



## Office of Administrative Hearings (OAH) – FS0

Kathy Haggerty, Executive Director  
One Judiciary Square  
441 4<sup>th</sup> Street, NW, Suite 450N  
Washington, DC 20001  
Main Number --(202) 442-9094; Direct --(202) 442-9093

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### Central Purpose

- The Office of Administrative Hearings strives to enhance the quality of life in our city by providing residents with a fair, efficient and effective system to manage and resolve administrative litigation arising under District of Columbia law.
- As an independent agency, the Office of Administrative Hearings is a neutral, impartial tribunal that holds hearings and decides appeals from government decisions. The Office of Administrative Hearings decides cases involving unemployment compensation, Medicaid and other public benefits, public space, rent control, professional and business licenses, and building, health and fire code violations, among others. The Office of Administrative Hearings also receives payments of fines imposed by various agencies.

### Key Facts

- Created in 2002 by the Council of the District of Columbia to provide centralized adjudication services for several District agencies.
- Is an independent agency which falls under the Executive Branch.
- 1 Chief Administrative Law Judge, 33 Administrative Law Judges, 45 staff.
- OAH serves over 40 D.C. agencies, boards, and commissions.

### Goals/Performance Measures

- Some of our submitted Key Performance Indicators (KPIs) for 2015 are: (1) Oversee and facilitate coordination of interagency activities and initiatives between OAH and other District agencies; (2) Increase the clearance rate of cases disposed; (3) Improve services to litigants who have Limited English Proficiency (LEP); and (4) Continuous process improvement in customer service and increasing efficiency through

improved forms, training, tracking and filing procedures.

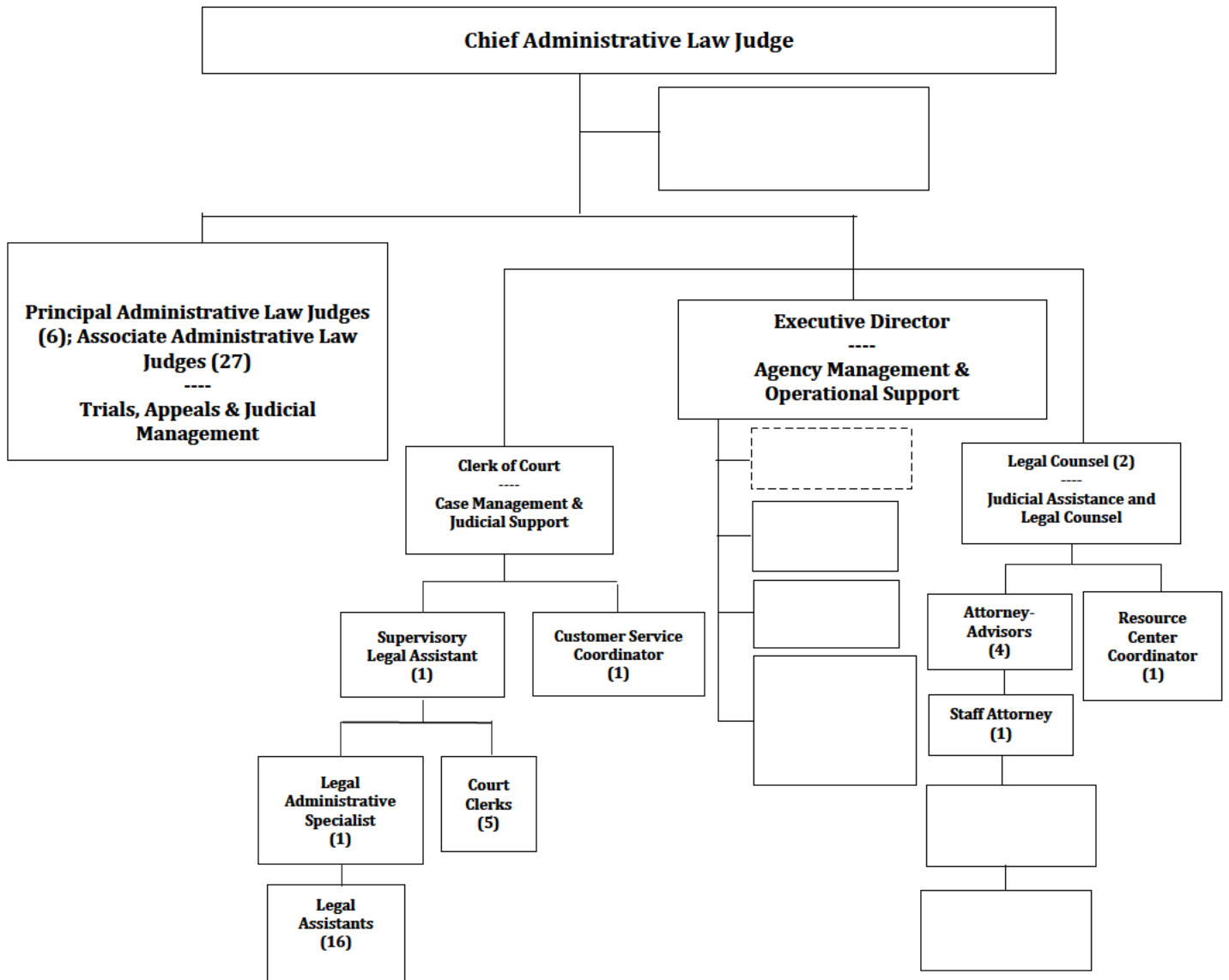
### Programs/Services

- **Adjudicatory:** Hearings, mediations.
- **Customer Service:** Our Resource Center provides assistance with filing documents, what to expect at a hearing, hiring interpreters, how to pay fines, referral to legal services, etc.

### First Quarter CY2015 Hot Button Issue(s)

- Personnel: Addressing and remedying personnel issues which resulted from an investigation. Secure personnel in vacant positions.
- Case Management: Work with OCP on RFP for enhancing our case management & document management system. Contract with current vendor concludes November 2016. We need to ensure continuity of operations, sustainability, growth, and next generation of case management for case flow efficiencies and to comply with the Open Government mandate.
- Performance Management: Begin RFP process for consultative services to study and establish performance measurement standards for Administrative Law Judges.

Organization Chart



**Boards and Commissions relevant to the agency (if any)**

Board Name	Name of Chairperson	No. of Members
The Commission on Selection and Tenure of OAH Administrative Law Judges	Yvonne Williams, Associate Judge, District of Columbia Superior Court	3 voting members (1 appointed by the Mayor, 1 by the Council , and 1 by Superior Court) ; 2 non-voting ex-officio members (OAH Chief ALJ; Attorney General or designee)
OAH Advisory Committee	Brian Flowers, Mayor's appointee	8 members.

**Budget FY2015**

Total Budget	\$ 10,436,727
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**No. of Employees**

Current No. of FTEs	77.6
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**Union Representation**

Union(s)	Union Representative	No. of Members
International Federation of Professional and Technical Engineers (IFPTE)	[REDACTED]	33
American Federation of State, County & Municipal Employees (AFSCME)	[REDACTED]	25

**Facility Location(s)**

Facility Name / ID	Address	Zip Code	Ward	Main Phone No.
OAH Main Office	441 4 <sup>th</sup> Street, NW, Suite 450N	20001	2	(202) 442-9094

**Key Projects/Initiatives**

Project/Initiative Name	Brief Description	Delivery Date
Case Management System	RFQ for continuation/enhancement/next generation of CMS	July - 2015
Performance Mgmt. System	RFQ for consultative services and implementation of performance mgmt. system for ALJs	April - 2015

**Capital Program(s)**

Project Name	Budget ID	Funding Source	Project Budget	Current Balance	Delivery Date
N/A					

**Important/Significant Dates**

Event	Brief Description	Delivery Date
N/A		

**Key Contracts**

Project Name	Vendor Name	Total Contract Value	Contract Term
Case Management System	Sustain Technologies	\$103,229.00	Nov. 2014 – Sept. 2015
Office Supplies &	Capital Services and Supplies	\$80,000	Oct. 2014 – Sept. 2015

related equipment			
Photocopier Lease/rental/maint.	Digi Docs	\$55,000	Oct. 2014 – Sept. 2015
Court Transcription	Neal R. Gross & Co. Inc.	\$70,000	Oct. 2014 – Sept. 2015

**Key Agreement(s) / Memorandum(s) of Understanding** *[Note: OAH has 12 MOUs, these are the three largest]*

Project Name	Brief Description	Agreement Term
DOES	Unemployment Insurance Appeals = \$1.1million	Oct– 2014 to Sept 2015
DCPS	Hear cases re: Student Discipline = \$72,000	Oct – 2014 to Sept 2015
DISB & DDOE	Cases re: Insurance/securities/banking and environmental enforcement= \$48,000/\$45,000 respectively.	Oct – 2014 to Sept 2015

**Grant(s) Awarded (or Pending Award) to Agency**

Grant Name	Name of Grantor	Total Grant Amount	Current Grant Balance	Grant Expiration
Medicaid	Federal Government	\$ 60,000	\$60,000	Sept. 2015

**Active Litigation(s)**

Project Name	Brief Description
N/A	

**Consent Decree(s)**

Project Name	Brief Description	Agreement Term
N/A		