



ALCOHOLIC BEVERAGE REGULATION ADMINISTRATION

FY 2022 PERFORMANCE AND ACCOUNTABILITY REPORT

JANUARY 15, 2023

CONTENTS

Contents	2
1 Alcoholic Beverage Regulation Administration	3
2 2022 Accomplishments	4
3 2022 Objectives	5
4 2022 Operations	6
5 2022 Strategic Initiatives	7
6 2022 Key Performance Indicators and Workload Measures	9

1 ALCOHOLIC BEVERAGE REGULATION ADMINISTRATION

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

Services: ABRA conducts licensing, training, adjudication, community outreach, and enforcement efforts to serve licensees, law enforcement agencies, Advisory Neighborhood Commissions (ANCs), civic associations, and the general community so that they understand and adhere to all District laws, regulations, and ABRA policies and procedures. ABRA also registers qualifying patients who have the right to obtain and use cannabis for medical purposes when his or her primary physician has provided a written recommendation.

2 2022 ACCOMPLISHMENTS

Accomplishment	Impact on Agency	Impact on Residents
ABRA completed 422 sale to minor compliance checks at licensed establishments in FY 2022. This exceeded the agency's goal to conduct 400 sale to minor compliance checks in FY 2022.	This accomplishment benefits ABRA by working jointly with minors under 21 years of age to identify licensed establishments that sell alcoholic beverages to minors.	This accomplishment benefits District residents by taking enforcement action to reduce the sale of alcoholic beverages to minors under 21 years of age.
ABRA conducted 15,335 regulatory inspections and investigations in FY 2022. This exceeded the agency's goal to conduct 11,000 regulatory inspections and investigations in FY 2022.	This accomplishment benefits ABRA by ensuring that licensed establishments operate under the terms of their liquor license.	This accomplishment benefits District residents by investigating licensed establishments to ensure that they are in compliance with the District's alcohol laws and regulations.
ABRA issued 376 citations to licensed establishments in FY 2022. This exceeded the agency's goal to issue 250 citations in FY 2022.	This accomplishment benefits ABRA by ensuring that licensed establishments operate under the terms of their liquor license.	This accomplishment benefits District residents by ensuring that licensed establishments are in compliance with the District's alcohol laws and regulations.

3 2022 OBJECTIVES

Strategic Objective	Number of Measures	Number of Operations
Educate licensees on the District's alcoholic beverage laws and regulations.	1	2
Ensure that licensed establishments are in compliance with the ABC laws and regulations. Ensure that medical cannabis facilities (dispensaries and cultivation centers) are in compliance with DC law and regulations.	7	1
Engage in community outreach regarding the licensing process.	1	1

4 2022 OPERATIONS

Operation Title	Operation Description	Type of Operation
Educate licensees on the District's alcoholic beverage laws and regulations.		
Daily Issuance of Licenses and Permits	This is a key driver in all of ABRA's operations. The number of licenses and permits issued daily is in direct correlation to the amount of revenue the agency generates on a monthly basis.	Daily Service
Renewal of Licenses and Permits	This is a key driver in all of ABRA's operations. The number of licenses and permits renewed directly affects the amount of revenue the agency generates on a monthly basis.	Daily Service
Ensure that licensed establishments are in compliance with the ABC laws and regulations. Ensure that medical cannabis facilities (dispensaries and cultivation centers) are in compliance with DC law and regulations.		
Conduct a minimum of two regulatory inspections or investigations at each licensed establishment.	Conducting thorough regulatory inspections for all licensed establishments.	Daily Service
Engage in community outreach regarding the licensing process.		
Community Outreach and Notifications	Ensuring the general public are well informed of the schedule of extension of hours for the calendar year and its exceptions.	Key Project

5 2022 STRATEGIC INITIATIVES

In FY 2022, Alcoholic Beverage Regulation Administration had 5 Strategic Initiatives and completed 100%.

Title	Description	Completion to Date	Update	Explanation for Incomplete Initiative
Engage in proactive community outreach regarding the Calendar Year 2022 Extension of Hours Licensing Process	ABRA will engage in community outreach and provide timely information to active on-premises licensees and the public regarding changes made to the Holiday Extension of Hours Program for Calendar Year 2022 as a result of the Fiscal Year 2021, Budget Support Act of 2020. Specifically, the agency shall provide written notice to on-premises licensees regarding the Holiday Extension of Hours licensing process for Calendar Year 2022. Notice of the Holiday Extension of Hours licensing process for Calendar Year 2022 shall be provided to the public by posting information regarding the process on the ABRA website.	Complete	This goal was met as information was sent out to licensees and the public regarding the Holiday Extension of Hours Program for FY 2021. ABRA also posted information on its website regarding the program for Calendar Year 2021.	
Conduct a minimum of two medical cannabis trainings and enhancing racial equity	ABRA will be conducting a minimum of two new medical cannabis training sessions that shall be available to licensees and the public at no charge. At a minimum, ABRA shall hold a training session educating applicants and the public on the requirements to qualify for the 50 point racial equity preference for license applications. ABRA will also hold a training session on the requirements contained in the Board's new comprehensive medical cannabis regulations.	Complete	In the first and the third quarters of FY 2022 (December 7, 2021, and April 12, 2022) ABRA held two medical cannabis training sessions educating applicants and the public on the requirements to qualify for the fifty-point racial equity preference. During the April 12, 2022, training session the legal department provided a training entitled "Introduction to DC cannabis laws and regulations and other medical cannabis opportunities which included the Board's new comprehensive medical cannabis regulations.	

Conduct Books and Records Compliance Course	ABRA will be conducting a minimum of two training courses for licensed restaurants and hotels regarding maintaining compliance with the District's financial books and records and quarterly statement regulatory requirements. The course curriculum will cover the following: (1) the requirement for licensees to maintain books and records for a three-year period; (2) the requirement for restaurants and hotels to file quarterly statements with ABRA; and (3) the minimum food sales requirements for restaurants and hotels.	Complete	ABRA has completed the goal of this initiative. The agency has conducted two books and records training course as of the end of the fourth quarter of FY 2022. The training courses were held on October 7, 2021 and September 26, 2022.
Conduct a minimum of two regulatory inspections at each licensed establishments	ABRA Investigators will conduct a minimum of two regulatory inspections at each licensed establishment to verify compliance with the District's laws and regulations. ABRA will be conducting a minimum of 11,000 regulatory inspections, monitoring or investigations at licensed establishments located in the District.	Complete	ABRA has completed 139% of the goal of this initiative. ABRA has exceeded the goal of 11,000 regulatory inspections, and ABRA has conducted 15,335 regulatory inspections and investigations as of the end of the fourth quarter of FY 2022.
Conduct New Licensee Orientation Classes	ABRA will be conducting a minimum of four new licensee orientation classes held at ABRA that shall be available to licensees and the public at no charge. The class curriculum shall include the following: (1) a review of relevant provisions contained in both Title 25 of the D.C. Code and Title 23 of the DCMR; (2) noise abatement and sound management; and (3) how to work proactively with Advisory Neighborhood Commissions, neighborhood and business groups and residents.	Complete	ABRA has completed this goal. The agency has conducted five new licensee orientation (ABC 101) classes as of the end of the third quarter of FY 2022. The training courses were held on November 16, 2021, January 25th, April 5th, June 7th and August 16, 2022.

6 2022 KEY PERFORMANCE INDICATORS AND WORKLOAD MEASURES

Key Performance Indicators

Measure	Directionality	FY 2020	FY 2021	FY 2022 Target	FY 2022 Q1	FY 2022 Q2	FY 2022 Q3	FY 2022 Q4	FY 2022	Was 2022 KPI Met?	Explanation of Unmet KPI
Educate licensees on the District's alcoholic beverage laws and regulations.											
Number of licensees and members of the public that received training from the Agency	Up is Better	245	584	100	61	84	35	65	245	Met	
Ensure that licensed establishments are in compliance with the ABC laws and regulations. Ensure that medical cannabis facilities (dispensaries and cultivation centers) are in compliance with DC law and regulations.											
Amount of revenue generated by licenses and permits	Up is Better	\$4,997,471	\$6,199,863	\$3,700,000	\$1,223,716	\$2,138,219	\$2,622,092	\$1,564,721	\$7,548,748	Met	
Amount of revenue generated by fines	Up is Better	\$351,500	\$326,500	\$25,000	\$76,350	\$44,250	\$53,000	\$74,250	\$247,850	Met	
Number of inspections, investigations, and monitoring activities	Up is Better	17,231	11,874	11,000	2470	3852	5425	3588	15,335	Met	
Number of establishments inspected to ensure compliance with underage drinking laws	Up is Better	926	440	400	0	0	271	151	422	Met	
Total number of citations issued	Up is Better	714	878	250	171	134	35	36	376	Met	
Percent of one-day and substantial change permits issued within 15 days or less	Up is Better	94%	96.4%	90%	100%	100%	100%	100%	100%	Met	
Percent of medical cannabis facilities (dispensaries and cultivation centers) receiving at least one quarterly inspection	Up is Better	New in 2021	100%	92.9%	100%	100%	100%	100%	100%	Met	
Engage in community outreach regarding the licensing process.											
Number of community meetings attended to educate the community regarding the licensing process	Up is Better	58	90	20	18	28	32	35	113	Met	

Workload Measures

Measure	FY 2020	FY 2021	FY 2022 Q1	FY 2022 Q2	FY 2022 Q3	FY 2022 Q4	FY 2022
Daily Issuance of Licenses and Permits							
Number of one-day and substantial change permits issued within 15 days or less	47	33	10	16	37	58	121
Renewal of Licenses and Permits							
Number of ABC licenses and permits renewed	1361	1457	234	294	908	350	1786