and potentially costly and painful for sufferers.
- All Maryland hospitals are expected to receive some COVID-19 vaccines in the next two weeks to begin vaccinating critical frontline staff, a state health official said Tuesday.
- A professor is using the trust Black Americans have in barbers to make them more comfortable with taking the COVID-19 vaccine.
- A rapid antigen test might seem like a great idea when you're in a hurry and don't have time to wait a few days for results, but those tests are really designed for people with COVID-19 symptoms and in asymptomatic patients can deliver false positive results.
- Help is available for thousands of D.C. residents who have fallen behind on rent payments.
- Maryland Gov. Larry Hogan announced measures to boost the number of available health care workers and plan for more hospital beds.
- COVID-19 numbers continue to paint a dire picture for Black Americans, and there is an ongoing effort in the Black community to increase testing.

#### Reopening Tracker

- A judge upheld Montgomery County, Maryland's ban on indoor dining.
- D.C. has suspended indoor dining until 5 a.m. on Jan. 15, Mayor Muriel Bowser said in a press release.
- Virginia instituted a curfew and a stricter mask mandate.
- Maryland tightened restrictions on businesses, bars and restaurants.
- All Smithsonian museums and the National Zoo closed because of rising COVID-19 cases, officials announced.
- Hours before some Fairfax County students were set to return to in-person learning, the school district said that they needed to delay the plan.
- Courts throughout Maryland partially shut down due to the pandemic.
- Virginia announced new measures to fight COVID-19 as cases of the virus have spiked across the country.
- Prince George's County tightened restrictions and required masks to be worn outdoors.
- Montgomery County reduced capacity limits at many businesses, including for indoor dining, to 25%.
- D.C.'s mayor extended the city's coronavirus state of emergency to last through the end of the year.

#### How to Stay Safe

Anyone can get COVID-19. Here are three simple ways the CDC says you can lower your risk:

- Wear a snug-fitting mask that covers your nose and mouth.
- Avoid being indoors with people who are not members of your household. The more people you are in contact with, the more likely you are to be exposed to COVID-19. If you are indoors with people you don't live with, stay at least six feet apart and keep your mask on.

- Wash your hands often, especially after you have been in a public place.

## Nine months into the pandemic, a \$1,200 relief check only goes so far

December 25, 2020

The Washington Post // Michael Brice-Saddler

The bank notification popped up three days before Christmas — timing that presented Cynthia Spencer with as many problems as solutions.

It was a \$1,000 direct deposit courtesy of D.C. Mayor Muriel E. Bowser (D), who was spending a chunk of federal Cares Act money on one-time payments to some of the city's unemployed workers.

The first \$200 of the \$1,200, she soon realized, had gone to federal and local taxes. The next question was harder: What was the smartest way to use the rest of the money?

Spencer, 69, will tell you she was living comfortably before the coronavirus pandemic. The \$360 per week she made as a part-time file clerk supplemented her Social Security and disability payments, which went directly to bills for herself and her partner, Melvin Haniber, who is on disability for mental health issues.

That all changed when she was furloughed in March. She wrestled with the city's overwhelmed unemployment system and ended up with \$154 a week from the Pandemic Unemployment Assistance (PUA) program since a \$600-per-week boost to those benefits expired in July.

This week, with the holidays approaching and PUA set to expire completely by the end of the month, Spencer struggled to balance the need to provide for her family, pay her bills and bolster a completely drained savings account.

The \$1,200 relief payments for about 20,000 D.C. residents receiving PUA, announced earlier this month, were supposed to make life easier.

But for Spencer and many others, the one-time check reflects yet another inadequate lifeline thrown to some of the nation's most vulnerable residents. It comes as congressional leaders and the White House remain gridlocked in a debate over the size of the next round of federal stimulus checks.

“When I say I’m struggling, I’m struggling,” Spencer said just before Christmas, explaining that the uncertainty has created tension at times between her and Haniber. “I have 14 grandchildren — you can’t do what you’ve done for your grandchildren for years. I shouldn’t be going through this.”

‘It’s hard to say no’

Spencer woke up a couple of weeks ago with a toothache.

She had just switched to an insurance package that better covered her various medications but left out dental care. She thought a trip to a clinic at a D.C. nonprofit organization would be free



but was dismayed to receive a \$50 bill. Her follow-up appointment will cost the same — \$75 more if the tooth needs to be pulled.

Add those expenses to the ever-growing list.

For Spencer and Haniber, her partner of 26 years, juggling rent, gas, cable, electricity, laundry, food and phone bills has become akin to a high-wire act with no safety net. They use space heaters instead of turning on the heat in their one-bedroom apartment in the Petworth neighborhood in Northwest Washington because the heat would cost them \$200 a month.

After they've paid the monthly bills, whatever money is left goes toward the 17 prescriptions Spencer needs to take care of her bad knee, high blood pressure and allergies so severe she also requires a monthly shot. For the first time in her life, Spencer has found herself waiting in line this year at Bread for the City, another local nonprofit organization, to stock up on canned foods. She recently overdrew her checking account after paying her phone bill.

Her grandchildren called about Christmas after the dental visit — they're accustomed to being spoiled by their grandmother, and she's usually happy to oblige. Spencer had hoped to get her four youngest grandchildren — ages 15, 15, 14 and 12 — \$50 gift cards and provide coats, scarves and hats for the others.

"I had to work myself down to \$40," Spencer said. "But looking at everything, I might have to go down to \$30. It's just — I didn't have to do this before. It's hard to say no."

Last Saturday, one of her granddaughters called asking for money to get her nails done. Spencer had always told them, "If Momma can't do it, call Grandma and see if she can."

This year, she can't.

"They don't ask for much; it hurts me to my heart," Spencer added. "I called her back and said: 'You know how times are. Grandma will look out for you when I get back on my feet.'"

Spencer and Haniber, 64, used to occasionally go to IHOP as a treat, but these days, an "outing" means a trip to the doctor or to pick up Spencer's medication. Haniber, a former painter and contractor, spends most of his time watching the news and movies on television — one of the few luxuries they have left. If PUA isn't extended, Spencer said, the cable will be the next to go.

As Spencer contemplated how to use her stimulus check on Tuesday night, President Trump videotaped a message from the White House, a few miles away, that cast doubt on the just-passed next wave of federal relief. He said he wanted Congress to boost federal stimulus payments from \$600 to \$2,000. On Wednesday, as the couple watched the local news, a chyron flashed across the screen: "TRUMP MIGHT NOT SIGN SPENDING BILL."

Ten bucks left, no place to go: How the pandemic and a broken unemployment system are upending people's lives

“It’s a game with them,” Haniber said. “The Democrats were asking for \$1,200 and Republicans said, ‘No, that’s too much.’ Then they offered \$600.”

“Now [Trump’s] talking about \$2,000?” Spencer replied, dreading the idea that aid could be delayed because of the debate. “That is like a slap in the face because I had planned on at least getting my credit card bills down halfway.”

She had also hoped that the federal stimulus money would miraculously arrive this week, enabling her to spend some of it on her grandchildren.

“My head is just above water,” she said. “If this thing don’t pass, I don’t know what next month will be.”

#### Frustration and uncertainty

Pandemic Unemployment Assistance is determined by measuring half of a state or territory’s average unemployment benefit, which in the District’s case is about \$179. Spencer says the city’s Department of Employment Services (DOES) did not notify her that PUA was an option when it denied her standard unemployment in March. She learned about the program after speaking with an advocate at D.C. Legal Aid and has since spread the word to her friends and neighbors who were also ineligible for regular unemployment.

“When you get that slip in the mail saying you’re ineligible for benefits, nothing on there says you can apply for [PUA],” Spencer said. “You have to figure it out on your own or talk to somebody who knows.”

Her experience isn’t unique. More than 160,000 Washington residents have filed unemployment claims this year, and in recent months, dozens have testified at D.C. Council hearings about their woes dealing with the employment office.

Professional juggler Christian Kloc told the council he had to rely on friends and Internet forums to learn about the unemployment process because the department lacked comprehensive information on its website. For example, he didn’t know he needed to fill out a weekly unemployment certification form to continue receiving PUA benefits.

“There should be no guesswork or uncertainty in this process,” Kloc said. “If the government had made requirements crystal clear for independent contractors like me, we would’ve jumped through every hoop you asked us to.”

At a later hearing, DOES Director Unique Morris-Hughes acknowledged that some of the requirements for federal programs are not intuitive, especially for people who have worked in multiple states.

“DOES didn’t create this, we are just trying to play by the rules of the game,” Morris-Hughes said.



Council member Elissa Silverman (I-At Large) said in an interview that she has fielded scores of complaints from people trying to navigate the system. She called the \$1,200 supplemental payments to PUA recipients a good decision. But she also said DOES needs to better help residents understand how to get and keep benefits.

PUA recipients, for example, should be able to get back pay or increase their benefits beyond \$179 per week.

But many — including Spencer — are either unaware of those options or say they have not received the back payments.

#### A fresh start

Haniber stood outside the couple's apartment and smoked a cigarette Wednesday, taking in the yard he has tried to fix up over the years. Their landlord had yet to reimburse him for grass Haniber planted.

Already, the \$1,000 from the city was accounted for: \$296 for credit card payments, \$60 for food and \$253 toward gifts for Spencer's grandchildren, including new masks and hand sanitizer. That left about \$400 to start replenishing Spencer's depleted savings account, but she's unsure how long the money will stay there.

The couple desperately wants to move, and they were taking the steps to do so earlier this year. They completed an 18-month class for first-time home buyers with the Greater Washington Urban League and were preapproved for a loan just before the coronavirus pandemic. They were eyeing a sunny affordable dwelling unit in the Marshall Heights neighborhood in Southeast Washington, fitted with a garage, space for plants and enough bedrooms for two of Spencer's daughters to move in.

Now, Spencer said, "We have to start all over again."

They hope to relaunch the process next year, assuming she is able to return to work, as her employer has promised.

Spencer would need to prove she has a job, pays her rent and has at least \$1,000 in her bank account. All attainable goals, she says. But because of the amount of time that has elapsed since the first preapproval, she said, she'll also need to supply two months of clean bank statements. That may take some time.

"Our bank statements were so good before the pandemic," she said with a laugh. "You don't want to see our bank statements now."

## [Can tailored messages to bad drivers prevent crashes? D.C. is about to find out.](#)

December 23, 2020

The Washington Post // Luz Lazo

Bad drivers in the District could soon get a serious warning sent straight to their cellphones.

The city is working to identify drivers with a history of traffic violations, such as speeding and red-light camera tickets, to send messages alerting them of their history of infractions while warning of their risks of getting into a fatal crash.

City officials say they hope the pointed messages will deter dangerous road behaviors.

“We know that there is a subset of drivers that are putting others at serious risk with excessive speeding and red-light running,” said Jeff Marootian, director of the city’s Department of Transportation, one of the agencies leading the effort. “We’re hoping that this creative approach can ultimately reduce serious injury and fatality crashes.”

A team of city data experts is analyzing traffic citation data to identify drivers at a high risk of involvement in a serious crash. The “tailored messages,” they say, will be sent to a sample of those drivers next year. At the end of the 18-month pilot, officials say, they expect to know the answer to a key question: Can targeting messages to high-risk drivers prevent crashes?

“This is a creative approach that we haven’t tried before, and we think that it is worth the effort,” Marootian said.

The concept, which D.C. officials say is a first among cities nationwide, is the latest effort to target dangerous drivers in a city where serious and fatal crashes are on the rise. City leaders said evidence shows drivers with multiple traffic violations are more likely to be involved in crashes.

Researchers have studied the relationship between repeat traffic offenders and serious collisions, with some data suggesting a strong correlation between the two. But some researchers also have pointed to other factors at play, such as the amount of time the driver spends on the road and exposure to traffic enforcement systems.

In D.C., speed and red-light cameras are widely deployed across major commuter corridors, generating \$195 million in ticket fines last year, the bulk of it from the camera program, according to AAA analysis.

City officials say they hope data from the program can help them track drivers who aren’t deterred by the fines.

A team from The Lab @ DC, a project-driven agency within the office of Mayor Muriel E. Bowser (D), is examining data from the District’s automated traffic enforcement program to predict a driver’s likelihood of being involved in a serious crash.

Working with DDOT, D.C. police and the Department of Motor Vehicles, The Lab team will create a campaign that could include text messages and mail sent to a sample of high-risk drivers.

“We will evaluate whether drivers who receive these messages have fewer red-light violations, speeding violations, and ultimately, crashes, compared to the group of high-risk drivers who do not receive the messages,” according to The Lab.

The Lab will analyze data that includes paid and unpaid citations for speeding and red-light cameras, and also could include vehicle registration data in its analysis, according to the agency. Officials said they hope the experiment could lead to policies and educational programs around traffic safety.

The program is among the latest road-safety measures with the purpose of cutting the growing number of traffic injuries and fatalities in the nation’s capital. The increase comes despite Bowser’s Vision Zero traffic safety plan to eliminate traffic deaths by 2024.

An increase in bicyclist and pedestrian deaths has hindered progress for Bowser’s program. As of Dec. 23, police records show 36 people have been killed in traffic crashes in the city compared to 26 at the same time last year, an increase of nearly 40 percent.

More than 4,000 crashes this year have resulted in injuries, according to city data.

As part of traffic safety measures, the city lowered the default speed limit this summer on city streets to 20 mph from 25 mph and implemented a “slow streets” initiative in which some neighborhood streets are restricted to local traffic with a speed limit of 15 mph.

In September, the D.C. Council approved legislation accelerating improvements to bike and pedestrian infrastructure, expanding the city’s automated traffic enforcement program and promising more traffic safety education. Through the legislation, the city would focus more resources on high-risk intersections and areas with less access to transit.

City officials have been increasingly concerned about the growing number of traffic fatalities, supporting more aggressive approaches to target dangerous drivers with higher penalties.

Although the new messages appear as a warning to higher-risk drivers, city officials said the intent is to educate the recipient. Marootian said there is no violation or fine attached to the message and that the campaign is to use data to directly communicate with individual drivers.

Some questioned whether the message will work.

Matthew Sampson, a traffic safety advocate and D.C. resident, said there is “messaging all over to drivers to drive slow, but they still continue to drive dangerously.” He said the problem is many drivers, including those licensed in Maryland and Virginia, face no consequence for racking up traffic citations in the city.

“If a bad driver has a disdainful attitude toward traffic violations in D.C. anyway, what makes us think messaging from D.C. would work?” he said. “It seems to me that there’s bigger regulatory fruit to aim for. That said, it is nice that DDOT is trying.”

D.C. Council backs proposal to let e-scooter riders recoup medical bills after crashes.

## **New DC program aims to curb traffic deaths**

**December 26, 2020**

**WTOP // Andrea Cambron**

A new pilot program by D.C. Mayor Muriel Bowser will send messages to drivers who are at risk of getting into a serious crash throughout the District.

The program is a part of the Mayor's Vision Zero initiative that aims to eliminate traffic-related deaths. The two-year study will evaluate whether targeted messages to drivers who have a history of fast driving, helps decrease red-light and speeding violations.

A 2015 report from the Journal of Traffic and Engineering found that drivers with multiple traffic violations are more likely to be involved in crashes.

Overall, the goal is to see if the messages aid in helping to eliminate the amount of traffic deaths.



## [The complicated racial history of the high school D.C. is renaming](#)

December 28, 2020

The Washington Post // Stefan Fatsis

In the fall of 1954, four months after the Supreme Court outlawed segregation in D.C. public schools in a companion case to *Brown v. Board of Education*, six of the city's seven all-White high schools accepted Black students for the first time, from a handful to hundreds. The seventh was Woodrow Wilson High School.

Wilson had been named by *Look* magazine as one of the 10 best high schools in America a few years earlier. Its student body boasted the children of diplomats and congressmen; graduates included future senator John Warner, future anchorman Roger Mudd, future billionaire Warren Buffett and future AIDS activist Larry Kramer. But as the rest of Washington began grappling with desegregation — hundreds of White students at other high schools staged a three-day walkout that October — Wilson's 1,143 students, 62 faculty members and staff remained entirely White.

Today, Wilson is D.C.'s most diverse public high school: 39 percent White, 29 percent Black and 22 percent Latino. It has long considered itself progressive. In the 1960s, Wilson students protested the war in Vietnam. In the 1980s, Black Power organizer Kwame Ture, formerly Stokely Carmichael, visited an English class. In 2014, students outnumbered and out-chanted antigay hatemongers from Westboro Baptist Church who picketed after the school's then-principal came out as gay. Wilson has a diversity task force, gender-neutral bathroom signs, and clubs with names like Common Ground and Gender Sexuality Alliance.

But since before its doors opened in 1935 — to White students only — Wilson has been defined by race. It was built across the street from a Black neighborhood, Reno City, that was at the time being slowly demolished by the federal government. And it was named for a president who wrote sympathetically of the Confederacy and Ku Klux Klan, resegregated federal agencies and screened "The Birth of a Nation" at the White House. Wilson's beliefs weren't unknown inside the building. In 1972, an African American sociology teacher, Edward Cannon, told the student newspaper that the school was named after "a bigot." Wilson was "founded in racism," Cannon said, "and the odor still exists."

Amid the nationwide protests for social justice, cities and states have been reckoning with the names of public institutions. Who should be defrocked and why? How should they be replaced? In D.C., a committee reporting to Mayor Muriel E. Bowser this summer proposed renaming dozens of schools, parks, playgrounds and buildings. Top of the list was Wilson, where changing the school's name already had spurred a coalition, a public forum, a petition and protest rallies. A nonbinding online survey of replacement candidates ended this month, and Bowser and D.C. Public Schools Chancellor Lewis D. Ferebee are expected to announce a new name, which would need approval from the D.C. Council, in coming days.

Six of the seven finalists are Black educators, politicians or literary figures. The other is purely geographic: Northwest. Four-term D.C. Mayor Marion Barry Jr. was a polarizing figure in life, and he just had a city government building named for him. Pulitzer Prize-winning playwright



August Wilson would appease alumni attached to the surname but has no personal connection to D.C. A Wilson parent who was involved in the name-change effort, Zerline Hughes Spruill, who is Black, said Bowser “put ‘Black Lives Matter’ on the street in front of the White House. I’d like to think she wouldn’t put ‘Wilson’ back on the name of the school.”

Any change will be a historical corrective. “Everything Wilson did was to undercut the very people whose descendants now go to the school,” said Chris Myers Asch, the co-author of “Chocolate City: A History of Race and Democracy in the Nation’s Capital” and a 1990 Wilson graduate. But only one namesake would fully confront the century of racial ignominy that has helped define the school: a teacher named Edna Burke Jackson.

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After the Supreme Court ruling in 1954, the demographics of working- and middle-class Washington shifted. White families packed up for Maryland and Virginia, and D.C.’s population flipped — from 65 percent White in 1950 to majority-Black in 1960. Though the wealthier neighborhoods that fed into Wilson didn’t change, the school system sought to look as if it was proactively desegregating the school. On Sept. 12, 1955, Wilson enrolled its first Black students, one boy and one girl, both in the 10th grade. “Wilson High Integrated,” the Washington Evening Star reported. The school also was assigned two Black faculty, chemistry teacher Archie Lucas and Jackson, who taught European and world history.

Jackson graduated in 1928 from Dunbar, the legendary Black D.C. public high school, where she was a stalwart of the debate team, editor in chief of the newspaper and a member of the French and Latin clubs. She won a scholarship to Howard University, studied French and history and earned a master’s in education. Today, she might have become a lawyer or a diplomat. Then, she did what many highly educated Black women did: She taught. After six years at a Black high school in Tulsa, Jackson returned home in 1940 to work at D.C.’s Cardozo High School, which was also all Black. Fifteen years later, she was sent to Wilson, where she would stay until retiring in 1976.

Her first years there couldn’t have been easy. In his memoir “Ghost Light,” the writer Frank Rich, Wilson Class of 1967, recalled a history teacher who asked students to petition Congress to change the national anthem to “Dixie.” Former students and a family member told me that White teachers wouldn’t sit with Jackson at lunch and used the n-word in her presence. “It’s certainly not the era where you would stand up and create some sort of huge thing about it,” Sue E. Houchins, an African American studies professor at Bates College who was a close family friend of Jackson’s, told me. “You moved yourself through it with dignity, and that is who she was.”

Washington was a government town but a Southern city. Homes around Wilson were built with restrictive racial covenants attached to their deeds. “Make no mistake, the class was full of children of racists,” one alumna commented in the name-change survey. “[Jackson’s] even temper and intelligence in the face of these students have been a lesson for life.”

Former students said Jackson, who died in 2004, was kind, even-tempered and serious, and held her students to high standards. “She was all about education,” her niece, Paula B. Duckett, told

me. In the late 1950s, after a lesson on Communism and the Cold War, Jackson arranged for her class to visit the Soviet Embassy. “She insisted that in order to defend democracy, Americans must know freedom’s enemies,” a student from the early ’60s wrote in the survey. Leland Barrows, a retired professor who graduated from Wilson in 1960, told me he became a historian in part because of Jackson: “She viewed the study of history as a search for truth.”

In D.C.’s first public outreach about a new Wilson name, I nominated Reno City, to amplify the historical truth of what was destroyed across from where the school now stands. That name didn’t make the cut, and when the final round began, I voted for Vincent E. Reed, Wilson’s first Black principal, who was dispatched to the school in 1967 to help manage any fallout from a second federal lawsuit that forced the comprehensive desegregation Wilson had averted a decade earlier.

Reed spent just two years at Wilson — though what years they were. The Black student population increased tenfold, to more than 300. Vietnam, drugs, the King assassination. “Vince was navigating all of that, everything,” said Jack Koczela, Class of 1970. Reed ran the school with equanimity, formidability and decency. He studied the yearbook to learn students’ names. Reed went on to an acclaimed, five-year run as superintendent and ended his career as an executive at The Washington Post. Post columnists Colbert I. King and Courtland Milloy and former Post publisher Don Graham have backed Reed’s name for the school. “He is a hero with a capital H,” Graham told me.

But last month, I listened in as the editors of the Wilson student newspaper, the Beacon, deliberated over Zoom which name to endorse. (I’m an informal adviser to the paper.) One student mentioned Barry’s criminal record. No one liked the idea of August Wilson. The editors rejected Northwest, the overwhelmingly White city quadrant where the school is located, because it reflects “gentrification and racism,” one said, and the student body comes from across D.C. They liked Jackson and Reed because of their personal connections to the school, but Jackson, the editors decided, offered more.

As a Black woman who integrated the school, the students wrote in an editorial, Jackson is the antithesis of Woodrow Wilson, a White man who segregated the government. They pointed out that, no small thing, Jackson would be the first woman on the marquee of a D.C. high school. And, they wrote, she would represent something beyond her race or gender: a message that “teachers matter just as much, if not more, than any president or famous figure.”

Reading that, and contemplating the story of Jackson’s life and what she endured and accomplished, I went back online and changed my vote. (Of the more than 6,000 responses, Reed and Jackson split the Wilson educator support, combining for 36 percent. August Wilson drew 29 percent and Northwest 15 percent, with the remaining candidates in single digits.) “It’s not that Edna was first — that’s important — it’s that Edna was an instrument of change, both for white students and for the few black students who had to negotiate their way through that place,” said Houchins, the Bates professor. “That’s reason enough.”

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At the end of 1958, Jackson posed before a classroom of White students for a photographer from The Post. She wore a smart jacket and pearls, her signature cat-eye glasses and a gentle smile. “Mrs. Edna B. Jackson, Negro history teacher, is a favorite of Wilson High School students,” the caption read. In the accompanying article, schools superintendent Carl F. Hansen pronounced the desegregation of D.C.’s schools “complete as of today” and “a miracle of social adjustment.” Jackson wasn’t quoted. Not a single Black student graduated from Wilson that academic year.

The name above the entrance to this school or any building can only do so much. The composition of Wilson’s AP classes, clubs, lunch tables and sports teams reflects enduring educational shortcomings and racial divides. The discovery of swastikas in school bathrooms last year and a report in the principal’s weekly newsletter this fall that students used racial slurs while Zoom-bombing classes reveal deeper societal problems.

But if we’re going to name buildings after people, we should recognize people whose legacies are tangible, whose biographies are more relatable than a Wikipedia entry. I can see teachers using Jackson’s life and the ghosts in the building to explore the history of desegregation. And I can hear the student section at basketball games chanting, “Ed-NUH! Ed-NUH! Ed-NUH!”

## [Museum of the Bible considers suing D.C. mayor over virus shutdown, citing religious freedom claims](#)

December 23, 2020

The Washington Post // Sarah Pulliam Bailey and Peggy McGlone

Officials at the Museum of the Bible said Wednesday they are considering suing D.C. Mayor Muriel E. Bowser (D) over the city's latest round of coronavirus restrictions, saying they prevent the museum's employees from exercising their religious freedom and its visitors from possibly having a religious experience.

The plan to pursue legal action comes after an order by Bowser on Dec. 18 said museums and indoor dining in the District must close from Dec. 23 to Jan. 15, 2021, which includes the season of Advent and Christmas, a normally busy time for the museum. In a letter to Bowser, museum officials argue that the city is violating the Religious Freedom Restoration Act by not allowing the museum to exercise religion.

The museum closed Wednesday to comply with the mayor's orders while officials explored legal options. They are asking that Bowser's previous restrictions be reinstated, where 250 socially distanced people could be on one floor at a time. The museum has nearly 400,000 square feet of space spread over seven floors.

A spokesman for Bowser did not respond to a request for comment early Wednesday.

"It's our desire to be treated the same. We don't want to create a havoc," said museum president Harry Hargrave. "We want to stand up for our rights as well, and we feel like they've been violated."

He said the museum changed its bylaws about a year ago to make it more explicit that it is a religious organization. While museum officials don't intend to proselytize, he said, it "communicates the virtues of the Bible and what it means."

The museum's mission statement has shifted several times over the years. Before 2012, it had references to the Bible's authority and reliability but removed them in 2013 to say: "We exist to invite all people to engage with the Bible[.] We invite Biblical exploration through museum exhibits and scholarly pursuits."

Now its mission states, "Museum of the Bible is an innovative, global, educational institution whose purpose is to invite all people to engage with the transformative power of the Bible." Its board and executive team must sign a statement of faith.

The museum's original funding came primarily from the evangelical Green family, owners of the Hobby Lobby chain of craft stores. The \$500 million museum opened Nov. 17, 2017, with exhibitions tracing the cultural impact of the Bible. In its letter to the mayor, it cites the Greens' famous 2014 Hobby Lobby case regarding contraception that went to the Supreme Court as an important case involving the Religious Freedom Restoration Act.



Officials with the Centers for Disease Control and Prevention have urged Americans to stay home over the holiday season to prevent the spread of the coronavirus. Museum officials said it would abide by the law, but the city's regulations aren't urging people to stay home, said Jeremy Tedesco, an attorney for Alliance Defending Freedom working on behalf of the museum. Tedesco said that Bowser's new restrictions are undermined because the city still allows people to frequent places such as grocery stores, big-box stores, financial institutions, auto repair shops and transportation services.

"A pandemic doesn't cancel or put a pause on fundamental First Amendment freedoms," Tedesco said. "They have to apply these orders in a way that's consistent and protecting fundamental rights."

The American Alliance of Museums is not aware of any legal actions taken by museums against government restrictions across the country.

Hargrave said that being shut down from March until June was "a crippling experience" that resulted in 40 employees being furloughed.

The museum's most recent tax returns, for the year that ended June 30, 2019, showed revenues of \$140.5 million, including \$128 million in donations, and expenses of \$78.8 million. One of the largest non-federal museums, it ended the year with a \$61.7 million surplus, the tax documents show.

The museum's letter to the mayor says the new restrictions violate the First Amendment and the Religious Freedom Restoration Act, citing a Supreme Court ruling from November that said the state of New York violated the rights of some houses of worship by imposing mandatory attendance caps.

The lawsuit comes on the heels of a city settlement with the archdiocese of Washington, which sued the District over new restrictions last month as coronavirus numbers climbed.

The city was also sued this fall by Capitol Hill Baptist Church, a Southern Baptist megachurch that wanted the right to meet outside in the District, with masks and social distancing. A judge in October granted the church's request.

No cases of coronavirus infection have been traced to the museum, Hargrave said.

As December has brought some of the largest numbers of infections since the start of the pandemic, many major museums in New York City have remained open, including the Metropolitan Museum of Art and the Museum of Modern Art. But most museums in the Washington area have already chosen to close.

The National Gallery of Art and the Smithsonian in November closed the museums they had reopened, due to the rising number of cases in the region.

The Phillips Collection, which reopened with limited hours Oct. 15, has closed as a result of the mayor's restrictions. It will remain shuttered until February, when it plans to reopen with an exhibition celebrating its 100th anniversary.

The International Spy Museum will close at the end of Wednesday for three weeks because of the mayor's orders. The museum had adapted its experience by creating linear paths through its exhibitions, providing styluses to use on its touch screens and increasing its cleaning procedures. But it will follow the city's guidelines.

"We are watching everything the mayor says," International Spy Museum spokeswoman Aliza Bran said. "Safety is a top priority for our staff, visitors and volunteers. We are happy to comply with what is going to be best for the community. We want to keep the community safe."

Like other institutions, the museum has moved most of its programs online, broadening its audience and its donor pool.

Planet Word, the city's newest museum, closed its facility in the restored Franklin School on K Street NW on Nov. 23, a month after its Oct. 22 grand opening.

"Our overriding consideration continues to be the safety of our community," Planet Word founder Ann Friedman said. "We don't yet have an opening date to announce, and a decision about when to reopen will be based on guidance from government and public health officials." The U.S. Holocaust Memorial Museum reopened Oct. 26 and closed again Nov. 23. During that month, it limited visitors to 250 a day.

"The health and safety of our visitors, staff, and volunteers are the United States Holocaust Memorial Museum's highest priority," it stated. "The spread of the coronavirus is projected to continue to increase in the coming weeks, both locally and nationally."

The Museum of the Bible implemented "covid commandments" when it reopened in June, including more cleaning procedures. People above the age of 3 are required to wear face coverings and practice social distancing. Employees use masks and disposable gloves, and all staff and visitors have their temperature checked.

The museum says it uses staggered entry for social distancing and contact tracing to track any possible virus cases. It has closed its restaurant and interactive exhibits, including some children's exhibits, though its cafe has been open.



## [You don't have to be in a church to pray or feel spiritually nourished](#)

December 25, 2020

The Washington Post // Colbert I. King

Readers of this column know that I'm not one to start trouble. The last thing I want, especially during this Christmas season, is to get crosswise with Cardinal Wilton Gregory, archbishop of the Roman Catholic Archdiocese of Washington, about an issue over which he might rightfully claim superiority — i.e., praying.

Gregory sued D.C. Mayor Muriel E. Bowser (D) and the city over restrictions imposed upon indoor gatherings, including at houses of worship, because of the coronavirus pandemic. He asserted that praying apart does not provide the same spiritual nourishment as praying together and that the city's restrictions infringe upon the free exercise of religion.

The lawsuit has been settled. Limits on indoor worship have been modified. Now the terms are set at 250 people or 25 percent of seating capacity, whichever is smaller.

I, an acknowledged sinner who falls short of the glory of God, still must weigh in on the issue of praying apart vs. praying alone.

Now, I get the part about Gregory's saying a 50-person cap on religious services could be viewed as discriminatory because the order allowed big-box stores, retailers, liquor stores and other "essential" venues to operate without similar limits. Religious worship, Gregory contends, should be treated the same way.

Indeed, this pandemic has found me in big-box stores, and also liquor stores (well, just two), where I have shared space with more than 50 people. Of course, we were wearing masks and doing our best to keep six feet apart. So, I understand why the archbishop would want to know why his congregants should be turned away if they are willing to take similar precautions in their churches.

I also understand why the District has tried to impose science-based measures to protect the personal safety of residents and visitors. Covid-19 is hammering this city.

The District's reported data as of Thursday included 210 new positive coronavirus cases, bringing the District's overall positive case total to 27,436. Tragically, 756 District residents have lost their lives due to covid-19, including five on Wednesday.

Epidemiological data show that gatherings are significant contributors to the transmission of the coronavirus.

The mayor has a duty to act. Multiple caps and restrictions are being imposed, but not exclusively on houses of worship. Restaurants, live entertainment, sporting events, mass gatherings with distinctions drawn between indoor and outdoor gatherings also face restrictions, no matter the size of the venue.

To contend that spiritual nourishment is received only if you assemble in church, sit in pews and collectively engage in the liturgy, that is a bridge too far for some faith traditions.

Churches in the Episcopal Diocese of Washington, as well as other religious denominations, are doing their part to help contain the spread of covid-19 by suspending in-house services. Many, like my own, have switched to virtual services where Mass and Communion are still observed.

I come away feeling spiritually nourished. It may not show. But I do.

Of course, there is a difference between engaging in the flesh vs. connecting through a broadcast medium. I miss gathering with others — sometimes.

But the essential connection is the [2-5](#) with the Almighty, not the person sitting in the next pew. That conduit is available in church, at home, at any time, anywhere.

I hasten to note that Cardinal Gregory is not a cleric parochially focused only on Catholic matters. I know he shares Bowser's concern for the health and safety of all our communities.

As I observed in an earlier column, Gregory does not hesitate to raise his voice against injustices of any kind. He was one of the first religious leaders to show moral leadership by denouncing President Trump's use of riot control tactics and debasement of the Bible during his June 1 photo op stunt outside St. John's Church at Lafayette Square during demonstrations after the killing of George Floyd.

When Trump tried the same caper the following day with a visit to the St. John Paul II National Shrine, Gregory let him have it. Blasting Trump's attempt to associate with Pope John Paul II's work, Gregory said "[the pontiff] certainly would not condone the use of tear gas and other deterrents to silence, scatter or intimidate them for a photo opportunity in front of a place of worship and peace."

Perhaps Trump should have prayed instead.

I read in Matthew 6:5, "And when you pray, do not be like the hypocrites, for they love to pray standing . . . on the street corners to be seen by men. But when you pray, go into your room, close the door and pray to your Father, who is unseen."

With that in mind, perhaps praying apart is the same as praying together.

Besides, I'm not aware that God conducts head counts.

But, again, I'm not one to start trouble.



## In first Christmas mass as Cardinal, Gregory addresses hundreds of worshipers

December 25, 2020

WJLA 7 // Tom Roussey

In his first Christmas day mass since being elevated to Cardinal, Wilton Gregory made a point of not dwelling too much on the coronavirus pandemic.

“We’ve spent nine months talking about it. It’s not something that’s new to the people,” Gregory later told ABC. “I didn’t want to dwell on all that we didn’t have. I wanted to highlight that which we have and that which we enjoy.”

In his homily at the noon Christmas mass, Cardinal Gregory talked about the differences between the 2020 census and the census described in the Bible for which Joseph and Mary had to travel to Bethlehem.

In his first Christmas day mass since being elevated to Cardinal, Wilton Gregory made a point of not dwelling too much on the coronavirus pandemic. (Image: ABC7)

He said even though census data today is much more scientific than back then, “the birth of Mary’s son has influenced human history in ways that even our sophisticated computers will never be able to measure.”

Gregory’s only reference to the pandemic came when he talked about how people no longer have to travel to take part in a census.

“Imagine the cost, the effort, and the inconvenience of returning to our hometowns and communities, especially in the face of our current travel restrictions because of the pandemic,” he said.

Late last month, Pope Francis elevated Gregory to the rank of cardinal at a ceremony in Rome. Gregory is the first Black cardinal ever from the United States.

Friday marked Gregory’s second Christmas since coming to Washington as archbishop in the spring of 2019.

In his first Christmas day mass since being elevated to Cardinal, Wilton Gregory made a point of not dwelling too much on the coronavirus pandemic. (Image: ABC7)

At the noon mass last Christmas, Gregory presided before thousands of people at the Basilica of the National Shrine of the Immaculate Conception in Northeast Washington. This year, he looked out on just a couple hundred socially distanced worshipers who didn’t even come close to filling the largest Catholic church in North America.

But the number could have been even smaller – D.C. mayor Muriel Bowser had limited religious gatherings to 50 people until backing down after the Archdiocese of Washington sued the city in order to be allowed to have more people.

Bowser relaxed her rules in the face of the lawsuit, agreeing to allow churches to have either 250 people or 25 percent capacity, whichever is smaller. D.C.'s attorney general announced a settlement of the lawsuit this week with those same numbers.

"I was very grateful to the mayor," Gregory told ABC7. "I think she's first of all very concerned about the safety of our people, but she's also willing to acknowledge that we can gather safely in a large place like this and in our parishes with a larger number."

As they do every year, employees and volunteers at the National Shrine organized a free Christmas dinner.

Valencia Camp, the director of special events at the National Shrine, says about 1,500 meals went to those who were homebound, and around 400 meals were available for people to grab as they left the church to take home.

Normally, the church hosts a big in person dinner during and after the noon mass on its lower level rather than offering take home meals outside.

But although they couldn't do the sit down meal this year, Camp says like Cardinal Gregory they chose to focus on what they still had, not what they didn't.

"The warmth, the love, the care ...it's still here. It did not change," she said.

## D.C.'s largest church downsizes, socially distances Christmas Eve mass

**December 24, 2020**

**WJLA 7 // Tom Roussey**

Normally-packed Christmas masses at D.C.'s largest church are anything but this year, as only 250 people at a time are being allowed in. But even that number would have been far lower if not for the settlement of a lawsuit brought against the city by the Archdiocese of Washington.

A spokesperson for the Basilica of the National Shrine of the Immaculate Conception says last year around 15,000 people attended over the course of seven masses on Christmas Eve and Christmas day.

This year the National Shrine already knows how many will attend six masses – just 1200 people.

Thanks to the archdiocese's lawsuit, current DC regulations allow up to 250 people at a time in houses of worship. That number includes staff, so the National Shrine only gave away 200 reserved tickets per mass for attendees.

The limit set by DC mayor Muriel Bowser had been 50 people regardless of a church's size, but in its lawsuit the archdiocese argued that wasn't reasonable for big churches like the National Shrine, which is the largest Catholic church in North America.

The mayor backed down from the 50 number, and in a settlement this week DC attorney general Karl Racine announced a settlement in which churches can have 250 people or 25% of their capacity, whichever is lower.

The National Shrine says it is following strict protocols for those who get tickets. ABC7 witnessed attendees to the 2:00 p.m. mass on Christmas Eve getting their temperatures checked and being given hand sanitizer.

Seating is socially distanced and worshipers are asked to leave out a side door immediately after the mass ends. Information for potential contact tracing is also taken.

All tickets for the six masses have been given out. For those who can't come or were uncomfortable coming the National Shrine is livestreaming its Christmas Eve mass starting at 10:00 p.m. Christmas Eve, as well as livestreaming the noon mass Friday and a 2:30 p.m. Spanish language mass on its website.



## *Public Safety*

### [For D.C. protests, Proud Boys settle in at city's oldest hotel and its bar](#)

**December 27, 2020**

**The Washington Post // Joe Heim Marissa J. Lang**

Located just five blocks from the White House, the Hotel Harrington is the city's oldest continuously operating hotel and has a long-standing reputation as one of the most affordable in the heart of the District. But over the past few months, the Harrington has been gaining a new reputation: Proud Boys hangout.

The militant right-wing organization that vigorously supports President Trump, which has clashed in violent street battles with members of antifascist groups and others who oppose Trump, has made the Harrington its unofficial headquarters when members come to the District. Several hundred Proud Boys recently stayed at the hotel while in town for the Dec. 12 protest of Joe Biden's election as president.

More protests by pro-Trump groups are planned in downtown D.C. on Jan. 6.

Wearing their signature black and gold colors, large numbers of the group spent much of the afternoon of Dec. 12 drinking openly and chanting on the street in front of the hotel at 11th and E streets NW. They ranged in age from late teenagers to 50- and 60-year-olds, though most appeared to be in their 30s and 40s. Others filled the outdoor patio at Harry's, the hotel bar, where they had gathered on previous protest weekends and on the Fourth of July. Harry's closed midafternoon, but the patio and street in front of it remained crowded throughout the night.

The repeated and growing presence of Proud Boys at the bar and hotel has unnerved some guests and workers, many of whom are Black and Hispanic and were intimidated by their presence, according to two employees who spoke on the condition of anonymity because they were not authorized to speak publicly.

In the past three months, Harry's has been cited three times for violating social distancing and mask regulations. The violations occurred on weekends when large numbers of Proud Boys and other pro-Trump supporters, in town for demonstrations, were in the bar.

For the hotel and the bar, there seems to be uncertainty about what steps they can or should take. Ann Terry, the general manager of the hotel, declined to comment. During a brief phone call, John Boyle, the owner of Harry's, declined to comment other than to say that the bar closed early on Dec. 11 and 12 because of concerns over not being able to maintain coronavirus social distancing guidelines. The bar's website announced it will be closed on Jan. 5 and 6.

Enrique Tarrío, the leader of the Proud Boys, said in an interview, that in the past, the group's members have stayed at the Harrington and frequented Harry's because they're accessible to downtown D.C. and close to the Trump hotel and the White House.



He said that the corner in front of the hotel and bar has remained a gathering point for the Proud Boys, but that the group had outgrown Harry's because it wasn't big enough to accommodate all of its members who attended the most recent protest, which he said numbered about 1,000.

Tarrio said the group's members would not stay at the hotel or go to the bar if the businesses asked them to stay away.

"Of course not. I wouldn't want to go somewhere, a private business where I'm unwelcome," he said. "There's many other options."

Tarrio said he wasn't aware of reported incidents of Proud Boys refusing to wear masks inside the bar or hotel but said "for the most part, we're not big on masks."

Since opening in 1914, the 250-room Harrington has billed itself as an affordable tourist hotel, hosting tens of thousands of visitors to the District over the past 106 years. It was also a family business. Charles McCutcheon, the owner of the hotel until he died earlier this year, was the grandson of its co-founder. Many employees of the hotel have been there for generations.

For some of them, a longtime employee said, there is a fear that the hotel's reputation is being tarnished by the Proud Boys' repeated presence at the hotel and bar.

"It's sad that they feel so comfortable here because obviously nobody who works here supports this stuff," the employee said.

As dark approached on the night of Dec. 12, members of the Proud Boys donned Kevlar helmets, bulletproof vests, protective forearm coverings and large rucksacks. Many carried long poles, long-handled black flashlights and collapsible batons. Some carried cases of beer. They departed the hotel in packs and began marching through the District's downtown chanting "Whose streets? Our streets!" and "F--- antifa!"

The group made repeated efforts to approach Black Lives Matter Plaza near the White House, where they hoped to encounter a smaller number of antifascists and others who had gathered to voice their opposition to Trump and keep his supporters from removing signs or artwork critical of the president and memorializing Black people killed by law enforcement.

D.C. police spent much of the night trying to keep the groups apart and at one point established a police line along 15th Street NW. Unable to break through the barrier, a group of Proud Boys doubled back to the hotel holding a Black Lives Matter banner from a nearby church. They carried it in front of the Harrington and lit it on fire as members circled the flames yelling and hooting.

City officials later said four churches in downtown D.C. had Black Lives Matters signs removed and damaged. Tarrio told The Washington Post he was among those responsible for tearing down and burning the signs.

For the most part, police were successful in keeping the groups apart, but there were skirmishes. At least four people were stabbed during a melee near Harry's. Police have declined to comment on the political affiliations of those involved.

In the days after the protest, District leaders expressed concerns about the Proud Boys' presence.

"These Proud Boys are avowed white nationalists and have been called to stand up against a fair and legal election," D.C. Mayor Muriel E. Bowser (D) said. And D.C. Council Chairman Phil Mendelson (D) said a beautiful weekend "was ruined by white supremacists who came to our city seeking violence."

Bowser said that the city had encouraged Harry's to close early for the protest weekend and that the bar was not open after 4 p.m. on either Dec. 11 or Dec. 12. The mayor declined to draw a connection between the violence late that Saturday and the bar around which Proud Boys and other Trump supporters continued to gather through the night.

But D.C. Council member Brooke Pinto (D), who represents the ward in which Harry's is located, said the bar's complicity in allowing "hate groups" to gather should not be overlooked.

"I am angered and troubled by the violence committed by white supremacists in our city and in Ward 2 over the weekend and last month," Pinto wrote in a statement to The Post. "Harry's disregard for public health guidance as these hate groups have gathered in their establishment without masks and without being socially distant before taking to the streets and further jeopardizing the health and safety of District residents is absolutely unacceptable."

Pinto said she would like to see greater enforcement of the District's coronavirus protocols and would "encourage local businesses to protect our residents first," though she did not elaborate on how businesses such as Harry's might do so. Boyle did not respond to Pinto's comments.

In all, Harry's has been cited for flouting the city's mask ordinance three times since October.

On Oct. 10, an investigator from the D.C. Alcoholic Beverage Regulation Administration noticed a server was not wearing a mask as he waited on tables filled with patrons who were also barefaced though they were not actively eating or drinking, according to the ABRA incident report.

The investigator issued Boyle a warning and noted that Boyle said it "would not happen again."

A month later, on the night before the "Million MAGA March," a city investigator reported patrons were not wearing masks and were moving about the bar freely, gathering in large groups and flouting social distancing requirements. Outside the bar, he wrote, more than 50 people were gathered listening to loud music and drinking in the street. The investigator called the situation "unacceptable" and issued Harry's a \$1,000 fine.

Boyle "admitted that he lost control of the establishment," according to the ABRA report. The investigator found "the establishment was basically operating as normal prior to Covid."

The next day, after thousands of Trump's most ardent supporters packed D.C. streets and marched to the Supreme Court, many gathered at Harry's to celebrate.

Dozens of maskless people were gathered outside the bar, waiting to be seated, the ABRA investigator wrote, while patrons inside crowded around small tables and moved freely around the establishment without donning face coverings.

The ABRA investigator slapped Harry's with another \$1,000 fine, its second in as many days.

Patrick Young, 37, spent most of Dec. 12 at Black Lives Matter Plaza, poised to defend the space in which racial justice activists have gathered for months.

Throughout the day, he said, he saw "marauding bands of Proud Boys" try to make their way past police lines and into the plaza.

He was worried that as the night wore on, and as far-right agitators imbibed more, the threat of violence would increase, he said.

The next day, he called Harry's Bar, asking to speak with the owner. To Young's surprise, Boyle answered the phone.

"I told him I was very concerned that the bar was becoming a base of operations for the Proud Boys," said Young, an organizer with the activist coalition ShutDown DC.

It and other local social justice groups have for weeks encouraged their members to call Harry's and encourage the bar to denounce the Proud Boys and close during large pro-Trump gatherings.

Downtown hotels also received calls and emails from D.C. residents and activists imploring them to deny service to visiting Trump supporters.

ShutDown DC organizers said they will continue to lobby business owners and city officials to do more. Harry's, they said, will remain priority No. 1. The group launched an online petition this week calling on ABRA to revoke the bar's liquor license.

"As long as people are coming into our community with the expressed intent of terrorizing our friends and neighbors, we are going to work to keep each other safe," Young said.

**'This will save lives': Drug paraphernalia decriminalization bill becomes law in District**  
**December 26, 2020**

**WJLA 7 // Elliot Henney**

The possession of drug paraphernalia in Washington D.C. has been decriminalized, according to the Drug Policy Alliance.

Just before Christmas last week, D.C. Mayor Muriel Bowser allowed the Opioid Overdose Prevention Act of 2019 (B23-0054) to become law. The bill removes criminal penalties for possession of drug paraphernalia for personal use.

The bill also allows for organizations in the District to distribute harm reduction supplies, previously criminalized under DC law.

Queen Adesuyi, the Policy Manager for the Office of National Affairs at the Drug Policy Alliance said that with COVID-19 cases skyrocketing, it was important to get the legislation passed.

This legislation will 100% save lives," Adesuyi told ABC7's Elliot Henney. "And in fact, not doing this, the status quo would have continued to put people at risk and not save lives. It's so critical and it couldn't have come at a better time.

Adesuyi says that harm reduction supplies are essential because shared and unsafe methods for snorting or smoking various drugs can put people at risk for COVID-19, as well as hepatitis C transmission, HIV, and both viral and bacterial infections.

One common example of an unsafe ingestion method, often seen in movies and on tv, would be rolled-up dollar bills, which have tons of bacteria.

Adesuyi said these types of harm-reduction methods also provide intravenous drug users with other options for ingesting drugs.

What people often forget is that people use drugs in a whole bunch of different ways," Adesuyi said. "I think in a time like now, where we're dealing with a compounded public health crisis, with COVID-19 on top of the increasingly worsening overdose crisis in DC, it's not a better time than now to finally get past stigma.

Following the District's deadliest year of overdose fatalities in 2017, the D.C. Council unanimously voted to allow for the distribution of fentanyl test strips for personal use, and then passed legislation to decriminalize the life-saving strips a year later.

Those test strips became a lifeline for many addicts who were given the ability to identify the presence of highly-potent and potentially deadly fentanyl in unregulated drugs. The strips can also be used to test injectable drugs, powders, and pills, according to Adesuyi.

It's important for people to know what's in their drug supplies, regardless of your opinions of their drug use," Adesuyi said. "It's unfair to allow people to walk into a situation where they're just wanting to use drugs, and then die accidentally.

While the decriminalization of fentanyl test strips was a step in the right direction, the Drug Policy Alliance says they worked tirelessly with HIPS, a DC-based harm-reduction organization, to get DC Council to take bigger steps towards reducing overdose deaths by decriminalizing drug paraphernalia more broadly.

It's a huge step forward for the health and livelihood of people who use drugs," Adesuyi said.



## LOCAL

### [D.C. region leaders pitch plan to build stronger post-pandemic economy](#)

December 23, 2020

The Washington Post // Michael Brice-Saddler

More than 50 local leaders have mapped out an economic recovery strategy for the Washington area that they say would leave it more unified, resilient and prosperous than before the novel coronavirus upended the region.

Connected DMV — a group representing the local academic, nonprofit, public and private sectors — initially came together in March 2019 to drive economic growth in the D.C. area. When the pandemic struck a year later, the group pivoted to creating what it calls a “strategic renewal” task force, which issued a report this month with 12 initiatives to remedy the region’s social and economic challenges.

They range from a coordinated regional contact-tracing system to the creation of a pandemic biodefense facility. One effort calls for an economic development plan that permeates the jurisdictional barriers that have previously caused Maryland, Virginia and the District to operate in silos.

“Long-term, if we’ll survive in this new world and thrive ... we need to paint a different picture on where we’re headed, not try to get back to where we were,” said Stu Solomon, chief executive and president of Connected DMV. “In the past, single organizations have tried to do some of these things. The companies, the ecosystem is here — it just hasn’t been brought together.”

Solomon, who serves on the Greater Washington Board of Trade, acknowledged that many of the task force’s proposals are ambitious and would require unprecedented levels of coordination. But he argued the D.C. region has the resources to pull them off and has simply failed to work collectively to do so in the past.

He cited a Brookings Institution analysis of the 53 largest U.S. metropolitan areas between 2008 and 2018 as evidence of these shortcomings. The D.C. region ranked 52nd in the racial inclusion category, which compares median earnings and employment among different demographic groups, and placed just 25th in overall economic growth.

The pandemic has shone a spotlight on how much the region — which overall is far wealthier and better educated than the United States as a whole — is underperforming, he said.

“It’s unacceptable where we are in our rankings. That’s a reflection on us collectively,” Solomon said. “Our collective response needs to be strong and persistent; it can’t be episodic.”

Members of the task force, which includes former D.C. mayor Anthony Williams, Metro General Manager Paul J. Wiedefeld and Greater Washington Board of Trade President Jack McDougle, among others, met monthly between May and October to discuss and vote on each initiative. Conversations about how each will be funded, staffed and delivered will continue into next year,



Solomon said. While some of the task force's goals are likely to take years to carry out, others are already underway.

Radha Muthiah, president and chief executive of the Capital Area Food Bank, is anchoring an initiative on "regional resilience" exercises, which aims to shore up greater Washington's readiness for unplanned events. The first of these exercises took place Dec. 3 and scrutinized the Washington region's ability to get food into the hands of those who need it most during the pandemic.

The number of people in the region who don't have a stable source of food ballooned from 400,000 to 600,000 during the pandemic, Muthiah said, adding that the food bank has distributed double the amount of food in the past eight months compared with the same period in 2019.

As part of the exercise, Muthiah and her team created a hunger heat map that pinpointed what areas of the region needed the most food, and how frequently, to better understand the area's food distribution network. The map laid bare wealth inequalities that affected people's access to quality groceries, which varied drastically across greater Washington, she said.

During a future public health emergency, improved coordination between leaders in D.C., Maryland and Virginia will be a crucial part of optimizing food purchasing and distribution, Muthiah said. Area food distributors need to communicate more effectively with one another, sharing information about which communities need support.

"The pandemic really brought these inequalities that were already existing to the forefront," she said. "This is our opportunity to rebuild from this crisis in ways that are much more equitable, and ways that enable people to participate and benefit from our regional economy."

The next resilience exercises will begin in the spring and may address health care, weather disasters or cybersecurity issues, Muthiah said. Her team is walking through various scenarios to consider what other issues might manifest during future crises.

"So we're ready to act in the face of another shock if it presents itself," she added.

Regional collaboration is the common thread among all 12 of the task force's initiatives, as is making greater Washington a more prominent player in pandemic-prevention efforts.

One objective, led by MedStar Health, calls for leaders in D.C., Maryland and Virginia to combine their respective contact tracing systems in hopes of better detecting future outbreaks of the coronavirus so leaders can more quickly reopen closed businesses, schools and houses of worship. Another would establish a Global Pandemic Biodefense Center in the D.C. area, tasked with generating human antibodies that could neutralize virus-causing pathogens.

Rockville-based nonprofit Biohealth Innovation will partner with the University System of Maryland and Maryland Tech Council to create the biodefense center. Rich Bendis, the chief executive of Biohealth Innovation, has previously pointed out that 40 percent of the companies

that received the most funding from Operation Warp Speed — the federal government’s vaccine initiative — are based in Montgomery County.

“That’s the type of industry that Maryland has been working on for so long,” said Maryland Commerce Secretary Kelly Schulz, who is assisting in the regional biodefense center initiative. “To build an ecosystem with a pandemic center closer to where we are would be something that’s beneficial to the state, region, country and the world, quite honestly,”

Solomon and other leaders who wrote the report say creating a more inclusive economy is just as important as restoring it. Williams, now chief executive of the Federal City Council, is heading an initiative that seeks to mitigate the region’s digital divide, expanding Internet access while building digital literacy among low-income adults, community college students and seniors.

Asked whether he thought the task force’s plan to build a stronger post-pandemic economy in the D.C. area was realistic, Williams responded, “It is.” He recalled how the region has previously banded together to provide dedicated annual capital funding for Metro and how Arlington and Alexandria teamed up to bring Amazon’s second headquarters to Northern Virginia.

“For a long time, the District suffered because there was a divide from D.C. and the rest of the region on coordinating technology, health care and transportation,” Williams said. “As we’re entering a new stage of the city’s growth, and a new era for the region, I think we’ll begin to address these important issues.”

[Attorneys general in D.C., Md. and Va. support lawsuit demanding ATF regulate 'ghost guns'](#)

December 24, 2020

The Washington Post // Tom Jackman

The attorneys general of D.C., Maryland and Virginia are supporting a federal lawsuit seeking to have the Bureau of Alcohol, Tobacco, Firearms and Explosives regulate the widely sold parts of homemade “ghost guns” as firearms, in an attempt to stop the steadily increasing use of the untraceable firearms in crimes across the country.

The parts for a “ghost gun” can be ordered easily on the Internet, and instructional videos show how an “80 percent lower” part of a gun can be milled and drilled into a fully functional “100 percent” lower. That piece then can be combined with the unregulated upper parts — the trigger, the harrel, the firing pin — to make a gun that has no serial number and requires no background check.

After D.C. police began recovering increasing numbers of the guns, often connected to crimes, the District this year passed emergency legislation banning the kits used to make ghost guns. D.C. Attorney General Karl A. Racine also filed a consumer protection lawsuit in June against one of the largest makers of the gun parts, Polymer80, which is pending.

In 2017, D.C. police found three such guns, and by last year that number had risen to 116. In those three years, Racine said, nine ghost guns were reportedly involved in homicides. This year, local and federal police had recovered 282 ghost guns in the city as of Dec. 17, according to the District’s Department of Forensic Sciences.

The local attorneys general joined 16 other state attorneys general in a brief supporting a federal suit filed in the Southern District of New York by the cities of Syracuse, N.Y., San Jose, Chicago and Columbia, S.C., and the pro-gun-control group Everytown for Gun Safety, against ATF, the Justice Department and the U.S. attorney general. The suit targets several “interpretive rulings” issued by ATF to gun parts manufacturers in recent years, stating that the unfinished lower and upper parts of guns are not, themselves, firearms.

The ATF’s website says that “items such as receiver blanks, ‘castings’ or ‘machined bodies’ in which the fire-control cavity area is completely solid and un-machined have not reached the ‘stage of manufacture’ which would result in the classification of a firearm” under federal law.

The manufacturers then posted the ATF rulings on their websites to reassure customers that the parts they are buying are legal. Such rulings “encouraged and emboldened the ghost gun industry to sell its products nationwide,” even in states that have banned them, the filing said. Since 2015, D.C. and six states have enacted ghost-gun-specific statutes, the attorneys general said in their amicus brief.

There are about 80 online sellers of partially finished lower frames (for handguns) and receivers (for long guns). The ATF said last year that about 30 percent of guns recovered in California had no serial numbers. Ghost guns were used in mass shootings at Santa Monica College in 2013 and

in Rancho Tehama, Calif., in 2017, made by men who were prohibited from legally buying weapons.

“The ATF’s reckless interpretation of the law and lack of regulation could lead to more untraceable guns on our streets, potentially putting Virginians and their families at risk,” Virginia Attorney General Mark R. Herring said in a news release.

The ATF has not yet responded to the suit in New York. But in a similar suit filed by the state of California, two fathers of ghost-gun shooting victims and the Giffords Law Center to Prevent Gun Violence, the agency defended its interpretation of the federal Gun Control Act of 1968. The bureau argued that “a receiver blank may not ‘readily be converted’ into a firearm,” because it requires numerous milling and metalworking steps, and “a working gun cannot be produced ‘without difficulty.’ ”

The unfinished gun parts are “therefore not a ‘firearm’ within the meaning of the statute,” Justice Department attorneys said last month in the California case.

The Gun Control Act defines a firearm as any weapon that is “designed to or may readily be converted to expel a projectile by the action of an explosive.” Kathleen Konopka, the D.C. deputy attorney general for public advocacy, said in an interview that many states patterned their laws after the federal act. “To our surprise, ATF has now interpreted this otherwise. We feel that’s a misinterpretation of federal and state statutes,” she said.

Making a gun at home is legal, and has long been done by firearms enthusiasts. And the advent of 3-D printers has made the process easier, though experts say those guns made with plastic do not function well for long, and D.C. police have found few of them.

But only licensed firearms dealers may sell guns, so making a gun with no serial number — or buying one from someone who did — is attractive to criminals. There is no background check, in which people with criminal records or domestic violence or mental health issues can be prevented from a purchase, and no serial number makes it much harder for police to track the history of a gun and determine who bought it or who owned it after it was used in a crime.

“The fact that they’re not regulated,” Konopka said, “has really added to the crime in the city and decreased the ability to solve those crimes.”

“The ATF’s interpretation of the law,” Maryland Attorney General Brian E. Frosh said in a release, “allows criminals who cannot pass a background check to obtain untraceable firearms. It is a flat-out danger to law abiding Americans.”



**From:** Preston, Robert (EOM)  
**Sent:** Mon, 28 Dec 2020 20:53:07 +0000  
**To:** Arnic, Jennifer (EOM); Clark, Peter (EOM); Dowe, Morgan (EOM); Gatton, Roger (EOM); Healy, Patrick (EOM); Mandel, Angela (EOM); Moon, Beth (EOM); Ross, Jed (ORM); Waters, Jane (EOM); Yeung, Sam (ORM)  
**Subject:** FW: 12.24.20 AM Clips  
**Attachments:** 12.24.20 AM Clips.docx

Of particular interest:

**[Exclusive: Violation notices show Solidcore operated in DC without license for years](#)**

**December 23, 2020**

**FOX 5 // Evan Lambert**

The notices from the Department of Consumer and Regulatory Affairs came with a cease and desist order in reference to the company operating group fitness classes after Mayor Muriel Bowser's order which banned them indoors.

**[The old Fletcher-Johnson school in Marshall Heights will soon get a large mixed-use makeover](#)**

**December 23, 2020**

**The Washington Business Journal // Alex Koma**

Mayor Muriel Bowser announced Wednesday that the project will include up to 816 new homes over retail, with everything from apartments to for-sale townhomes and condos on the property. Gragg Cardona will partner with the Carding Group, Foundation Housing and H2 Design Build and the Marshall Heights Community Development Organization on the project.

**Robert Preston**

*Public Information Officer*

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 GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
**MURIEL BOWSER, MAYOR**

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**From:** Yun, Ramona (EOM) <ramona.yun1@dc.gov>  
**Sent:** Thursday, December 24, 2020 7:00 AM  
**To:** Yun, Ramona (EOM) <ramona.yun1@dc.gov>  
**Subject:** 12.24.20 AM Clips

**MMB**

**[DC mayor gives Fauci special day](#)**

**December 23, 2020**

**The Washington Examiner // Spencer Neale**

Mayor Muriel Bowser said that Fauci, a top infectious disease expert in the United States, would be honored for the services he provided during the coronavirus pandemic.

**[Mayor Bowser Proclaims December 24, 2020 'Anthony Fauci Day' In D.C.](#)**

**December 23, 2020**

**WAMU/DCist // Hannah Schuster**

Tomorrow is Christmas Eve, but this year D.C. will observe a second major holiday: Dr. Anthony S. Fauci Day. In honor of his 80th birthday, Mayor Muriel Bowser issued a proclamation Wednesday establishing Dec. 24, 2020 as time to celebrate the longtime D.C. resident and our nation's top infectious disease expert (Fauci is the director of the National Institute of Allergy and Infectious Diseases at the National Institutes of Health, and has become a household name during the pandemic).

**[Mayor Bowser declares Dec. 24 'Dr. Anthony Fauci Day'](#)**

**December 23, 2020**

**WJLA 7 // December 23, 2020**

December 24, 2020 is officially Dr. Anthony Fauci Day in the District, according to a proclamation from Mayor Muriel Bowser.

**COVID-19**

**[Locals Weigh The Risk Of Holiday Travel Against Their Mental Health](#)**

**December 23, 2020**



**WAMU/DCist // Matt Blitz, Margaret Barthel and Jenny Gathright**

In a video message last week, D.C. Mayor Muriel Bowser asked residents to “celebrate the holidays at home with your immediate household,” which mirrored her guidance ahead of Thanksgiving. Montgomery County is also continuing to tell people not to travel and to limit indoor gatherings for the Christmas holiday.

**[Exclusive: Violation notices show Solidcore operated in DC without license for years](#)**

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**FOX 5 // Evan Lambert**

The notices from the Department of Consumer and Regulatory Affairs came with a cease and desist order in reference to the company operating group fitness classes after Mayor Muriel Bowser's order which banned them indoors.

**[D.C. Ban on Indoor Dining Begins Wednesday Night](#)**

**December 23, 2020**

**The Washington Informer // Staff**

The Bowser administration's ban on indoor dining in D.C. restaurants and bars amid recent surges in coronavirus cases goes into effect Wednesday at 10 p.m.

**[Mayor reinstates 'pause' in indoor dining at restaurants, bars](#)**

**December 23, 2020**

**The Washington Blade // Lou Chibharo Jr.**

D.C. Mayor Muriel Bowser's announcement on Dec. 18 that indoor dining and indoor bar service for the city's bars and restaurants would be banned beginning Dec. 23 until at least Jan. 15 came about one week after one or more unidentified vandals damaged the heaters used by the D.C. gay bar The Dirty Goose for its outdoor seating area.

**['It was just sad': Restaurant owners work to rehire, keep connections with furloughed staff](#)**

**December 23, 2020**

**The GW Hatchet // December 23, 2020**

Despite the funding, Mayor Muriel Bowser's office implemented new restrictions on dining amid rising cases both in the District and nationwide. Effective Wednesday at 10 p.m. until 5 a.m. Friday, January 15, restaurants in the District may not seat patrons indoors, and non-essential businesses must use telework options.

***Planning & Development***

**[The old Fletcher-Johnson school in Marshall Heights will soon get a large mixed-use makeover](#)**

**December 23, 2020**

**The Washington Business Journal // Alex Koma**

Mayor Muriel Bowser announced Wednesday that the project will include up to 816 new homes over retail, with everything from apartments to for-sale townhomes and condos on the property. Gragg Cardona will partner with the Carding Group, Foundation Housing and H2 Design Build and the Marshall Heights Community Development Organization on the project.

**D.C. Selects Developers For 816-Unit Project To Replace Abandoned Middle School**

**December 23, 2020**

**Bis Now // Jon Banister**

Mayor Muriel Bowser's administration announced Wednesday it selected a team led by Gragg Cardona Partners to build 816 units and retail on the Fletcher-Johnson Middle School site at 4650 Benning Road SE.

*Public Safety*

**Bowser taps alumnus Robert Contee as her pick for next MPD chief**

**December 23, 2020**

**The GW Hatchet // Jarrod Wardwell and Rio Matsumoto**

Mayor Muriel Bowser named GW alumnus Robert Contee III as her choice to be the next chief of the Metropolitan Police Department during a press conference Tuesday.

**The Head Of D.C.'s 911 Agency Is Resigning**

**December 23, 2020**

**WAMU/DCist // Nathan Diller**

Karima Holmes, the director of D.C.'s Office of Unified Communications, will step down next year. Mayor Muriel Bowser confirmed Holmes's departure from the agency, which handles the city's 911 and 311 calls, on Tuesday. Her resignation comes as the office faces an audit over its alleged mishandling of emergency dispatches.

**Is there an intersection between DC's rise in violence and the coronavirus pandemic?**

**December 23, 2020**

**The DC Line // Jonetta Rose Barras**

The council reduced MPD's 2021 budget from the mayor's proposal while providing \$9 million for the expansion of violence prevention programs managed by the Office of the Attorney General and the Office of Neighborhood Safety and Engagement. In 2018, Mayor Muriel Bowser worked with the legislature to expand, albeit incrementally, mental health services in DC Public Schools. Bowser administration officials report that at least \$23 million has been budgeted to provide mental health services to 161 schools.

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**MMB**

**DC mayor gives Fauci special day**

**December 23, 2020**

**The Washington Examiner // Spencer Neale**

The mayor of Washington, D.C., announced on Wednesday that Dec. 24, 2020, will be known as "Dr. Anthony S. Fauci Day" in the nation's capital.

Mayor Muriel Bowser said that Fauci, a top infectious disease expert in the United States, would be honored for the services he provided during the coronavirus pandemic.

"In honor of Dr. Fauci's 80th birthday tomorrow, I proclaim Thursday, December 24, 2020, 'Dr. Anthony S. Fauci Day' in Washington, DC. We are incredibly proud to count Dr. Fauci among the many DC residents who are sacrificing so much to keep our communities healthy and safe," Bowser said.

Fauci has looked over the White House's response to the coronavirus pandemic, which continues to plague the nation as more than 3,000 people died of complications from the disease on Wednesday, according to the New York Times coronavirus tracker.

California Gov. Gavin Newsom applauded the announcement with the simple reply: "Love this."



## Mayor Bowser Proclaims December 24, 2020 ‘Anthony Fauci Day’ In D.C.

**December 23, 2020**

**WAMU/DCist // Hannah Schuster**

Tomorrow is Christmas Eve, but this year D.C. will observe a second major holiday: Dr. Anthony S. Fauci Day.

In honor of his 80th birthday, Mayor Muriel Bowser issued a proclamation Wednesday establishing Dec. 24, 2020 as time to celebrate the longtime D.C. resident and our nation’s top infectious disease expert (Fauci is the director of the National Institute of Allergy and Infectious Diseases at the National Institutes of Health, and has become a household name during the pandemic).

In her announcement, Bowser touted Fauci’s service to six presidents, his commitment to serve as President-elect Joe Biden’s chief medical advisor, and his love for the Washington Nationals. She encouraged all Washingtonians to “join me in wishing him the happiest of birthdays.”

In honor of Dr. Fauci's 80th birthday tomorrow, I proclaim Thursday, December 24, 2020, “Dr. Anthony S. Fauci Day” in Washington, DC.

We are incredibly proud to count Dr. Fauci among the many DC residents who are sacrificing so much to keep our communities healthy and safe. [pic.twitter.com/UqvS4sebMf](https://pic.twitter.com/UqvS4sebMf)

— Mayor Muriel Bowser (@MayorBowser) December 23, 2020

Fauci has been a steady voice and reliable source of advice for many Americans throughout the pandemic. Bowser’s proclamation called him “a shining light in dark times for the nation, promoting truth over fear and giving Americans hope in their government.”

But the longtime Ward 3 resident (he’s lived in Wesley Heights since 1977) has also become quite the local celebrity.

A Washington Nationals superfan, Fauci threw out the ceremonial first pitch on Opening Day this year (And we forgive him for missing the plate by... a lot. The team didn’t have such a hot season either.) Fauci also did a Q&A with the Nationals’ face-of-the-franchise Ryan Zimmerman.

He also inspired the popular to-go cocktail the Fauci Pouchy, which helped keep a D.C. harbor weather the economic crisis after the pandemic took hold in the spring.

Fauci joins a ton of other famous Washingtonians who got a day devoted to them in D.C. Last year, the city celebrate Taraji P. Henson Day in February and RBG Day on the late Supreme Court Justice’s 86th birthday in March.

We don't know exactly how Fauci will celebrate this honor from the city, but perhaps with take out from one of his favorite D.C. restaurants? (He says he orders take out from a restaurant in the city several times a week.)

do you think he'll celebrate by ordering in chef geoff's? <https://t.co/rTZSyerJOU>

— Chelsea Cirruzzo 🇺🇸 (@ChelseaCirruzzo) December 23, 2020

Fauci reportedly works 18 hour days, between constant TV appearances, meetings, calls with governors and answering emails “until I'm so tired I can't do anymore.” But we hope that for Christmas—for his birthday, for Fauci Day—he gets a moment to rest.

Fauci says he'll be home with his wife this Christmas Eve, forgoing his usual plans: a traditional Italian meal at his sister's home in Alexandria. He's encouraged the rest of us to stay home too, but not to fret: Fauci announced on a CNN/Sesame Street town hall last week that he personally visited the North Pole to give Santa Claus his COVID-19 vaccine.

## **Mayor Bowser declares Dec. 24 'Dr. Anthony Fauci Day'**

**December 23, 2020**

**WJLA 7 // December 23, 2020**

December 24, 2020 is officially Dr. Anthony Fauci Day in the District, according to a proclamation from Mayor Muriel Bowser.

The day, which will be Dr. Fauci's 80th birthday, is to honor "a hero to our nation during this incredibly difficult year," Mayor Bowser said in a statement.

Dr. Fauci, the director for the National Institute of Allergy and Infectious Disease, has been a mainstay during the COVID pandemic, offering guidance to the White House.

"We are incredibly proud to count him among the many DC residents who are sacrificing so much to keep our communities healthy and safe," Mayor Bowser said, adding, "I issue this honor on behalf of all Washingtonians in gratitude and recognition of Dr. Fauci's service to our nation and our city."

Earlier this year, Dr. Fauci threw out the ceremonial first pitch in July, kicking off the reduced season at Nationals Park.



## *COVID-19*

### Locals Weigh The Risk Of Holiday Travel Against Their Mental Health

**December 23, 2020**

**WAMU/DCist // Matt Blitz, Margaret Barthel and Jenny Gathright**

Mas Tadesse is thinking about flying to San Diego. Her close friend, a recent widow, lives there, and Tadesse was there last Christmas to support her friend and her twin daughters. If it weren't for the coronavirus, Tadesse says she would certainly be there again this year. And after months of isolation, she is thinking it might be worth taking on the risk of flying — with precautions like a mask and face shield — in order to get together with loved ones.

"I've also been in my house pretty much since March, with the exception of going out to exercise," Tadesse said. "What I mean is I get groceries delivered, I've seen no friends, no family. I've had funerals ... that have been on Zoom. It's been a really tough year. So for my mental health, I just feel like I will strongly consider getting out of town and going and supporting my friends."

Become a sponsor?

As she stood in line at a public testing site in Northwest D.C.'s Pleasant Plains neighborhood on Monday, Tadesse was still unsure of her holiday plans. If her coronavirus test comes back positive, she says, she will of course stay in her house by herself. But if it comes back negative, she's considering making that trip to San Diego.

"I'm still weighing my circumstances," Tadesse said. "I might do it in February or March and just be home for the holidays by myself."

The line to get tested stretched down the block. People were there for a mix of reasons: Some were concerned about potential exposure. Others were getting tested ahead of planned holiday travel — despite the consistent guidance from local officials who advise against it.

For Tadesse and others in the line, staying put for months on end feels unsustainable. So they are thinking about traveling, with precautions: Getting tested, driving instead of flying if they can. They know they can't entirely eliminate the health risk — but nine months into a pandemic, they say they are also taking their social needs into account, too. And while local officials have been consistently discouraging travel and holiday gatherings, some have also acknowledged that when guidance is too rigid, that can also lead to bad public health outcomes.

Testing has been a common and widely available pre-travel strategy for many locals, particularly with test turnaround time in D.C. holding steady between two and three days.

The numbers bear this out. More folks are getting tested now throughout the holiday season than they did in the summer and early fall. For example, the 7-day average of new tests taken in D.C. on October 16 was about 4,800. In the week leading up to Thanksgiving, the average of new tests taken in D.C. was nearly 8,000. As of December 22 and leading into the Christmas holiday, the 7-day average is almost 6,000.

Health experts say that testing is one way to reduce the risk of spreading the coronavirus, but it does not eliminate the risk of gathering entirely and should not replace wearing masks, distancing and quarantining.

“You can do everything you can to move that yardstick of safety a little bit in your favor,” said D.C. resident Michael Triozzi while in line Monday at the Pleasant Plains testing site. He planned to drive to North Carolina to meet up with family, assuming his test came back negative. “But there’s that knowledge that it’s imperfect. There’s that knowledge that it’s risky, and that’s ... troubling in a lot of ways.”

In the weeks following Thanksgiving, coronavirus cases have continued to trend up both regionally and nationwide. However, it remains unclear how much the holiday played a part in the increasing cases. As the New York Times reported, the so-called nationwide “Thanksgiving effect” may have only reinforced trends as opposed to beginning new ones.

Maryland hit a new daily coronavirus case record on November 19 — five days before Thanksgiving. That followed a steady increase since the fall. In D.C., one of the highest case counts since the start of the pandemic was on Thanksgiving Day with 220 new cases. This likely correlates with nearly 13,000 people being tested on the holiday, the highest number since testing began in the District.

Localities are responding by tightening some restrictions across the region. Last week, D.C. announced a halt on indoor dining beginning on December 23 and continuing through January 15. Libraries and museums will also close. Montgomery and Prince George’s Counties also prohibited indoor dining, at least for a few weeks while further limiting capacity at retail businesses, gyms and places of worship.

While significant, it’s not as comprehensive or restrictive as the stay-at-home orders issued by D.C, Maryland, Virginia back at the end of the March. This, despite community spread far beyond what it ever was in the spring.

Natalie Talis, a population health manager at Alexandria Health Department, said the record-setting spike is worrisome, especially given locals’ desire to travel.

“That is really concerning for us looking at all of the December holidays, because people want to gather,” she said. “And we know that gathering is what leads to the spread of more COVID.”

The convergence of the worst coronavirus surge yet with the holiday season is complicating the messaging strategy for public health officials. Some are hammering home the message they’ve been emphasizing from the beginning — stay home and socialize only among immediate household members — even if many community members aren’t complying.

“We know that people are sick of hearing from us right now to not gather and not to do all these things,” Talis admitted. “But we just can’t say it enough.”

In addition to the new restrictions, local officials are doubling down on their messaging from the Thanksgiving holiday, warning people about the potentially fatal consequences of gathering indoors with people outside your household.

In a video message last week, D.C. Mayor Muriel Bowser asked residents to “celebrate the holidays at home with your immediate household,” which mirrored her guidance ahead of Thanksgiving. Montgomery County is also continuing to tell people not to travel and to limit indoor gatherings for the Christmas holiday.

Others are trying to give locals at least some tools and tips for how to celebrate safely — and acknowledging the emotional burden of isolation during the holiday season.

In Alexandria, Talis says the health department is still primarily emphasizing guidance to stay home and not travel. A holiday brochure put out by the department offers suggestions to people planning to tell friends and family that they won’t be joining in-person holiday celebrations.

“Acknowledge feelings of disappointment and expect emotional responses,” the department recommends. “Explain that your decision is out of love for yourself and those you care about.”

But the same flyer also has guidance for what precautions people should take if they are determined to travel, including hosting only outdoor gatherings, wearing masks, limiting the number of guests and writing down the names and contact information for attendees in case someone later tests positive.

Talis says the department is trying to empower people to make good personal decisions — not shame them for wanting to see loved ones or terrify them with dire warnings, both of which could lead to people disengaging from public health guidance or even not cooperating with contact tracers.

“I personally believe that hope and feeling empowered is a much stronger motivator than fear and shame to doing anything. And so our messaging has always been straightforward that there is an element of personal responsibility here,” she said. “But we certainly don’t want people to be paralyzed with fear, to feel ashamed, because that just leads people to retreat away from the conversation.”

And she acknowledged the emotional toll the holidays can take, even without the burden of a pandemic.

“We’re really concerned, not just about people being sick with COVID, but the impact that this will have on people’s mental health,” she said. “So we’re really trying to message that people should look out for themselves.”

Dr. Jessica Smedley, a licensed clinical psychologist who works with clients and also led the D.C. Psychological Association’s COVID-19 task force, said she thinks local public health officials are “doing the best they can” with messaging, “given the circumstances of how this virus has been handled.”

The issue, Smedley said, is that the public health crisis has by its very nature exacerbated isolation, stress, depression and anxiety.

“I just don’t think we’re in an optimal situation where mental health and public health are perfectly aligned,” said Smedley. And in that non-optimal situation, “people are choosing whatever their safety protocols for their specific lives might be.”

Christina, a D.C. resident, was in line to get tested at the firehouse on Sherman Avenue on Monday. She said she wasn’t not sure the mayor’s guidance on travel had been effective.

“Whatever the D.C. government says, everyone knows they’re not going to enforce it,” she said “They say that ‘if you go to Pennsylvania, you must quarantine when you get back.’ Nobody does.” (Guidance from Bowser says that residents must either limit daily activities for 14 days after returning to the city from travel or limit activities for 3 to 5 days and then get a coronavirus test, though Bowser has said the rules would not be strictly enforced and were intended more as a tool for private institutions to manage travelers.)

Christina doesn’t have holiday travel plans: She attended counter protests to oppose the Proud Boys and Trump supporters who rallied in D.C. earlier this month, so she was getting tested as a precaution (She declined to share her last name because she did not want to publicize her involvement in those counterprotests.).

“It’s been hardest for me not being able to see my grandparents in Iowa,” she said. “They just turned 89 this year, and I know they’re not getting any younger. But I also know that I cannot visit them safely right now.”

Smedley said she is encouraging her clients to set small goals for themselves this holiday season, and to try to create new holiday traditions or adapt old ones to these abnormal times. Some clients have had success with doing virtual game nights and other activities over Zoom — even if many people are “Zoomed out.” And Smedley also encourages people to go analog and make handwritten cards or messages to send to loved ones they can’t connect with in person.

Above all, she said, “Give each other grace and patience ... we are all essentially doing the best that we can.”



**Exclusive: Violation notices show Solidcore operated in DC without license for years**

**December 23, 2020**

**FOX 5 // Evan Lambert**

In November, the CEO of Solidcore announced the boutique fitness brand would defy a D.C. order banning indoor group fitness classes, leading to an investigation by regulators that revealed the company's eight locations never had licenses to operate, according to public records obtained by FOX 5.

The notices from the Department of Consumer and Regulatory Affairs came with a cease and desist order in reference to the company operating group fitness classes after Mayor Muriel Bowser's order which banned them indoors.

One such notice said, "it has come to the attention of DCRA that all eight Solidcore locations appear to be operating without the applicable business license." The notice is accompanied by a fine of just over \$2,000.

DCRA tells FOX 5 it has fined Solidcore nearly \$16,000 for the license violations.

Solidcore opened in D.C. in 2013 and currently operates eight locations of its pilates-style studios, none of which have ever legally been allowed to operate, according to DCRA.

A spokeswoman for Solidcore provided records showing an application for a business license dated in 2018 and said the company believed it was licensed after submitting the paperwork.

DCRA says Solidcore never completed the application process and should have been aware it didn't have licenses for its locations because the licenses are required under D.C. law to be displayed.

"We count on District business owners and their attorneys to understand and adhere to the law. While we periodically conduct industry-specific blitzes, licensing investigations are largely complaint driven. In this instance, we didn't previously receive any complaints. As these high fines indicate, however, the price for not following the District's licensing laws is quite steep," reads a statement by DCRA.

In a letter to DCRA, Solidcore asks that the fines be reduced or eliminated, calling the issue an "administrative error."

Bryan Myers, Solidcore's president and chief operating officer, released the following statement:

"In late November, we were notified by DCRA that the city did not have [solidcore]'s business licenses on file. We were able to furnish, from our records, copies of our submitted paperwork from several years ago and immediately provided those to DCRA. We are in the process of appealing the citation which was issued for non-compliance in light of what appears to be an administrative error."

As of this month, Solidcore has current valid licenses.



## **D.C. Ban on Indoor Dining Begins Wednesday Night**

**December 23, 2020**

**The Washington Informer // Staff**

The Bowser administration's ban on indoor dining in D.C. restaurants and bars amid recent surges in coronavirus cases goes into effect Wednesday at 10 p.m.

The temporary ban, part of an executive order issued by Mayor Muriel Bowser last week, lasts until Jan. 15 and aims to curtail the spread of the virus.

Outdoor dining, with the exception of a snow emergency, will be permitted, along with carryout and delivery orders.

The city health department says restaurants and bars account for 14 percent of the coronavirus outbreaks between August and November, WUSA-TV (Channel 9) reported.

The administration has launched a Bridge Fund program supported with \$35 million to help restaurants and bars keep their employees and stay open while the pandemic persists.

As of Wednesday, D.C. has 27,226 coronavirus cases and 751 virus-related deaths, according to health department statistics.

## Mayor reinstates 'pause' in indoor dining at restaurants, bars

December 23, 2020

The Washington Blade // Lou Chibbaro Jr.

D.C. Mayor Muriel Bowser's announcement on Dec. 18 that indoor dining and indoor bar service for the city's bars and restaurants would be banned beginning Dec. 23 until at least Jan. 15 came about one week after one or more unidentified vandals damaged the heaters used by the D.C. gay bar The Dirty Goose for its outdoor seating area.

The two developments were not related to each other. But Keaton Fedak, general manager of The Dirty Goose, told D.C.'s Channel 7 News last Friday that the two things appeared to be more signs of the trials and tribulations faced by his and other similar establishments this year in the midst of the coronavirus pandemic.

He told the TV news station the vandalism felt personal "because I work here every day and we put so much time and effort into creating this nice environment."

Kristen Metzger, a spokesperson for D.C. police, told the Washington Blade police have no information "to suggest this incident is motivated by hate bias in relation to the LGBTQ community."

Justin Parker, co-owner of The Dirty Goose, told the Washington Blade he and his staff have a "possible idea" who vandalized their outdoor seating area that D.C. bars and restaurants refer to as their "Streatery" because the city is allowing them to use space on the street that had previously been used for cars to park.

"Damnit, we are trying our HARDEST to create a fun, cozy, and comfortable atmosphere during the hardest year ever," The Dirty Goose says in a Dec. 15 Facebook posting. "And, yet still, some people are just not having it. We will be closed this evening [Dec. 15] as we wait for replacement parts for our fire pits due to last night's vandalism." The posting said the bar would reopen on Thursday, Dec. 17.

In response to Mayor Bowser's order banning indoor dining and bar service until Jan. 15, The Dirty Goose is among the D.C. gay bars that have said they will remain open for outdoor service and carryout and delivery service, according to a separate Dec. 19 posting on its Facebook page.

Douglas Schantz, owner of Nellie's Sports Bar, another gay bar located on U Street across the street from The Dirty Goose, said he too plans to remain open for carryout and delivery service during the ban on indoor service.

David Perruzza, owner of the Adams Morgan gay sports bar Pitchers and its adjoining lesbian bar A League of Her Own, announced in a Facebook posting on Dec. 19 that he will not stay open during the indoor dining ban.

“To all of our customers, we thank you for all of your loyalty and support,” his Facebook message says. “We will be temporarily shut down until January 15th. We simply can’t survive without indoor dining,” his message says.

One day earlier, on Dec. 18, Perruzza posted another message urging customers to come to Pitchers and A League of Her Own last weekend, the last weekend before the indoor service ban would take effect.

“Please come out this weekend and support the staff who will basically be out of jobs for Christmas due to the mayor’s new restrictions,” the posting says. “Honestly, we don’t know where she is going that she thinks we are all packed, but we have been struggling,” Perruzza’s message continues. “Now this will definitely hurt us and the employees even more,” the message says. It asks customers and supporters to consider contributing to a GoFundMe site that the bar set up to support its employees.

Perruzza is among the city’s bar and restaurant owners who have raised strong objections to the mayor’s decision to reinstate a ban on indoor dining and bar service after lifting an earlier indoor service ban put in place earlier this year. Restaurant and bar representatives also raised strong objections to Bowser’s separate order earlier this month banning the sale of alcoholic beverages in bars and restaurants after 10 p.m.

Restaurant and bar representatives have argued that there is no scientific data or convincing evidence that indoor dining or the serving of alcoholic beverages in restaurants and bars after 10 p.m. has resulted in a higher rate of coronavirus infection. Perruzza is among those who have argued that action being taken by the mayor to restrict and now close indoor service will likely result in people gathering at private parties in people’s homes, where there are no safeguards for preventing the spread of the virus such as social distancing and mask wearing rules that are being followed in restaurants and bars.

When asked about this at a press conference on Monday, Bowser disputed such arguments, saying indoor dining at restaurants has been consistently cited as one of the top four types of activities found by contact tracing to be the source of coronavirus infection.

“So, we have been dialing back for several weeks, many weeks, all types of activities,” Bowser said referring to the city’s response to the spike in new cases in D.C. and the surrounding suburbs.

“So, we’re very focused right now like jurisdictions all around us and all around the country how to dial back even more activity,” she said. “And we know this is a limited time and we’re asking everybody to make this sacrifice so that hospital workers won’t be overwhelmed following these holidays.”

Bowser noted that the latest restrictions continue to allow outdoor dining and carryout and delivery services for restaurants and bars.

Gay nightlife advocate Mark Lee, who served as coordinator of the D.C. Nightlife Council, a trade association for local restaurants, bars, and nightclubs, until he was furloughed due to the COVID economic fallout, called the mayor's latest action an unnecessary burden on restaurants and bars.

"D.C. restaurant and bar operators are exasperated about Mayor Bowser's decision to shutter all indoor service, and both hundreds of nightlife venues and thousands of hospitality service professionals are now economically skating on even thinner financial ice they can hear cracking under them," Lee said.

"With most outdoor service options increasingly unfeasible for venues and unpopular with patrons in the winter cold, and with carryout and delivery not a financially sustainable business activity, it's a very bleak situation confronting our community establishments already drowning in a sea of rising debt," Lee said.

"The ultimate irony," Lee added, "is that closing down bars and restaurants, including gay establishments, will only spawn the proliferation of more private gatherings in people's homes, which is the number one cause of infection."



**'It was just sad': Restaurant owners work to rehire, keep connections with furloughed staff**  
**December 23, 2020**

**The GW Hatchet // December 23, 2020**

For many working in the food industry, restaurants are not just a place of work. Coworkers are like family.

Saying goodbye to some of those family members was one of the most difficult parts of the COVID-19 pandemic, Tonic at Quigley's Managing Partner Jeremy Pollok said. Tonic laid off about 75 percent of its employees in mid-March, cutting its staff down to about 25 people.

"You get really close with people and then all of a sudden – I've never seen anything like it, people are just gone," Pollok said.

In the past nine months, restaurants across the District have been forced to lay off staff, reduce menu offerings, temporarily shut down or permanently shutter. Restaurant owners across Northwest D.C. said the personal toll of the pandemic on their businesses is just as bad as the financial one, and they've tried to help out their former employees by recommending them for other jobs or creating new business models to get employees rehired.

The personal toll of the pandemic

Constantine Stavropoulos, the owner and CEO of the Tryst Trading Company, which owns The Diner in Adams Morgan, said the pandemic and related layoffs have taken a toll on staff morale.

Some of the people who were laid off had been working at The Diner for more than a decade, and he said it hurt for him to lay off staff who depended on their jobs to support their livelihoods.

"This is my life, it's been my life for 22 years now, and it's the life of my family," he said. "On a personal level, it was just sad not to have staff there, not to go to work and see faces and see people that we know."

The Tryst Trading Company's staff shrunk from 324 to six employees after the shutdown in mid-March, but they've since been able to "slowly build it back up." Staff is required to wear masks and gloves at all times and take their temperatures when coming into work.

Although The Diner has employed both outdoor and indoor seating in the past months, Stavropoulos said sales are still down about 80 to 85 percent.

"We're all about community gathering, coming together," Stavropoulos said. "Tryst is like one big public living room. So the idea of not being able to share and have the community come, it was a big hit to us. It was a big hit to all restaurants, but ours in particular in the sense that we weren't doing a lot of to-go business."

Since 1958, Ben's Chili Bowl on U Street has withstood long-term construction and riots, but the D.C. classic faced one of its biggest challenges yet in the pandemic – sales were down 90 percent

overnight after the shutdown in March and the restaurant has not offered indoor dining since March 15.

Vida Ali, one of the family members that owns the restaurant, said the U Street location quickly pivoted their business model to rely on delivery and contactless pickup services like Uber Eats, GrubHub and Toast. Ali said some workers had young kids or lived with elderly people and were worried about coming in to work, so the owners gave employees the choice to come back.

Despite the financial challenges presented by the pandemic, the restaurant has donated about 6,000 meals to hospital workers, teachers and protesters in the past nine months. Shortly after, Ben's Chili Bowl started to receive monetary donations with requests to send food to hospitals around D.C.

"People started hearing that we were doing that," Ali said. "And then they started donating money to us and saying, 'Hey, can you do some for Washington Hospital Center? Can you do some for GW?'"

**Working to rehire staff**

Some restaurant owners said they needed to recreate business to get staff rehired by expanding take-out options or launching new dining options.

Dan Simons, the co-owner of Farmers Restaurant Group, said in mid-March the company laid off 1,100 employees across its locations in D.C., Maryland, Virginia and Pennsylvania.

To get back some employees, the company launched an e-commerce platform called Founding Farmers Market & Grocery in which customers could purchase anything in their supply chain, from prepped meals for brunch at home to flour, hand sanitizer and toilet paper. The group also added Founding Farmers chocolate, a collection of house-made chocolates available for pick up and delivery, to their product line.

The new business model allowed the company to rehire about 800 employees to fulfill the online orders, he said.

"We diversified the operations by just expanding the product line to anything that would naturally come through our supply chain that we knew that our customers wanted or needed at home," Simons said.

Farmers Restaurant Group employees are required to go through an in-person health screening before each shift, and the company employed an app that allows employees to track their co-workers' health and even conduct a health screening from home.

The group also publishes an updated COVID-19 dashboard that details employee health including confirmed coronavirus cases, flu vaccinations, days of paid sick leave and the safety precautions taken by each restaurant. He said the system helps build trust and confidence with staff who may be hesitant to return to work.



Kramerbooks and Afterwords, a 44-year-old bookshop and café in Dupont Circle, said the restaurant invested in 10 dining igloos, or “bubble tents,” to add to their 19th Street “streatery” as temperatures continue to plummet to keep business afloat. The joint also created a sandwich pop up called Fedwich, allowing them to rehire staff to fulfill orders.

“If you’re a server, there’s no tables to serve,” Salis said. “And having to tell those people they were furloughed was really tough. And then, you know, cooks, there’s no food to cook, and booksellers have no guests to talk to. And so we were able to reallocate a lot of those tasks to fulfill the orders.”

#### Looking ahead

As of early December, more than 80 D.C. restaurants and bars have closed due to the pandemic, including former GWorld vendors Burger, Tap & Shake and Bertucci’s.

Tonic at Quigley’s, Farmers Restaurant Group, Kramerbooks and Afterwords Café, The Diner and Ben’s Chili Bowl all received loans or grants from the Paycheck Protection Program, or the D.C. government, like the Streatery Winter Ready Grant Program, which set aside \$4 million to help restaurants winterize with \$6,000 grants.

Despite the funding, Mayor Muriel Bowser’s office implemented new restrictions on dining amid rising cases both in the District and nationwide. Effective Wednesday at 10 p.m. until 5 a.m. Friday, January 15, restaurants in the District may not seat patrons indoors, and non-essential businesses must use telework options.

Despite the added challenges of staying afloat, restaurant owners said they are still optimistic about the months ahead with the new dining innovations that have come about as a result of the pandemic, like the igloos and take-out options, which are permitted under the temporary regulations.

“It’s a very resilient industry,” Salis said. “There’s a lot of really great ideas not really always coming from us, calling around and asking what others are doing. And it’s really been a trying moment, but I’m very optimistic about what we’re going to do this winter.”

Ali, a Ben’s Chili Bowl owner, said the restaurant faced several challenges since the restaurant’s founding more than six decades ago, from the Metro’s construction in front of the store to the 1968 riots following the assassination of Martin Luther King Jr. She said if Ben’s could withstand these obstacles, then the pandemic “shall pass.”

“When those kinds of things happened, it gave us more credibility in the community and in the culture,” Ali said. “This is a place that withstood the time, it withstood all the ups and downs and is still standing.”

## *Planning & Development*

### **The old Fletcher-Johnson school in Marshall Heights will soon get a large mixed-use makeover**

**December 23, 2020**

**The Washington Business Journal // Alex Koma**

Gragg Cardona Partners will lead a development team to transform the old Fletcher-Johnson school and recreation center in Marshall Heights into a large mixed-use project.

Mayor Muriel Bowser announced Wednesday that the project will include up to 816 new homes over retail, with everything from apartments to for-sale townhomes and condos on the property. Gragg Cardona will partner with the Carding Group, Foundation Housing and H2 Design Build and the Marshall Heights Community Development Organization on the project.

The 15-acre property, located at 4650 Benning Road SE, has seen a variety of proposals for its reuse come and go after the school closed in 2008. It was eyed as everything from a potential charter school site to the home of a new hospital east of the Anacostia River (before the city settled on the St. Elizabeths East campus).

It's taken close to a year and a half to even find companies willing to take on the unusually shaped site's redevelopment. John Falcicchio, Bowser's chief of staff and the deputy mayor for planning and economic development, said the city only received one response to its request for proposals, but he is enthusiastic about the new vision for the area.

"This is a really good number of units for us to yield on a project that has been stalled and reimagined a few times over the course of a few years now," Falcicchio said in an interview.

Falcicchio is most enthusiastic about the "diversity of housing products" planned for the property. Though DMPED and the developers will still negotiate over the exact unit mix, at least 30% of the site will be set aside as affordable. Those will be designed to reach people between 30% and 50% of the median family income for the rental units and 50% and 80% of the for-sale units.

There will also be some affordable senior housing, similar to some of Gragg Cardona and Carding's other senior projects east of the river. Units at Fletcher-Johnson will range from studios to three-bedroom options.

All of this will sit above roughly 20,000 square feet of retail, which DMPED hopes to see filled with some sort of fresh food or restaurant options, considering the city's issues luring those businesses to wards 7 and 8.

Falcicchio noted that the Gragg Cardona team worked with the community to refine these plans, considering that neighbors have long asked for a mixed-use development on the site to revive the area. Fletcher-Johnson was pitched as a potential charter location in 2014, but no operators

expressed interest. DMPED took over soon afterward, issuing a new RFP for the project in July 2019 and extending the response deadline several times to find some takers.

“A former school, this site is one of the largest and most valuable parcels of property in the District,” Councilman Vince Gray, D-Ward 7, said in a statement. “We are now one step closer to fully activating the Fletcher-Johnson site for the benefit of the Marshall Heights community in particular and Ward 7 in general.”

This will be the largest project yet Gragg Cardona has led in the District. The Petworth-based firm has partnered on smaller efforts on the U Street corridor and at St. Elizabeths East in the past.

## **D.C. Selects Developers For 816-Unit Project To Replace Abandoned Middle School**

**December 23, 2020**

**Bis Now // Jon Banister**

A major new development is moving forward on the 15-acre site of a former middle school in D.C.'s Ward 7.

Mayor Muriel Bowser's administration announced Wednesday it selected a team led by Gragg Cardona Partners to build 816 units and retail on the Fletcher-Johnson Middle School site at 4650 Benning Road SE.

Gragg Cardona, a D.C.-based Certified Business Enterprise, is partnering with Foundation Housing, Carding Group, HQ Design Build and Marshall Heights Community Development Organization.

"In 2020, we have a renewed focus on equity and making sure people of color lead our development teams," Deputy Mayor for Planning and Economic Development John Falcicchio told Bisnow. "So with this award, we actually do see a team that's led by a company owned by people of color."

The team plans to build a mix of apartments, condos, townhouses and assisted living units, with at least 30% of the homes being set aside as affordable. The project is also planned to include 20K SF of retail, and the District hopes to bring new fresh food offerings to the site.

"This campus has sat vacant for nearly a decade and we are proud to finally move forward on delivering the housing and amenities that the residents of Ward 7 asked for," Bowser said in a statement.

Fletcher-Johnson Middle School closed in 2008, after which the building was leased to public charter schools and used as a temporary space for Woodson High School during its renovation. It has been vacant since 2011.

D.C. first started its process to redevelop the site in 2014 with a request for offers, but it didn't make an award. The District restarted the process of seeking developers in 2017, introducing the site at an event in March 2017, and then it officially released the request for proposals in July 2019.

Bowser touted the selection of a team to build residential on the site as a step toward the goal she set last year of building 36,000 new housing units in the District by 2025. Between January 2019 and July 2020, her administration said it produced 10,658 units, with 1,692 of them set aside as affordable.

The Fletcher-Johnson development needs the D.C. Council to pass the amended Comprehensive Plan before it can move forward, as it increases the density envisioned for the site. The council failed to pass the Comprehensive Plan this year, but Falcicchio said he hopes it can pass it in Q1 and allow the project to break ground by 2022.



"This is a good example of a project we have when we say the Comprehensive Plan is necessary to get projects moving forward and give certainty to neighborhoods that have been asking for improvements," Falcicchio said. "There are steps that need to take place before it can break ground, but the market needs certainty for projects to go forward."

Gragg Cardona also has a senior assisted living project moving forward at the intersection of Kenilworth Avenue NE and Eastern Avenue in Ward 7. The developer received \$78M in financing from the D.C. Housing Finance Agency in September to break ground on the 157-unit project.

"On behalf of Gragg Cardona Partners and the rest of the Fletcher Johnson Community Partners team, we are humbled and honored to be trusted by the Marshall Heights, Benning Ridge, and Capitol View communities, and the leadership of the District of Columbia, to join with them in reimagining the Fletcher-Johnson Campus as an exciting place to live, work, and play, and a center of community life and prosperity," Gragg Cardona partner Oussama Souadi wrote in an emailed statement to Bisnow.

## *Public Safety*

### **Bowser taps alumnus Robert Contee as her pick for next MPD chief**

**December 23, 2020**

**The GW Hatchet // Jarrod Wardwell and Rio Matsumoto**

Mayor Muriel Bowser named GW alumnus Robert Contee III as her choice to be the next chief of the Metropolitan Police Department during a press conference Tuesday.

If confirmed by the D.C. Council, Contee will succeed Peter Newsham, who announced last month he will step down to head the Prince William County Police Department after leading MPD for more than three years. Contee, a D.C. native who's worked for MPD for 31 years since he joined the department as a cadet during his senior year of high school, said he hopes to focus on reducing violent crime, which currently stands at record-high levels, and fostering community engagement across the District.

"It is my great honor to lead the Metropolitan Police Department, to be the standard of excellence for policing in the 21st century," Contee said at the press conference. "There's room at the table for anyone and everyone who is committed to ensuring focused, balanced and fair policing in our nation's capital. It's time to go to work."

He said he plans to listen to local residents to ensure the department's crime-fighting strategy grounded in "communication, cooperation, collaboration and participation" aligns with the community that he hopes to involve in open discussion.

With community engagement as one of his top priorities, Contee said he expects MPD officers "to demonstrate compassion for people wherever they are on the road of life" and resolve conflict with care and discretion to forge a partnership with community members.

"It has been my distinct honor to serve this city for all of my adult life," Contee said. "You can expect me to model the behavior that I expect from you. You can expect fairness, and I expect you to be fair with members of the community. You can expect me to build relationships because we cannot have partnership without relationship."

Contee said that as assistant chief, he created a training program in which officers visit the National Museum of African American History and Culture to learn about and understand the experiences of African Americans.

MPD's website states that before he became assistant chief, Contee served as commander of three of the city's eight police districts, and Bowser said he has also overseen three of the department's five bureaus.

Contee earned his bachelor's degree in professional studies with a concentration in political science at GW, according to MPD's website.



Contee said the current rate of crime in D.C., where more than 800 people have been shot this year, is “unacceptable,” and he plans to hold violent offenders accountable to ensure safety is enforced within crime-ridden communities.

“I know there are many families in our communities that seek justice for loved ones that have been victims of violence, and I assure you that the Metropolitan Police Department will be relentless in our pursuit of criminals that make communities unsafe,” he said.

Contee said his immediate priorities as chief will be to ensure New Year’s celebrations and the presidential inauguration remain within the boundaries of public health and safety protocols amid the COVID-19 pandemic.

Bowser said she decided to select Contee for the job because of his longstanding familiarity and understanding of D.C. and its communities.

“Not only is he going to bring his experience as an officer but as a resident of this town as a Black boy and now a Black man who has experienced the best and worst of Washington D.C. to the table, to all of those discussions,” Bowser said.

Bowser noted how Contee’s relatability to the city’s youth drives his ambitions for the department’s role in the city.

“What strikes me most about Chief Contee’s many many experiences and talents is his belief in young people,” she said. “When we spoke last week, he said the highest honor for him is to give back to the city that raised him and that becoming chief is a testament to what happens when you give kids a fair shot.”

Outgoing MPD Chief Peter Newsham congratulated Contee on his appointment and attributed his experience with MPD and his native ties to the District to his character and qualification to serve as chief.

“His story is the man who he is,” Newsham said. “I could not be more proud of him today. He has a very deep bench at MPD that will support him, and I know that he will be successful in this job and will continue to move the Metropolitan Police Department in a positive direction.”

## [The Head Of D.C.'s 911 Agency Is Resigning](#)

**December 23, 2020**

**WAMU/DCist // Nathan Diller**

Karima Holmes, the director of D.C.'s Office of Unified Communications, will step down next year. Mayor Muriel Bowser confirmed Holmes's departure from the agency, which handles the city's 911 and 311 calls, on Tuesday. Her resignation comes as the office faces an audit over its alleged mishandling of emergency dispatches.

During a press briefing, Bowser said Holmes let her know a few weeks ago that Holmes "had an incredible opportunity for herself and her family," but did not specify her reason for leaving. The mayor added that Holmes has improved OUC during her tenure.

But the agency is currently under intense scrutiny over its performance. District lawmakers and residents have raised alarms about inadequate OUC dispatches for years, and now the Office of the D.C. Auditor is moving forward with a formal review.

"This audit will evaluate the effectiveness of OUC's 911 Operations Division against national standards, review a sample of 911 call recording and data, evaluate OUC culture and training, review OUC's technological capabilities, and review OUC's internal investigations of past incidents," says a September solicitation to consulting firms for the audit. At the time, D.C. Auditor Kathleen Patterson told DCist she didn't expect the audit to be finished until at least summer 2021, depending on the bids for the project and OUC's level of cooperation.

A spokesperson for the office didn't immediately respond to DCist's request for comment about Holmes' departure. Holmes will stay in her role until she takes a new job outside of the region after the presidential inauguration in January, NBC Washington reports.

Bowser appointed Holmes, a veteran of emergency communications, in 2016. Holmes is credited with overhauling OUC's technical infrastructure, software platforms, and programs, including by introducing a 911 texting service and a new dispatching protocol for emergency responders.

Still, a number of incidents under her watch have raised questions about the agency's emergency-coordination abilities.

Last August, D.C. police recovered the bodies of three men who had been boating in the Potomac River and gone overboard. First responders requested help with the search, giving the location as near the Capital Cove Marina at Joint Base Anacostia-Bolling. But OUC dispatched land units to the Anacostia Community Boathouse — located more than five miles away and on the wrong river — news reporting showed.

D.C. Fire and Emergency Medical Services spokesperson Vito Maggiolo told DCist in August its incident commander heard the misdirected dispatch and "immediately corrected it." In a statement, an OUC spokesperson told the Washington Post the dispatcher had made an error.

Previously, in June, a D.C. woman died after first responders were dispatched to the wrong address in the wrong quadrant of the city. Holmes later apologized, per FOX 5.

When asked on Tuesday whether she's considering restructuring OUC or making other major changes, Mayor Bowser said no.

Holmes' departure follows those of two other public safety officials in the District. D.C. Fire and EMS Chief Gregory Dean announced his retirement in September, and last month news broke that Metropolitan Police Department Chief Peter Newsham will leave D.C. to head up Prince William County's police department in Virginia.



## [Is there an intersection between DC's rise in violence and the coronavirus pandemic?](#)

**December 23, 2020**

**The DC Line // Jonetta Rose Barras**

DC Council member Charles Allen's Committee on the Judiciary and Public Safety held a public roundtable with advocates and experts last week to explore alternatives to traditional policing. It was an interesting conversation; as many as 30 people offered a variety of ideas, including reducing the budget for the police department and redirecting those funds to violence prevention programs; decriminalizing sex work; coupling mental health clinicians with police officers responding to calls; eliminating police from public schools while increasing mental health services; and creating a hotline for those in distress.

Truth be told, none of these ideas is new. Many of them have been floated in other public forums over the last several months. Some proposals already have been incorporated into existing law. For example, the District currently has a program that couples police with mental health specialists — a pre-arrest diversion program that involves the Metropolitan Police Department (MPD), the Department of Human Services (DHS) and the Department of Behavioral Health (DBH). The council reduced MPD's 2021 budget from the mayor's proposal while providing \$9 million for the expansion of violence prevention programs managed by the Office of the Attorney General and the Office of Neighborhood Safety and Engagement. In 2018, Mayor Muriel Bowser worked with the legislature to expand, albeit incrementally, mental health services in DC Public Schools. Bowser administration officials report that at least \$23 million has been budgeted to provide mental health services to 161 schools.

Barbara Bazron, DBH's executive director, ticked off a half dozen programs and improvements her agency has implemented, including a 24-hour hotline (1-888-793-4357), virtual group counseling sessions, and telehealth visits that allow patients to use videoconferencing or their telephones. "The no-show rates went down substantially," she told me during an extensive interview last week. The agency also has provided urgent care services on site in Ward 8 while continuing to partner with organizations like the Wendt Center and Community Connections to address stress, grief and trauma.

"Our website is chock full of information for everyone," added Bazron, during our telephone conversation.

As I listened to testimony at last week's council roundtable, I wondered how many advocates knew about DBH's existing programs. I wondered, too, whether I was witnessing an organized campaign to help politically ambitious legislators expand their base using, among other things, animus toward the police.

The root cause of violence and crime in the District is complex and generational. It is mostly anchored in unresolved trauma. As should be obvious by now, that condition does not easily yield to well-orchestrated sloganeering or easy fixes.

Almost everyone, including media organizations like the Washington Post editorial board, has agreed community and gun violence is a public health issue. Nothing new there. The U.S. Centers for Disease Control and Prevention first made that declaration in the late 1970s.

For more than 40 years, groups of people have called for cities marked by significant violence to deploy a public health approach. What is the infrastructure for such an action plan?

There was much talk during the council hearing about the community. I was struck by how few people spoke specifically about family as a crime prevention entity.

While there are some exceptions, family most often can be the bulwark against nearly every social problem. Whether we are talking about the state of black males, juvenile incarceration, substance abuse or teen pregnancy, a strong, attentive and nurturing family is the ultimate antidote. Advocates can organize dozens of protests — and they have — aimed at “reimagining” public safety. However, without a sustained powerful focus on family, issues of crime and violence are unlikely to be significantly altered.

“Approaching violent crime as a public health crisis means understanding and treating the harm trauma does among families. That should include immediate and ongoing counseling services, building relationships with at-risk individuals through violence interruption efforts, and helping families make ends meet in the first place,” Allen said via an email sent by his spokesperson.

Sounds good — except the city seems stuck in a passive or reactive posture.

Even before the coronavirus pandemic, there were tens of thousands of fragile families in DC. They were already grappling with unresolved, generational trauma exacerbated by extreme poverty or horrific domestic violence — adult against adult and adult against children.

The Centers for Disease Control and Prevention has cited over the past year an increase in people displaying signs of clinical anxiety and depression. While Congress has placed \$4.25 billion for mental health and addiction issues in the recently approved coronavirus stimulus package, experts say it is not nearly enough to keep up with the growing demands for help.

Last week, my friend and former colleague Colbert King wrote in his Washington Post column that a significant amount of the violence in DC is being caused by youth; they are both perpetrators and victims. He’s right.

Trauma experts and others I have spoken with previously, including DC Attorney General Karl Racine, have noted that “hurt people hurt people.” Consequently, the level of youth involvement in crime, their participation in gangs and their use of guns shouldn’t surprise anyone.

They are indisputable testimony of trauma hiding in plain sight, and perhaps affirmation of the CDC findings.

A public health approach might be to assess the level of trauma, the same way the city is testing for the presence of the coronavirus. Officials might try to figure out how best to treat it, tracing

its contagion inside families and in the community where those families live and operate. They might also ask themselves the obvious question: Has the rate of violence or trauma increased during the past nine months as a result of the pandemic and pandemic-related conditions?

Sadly, none of that is happening.

To be fair, DBH has provided early childhood assessment and consultations, mostly through child care centers. It provides some assistance to teens and young adults caught in the grip of alcohol or drug abuse that is affecting their emotional and mental health behaviors. And when families find they need help, they can turn to existing community service organizations.

Those families must reach out, however, in order for the government to respond. That places yet another burden on people already burdened by trauma.

The Bowser administration hasn't gone on the hunt to address decades of unresolved trauma. There is no systematic, citywide trauma assessment program that reaches out to a broad segment of the population. It also appears that no one in the government is analyzing the relationship between the coronavirus pandemic, violence and trauma — despite the fact that national studies have found a rise in mental health issues, including suicides.

“We haven't done any research on the causal relationship,” Bazron told me when I asked about all of this.

In response to my questions, Bazron said DBH has a “large provider network in all eight wards. They are known to the community and the community knows them.

“Lots of things have been put in place to address specific COVID-related issues,” continued Bazron. “We really think the District is a model.”

With all due respect, I don't agree with that evaluation, especially around addressing mental health needs and providing consistent trauma-related care.

The DC government knows the specific locations of fragile families. Officials know who receives Aid to Families with Dependent Children, for example. They know who is receiving housing assistance and Medicaid. They know what parents are incarcerated, possibly leaving behind grandparents to step into the child-rearing role.

While I am no expert, couldn't all of this firsthand knowledge be used to fashion a more aggressive plan that isn't just focused on violence interrupters or doesn't just blame the police? Couldn't it be used to develop a healing strategy — one aimed at helping children currently being traumatized? Couldn't that plan also help those suffering the impact of unresolved trauma, including adults whose pain carried from childhood has misdirected their lives?

The coronavirus pandemic presents a unique opportunity. Could DC use its testing sites to begin a citywide assessment of its residents experiencing trauma or living in trauma-inducing environments? Could it use the reopening of schools as an occasion to determine the effects of



the pandemic on the emotional and mental health of students and their families? Could the city send a cadre of medical students or others to homes to gather such information?

It's not too late for elected officials and others to chart a more comprehensive course of action. One section of the Omnibus Public Safety and Justice Amendment Act of 2020, which Allen ushered through the council, may be a hopeful step forward. I am no fan of much of the legislation, which won final approval Dec. 15, but I am excited about its data-sharing component.

Speaking at the roundtable, Misty Thomas, executive director of the nonprofit Council for Court Excellence, offered that "data sharing is extremely limited" at present. She said agencies operate in "real silos" and called on the council to "break down the silo system."

Making adjustments in that area would "really improve the ability to serve people in the community," added Thomas. I share her sentiment — although it appears that the impetus for the inclusion of the data sharing in the omnibus legislation was the bureaucratic need for the Criminal Justice Coordinating Council to complete a report.

Allen said in his email response to my questions that the first report "will be an ongoing, bi-annual look at the causes of violent crime for young offenders. Getting more information [has] always helped shape and inform our policy decisions and I would expect this data to be as instructive."

What the government does with that data will demonstrate its intentions. Will it be satisfied with playing the blame game? Will it continue to fixate on symptoms, or will it get serious about addressing the root cause of violence, which begins with a focus on families — fragile, traumatized families?

There is no time for lollygagging. Lives are at stake.

**From:** Carlos, Melbert (EOM)  
**Sent:** Mon, 28 Dec 2020 19:26:50 +0000  
**To:** Krainak, Michael (EOM)  
**Cc:** Ross, Jed (ORM);Yeung, Sam (ORM)  
**Subject:** Attorney Advisor Resumes  
**Attachments:** 2-534(a)(2)

2-534(a)(2)

Mike,

Good afternoon.

I just want to quickly send over 9 resumes for the Attorney Advisor position.

There were 29 total applicants but I have prescreened and just sending you 9.

Also, I pulled their salary requirements for future reference. Most are within our range except for two, and one of them 2-534(a)(2) know in previous agencies.

A few of them based on experience might be better suited as an LS-12 instead.

Please let me know who you wish to interview.

| Applicant Name | Salary and Recommendation |
|----------------|---------------------------|
| 2-534(a)(2)    |                           |
|                | 130K                      |
|                | 133K                      |
|                | 117K                      |
|                | 70K - LA12??              |
|                | 73K - LS12??              |
|                | 90K                       |
|                | 101K                      |
|                | LS12??                    |

*Thank you,  
Melbert Carlos  
Program Manager  
District of Columbia Office of Risk Management  
441 4th Street, N.W., Suite 800S  
Washington, D.C. 20001  
Main: (202) 727-8600*

Direct: [\(202\) 727-7723](tel:2027277723)



For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).



































































**From:** Google Forms  
**Sent:** Mon, 28 Dec 2020 18:33:09 +0000  
**To:** jed.ross@dc.gov  
**Subject:** COVID-19: Agency Daily Report - 12.28.2020

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Thanks for filling out  
[COVID-19: Agency Daily Report - 12.28.2020](#)

Here's what we got from you:

[Edit response](#)

## COVID-19: Agency Daily Report - 12.28.2020

The purpose of this survey is to help us better understand possible changes and disruptions to your agency providing critical services and carrying out day-to-day operations. Please answer the questions below with this in mind. Thank you!

Email address \*

jed.ross@dc.gov

Agency \*

ORM

Agency cluster \*

IS

PHASE TWO Re-Opening

Describe any challenges your agency is experiencing to maintain current operations that it is unable to address with existing resources (e.g., critical staffing shortages, lack of PPE and cleaning materials, or other supply procurement difficulties).

\*

2-534(e)

Are there any previously approved operational changes that will go into effect NEXT WEEK?

\*

- Yes
- No

If you answered yes to the previous question, please identify those operational changes.

Does your agency have any NEW PROPOSALS for changes to the operations of your agency (e.g., telework status change, facility openings/closings, hours modification, implementation of previously waived fees or deadlines, etc.)? Please note that only changes that have not yet been reviewed by the EOC for approval should be included here. \*

- Yes
- No

If you answered yes to the previous question, note that you must first receive approval from the Mission Support and Modified Operations Section in the EOC. Please list any NEW PROPOSALS below.

To your knowledge, how many total employees in your agency have tested positive for COVID-19 to date? If none OR if responding for a mayoral agency in the DMPSJ cluster, please put 0. \*

0

To your knowledge, how many employees in your agency are currently in quarantine? If none OR if responding for a mayoral agency in the DMPSJ cluster, please put 0. \*

0

If your agency has had employees out for treatment or quarantine, how many total employees have returned to work to date? If none OR if responding for a mayoral agency in the DMPSJ cluster, please put 0.

\*

3

[Create your own Google Form](#)

**From:** Federal News Network  
**Sent:** Mon, 28 Dec 2020 13:33:03 -0500  
**To:** jed.ross2@dc.gov  
**Subject:** Discussing network infrastructure in government

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## **Executive Briefing Series: Modernizing Network Infrastructure**

The defined network perimeter has been fading for a long time. Now the need to accommodate mobile and remote users and their devices has agencies evaluating what their next generation of network should look like.

**Read more here (copy and paste [2-5](#) in browser):**

**[federalnewsnetwork.com/cme-event/executive-briefing-series-modernizing-networking-infrastructure/?utm\\_medium=email&utm\\_source=email2pt&utm\\_campaign=ciena&utm\\_content=email1](https://federalnewsnetwork.com/cme-event/executive-briefing-series-modernizing-networking-infrastructure/?utm_medium=email&utm_source=email2pt&utm_campaign=ciena&utm_content=email1)**

**In this exclusive executive briefing**, the following federal IT executives provide insight into the future of their networks:

- **Kenneth Bible**, Assistant Director, Command and Control, Marine Corps
- **Luis Coronado**, Executive Director, IT Operations, Department of Homeland Security
- **Mike Mestrovich**, Principal Deputy Chief Information Officer, Department of State
- **Andrea T. Norris**, Director, Center for Information Technology and Chief Information Officer, National Institutes of Health
- **Chief Warrant Officer 5 William Robinson**, Chief Technology Officer and Senior Technical Advisor, Army
- **Rob Sears**, Director of Enterprise Network Program (NWAVE), National Oceanic and Atmospheric Administration
- **Chris Ransbottom**, Director of Defense Segment, Ciena Government Solutions Inc. (CGSI)
- **Jim Westdorp**, Chief Technologist, Ciena Government Solutions Inc. (CGSI)

Thanks,

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**From:** Alisha Powell Gillis  
**Sent:** Mon, 28 Dec 2020 13:00:30 -0500  
**To:** Jed Ross  
**Subject:** Learn how state & local governments are delivering services digitally!

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Hello Jed,

We're excited to announce that *Route Fifty's* [DigiGov](#) webcast is available for on demand viewing. I moderated the discussion and encourage you to [tune in!](#)

As many Americans are spending more time at home, **state and local governments must deliver essential, critical services digitally.** Of particular, pressing interest? **Unemployment benefits and services.** Hundreds of thousands still remain jobless, prompting high levels of traffic to government unemployment portals daily. But it's not just unemployment services that governments must tackle digitally: telemedicine, essential meetings, permits, retirement, taxes, disability—the list continues.

[Tune in](#) to hear from the following leaders who are on the **frontlines of digital transformation and citizen experience.**

- Katrina Flory, Deputy **State Chief Information Officer, State of Ohio**
- Nicholas Susi, **Deputy Chief Information Officer, Projects and Performance, City of Philadelphia**
- Rob Forbes, **Senior Solutions Architect, Okta**

The agenda and more information can be found [here](#).

**[Watch this unique digital event now!](#)**

Sincerely,  
Alisha Powell Gillis  
Senior Editor  
*Route Fifty*

Have a question? Contact Kayla at [kmcloud@govexec.com](mailto:kmcloud@govexec.com)

Government Executive Media Group  
600 New Hampshire Ave NW, Suite 510, Washington DC 20037

If you believe this was sent to you in error, please safely [unsubscribe](#).

**From:** Swintz, Monica (EOM)  
**Sent:** Mon, 28 Dec 2020 17:03:48 +0000  
**To:** Currie, M. Colleen (OAH);Anderson, Keith (DGS);Barfield, Sheila (OEA);Cholewa, Agnes (DCHR);Daniels, Brandon (DGS);Ford, Rochelle (BEGA);Fuller, Yohance (DGS);Gibson, Ventris (DCHR);Hapeman, Nancy (OCP);Harley, Angela (OAH);Harrison, Carol (OCTO);Holt, Kasmin (DGS);Jacobs, Angell (OCFO);Loud, Marc D. Sr (CAB);Lozada, Andrea (EOM);Martin, Clarene P. (PERB);Maxwell, Lindsey (EOM);McCollough, Mathew (EOM);Alice Miller;Mitchell, Christina (EOM);Morgan-Johnson, Sheila (DCRB);Parker, Lindsey (OCTO);Ross, Jed (ORM);Schutter, George (OCP);Alice Miller;Scott, Marc (OCP);Valentine, Vernon (DCRB);Yeung, Sam (ORM);sadams@dcboe.org;Fuller, Traci (OCFO);Elam, Gertie (PERB);Monica Evans;Samba, Mamadou (EOM)  
**Cc:** Coleman, Marcus (EOM)  
**Subject:** Gov Ops Survey Due by 4pm (Just Monday this week)  
**Importance:** High

Good Afternoon Leadership,

Only one survey this week, **TODAY!** Please be sure to fill out.

2-534(e)

**\*REMINDER: It's really helpful for as many agencies as possible to fill out the survey because we are gathering numbers on employees who have tested positive, in quarantine, and have returned to work for all agencies. Even if the agency has no new substantive updates, they should still complete the survey.**

As always, if you need something or I can help in any way please feel free to reach out.

Sincerely,  
Monica

---

**Monica Swintz CPM**

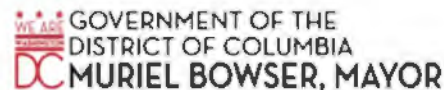
Senior Operations Analyst

Internal Services Cluster

Direct: (202) 727-3380

Cell: (202)-459-8338

E-mail: [monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)



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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** Swintz, Monica (EOM)  
**Sent:** Mon, 28 Dec 2020 17:03:48 +0000  
**To:** Currie, M. Colleen (OAH);Anderson, Keith (DGS);Barfield, Sheila (OEA);Cholewa, Agnes (DCHR);Daniels, Brandon (DGS);Ford, Rochelle (BEGA);Fuller, Yohance (DGS);Gibson, Ventris (DCHR);Hapeman, Nancy (OCP);Harley, Angela (OAH);Harrison, Carol (OCTO);Holt, Kasmin (DGS);Jacobs, Angell (OCFO);Loud, Marc D. Sr (CAB);Lozada, Andrea (EOM);Martin, Clarene P. (PERB);Maxwell, Lindsey (EOM);McCollough, Mathew (EOM);Alice Miller;Mitchell, Christina (EOM);Morgan-Johnson, Sheila (DCRB);Parker, Lindsey (OCTO);Ross, Jed (ORM);Schutter, George (OCP);Alice Miller;Scott, Marc (OCP);Valentine, Vernon (DCRB);Yeung, Sam (ORM);sadams@dcboe.org;Fuller, Traci (OCFO);Elam, Gertie (PERB);Monica Evans;Samba, Mamadou (EOM)  
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As always, if you need something or I can help in any way please feel free to reach out.

Sincerely,  
Monica

---

**Monica Swintz CPM**

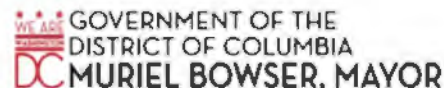
Senior Operations Analyst

Internal Services Cluster

Direct: (202) 727-3380

Cell: (202)-459-8338

E-mail: [monica.swintz@dc.gov](mailto:monica.swintz@dc.gov)




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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** OCP PASS ADMIN  
**Sent:** Mon, 28 Dec 2020 12:00:11 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

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 **CW3609** - **FY15-DOH HIV AIDS AND TB Control Human Car Agreement**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents is in anticipation

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW3770** - **AIS Implementation - DFS - FY15 - It Group**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4135** - **Verizon Telecommunication Services**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4395** - **Oracle SOA Licenses**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4428** - **Pre & Post Transitional Care Homes (PTCH) - Sasha Bruce Youthwork**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4550** - **Alger Park Stream Restoration Project**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents



This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4213 - FY16\_OSSE\_ODM-ELA-MATH-ALT-MSAA-OPERATIONAL\_(MEASURED\_PROGRESS)**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4188 - NFPA Class 4 Fireboat**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4326 - FY17\_GD0\_Data\_SEDS Management and Maintenance**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4558 - CW37399 Environmental Services (Option Year 1)**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4472 - Pre & Post Transitional Care Homes (PTCH) - Associates for Renewal in Education**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4369 - Springhouse Run Stream Restoration & Stormwater Management Retrofit Project**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4688 - Third Party BLS Medical Transport Services**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856 - FY17-OCTO-cGOV360 Maintenance and Support**  
0



**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4870** - **NFF; OCTO Temporary Personnel**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4651** - **DHS - Temp Services - AVID Systems**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4644** - **Enrollment Audit**  
0


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4661** - **Dell VDI (DESKTOP VIRTUALIZATION)**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4716** - **FY16-DOH Youth Social Marketing-Public Education and Communication**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4656** - **DHS - Temporary Services**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4767** - **FY17\_OSSE\_DAR\_Science Test Administration**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Telecommunications Services Wireless Digital & Data Services, Associated**  
**8** **Services**  
**Equipment**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4588** - **FY16-Power Equipment (DCPS)**  
**4**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4687** - **FY16-17 DOH HCA with Lab Corp for HAHSTA Laboratory Services**  
**3**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4915** - **FY17-OCTO-BOX LICENSES AND SUPPORT**  
**4**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4837** - **FY17\_GDO\_Data Analysts**  
**0**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4918** - **Cisco Equipment**  
**8**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Cisco Switches and Wireless Access Points**  
**3**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4634** - **Temp Services - OCTO - NFF**




8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4806** - OSSE-DOT\_FY17\_Emergency\_Attendants for Vehicles BATTLE  
1

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5239** - SECURITY SERVICES FOR DCPS  
3


**The following** Approval for Insurance Documents

**task is overdue :**

**Task description :** Approval for Insurance Documents Required and is attached in the document section.

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5742** - ELC Web-Based Licensure Application  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5710** - MMIS IV&V  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)













**From:** Osborn, Clint (HSEMA)  
**Sent:** Mon, 28 Dec 2020 15:59:59 +0000  
**To:** EOC Manager (HSEMA);PlanSec, EOC (HSEMA);LogSec, EOC (HSEMA);OpsSec, EOC (HSEMA);PIO, EOC (HSEMA)  
**Cc:** Newland, Laura (DACL);Goodhue, Shannon (DBH);Bazron, Barbara (DBH);Nesbitt, LaQuandra S. (DOH);Ashley, Patrick (DOH);Gibson, Ventris (DCHR);jonathan.s.ebbert.mil@mail.mil;David, Gregory (HSEMA);Ferebee, Lewis (DCPS);carlton.gerald;Chrappah, Ernest (DCRA);Slade, Keith (DCRA);Marootian, Jeffrey M. (DDOT);Neider, Thomas (DDOT);JonesBest, Natalie (DDOT);McCollough, Mathew (EOM);Smith, Jenifer (DFS);Williamson, Melanie (DHCF);Zeilinger, Laura (DHS);Kershbaum, Sharon (DHS);Handerhan, Larry J. (DHS);Brown, Justin (DHS);Kihn, Paul (EOM);Wells, Tommy (DOEE);Fisherow, Carlie (EOM);Turnage, Wayne (DHCF);Katz, Lia (EOM);Smith, Rayna (EOM);Smith, Jessica (EOM);Melder, Jay (EOM);Breems, Joseph (EOM);Babers, Lucinda (EOM);Dampier, Ronnie (EOM);Falcicchio, John (EOM);Carney, Sharon (EOM);Williams, Malik (EOM);Donahue, Kevin (EOM);Gil, Helder (EOM);Deichmeister, Jayne (DOEE);Morris-Hughes, Unique (DOES);Chapple, Nicole (DOES);Geldart, Chris (DPW);Spriggs, Timothy (DPW);Talamante, Tomás (EOM);Foster, LaToya (EOM);Peckumn, Nicole (HSEMA);Mena, Rebekah (HSEMA);Dean, Gregory (FEMS);Baker, Craig (FEMS);Sollers, John Jr. (FEMS);Donnelly, John (FEMS);Rodriguez, Chris (HSEMA);Speranza, Carrie (HSEMA);Newsham, Peter (MPD);Carroll, Jeffery W. (MPD);DeWitt, Jeffrey (OCFO);Mitchell, Roger (OCME);Diaz, Francisco (OCME);Parker, Lindsey (OCTO);z-Thiele, Christina (OCTO);Schutter, George (OCP);Manassa, Marvin (OCP);Ross, Jed (ORM);Anderson, Arrelle (OUC);Healy, Patrick (EOM);Holmes, Karima (OUC);Scales, Ayris (EOM);Stevens, Anthony V. (EOM);Reed, Jennifer (EOM);Anderson, Arrelle (OUC)  
**Subject:** COVID-19: Weekly Situation Report 28Dec2020  
**Attachments:** COVID-19 Situation Report\_122820.pdf

COVID-19 Directors,

Attached is the COVID-19 Situation Report for this week. We will produce and distribute the Situation Report each Monday, with adjustments to the frequency and content based upon operations.

As always, please reach out to [2-534\(a\)\(10\)](tel:2-534(a)(10)) if you have any questions.

Regards,

Clint





**Clint Osborn**

**CHIEF OF OPERATIONS**

Operations Division

DC Homeland Security and Emergency Management Agency

2720 Martin Luther King, Jr. Avenue, SE, Washington, DC 20032

Primary: 202-417-1478

Alternate: 202-577-9414

[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)

[hsema.dc.gov](http://hsema.dc.gov)

For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](http://coronavirus.dc.gov).







**From:** Osborn, Clint (HSEMA)  
**Sent:** Mon, 28 Dec 2020 15:59:59 +0000  
**To:** EOC Manager (HSEMA);PlanSec, EOC (HSEMA);LogSec, EOC (HSEMA);OpsSec, EOC (HSEMA);PIO, EOC (HSEMA)  
**Cc:** Newland, Laura (DACL);Goodhue, Shannon (DBH);Bazron, Barbara (DBH);Nesbitt, LaQuandra S. (DOH);Ashley, Patrick (DOH);Gibson, Ventris (DCHR);jonathan.s.ebbert.mil@mail.mil;David, Gregory (HSEMA);Ferebee, Lewis (DCPS);carlton.gerald;Chrappah, Ernest (DCRA);Slade, Keith (DCRA);Marootian, Jeffrey M. (DDOT);Neider, Thomas (DDOT);JonesBest, Natalie (DDOT);McCollough, Mathew (EOM);Smith, Jenifer (DFS);Williamson, Melanie (DHCF);Zeilinger, Laura (DHS);Kershbaum, Sharon (DHS);Handerhan, Larry J. (DHS);Brown, Justin (DHS);Kihn, Paul (EOM);Wells, Tommy (DOEE);Fisherow, Carlie (EOM);Turnage, Wayne (DHCF);Katz, Lia (EOM);Smith, Rayna (EOM);Smith, Jessica (EOM);Melder, Jay (EOM);Breems, Joseph (EOM);Babers, Lucinda (EOM);Dampier, Ronnie (EOM);Falcicchio, John (EOM);Carney, Sharon (EOM);Williams, Malik (EOM);Donahue, Kevin (EOM);Gil, Helder (EOM);Deichmeister, Jayne (DOEE);Morris-Hughes, Unique (DOES);Chapple, Nicole (DOES);Geldart, Chris (DPW);Spriggs, Timothy (DPW);Talamante, Tomás (EOM);Foster, LaToya (EOM);Peckumn, Nicole (HSEMA);Mena, Rebekah (HSEMA);Dean, Gregory (FEMS);Baker, Craig (FEMS);Sollers, John Jr. (FEMS);Donnelly, John (FEMS);Rodriguez, Chris (HSEMA);Speranza, Carrie (HSEMA);Newsham, Peter (MPD);Carroll, Jeffery W. (MPD);DeWitt, Jeffrey (OCFO);Mitchell, Roger (OCME);Diaz, Francisco (OCME);Parker, Lindsey (OCTO);z-Thiele, Christina (OCTO);Schutter, George (OCP);Manassa, Marvin (OCP);Ross, Jed (ORM);Anderson, Arrelle (OUC);Healy, Patrick (EOM);Holmes, Karima (OUC);Scales, Ayris (EOM);Stevens, Anthony V. (EOM);Reed, Jennifer (EOM);Anderson, Arrelle (OUC)  
**Subject:** COVID-19: Weekly Situation Report 28Dec2020  
**Attachments:** COVID-19 Situation Report\_122820.pdf

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Regards,

Clint



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Regards,

Clint



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[clint.osborn@dc.gov](mailto:clint.osborn@dc.gov)

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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](http://coronavirus.dc.gov).









**From:** Evans, Valerie (EOM)  
**Sent:** Mon, 28 Dec 2020 15:23:41 +0000  
**To:** Achille, James (EOM);Ammah, Augustina (EOM);Anderson, Brenda (EOM);Anderson, Kwenita (EOM);Arnic, Jennifer (EOM);Townsend, Audrey (EOM);Barbera, Charles (EOM);Boone, Jessika (ORM);Young, Carl (EOM);Carlos, Melbert (EOM);Carter, Robert (EOM);Cason, Eugenia (EOM);Chhe, Soriya (EOM);Clark, Peter (EOM);Craven, Lana (EOM);Davis, Kurt (EOM);Davis, Mayze (EOM);Dowe, Morgan (EOM);Emminizer, Samantha (EOM);Espinosa, Nazel (EOM);Evans, Antonia (EOM);Ferguson, Whitney (EOM);Fisher, Charlotte M. (EOM);Gaither-Morgan, Merle (EOM);Gatton, Roger (EOM);Graeff, Matt (ORM);Hagin, Tammy (EOM);Hall, Marisia (EOM);Healy, Patrick (EOM);Herbert, Thomas (EOM);Howard, Sharon (EOM);Ijaz, Aneela (EOM);Kelley, Robert (EOM);Kirkling, Kyra (EOM);Kouadio, Ann-Sophie (EOM);Krainak, Michael (EOM);Langford, Teyonna (EOM);Leong, Laurence (EOM);Lewis, Tracy (ORM);Lloyd, Davina (EOM);Mallory, Sharon (EOM);Mandel, Angela (EOM);McDaniel, Mary (EOM);Moon, Beth (EOM);Newman, Tamesha (EOM);Orrison, Justin (ORM);Parsons, Michelle (EOM);Pezoa, Marcia (EOM);Pope, Donia (EOM);Pouges, Alexis (EOM);Pouges, Shanee (EOM);Preston, Robert (EOM);Price, Donna (ORM);Qureshi, Humzah (EOM);Reaves, Phyllis (EOM);Reilly, Matthew (EOM);Ross, Jed (ORM);Russell, Freddie (EOM);Schaeffer, Susan (EOM);Sessoms, Latoya (EOM);Skibicki, Nicole (ORM);Smith, Berlina (ORM);Stewart, Shaneah (EOM);Stokes, Janice (EOM);Suarez, Susana (EOM);Suleman, Adnan (ORM);Thanh, Andre (ORM);Townsend, Audrey (EOM);Trinidad, Aleta (EOM);Turner, Erikalee (EOM);Vass, Chris (EOM);Wallace, Erik (EOM);Walsh, Candice (ORM);Waters, Jane (EOM);West, Kathleen (ORM);White, Francine (EOM);Williams, Kanika (EOM);Wright, LaShonda (EOM);Yeung, Sam (ORM)  
**Subject:** Time Entry Deadline for Pay Period December 20, 2020 - January 2, 2021  
**Attachments:** Timekeeping During the COVID-19 Emergency.eml, Revised GROUP 1 2021 TIME ENTRY SCHEDULE.pdf  
**Importance:** High

Good morning:

Time entry and approvals will be due on **Wednesday, December 30, 2020 by noon**. Please continue to submit absence notices in PeopleSoft for **ALL scheduled and unscheduled leave requests**. **Don't forget to add a line for Christmas and the New Years Holiday**. **If you are going to be on leave, please make sure that your timekeeping responsibilities have been completed beforehand.**

**COVID Related Tasks:** Each task should be entered in **whole** hours increments on a separate line on your timesheet. You must also enter detailed comments for each task by date. Here is a short video that explains this process:

**[https://www.youtube.com/watch?v=vsmNPr2gGn4&feature=emb\\_title](https://www.youtube.com/watch?v=vsmNPr2gGn4&feature=emb_title)**

**New Employees:** To enter your time, please go to start.dc.gov and click on PeopleSoft (from home) or simply type ess.dc.gov. The attached guidance from DCHR should help you with completing your time while we are on telework. Please let me know if you have any questions.

**MANAGERS:** Please make that time submission and approval dates are met to prevent delays with pay and supplemental requests.

OPRS may process payroll earlier than indicated on the pay calendar during this time, so it is important that everyone adheres to the due date. If things should change regarding timekeeping, further guidance will be provided.

Thank you and stay safe.

Valerie Evans, CAP  
*Administrative Officer*  
Office of Risk Management (ORM)  
Government of the District of Columbia  
441 4th Street, NW Suite 800 South  
Washington, DC 20001

202-727-9006  
202-727-8319 (f)  
Email: [valerie.evans@dc.gov](mailto:valerie.evans@dc.gov)



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For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**From:** DCHR (DCHR)  
**Sent:** Sat, 28 Mar 2020 18:48:31 +0000  
**To:** DCHR (DCHR)  
**Subject:** Timekeeping During the COVID-19 Emergency



\*\*\*  
From the Office of the Director,  
*Ventris C. Gibson*  
\*\*\*

dchr GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
MURIEL BOWSER, MAYOR

**MEMORANDUM**

**TO:** District Employees  
**FROM:** Ventris C. Gibson, Director, Department of Human Resources  
**DATE:** Saturday, March 28, 2020  
**SUBJECT:** Timekeeping During the COVID-19 Emergency

The District government recognizes that many employees are going above and beyond the call of duty by quickly adapting to new rules, policies, and procedures during the coronavirus (COVID-19) public health emergency. The federal government has pledged to give local jurisdictions boosts in funding to address the pandemic. To receive these funds, the District government needs your help to accurately keep a record of all coronavirus-related efforts and activities. Employees should use the new PeopleSoft "Task" feature to track any work they perform in support of the District's response to the public health emergency.

**HOW SHOULD I CODE MY TIME?**

**How do I code my time if I am working from home?**

If you are working from home, you should code your time in PeopleSoft as **Telework (Situational) – STTW**.



**How do I code my time for hours I report to a duty station?**

If your work requires you to physically report to a duty station, you should code your time in PeopleSoft as you normally would. For most employees, this code should be **Regular Pay – REG**.

**What if I work overtime?**

If you are a union employee, your overtime will be added automatically. If you are a non-union employee covered by the Fair Labor Standards Act (FLSA), use **Overtime for TimeKeepers – OT** to record all overtime hours. If you are exempt from FLSA, use **Exempt Time Off Earned - ETE**. Not all employees are eligible for overtime. Please see our guidance on [Overtime](#) for more information.

**What if my work is related to the COVID emergency?**

If you are conducting work related to COVID, whether teleworking, reporting for duty, or working overtime, you should categorize that time as a COVID Task. To find out if the work you are doing is related to COVID-19 see issuance I-2020-7, [COVID-19 Timekeeping](#) for more details.

**Additional Information**

Should you have any questions related to task tracking, please send an email to: [eoc.finadsec@dc.gov](mailto:eoc.finadsec@dc.gov) and ensure that "COVID 19 Task Tracking" is in the subject line for routing purposes.

Should you have any questions related to payroll and timesheet submission/approval related to COVID-19, please send an email to: [covid19payroll@dc.gov](mailto:covid19payroll@dc.gov) and ensure that "COVID 19 Timesheet Tracking" is in the subject line for routing purposes.

Should you have any questions or concerns relative to technical issues, please contact the Office of the Chief Technology Officer (OCTO) directly at (202) 727-2277 and choose option 1 for the OCTO HelpDesk.

Thank you again for your patience.

**HR Guidance Updates**

Our [Human Resources Guidance for the COVID-19 Emergency](#) has been updated with this new guidance along with additional amendments relating to administrative leave.





For the latest information on the District Government's response to COVID-19 (Coronavirus), please visit [coronavirus.dc.gov](https://coronavirus.dc.gov).

**OPRS PAYROLL OPERATIONS**

**PeopleSoft Group 1**

**2021 Time Entry Schedule**

**Revised**

| Time & Labor |        |        |                     | Payroll                          |                |                      |                    |                 |            |
|--------------|--------|--------|---------------------|----------------------------------|----------------|----------------------|--------------------|-----------------|------------|
| Pay Period   | Date   |        | Time Entry Deadline | Corrections & Approvals Deadline | Presheet Audit | HR / Benefits cutoff | Payroll Processing | Certify Payroll | Check Date |
| 1            | 20-Dec | 2-Jan  | 4-Jan               | 5-Jan                            | 5-Jan          | 4-Jan                | 6-Jan              | 7-Jan           | 12-Jan     |
| 2            | 3-Jan  | 16-Jan | 14-Jan              | 15-Jan                           | 15-Jan         | 14-Jan               | 19-Jan             | 21-Jan          | 26-Jan     |
| 3            | 17-Jan | 30-Jan | 1-Feb               | 2-Feb                            | 2-Feb          | 1-Feb                | 3-Feb              | 4-Feb           | 9-Feb      |
| 4            | 31-Jan | 13-Feb | 12-Feb              | 16-Feb                           | 16-Feb         | 12-Feb               | 17-Feb             | 18-Feb          | 23-Feb     |
| 5            | 14-Feb | 27-Feb | 1-Mar               | 2-Mar                            | 2-Mar          | 1-Mar                | 3-Mar              | 4-Mar           | 9-Mar      |
| 6            | 28-Feb | 13-Mar | 15-Mar              | 16-Mar                           | 16-Mar         | 15-Mar               | 17-Mar             | 18-Mar          | 23-Mar     |
| 7            | 14-Mar | 27-Mar | 29-Mar              | 30-Mar                           | 30-Mar         | 29-Mar               | 31-Mar             | 1-Apr           | 6-Apr      |
| 8            | 28-Mar | 10-Apr | 9-Apr               | 12-Apr                           | 12-Apr         | 9-Apr                | 13-Apr             | 14-Apr          | 20-Apr     |
| 9            | 11-Apr | 24-Apr | 26-Apr              | 27-Apr                           | 27-Apr         | 26-Apr               | 28-Apr             | 29-Apr          | 4-May      |
| 10           | 25-Apr | 8-May  | 10-May              | 11-May                           | 11-May         | 10-May               | 12-May             | 13-May          | 18-May     |
| 11           | 9-May  | 22-May | 24-May              | 25-May                           | 25-May         | 24-May               | 26-May             | 27-May          | 1-Jun      |
| 12           | 23-May | 5-Jun  | 7-Jun               | 8-Jun                            | 8-Jun          | 7-Jun                | 9-Jun              | 10-Jun          | 15-Jun     |
| 13           | 6-Jun  | 19-Jun | 21-Jun              | 22-Jun                           | 22-Jun         | 21-Jun               | 23-Jun             | 24-Jun          | 29-Jun     |
| 14           | 20-Jun | 3-Jul  | 2-Jul               | 6-Jul                            | 6-Jul          | 2-Jul                | 7-Jul              | 8-Jul           | 13-Jul     |
| 15           | 4-Jul  | 17-Jul | 19-Jul              | 20-Jul                           | 20-Jul         | 19-Jul               | 21-Jul             | 22-Jul          | 27-Jul     |
| 16           | 18-Jul | 31-Jul | 2-Aug               | 3-Aug                            | 3-Aug          | 2-Aug                | 4-Aug              | 5-Aug           | 10-Aug     |
| 17           | 1-Aug  | 14-Aug | 16-Aug              | 17-Aug                           | 17-Aug         | 16-Aug               | 18-Aug             | 19-Aug          | 24-Aug     |
| 18           | 15-Aug | 28-Aug | 30-Aug              | 31-Aug                           | 31-Aug         | 30-Aug               | 1-Sep              | 2-Sep           | 7-Sep      |
| 19           | 29-Aug | 11-Sep | 13-Sep              | 14-Sep                           | 14-Sep         | 13-Sep               | 15-Sep             | 16-Sep          | 21-Sep     |
| 20           | 12-Sep | 25-Sep | 27-Sep              | 28-Sep                           | 28-Sep         | 27-Sep               | 29-Sep             | 30-Sep          | 5-Oct      |
| 21           | 26-Sep | 9-Oct  | 8-Oct               | 12-Oct                           | 12-Oct         | 8-Oct                | 13-Oct             | 14-Oct          | 19-Oct     |
| 22           | 10-Oct | 23-Oct | 25-Oct              | 26-Oct                           | 26-Oct         | 25-Oct               | 27-Oct             | 28-Oct          | 2-Nov      |
| 23           | 24-Oct | 6-Nov  | 5-Nov               | 8-Nov                            | 8-Nov          | 5-Nov                | 9-Nov              | 10-Nov          | 16-Nov     |
| 24           | 7-Nov  | 20-Nov | 19-Nov              | 22-Nov                           | 22-Nov         | 19-Nov               | 23-Nov             | 24-Nov          | 30-Nov     |
| 25           | 21-Nov | 4-Dec  | 6-Dec               | 7-Dec                            | 7-Dec          | 6-Dec                | 8-Dec              | 9-Dec           | 14-Dec     |

|    |       |        |        |        |        |        |        |        |        |
|----|-------|--------|--------|--------|--------|--------|--------|--------|--------|
| 26 | 5-Dec | 18-Dec | 17-Dec | 20-Dec | 20-Dec | 17-Dec | 21-Dec | 22-Dec | 28-Dec |
|----|-------|--------|--------|--------|--------|--------|--------|--------|--------|

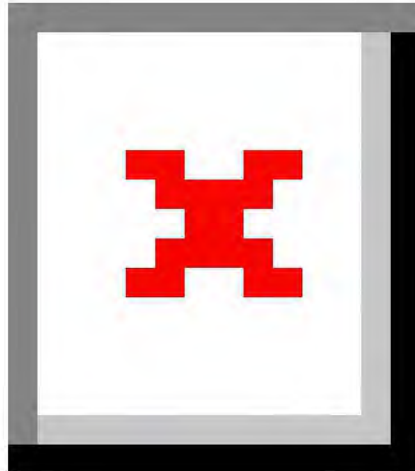
**From:** Transportation Law360  
**Sent:** Mon, 28 Dec 2020 14:40:16 +0000  
**To:** jed.ross2@dc.gov  
**Subject:** 2020 Year In Review: Law360 Accolades

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to phishing@dc.gov for additional analysis by OCTO Security Operations Center (SOC).



Year In Review

Monday, December 28, 2020



**W FIRMS**

ams & Reese  
erman LLP  
in Gump  
en Matkins  
ton & Bird  
erson Kill  
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ker Donelson  
ker McKenzie  
kerHostetler  
ch & Bingham  
llard Spahr  
ner Witcoff  
rack Ferrazzano  
rclyay Damon

Barley Snyder  
Barnes & Thornburg

**Law360 Names Practice Groups Of The Year**

Law360 congratulates the winners of its 2020 Practice Groups of the Year awards, which honor the law firms behind the litigation wins and major deals that resonated throughout the legal industry in the past year.

### **Law360 MVP Awards Go To Top Attorneys From 76 Firms**

The elite slate of attorneys chosen as Law360's 2020 MVPs have distinguished themselves from their peers by securing hard-earned successes in high-stakes litigation, complex global matters and record-breaking deals.

### **Law360 Names Top Attorneys Under 40**

We're pleased to announce Law360's Rising Stars for 2020, our list of 176 attorneys under 40 whose legal accomplishments transcend their age.

### **The Law360 400: Tracking The Largest US Law Firms**

Right before the coronavirus pandemic upended the world, the largest U.S. law firms were getting bigger and widening the industry's size gap, according to Law360's annual tracking of the largest law firms in the country.

### **Law360 Reveals Titans Of The Plaintiffs Bar**

They've represented consumers, companies, and government entities, taken on Goliaths in industries ranging from aerospace to health care to finance to technology to sports, and won landmark victories on behalf of clients across the country.

Baron & Budd  
Bass Berry  
Baum Hedlund  
Beasley Allen  
Becker & Poliakoff  
Benesch Friedlander  
Berger Montague  
Bernstein Litowitz  
Bernstein Shur  
Berry Appleman  
Best Best & Krieger  
Beveridge & Diamond  
Blank Rome  
Bodman PLC  
Boies Schiller  
Bond Schoeneck  
Bowles Rice  
Bowman and Brooke  
Bracewell  
Bradley Arant  
Bremer Whyte  
Bressler Amery  
Bricker & Eckler  
Briggs & Morgan  
Brown & James  
Brown Rudnick  
Brownstein Hyatt  
Bryan Cave Leighton  
Paisner  
Buchalter APC  
Buchanan Ingersoll  
Buckley LLP  
Burke Williams  
Burns & Levinson  
Burns White  
Burr & Forman  
Butler Snow LLP  
Butler Weihmuller  
Butzel Long  
Cadwalader Wickersham  
Cahill Gordon  
Calfree Halter  
Carlton Fields

Carr Allison  
Chamberlain Hrdlicka  
Chapman & Cutler  
Chartwell Law Offices  
Chiesa Shahinian  
Choate  
Cipriani & Werner  
Clark Hill  
Clausen Miller  
Cleary Gottlieb  
Cohen & Grigsby  
Cohen Milstein  
Cole Schotz  
Cole Scott  
Connell Foley  
Conner & Winters  
Conroy Simberg  
Constangy Brooks  
Cooley  
Cordell & Cordell  
Covington & Burling  
Cox Castle  
Cozen O'Connor  
Cravath Swaine  
Crowe & Dunlevy  
Crowell & Moring  
Crowley Fleck  
Cullen and Dykman  
Curtis Mallet-Prevost  
DLA Piper  
Davis & Gilbert LLP  
Davis Graham  
Davis Polk  
Davis Wright Tremaine  
Day Pitney  
DeWitt LLP  
Debevoise & Plimpton  
Dechert  
Dentons  
Desmarais LLP  
DiCello Levitt  
Dickie McCamey



Dickinson Wright  
Dinsmore & Shohl  
Dorsey & Whitney  
Drew Eckl  
Duane Morris  
Dykema Gossett  
Earthjustice  
Eckert Seamans  
Edelson PC  
Epstein Becker Green  
Eversheds Sutherland  
Faegre Drinker  
Farella Braun  
Fennemore Craig  
Fenwick & West  
Finnegan  
Fish & Richardson  
Fisher Phillips  
FisherBroyles  
Foley & Lardner  
Foley & Mansfield  
Foley Hoag  
FordHarrison  
Foster Garvey  
Fox Rothschild  
Fragomen Del Rey  
Frankfurt Kurnit  
Fredrikson & Byron  
Freeborn & Peters  
Freeman Mathis  
Freshfields  
Fried Frank  
Frost Brown Todd  
Galloway Johnson  
Gibbons PC  
Gibson Dunn  
Godfrey & Kahn  
Goldberg Segalla  
Goldstein Borgen  
Goodwin  
Gordon & Rees  
Goulston & Storrs

Gray Reed  
GrayRobinson  
Greenberg Traurig  
Greensfelder Hemker  
Greenspoon Marder  
Gunderson Dettmer  
Gunster Yoakley  
Hagens Berman  
Hahn Loeser  
Hall & Evans  
Hall Booth  
Hall Estill  
Hall Render  
Hamburg Rubin  
Hanna Brophy  
Hanson Bridgett  
Harris Beach  
Harter Secrest  
Hawkins Parnell  
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Holland & Hart  
Holland & Knight  
Honigman LLP  
Hooper Lundy  
Howard & Howard  
Hughes Hubbard  
Hunton Andrews Kurth  
Husch Blackwell  
Ice Miller  
Irell & Manella  
Jackson Kelly PLLC  
Jackson Lewis  
Jackson Walker

Jaffe Raitt  
Jeffer Mangels  
Jenner & Block  
Johnson & Bell  
Jones Day  
Jones Walker  
K&L Gates  
Kabat Chapman  
Kasowitz Benson  
Katten  
Kaufman Borgeest  
Kaufman Dolowich  
Kean Miller  
Keker Van Nest & Peters  
Keller Rohrback  
Kelley Drye  
Kelley Kronenberg  
Kelly Hart  
Kilpatrick Townsend  
King & Spalding  
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Knobbe Martens  
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Kutak Rock  
Labaton Sucharow  
Lane Powell  
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Latham & Watkins  
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Attorneys  
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Wilkinson Walsh  
Williams & Connolly  
Williams Mullen  
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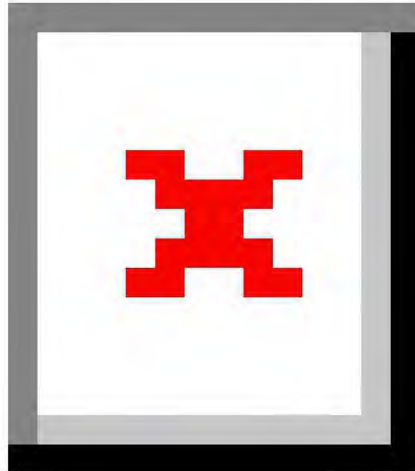
**From:** Asset Management Law360  
**Sent:** Mon, 28 Dec 2020 14:31:37 +0000  
**To:** jed.ross@dc.gov  
**Subject:** 2020 Year In Review: Law360 Accolades

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Year In Review

Monday, December 28, 2020



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rclay Damon

Barley Snyder  
Barnes & Thornburg

**Law360 Names Practice Groups Of The Year**

Law360 congratulates the winners of its 2020 Practice Groups of the Year awards, which honor the law firms behind the litigation wins and major deals that resonated throughout the legal industry in the past year.

### **Law360 MVP Awards Go To Top Attorneys From 76 Firms**

The elite slate of attorneys chosen as Law360's 2020 MVPs have distinguished themselves from their peers by securing hard-earned successes in high-stakes litigation, complex global matters and record-breaking deals.

### **Law360 Names Top Attorneys Under 40**

We're pleased to announce Law360's Rising Stars for 2020, our list of 176 attorneys under 40 whose legal accomplishments transcend their age.

### **The Law360 400: Tracking The Largest US Law Firms**

Right before the coronavirus pandemic upended the world, the largest U.S. law firms were getting bigger and widening the industry's size gap, according to Law360's annual tracking of the largest law firms in the country.

### **Law360 Reveals Titans Of The Plaintiffs Bar**

They've represented consumers, companies, and government entities, taken on Goliaths in industries ranging from aerospace to health care to finance to technology to sports, and won landmark victories on behalf of clients across the country.

Baron & Budd  
Bass Berry  
Baum Hedlund  
Beasley Allen  
Becker & Poliakoff  
Benesch Friedlander  
Berger Montague  
Bernstein Litowitz  
Bernstein Shur  
Berry Appleman  
Best Best & Krieger  
Beveridge & Diamond  
Blank Rome  
Bodman PLC  
Boies Schiller  
Bond Schoeneck  
Bowles Rice  
Bowman and Brooke  
Bracewell  
Bradley Arant  
Bremer Whyte  
Bressler Amery  
Bricker & Eckler  
Briggs & Morgan  
Brown & James  
Brown Rudnick  
Brownstein Hyatt  
Bryan Cave Leighton  
Paisner  
Buchalter APC  
Buchanan Ingersoll  
Buckley LLP  
Burke Williams  
Burns & Levinson  
Burns White  
Burr & Forman  
Butler Snow LLP  
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Cadwalader Wickersham  
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Carr Allison  
Chamberlain Hrdlicka  
Chapman & Cutler  
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Chiesa Shahinian  
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Clark Hill  
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Cleary Gottlieb  
Cohen & Grigsby  
Cohen Milstein  
Cole Schotz  
Cole Scott  
Connell Foley  
Conner & Winters  
Conroy Simberg  
Constangy Brooks  
Cooley  
Cordell & Cordell  
Covington & Burling  
Cox Castle  
Cozen O'Connor  
Cravath Swaine  
Crowe & Dunlevy  
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Crowley Fleck  
Cullen and Dykman  
Curtis Mallet-Prevost  
DLA Piper  
Davis & Gilbert LLP  
Davis Graham  
Davis Polk  
Davis Wright Tremaine  
Day Pitney  
DeWitt LLP  
Debevoise & Plimpton  
Dechert  
Dentons  
Desmarais LLP  
DiCello Levitt  
Dickie McCamey



Dickinson Wright  
Dinsmore & Shohl  
Dorsey & Whitney  
Drew Eckl  
Duane Morris  
Dykema Gossett  
Earthjustice  
Eckert Seamans  
Edelson PC  
Epstein Becker Green  
Eversheds Sutherland  
Faegre Drinker  
Farella Braun  
Fennemore Craig  
Fenwick & West  
Finnegan  
Fish & Richardson  
Fisher Phillips  
FisherBroyles  
Foley & Lardner  
Foley & Mansfield  
Foley Hoag  
FordHarrison  
Foster Garvey  
Fox Rothschild  
Fragomen Del Rey  
Frankfurt Kurnit  
Fredrikson & Byron  
Freeborn & Peters  
Freeman Mathis  
Freshfields  
Fried Frank  
Frost Brown Todd  
Galloway Johnson  
Gibbons PC  
Gibson Dunn  
Godfrey & Kahn  
Goldberg Segalla  
Goldstein Borgen  
Goodwin  
Gordon & Rees  
Goulston & Storrs

Gray Reed  
GrayRobinson  
Greenberg Traurig  
Greensfelder Hemker  
Greenspoon Marder  
Gunderson Dettmer  
Gunster Yoakley  
Hagens Berman  
Hahn Loeser  
Hall & Evans  
Hall Booth  
Hall Estill  
Hall Render  
Hamburg Rubin  
Hanna Brophy  
Hanson Bridgett  
Harris Beach  
Harter Secrest  
Hawkins Parnell  
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**Sent:** Mon, 28 Dec 2020 14:22:03 +0000  
**To:** Ross, Jed (ORM)  
**Cc:** Yeung, Sam (ORM)  
**Subject:** Daily Task 12/28/2020

## Task List 12/28/2020

2-534(e)

2-534(e)









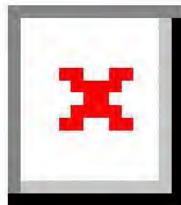
**From:** Federal News Network  
**Sent:** Mon, 28 Dec 2020 07:00:17 -0500  
**To:** jed.ross2@dc.gov  
**Subject:** Trump signs massive measure funding government, COVID relief - Morning Federal Report

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December 28, 2020

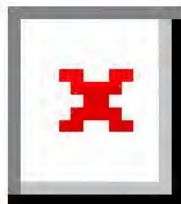
## GOVERNMENT NEWS



### Trump signs massive measure funding government, COVID relief

President Donald Trump has signed into law a \$900 billion pandemic relief package, ending days of drama over his refusal to accept the bipartisan deal.

## FEDERAL REPORT



### What fell through the cracks in that 5,593-page spending bill

Congress introduced, debated and passed a \$2.3 trillion spending and COVID-19 relief package into law in less than 24 hours. Federal employee groups say lawmakers left out an important provision in the frenzy.

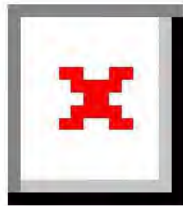
## ASK THE CIO



### From RPA to cybersecurity, CIOs overcame ever-changing challenges in 2020

Interviews with technology executives from VA, NGA and DISA were the three most popular Ask the CIO interviews of 2020 proving the trend that automation, cyber and strategy continue to attract readers.

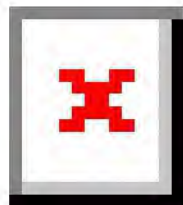
## INSIGHT BY AKAMAI



### Why the Air Force and other services are embracing zero trust now

Each of the military services are embarking on their own zero trust journey, and that includes the Air Force's Air Combat Command (ACC).

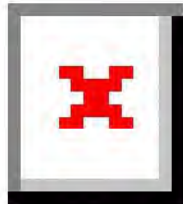
## Advertisement



### Expert Edition: Future Proofing IT and the Workforce

In this Expert Edition: Future Proofing IT and the Workforce, you'll be a part of the conversation about what the future of the workforce looks like.

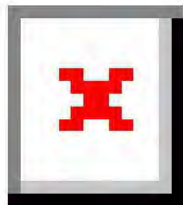
## MANAGEMENT



## GAO has wealth of resources for incoming presidential administrations

The Biden team is listening closely to transition information from the Government Accountability Office. GAO has a lot of online resources not only for appointees, but also for new members of Congress.

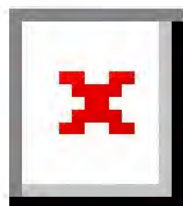
### DEFENSE



## Pandemic forcing military family support organizations to work overtime

Michelle Baldanza of the Fisher House Foundation, and the Blue Star Families CEO Kathy Roth-Douquet joined Federal Drive with Tom Temin for with an update.

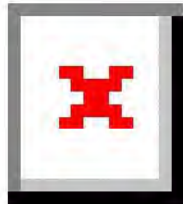
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## Procurement powered by AI

Intelligent technologies are automating data analysis to help organizations save time and money. [Learn more.](#)

### REPORTER'S NOTEBOOK



## SolarWinds incident should be a catalyst to rethink federal cybersecurity

Current and former federal cyber experts say lawmakers and the White House shouldn't focus on why the SolarWinds cyber incident happened, but rather how federal cybersecurity needs to change to deal with similar attacks in the future.

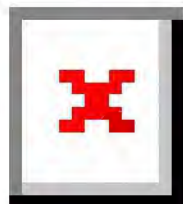
### INSIGHT BY RUBRIK



## Getting your data house in order starts with knowing what you own

Jeffrey Phelan, the chief technology officer for public sector at Rubrik, said while it's clear every agency is at a different point in corralling their data, too often they are in “deer in the headlights” mode.

### Advertisement



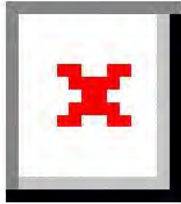
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### TOM TEMIN COMMENTARY

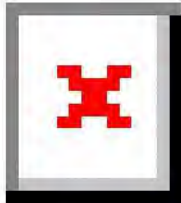


## Doctor Fauci, turn down this job



The doctor might want to think twice about taking a political position.

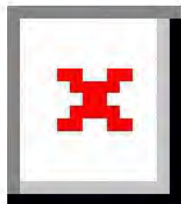
## FED PHOTO OF THE DAY



## Season's greetings to Earth from the International Space Station

Daily highlight of the special things happening in the government.

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**Bcc:** Test User3  
**Subject:** Tasks overdue

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 **CW3609** - **FY15-DOH HIV AIDS AND TB Control Human Car Agreement**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents is in anticipation

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 **CW3770** - **AIS Implementation - DFS - FY15 - It Group**  
8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

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
 **CW4135** - **Verizon Telecommunication Services**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4395** - **Oracle SOA Licenses**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4428** - **Pre & Post Transitional Care Homes (PTCH) - Sasha Bruce Youthwork**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4550** - **Alger Park Stream Restoration Project**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4213 - FY16\_OSSE\_ODM-ELA-MATH-ALT-MSAA-OPERATIONAL\_(MEASURED\_PROGRESS)**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4188 - NFPA Class 4 Fireboat**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4326 - FY17\_GD0\_Data\_SEDS Management and Maintenance**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4558 - CW37399 Environmental Services (Option Year 1)**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4472 - Pre & Post Transitional Care Homes (PTCH) - Associates for Renewal in Education**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4369 - Springhouse Run Stream Restoration & Stormwater Management Retrofit Project**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4688 - Third Party BLS Medical Transport Services**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856 - FY17-OCTO-cGOV360 Maintenance and Support**  
0




**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4870** - **NFF; OCTO Temporary Personnel**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4651** - **DHS - Temp Services - AVID Systems**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4644** - **Enrollment Audit**  
0


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4661** - **Dell VDI (DESKTOP VIRTUALIZATION)**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4716** - **FY16-DOH Youth Social Marketing-Public Education and Communication**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4656** - **DHS - Temporary Services**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4767** - **FY17\_OSSE\_DAR\_Science Test Administration**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Telecommunications Services Wireless Digital & Data Services, Associated**  
**8** **Services**  
**Equipment**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4588** - **FY16-Power Equipment (DCPS)**  
**4**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4687** - **FY16-17 DOH HCA with Lab Corp for HAHSTA Laboratory Services**  
**3**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4915** - **FY17-OCTO-BOX LICENSES AND SUPPORT**  
**4**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4837** - **FY17\_GDO\_Data Analysts**  
**0**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4918** - **Cisco Equipment**  
**8**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Cisco Switches and Wireless Access Points**  
**3**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4634** - **Temp Services - OCTO - NFF**




8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4806** - OSSE-DOT\_FY17\_Emergency\_Attendants for Vehicles BATTLE  
1

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5239** - SECURITY SERVICES FOR DCPS  
3


**The following** Approval for Insurance Documents

**task is overdue :**

**Task description :** Approval for Insurance Documents Required and is attached in the document section.

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW5742** - ELC Web-Based Licensure Application  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5710** - MMIS IV&V  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)




**From:** OCP PASS ADMIN  
**Sent:** Sun, 27 Dec 2020 00:00:14 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).

 **CW4545** - **Risk Assessment and Impact Analysis**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4320** - **Drupal Platform Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4308** - **DCSS Application for Engineering and Logistics-NORTH ARROW INC.**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4223** - **CW35004- Midtown Personnel Inc. - Do not use Closed**  
2

**The following task is overdue :** Approval for Insurance Documents


**Task description :** Approval for Insurance Documents No changes necessary. select button to clear.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4247** - **Quality Plan Administrators FY 16**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4311** - **Alabama Clinical Schools-Residential Treatment Services**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4556 - McAfee Professional Services (On-Site Support)**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4160 - DCSS - Furniture and Furniture Management Services - American Business Supplies, LLC**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4420 - FY16-T00-Splunk Dashboard**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4276 - Water Quality Monitoring at Two (2) District Engine Houses**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4426 - FY16\_GD0\_PostSec\_LiteracyPro**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** COI ATTACHED TO CW. THEY MEET ALL REQUIREMENTS OF THE CONTRACT.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4665 - District of Columbia Science Assessment Scoring**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4712 - DCPS DCSS CRS - Temp Services**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)



 **CW4562** - **DataMetrix RAC Contract Workspace (Procurement)**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4805** - **NextGen Enterprise Archiving**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4721** - **Network Access Control Implementation**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856** - **Internet Service Provider**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Redesign for Long-Term Care Administration**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4774** - **Life and Disability Insurance**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4764** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Vaden**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4638** - **OCTO Temporary Resources - ANC**  
0


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4859** - **Provider Certification Review DDS DDA Liberty Healthcare**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4902** - **DCAS Knowledge Transfer**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents  
7/1/16 - 7/1/17

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Blount**  
1


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4765** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Ruff**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4611** - **DOT Trip Ticket Scanning Services**  
5


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents:  
Documents Systems Inc.

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4768** - **FY17\_GD0\_ODR Impartial Hearing Officer\_Seat**  
3

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4928** - **SecureAuth IdP Multifactor Authentication**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5006** - **OCTO Blue Coat- Internet Proxy and SSL inspection**  
7


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5246** - **Additional Medicaid Data Warehouse Development**  
4

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4995** - **Monitoring Services - Outlying Hotels**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5054** - **Enlightened- OCTO HBX Competitive for Temporary Pesonnel**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5583** - **IBM Mainframe License and Maintenance**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW5560** - **Home Care Chore Aides**  
1

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)


 **CW5705** - **OSSE-Teaching & Learning-Restorative Practices**  
9

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

**From:** OCP PASS ADMIN  
**Sent:** Sat, 26 Dec 2020 12:00:12 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

**CAUTION:** This email originated from outside of the DC Government. Do not click on links or open attachments unless you recognize the sender and know that the content is safe. If you believe that this email is suspicious, please forward to [phishing@dc.gov](mailto:phishing@dc.gov) for additional analysis by OCTO Security Operations Center (SOC).


 **CW3609** - **FY15-DOH HIV AIDS AND TB Control Human Car Agreement**  
2

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents is in anticipation

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW3770** - **AIS Implementation - DFS - FY15 - It Group**  
8

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
 **CW4135** - **Verizon Telecommunication Services**  
2

**The following task is overdue :** Approval for Insurance Documents

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 **CW4395** - **Oracle SOA Licenses**  
5

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4428** - **Pre & Post Transitional Care Homes (PTCH) - Sasha Bruce Youthwork**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4550** - **Alger Park Stream Restoration Project**  
4

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents




This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4213 - FY16\_OSSE\_ODM-ELA-MATH-ALT-MSAA-OPERATIONAL\_(MEASURED\_PROGRESS)**  
2


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[Click here to view the project](#)

 **CW4188 - NFPA Class 4 Fireboat**  
3


**The following task is overdue :** Approval for Insurance Documents  
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 **CW4326 - FY17\_GD0\_Data\_SEDS Management and Maintenance**  
8


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[Click here to view the project](#)

 **CW4558 - CW37399 Environmental Services (Option Year 1)**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4472 - Pre & Post Transitional Care Homes (PTCH) - Associates for Renewal in Education**  
4


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**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4369 - Springhouse Run Stream Restoration & Stormwater Management Retrofit Project**  
6


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**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4688 - Third Party BLS Medical Transport Services**  
5

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**Task description :** Approval for Insurance Documents


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[Click here to view the project](#)

 **CW4856 - FY17-OCTO-cGOV360 Maintenance and Support**  
0



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[Click here to view the project](#)

 **CW4870** - **NFF; OCTO Temporary Personnel**  
5


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[Click here to view the project](#)

 **CW4651** - **DHS - Temp Services - AVID Systems**  
2


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**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4644** - **Enrollment Audit**  
0


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[Click here to view the project](#)

 **CW4661** - **Dell VDI (DESKTOP VIRTUALIZATION)**  
9


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**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4716** - **FY16-DOH Youth Social Marketing-Public Education and Communication**  
4


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**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4656** - **DHS - Temporary Services**  
8


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 **CW4767** - **FY17\_OSSE\_DAR\_Science Test Administration**  
3


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**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Telecommunications Services Wireless Digital & Data Services, Associated**  
**8** - **Services Equipment**


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**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4588** - **FY16-Power Equipment (DCPS)**  
**4**


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**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4687** - **FY16-17 DOH HCA with Lab Corp for HAHSTA Laboratory Services**  
**3**


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**Task description :** Approval for Insurance Documents

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[Click here to view the project](#)

 **CW4915** - **FY17-OCTO-BOX LICENSES AND SUPPORT**  
**4**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4837** - **FY17\_GDO\_Data Analysts**  
**0**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4918** - **Cisco Equipment**  
**8**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Cisco Switches and Wireless Access Points**  
**3**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4634** - **Temp Services - OCTO - NFF**




8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4806** - OSSE-DOT\_FY17\_Emergency\_Attendants for Vehicles BATTLE  
1

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5239** - SECURITY SERVICES FOR DCPS  
3


**The following** Approval for Insurance Documents

**task is overdue :**

**Task description :** Approval for Insurance Documents Required and is attached in the document section.

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW5742** - ELC Web-Based Licensure Application  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5710** - MMIS IV&V  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

**From:** The Well News  
**Sent:** Sat, 26 Dec 2020 10:01:36 -0500  
**To:** jed.ross@dc.gov  
**Subject:** Thank You, Best of 2020, and Happy Holidays!

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## Straight from The Well

Saturday, December 26, 2020

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Dear Reader,

Before we dive in to our most read articles, we just wanted to take a moment to thank you for being such a valued member of the community we are building.

The Well News was conceived to help break through the hostile rhetoric and focus

on issues that are overlooked far too often. There are an untold number of leaders across this country who are working hard to safeguard our future with a sensible and pragmatic approach. Unfortunately, they struggle to communicate with Americans who are continuously bombarded by more extreme viewpoints.

Our journey began in 2018 to bring you coverage of issues, ideas and leaders that are the foundation of progress and stability in our country. We are so grateful to have you on our side. As we enjoy the holiday season, we hope you know how much we appreciate your support in all that we do.

2021 is going to be an important year for all of us and we want to reach as many people as possible. If you support sensible and pragmatic governing, we would be grateful for you sharing [The Well News](#) with family and friends.



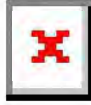
Thank you again, happy holidays and see you in the New Year!

- The Well News Team

## THE TWELVE MONTHS OF THE WELL NEWS

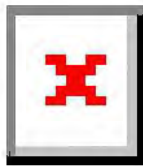
TWN's Most Read Articles in 2020





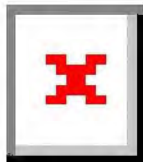
**DECEMBER** | [Incoming House Freshman Class Staffs Up](#)

Each member-elect can access funds to officially hire one staffer for the interim period, and most of the names in our list fall under the banner of “incoming,” meaning arriving in January.



**NOVEMBER** | [The Trump Election Lawsuit Chronicles](#)

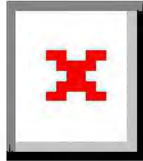
What follows is a synopsis of some of the highest profile cases in this strange post-election legal odyssey.



**OCTOBER** | [Poll Finds Majority of Americans Worried About Another Civil War](#)

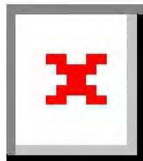
Sixty-one percent of Americans are worried that the U.S. could be on the verge of another Civil War, while 52% say they’ve already started stockpiling food and other

essential in anticipation of social unrest.



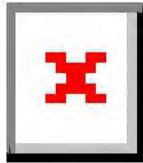
**SEPTEMBER** | [COMMENTARY: To America's Eight Year Olds... Stand By](#)

Twenty-eight years ago, I watched all three presidential debates at home with my dad. The 1992 campaign gave America an incumbent Republican president widely viewed as a WWII hero, debating a young, articulate southern Democratic governor who possessed a natural ease that can't be taught.



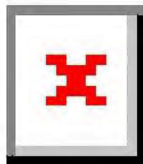
**AUGUST** | [More Than Two Dozen Republicans Break From Party, Endorse Joe Biden](#)

Coinciding with the first day of the Republican National Convention, the Joe Biden for President campaign announced the launch of "Republicans for Biden," an initiative aimed at courting conservative voters away from incumbent President Donald Trump.



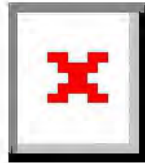
**JULY** | [Standing Together: Heal America Tour to Host Community Discussion on Race, Reform in Minneapolis](#)

A panel of community leaders will lead a discussion on systemic injustices in Minneapolis, Minn. as a part of the “Heal America Tour”, a series of events designed to spark productive dialogues on inequality in America.



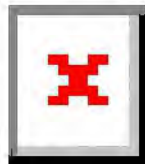
**JUNE** | [Puerto Ricans Poised to Decide Whether to Seek Statehood](#)

Residents of Puerto Rico will be casting a telling vote this November — one that could decide whether the island — now a territory of the United States — will seek statehood or not. It already has strong support from several members of Congress.



**MAY** | [Senate Leaves for Memorial Day Break Without Deal on New Relief Bill](#)

The Senate has left town for its annual Memorial Day recess with no agreement in sight on a fourth coronavirus economic relief bill and a schedule that suggests a new stimulus won't be done until July. Last week, the House passed the \$3 trillion Heroes Act.



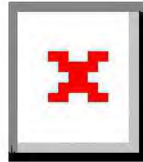
**APRIL** | [Small Farmers Worry Government Won't Bail Them Out of Pandemic Woes](#)

When the coronavirus started shutting down livestock markets, Darvin Bentlage knew his farm would take a hit. Springtime cattle sales usually bring in about a third of his ranching income, and cattle prices were already at a low, he said.

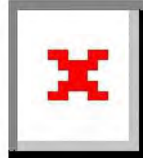


**MARCH** | [COMMENTARY: How The Trump Administration Can Save Millions of Jobs](#)

As a labor leader with more than two decades of experience in the turbulent airline industry, I urge our government leaders to move with speed to provide immediate grants to keep this vital national industry alive.



**FEBRUARY** | [The Democratic Convention Delegate Process Explained](#) & [The Republican Convention Delegate Process Explained](#)

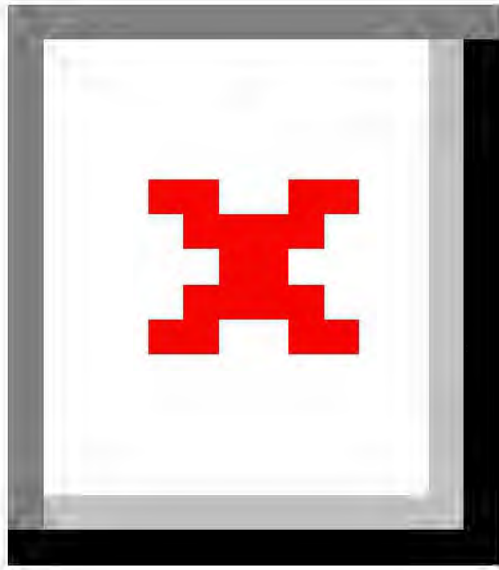


**JANUARY** | [Divided Supreme Court Allows White House to Enforce Green Card Rule](#)

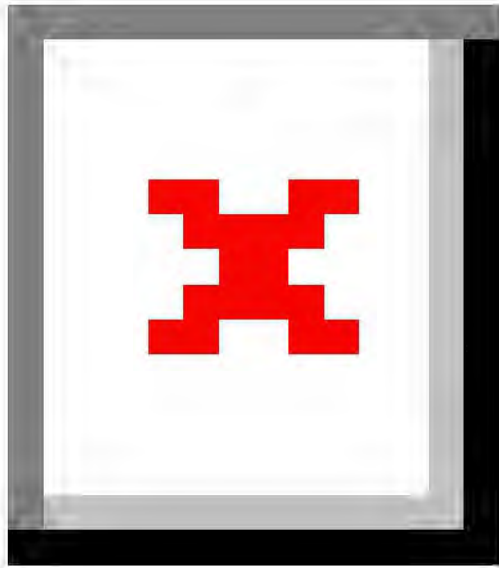
The Supreme Court split along ideological lines in a decision allowing the White House to proceed with a rule making it harder for immigrants who rely on public assistance to gain legal status. The unsigned order lifts a nationwide injunction.

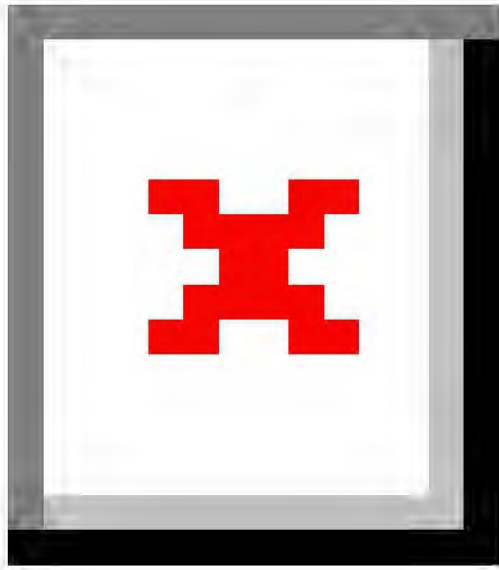
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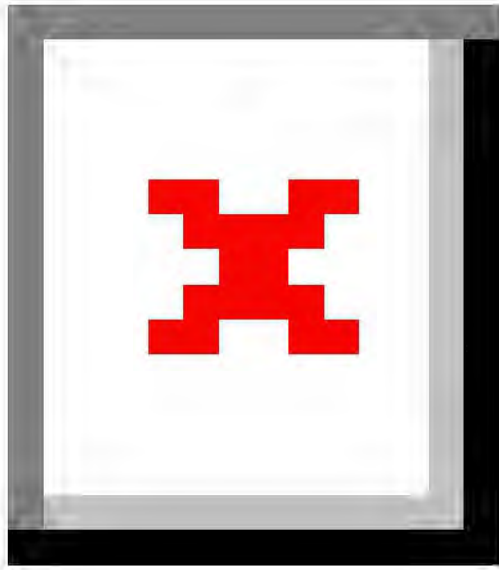
## CARTOONS

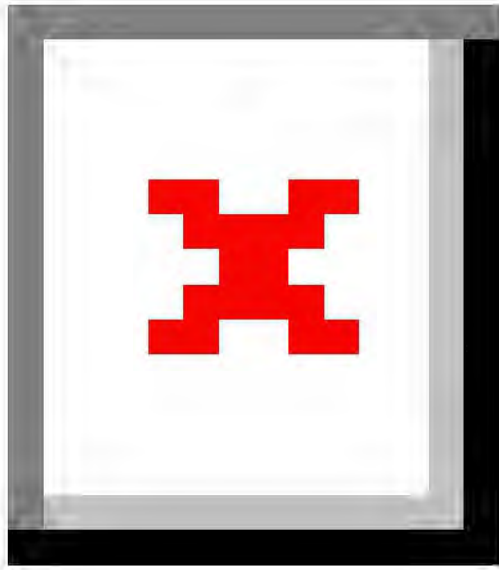


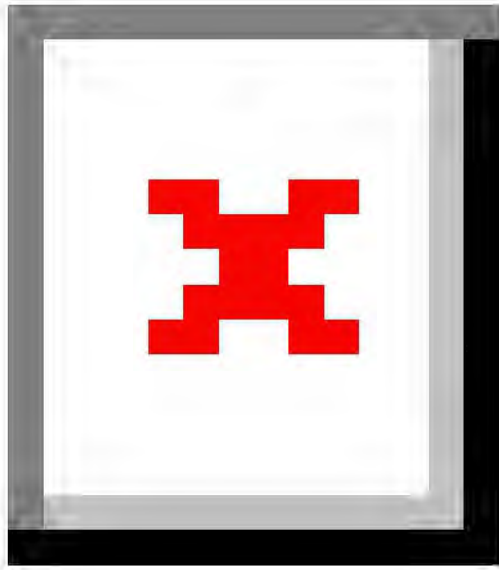


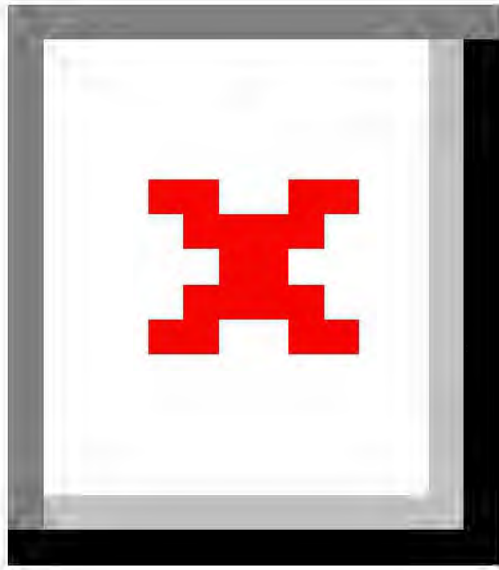




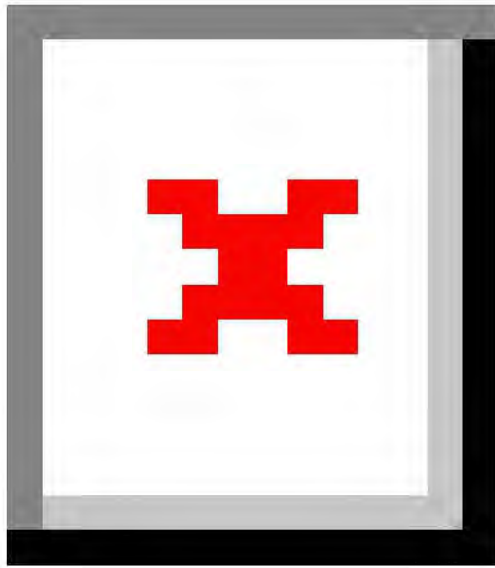













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The Well News, 777 6th Street, NW, Washington, DC 20001

[Unsubscribe](#)

**From:** OCP PASS ADMIN  
**Sent:** Sat, 26 Dec 2020 00:00:12 -0500  
**To:** JED ROSS  
**Bcc:** Test User3  
**Subject:** Tasks overdue

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 **CW3609** - **FY15-DOH HIV AIDS AND TB Control Human Car Agreement**  
2

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
 **CW3770** - **AIS Implementation - DFS - FY15 - It Group**  
8

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
 **CW4135** - **Verizon Telecommunication Services**  
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
 **CW4395** - **Oracle SOA Licenses**  
5

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
 **CW4428** - **Pre & Post Transitional Care Homes (PTCH) - Sasha Bruce Youthwork**  
4

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 **CW4550** - **Alger Park Stream Restoration Project**  
4

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**Task description :** Approval for Insurance Documents



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[Click here to view the project](#)

 **CW4213 - FY16\_OSSE\_ODM-ELA-MATH-ALT-MSAA-OPERATIONAL\_(MEASURED\_PROGRESS)**  
2


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**Task description :** Approval for Insurance Documents

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 **CW4188 - NFPA Class 4 Fireboat**  
3


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 **CW4326 - FY17\_GD0\_Data\_SEDS Management and Maintenance**  
8


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[Click here to view the project](#)

 **CW4558 - CW37399 Environmental Services (Option Year 1)**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4472 - Pre & Post Transitional Care Homes (PTCH) - Associates for Renewal in Education**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4369 - Springhouse Run Stream Restoration & Stormwater Management Retrofit Project**  
6


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4688 - Third Party BLS Medical Transport Services**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents


This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4856 - FY17-OCTO-cGOV360 Maintenance and Support**  
0




**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4870** - **NFF; OCTO Temporary Personnel**  
5

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4651** - **DHS - Temp Services - AVID Systems**  
2


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4644** - **Enrollment Audit**  
0


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4661** - **Dell VDI (DESKTOP VIRTUALIZATION)**  
9


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4716** - **FY16-DOH Youth Social Marketing-Public Education and Communication**  
4


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4656** - **DHS - Temporary Services**  
8


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4767** - **FY17\_OSSE\_DAR\_Science Test Administration**  
3


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Telecommunications Services Wireless Digital & Data Services, Associated**  
**8** **Services**  
**Equipment**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4588** - **FY16-Power Equipment (DCPS)**  
**4**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4687** - **FY16-17 DOH HCA with Lab Corp for HAHSTA Laboratory Services**  
**3**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4915** - **FY17-OCTO-BOX LICENSES AND SUPPORT**  
**4**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4837** - **FY17\_GDO\_Data Analysts**  
**0**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4918** - **Cisco Equipment**  
**8**


**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4919** - **Cisco Switches and Wireless Access Points**  
**3**

**The following task is overdue :** Approval for Insurance Documents  
**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.  
[Click here to view the project](#)

 **CW4634** - **Temp Services - OCTO - NFF**




8

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW4806** - OSSE-DOT\_FY17\_Emergency\_Attendants for Vehicles BATTLE  
1

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5239** - SECURITY SERVICES FOR DCPS  
3


**The following** Approval for Insurance Documents

**task is overdue :**

**Task description :** Approval for Insurance Documents Required and is attached in the document section.

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)


 **CW5742** - ELC Web-Based Licensure Application  
9

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)

 **CW5710** - MMIS IV&V  
3

**The following task is overdue :** Approval for Insurance Documents

**Task description :** Approval for Insurance Documents

This email is sent to the task owner, the task creator, and all task participants.

[Click here to view the project](#)