

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Executive Office of Mayor Muriel Bowser



Office of the City Administrator

January 15, 2021

Fiscal Year (FY) 2020 was an unprecedented year for all DC residents, businesses and the District Government. In March 2020—the second quarter of the fiscal year—Mayor Bowser declared a public health emergency and District government quickly pivoted to respond to the COVID-19 global health pandemic. To align with recommended social distancing and public safety guidelines, in just one day, over 60 percent of District government employees transitioned to a telework posture. In addition, many District agencies limited or temporarily ceased most in-person activities and services.

The global health emergency required the District to significantly reallocate financial and personnel resources to respond to the pandemic. With the change in operations and a substantial decrease in revenues, the District's response required all agencies to determine how to best provide services to District residents, visitors and employees, while maintaining the necessary protocols to help slow the spread of COVID-19.

As such, the global health pandemic greatly impacted some agencies' abilities to meet their FY20 key performance indicators (KPIs) and strategic initiatives established prior to its onset as agencies shifted resources to respond to COVID-19. Therefore, outcomes for KPIs and strategic initiatives reflect a shift in District priorities and efforts during this crisis. While we continue to believe strongly in performance tracking to improve District services, the data for FY20 is not fully indicative of agencies' performance and should be reviewed factoring in the unprecedented challenges encountered in FY 2020.

Sincerely,

A handwritten signature in black ink that reads 'Kevin Donahue'.

Kevin Donahue
Interim City Administrator



D.C. Board of Ethics and Government Accountability FY2020

Agency D.C. Board of Ethics and Government Accountability

Agency Code AGO

Fiscal Year 2020

Mission The Board of Ethics and Government Accountability (BEGA) is responsible to administer and enforce the District of Columbia Code of Conduct and enforce government-wide compliance with the D.C. Freedom of Information Act and the Open Meetings Act.

Summary of Services Specifically, BEGA is responsible for seven main areas. Investigating alleged violations of the Code of Conduct, holding adversarial hearings and, where appropriate, levying sanctions; Issuing Advisory Opinions, providing safe-harbor for good-faith reliance on these opinions; Issuing Advisory Opinions on its own initiative; Conducting mandatory ethics training for District government employees; Updating and maintaining the District Ethics Manual; Receiving and reviewing public financial disclosure statements from public officials, except Advisory Neighborhood Commissioners, and, as of January 1, 2015, candidates for nomination for election, or election, to public office; Receiving and reviewing public financial disclosure certifications from Advisory Neighborhood Commissioners, and as of January 1, 2015, from candidates for nomination for election, or election, to public office; Receiving and auditing lobbyist registration forms, termination forms, and lobbyist activity reports; Enforcing the Open Meetings Act; Monitoring the District's compliance with the Freedom of Information Act; and Assisting government agencies in the implementation of open government practices.

2020 Accomplishments

Accomplishment	Impact on Agency	Impact on Residents
No accomplishments found		

2020 Key Performance Indicators

Measure	Frequency	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Target	FY 2020 Quarter 1	FY 2020 Quarter 2	FY 2020 Quarter 3	FY 2020 Quarter 4	FY 2020 Actual	KPI Status	Explanation for Unmet FY 2020 Target
1 - Issue ethics advice in an expeditious and consistent fashion. (3 Measures)												
Percent of formal written Advisory Opinions issued within 30 days of receipt of complete information from requester	Quarterly	100%	100%	75%	85%	100%	0%	0%	0%	25%	Unmet	
Percent of advice queries received that were handled as informal rather than formal advice	Quarterly	97.8%	99.9%	99.4%	10%	99%	100%	100%	100%	99.8%	Met	
Percent of formal written Advisory Opinions appealed to the Ethics Board	Quarterly	0%	No Applicable Incidents	0%	85%	0%	0%	0%	0%	0%	Unmet	
2 - Conduct timely and appropriate investigations and enforcement actions. (3 Measures)												
Percent of investigations resolved by dismissal, negotiated disposition, or issuance of Notice of Violation within 120 days of initiation	Quarterly	84.1%	80.8%	56.2%	80%	76.9%	86.7%	100%	100%	90.9%	Met	
Percent of enforcement actions that result in a sanction	Quarterly	100%	100%	100%	85%	No applicable incidents	Needs Data Update	Needs Data Update	100%	100%	Met	
Percent of final Ethics Board Orders issued within 45 days of close of hearing record	Quarterly	100%	100%	No Applicable Incidents	85%	No applicable incidents	No applicable incidents	No applicable incidents	No applicable incidents	No applicable incidents		
3 - Conduct mandatory training on the Code of Conduct and produce ethics training materials. (3 Measures)												

Measure	Frequency	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Target	FY 2020 Quarter 1	FY 2020 Quarter 2	FY 2020 Quarter 3	FY 2020 Quarter 4	FY 2020 Actual	KPI Status	Explanation for Unmet FY 2020 Target
Percent of evaluations completed by attendees with an overall positive rating of "3" or higher on the BEGA training evaluation form	Quarterly	97.5%	97.6%	97.9%	80%	100%	100%	100%	100%	100%	Met	
Percent of agency trainings held within 90 days of agency making the request	Quarterly	100%	100%	100%	90%	100%	100%	100%	100%	100%	Met	
Percent of off site agency training requests granted	Quarterly	100%	100%	100%	90%	100%	100%	No applicable incidents	Needs Data Update	Waiting on Data		

2020 Workload Measures

Measure	FY 2018 Actual	FY 2019 Actual	FY 2020 Quarter 1	FY 2020 Quarter 2	FY 2020 Quarter 3	FY 2020 Quarter 4	FY 2020 PAR
1 - Render Timely Advice. Respond to requests for informal ethics advice in a substantive and useful manner. (3 Measures)							
Number of requests for informal ethics advice	805	761	155	127	97	131	510
Number of formal written advisory opinions issued pursuant to a request	1	4	1	0	0	0	1
Number of formal written advisory opinions issued on the agency's own initiative	0	0	0	0	0	0	0
2 - Monitor and support ongoing investigations to ensure timely completion. (11 Measures)							
Number of complaints received	123	144	46	27	43	33	149
Number of preliminary investigations opened based on tips to the hotline	0	1	0	0	0	0	0
Number of preliminary investigations dismissed	12	31	18	12	17	20	67
Number of preliminary investigations opened based on information provided by means other than the hotline	37	56	0	0	0	0	0
Number of preliminary investigations converted to formal investigations	5	3	0	0	0	0	0
Number of preliminary investigations resolved with a negotiated disposition	4	14	5	0	1	1	7
Number of preliminary investigations resolved after an evidentiary hearing	1	0	0	0	0	0	0
Number of formal investigations initiated on intake	9	8	4	0	0	2	6
Number of formal investigations dismissed	11	4	0	0	0	0	0
Number of formal investigations resolved with a negotiated disposition	1	2	1	0	1	0	2
Number of formal investigations resolved after an evidentiary hearing	0	0	0	0	0	0	0
3 - Increase Training Sessions. Increase number of trainings available to District government employees. (1 Measure)							
Number of trainings conducted	101	80	13	26	7	6	52
4 - Ensure that every request for advice or information is acknowledged within 24 hours of receipt. (1 Measure)							
Number of formal advisory opinions issued	1	3	1	0	0	0	1

2020 Operations

Operations Header	Operations Title	Operations Description	Type of Operations
1 - Issue ethics advice in an expeditious and consistent fashion. (1 Activity)			

Operations Header	Operations Title	Operations Description	Type of Operations
BOARD OF ETHICS	Render Timely Advice. Respond to requests for informal ethics advice in a substantive and useful manner.	Work with staff to ensure that ethics guidance is provided to government employees who seek ethics guidance.	Daily Service
2 - Conduct timely and appropriate investigations and enforcement actions. (1 Activity)			
BOARD OF ETHICS	Monitor and support ongoing investigations to ensure timely completion.	Track progress throughout the year and work with staff to ensure movement.	Daily Service
3 - Conduct mandatory training on the Code of Conduct and produce ethics training materials. (1 Activity)			
BOARD OF ETHICS	Increase Training Sessions. Increase number of trainings available to District government employees.	Allocate staff time to ensure availability when requests are made from client agencies.	Daily Service
4 - Create and maintain a highly efficient, transparent, and responsive District government. (1 Activity)			
BOARD OF ETHICS	Ensure that every request for advice or information is acknowledged within 24 hours of receipt.	Work with staff to ensure that either a substantive response is provided or, where that is not possible, an acknowledgment that the request is under review.	Daily Service

2020 Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Completion to Date	Status Update	Explanation for Incomplete Initiative
No strategic initiatives found				