
Office of Employee Appeals

www.oea.dc.gov
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Table CH0-1

Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Approved	FY 2020 Approved	% Change from FY 2019
OPERATING BUDGET	\$1,766,895	\$2,098,885	\$2,178,202	\$2,235,527	2.6
FTEs	15.0	15.0	15.0	15.0	0.0

The mission of the Office of Employee Appeals (OEA) is to render impartial, legally sufficient, and timely decisions on appeals filed by District of Columbia government employees. OEA has jurisdiction over appeals in which an employee has been removed as a result of an adverse action for cause, placed on enforced leave for 10 days or more, suspended for 10 days or more, reduced in grade, or been subjected to a reduction in force.

Summary of Services

OEA offers District government agencies and employees the following three-part appeal process: mediation, adjudication, and petitions for review. The mediation process allows the employee and the agency an opportunity to resolve their disputes without going through the lengthy and costly adjudication process. The adjudication process results in disputes being resolved by an administrative judge who issues an initial decision and finds in favor of either the agency or employee. The petition for review process provides an impartial review of initial decisions by OEA's Board.

The agency's FY 2020 approved budget is presented in the following tables:

FY 2020 Approved Gross Funds Operating Budget and FTEs, by Revenue Type

Table CH0-2 contains the approved FY 2020 budget by revenue type compared to the FY 2019 approved budget. It also provides FY 2017 and FY 2018 actual data.

Table CH0-2

(dollars in thousands)

Appropriated Fund	Dollars in Thousands						Full-Time Equivalents					
	Actual FY 2017	Actual FY 2018	Approved FY 2019	Approved FY 2020	Change from FY 2019	% Change*	Actual FY 2017	Actual FY 2018	Approved FY 2019	Approved FY 2020	Change from FY 2019	% Change
GENERAL FUND												
Local Funds	1,767	2,099	2,178	2,236	57	2.6	15.0	15.0	15.0	15.0	0.0	0.0
TOTAL FOR GENERAL FUND	1,767	2,099	2,178	2,236	57	2.6	15.0	15.0	15.0	15.0	0.0	0.0
GROSS FUNDS	1,767	2,099	2,178	2,236	57	2.6	15.0	15.0	15.0	15.0	0.0	0.0

*Percent change is based on whole dollars.

Note: If applicable, for a breakdown of each Grant (Federal and Private), Special Purpose Revenue type and Intra-District agreement, please refer to **Schedule 80 Agency Summary by Revenue Source** in the **FY 2020 Operating Appendices** located on the Office of the Chief Financial Officer's website.

FY 2020 Approved Operating Budget, by Comptroller Source Group

Table CH0-3 contains the approved FY 2020 budget at the Comptroller Source Group (object class) level compared to the FY 2019 approved budget. It also provides FY 2017 and FY 2018 actual expenditures.

Table CH0-3

(dollars in thousands)

Comptroller Source Group	Actual FY 2017	Actual FY 2018	Approved FY 2019	Approved FY 2020	Change from FY 2019	Percentage Change*
11 - Regular Pay - Continuing Full Time	1,309	1,355	1,580	1,621	41	2.6
12 - Regular Pay - Other	108	115	130	134	3	2.5
13 - Additional Gross Pay	1	1	0	0	0	N/A
14 - Fringe Benefits - Current Personnel	273	291	351	363	13	3.6
15 - Overtime Pay	0	0	0	0	0	N/A
SUBTOTAL PERSONAL SERVICES (PS)	1,691	1,762	2,060	2,118	57	2.8
20 - Supplies and Materials	11	8	3	3	0	0.0
31 - Telecommunications	0	16	0	0	0	N/A
40 - Other Services and Charges	34	251	84	84	0	0.0
41 - Contractual Services - Other	24	33	30	30	0	0.0
70 - Equipment and Equipment Rental	6	28	1	1	0	0.0
SUBTOTAL NONPERSONAL SERVICES (NPS)	75	337	118	118	0	0.0
GROSS FUNDS	1,767	2,099	2,178	2,236	57	2.6

*Percent change is based on whole dollars.

FY 2020 Approved Operating Budget and FTEs, by Division/Program and Activity

Table CH0-4 contains the approved FY 2020 budget by division/program and activity compared to the FY 2019 approved budget. It also provides FY 2017 and FY 2018 actual data. For a more comprehensive explanation of divisions/programs and activities, please see the Division/Program Description section, which follows the table.

Table CH0-4

(dollars in thousands)

Division/Program and Activity	Dollars in Thousands					Full-Time Equivalents				
	Actual FY 2017	Actual FY 2018	Approved FY 2019	Approved FY 2020	Change from FY 2019	Actual FY 2017	Actual FY 2018	Approved FY 2019	Approved FY 2020	Change from FY 2019
(1000) AGENCY MANAGEMENT										
(1020) Contracting & Procurement	0	0	117	105	-11	0.0	0.0	0.0	0.0	0.0
(1040) Information Technology	78	81	76	78	2	1.0	1.0	1.0	1.0	0.0
(1085) Customer Service	63	65	57	59	1	1.0	1.0	1.0	1.0	0.0
(1090) Performance Management	235	217	264	275	10	1.0	2.0	2.0	2.0	0.0
(1100) Office of Employee Appeals	667	637	676	695	19	6.0	5.0	5.0	5.0	0.0
SUBTOTAL (1000) AGENCY MANAGEMENT	1,043	1,001	1,191	1,212	21	9.0	9.0	9.0	9.0	0.0
(2000) ADJUDICATION										
(2001) Adjudication Process	649	706	908	931	23	5.5	5.5	5.5	5.5	0.0
(2002) Appeals	75	337	0	11	11	0.0	0.0	0.0	0.0	0.0
(2003) Mediation	0	56	78	81	2	0.5	0.5	0.5	0.5	0.0
SUBTOTAL (2000) ADJUDICATION	725	1,098	987	1,023	36	6.0	6.0	6.0	6.0	0.0
(9960) YR END CLOSE										
(9961) Yr End Close	-1	0	0	0	0	0.0	0.0	0.0	0.0	0.0
SUBTOTAL (9960) YR END CLOSE	-1	0	0	0	0	0.0	0.0	0.0	0.0	0.0
TOTAL APPROVED OPERATING BUDGET	1,767	2,099	2,178	2,236	57	15.0	15.0	15.0	15.0	0.0

(Change is calculated by whole numbers and numbers may not add up due to rounding)

Note: For more detailed information regarding the proposed funding for the activities within this agency's programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2020 Operating Appendices** located on the Office of the Chief Financial Officer's website. "No Activity Assigned" indicates budget or actuals that are recorded at the division/program level.

Program Description

The Office of Employee Appeals operates through the following 2 programs:

Adjudication – provides mediation sessions, impartial hearings, and adjudication appeals for District government employees who challenge an agency's final decision on personnel matters.

This program contains the following 3 activities:

- Adjudication Process – provides impartial, fair decisions to employees for timely resolution of their appeal;
- Appeals – provides an impartial review by the Office of Employee Appeals Board of the decisions filed; and
- Mediation – provides both parties an opportunity to resolve or settle disputes without going through the lengthy and costly adjudication process.

Agency Management – provides for administrative support and the required tools to achieve operational and programmatic results. This program is standard for all agencies using performance-based budgeting.

Program Structure Change

The Office of Employee Appeals has no program structure changes in the FY 2020 approved budget.

FY 2019 Approved Budget to FY 2020 Approved Budget, by Revenue Type

Table CH0-5 itemizes the changes by revenue type between the FY 2019 approved budget and the FY 2020 approved budget. For a more comprehensive explanation of changes, please see the FY 2020 Approved Budget Changes section, which follows the table.

Table CH0-5

(dollars in thousands)

DESCRIPTION	DIVISION/PROGRAM	BUDGET	FTE
LOCAL FUNDS: FY 2019 Approved Budget and FTE		2,178	15.0
No Change		0	0.0
LOCAL FUNDS: FY 2020 Recurring Budget		2,178	15.0
Increase: To align personal services and Fringe Benefits with projected costs	Multiple Programs	57	0.0
LOCAL FUNDS: FY 2020 Mayor's Proposed Budget		2,236	15.0
No Change		0	0.0
LOCAL FUNDS: FY 2020 District's Approved Budget		2,236	15.0
GROSS FOR CH0 - OFFICE OF EMPLOYEE APPEALS		2,236	15.0

(Change is calculated by whole numbers and numbers may not add up due to rounding)

FY 2020 Approved Budget Changes

The Office of Employee Appeals' (OEA) approved FY 2020 gross budget is \$2,235,527, which represents a 2.6 percent increase over its FY 2019 approved gross budget of \$2,178,202. The budget is comprised entirely of Local funds.

Recurring Budget

No Change: The Office of Employee Appeals budget proposal reflects no change from the FY 2019 approved budget to the FY 2020 recurring budget.

Mayor's Proposed Budget

Increase: The OEA's proposed budget reflects an increase of \$57,326 in personal services across multiple programs to support projected costs related to salary, step increases, and Fringe Benefit adjustments.

District's Approved Budget

No Change: The Office of Employee Appeals' budget reflects no change from the Mayor's proposed budget to the District's approved budget.

Agency Performance Plan*

Office of Employee Appeals performance plan has the following objectives for FY 2020:

Strategic Objectives

Strategic Objectives describe what the agency will do, at a high level, to achieve its mission. These are action-based sentences that define what an agency does for its customers, whether the customers are residents or other District agencies, and how that improves the District.

Objectives

1. Render impartial, legally sound decisions in a timely manner.
2. Streamline the adjudication process.
3. Maintain a system to allow the public to have access to all decisions rendered by the OEA.

ACTIVITIES

Activities include the work that happens on a daily basis to help achieve the Strategic Objectives. Activity names come from the budget line items. This is further divided into “daily services” (ex. sanitation disposal), and long-term “key projects” that are high profile, one-time and span several years, (ex. redevelopment of Walter Reed Army Medical Center). Many agencies will mostly have daily services, whereas some agencies that have more of their budget come from capital funding will have several key projects.

1. Render impartial, legally sound decisions in a timely manner. (3 Activities)

Activity Title	Activity Description	Type of Activity
Petitions for Appeal	Intake Coordinator reviews Petition for Appeal, determines the type of appeal and assigns to Administrative Judge.	Daily Service
Petitions for Review	Office of the General Counsel reviews Petitions for Review, drafts the Opinion and Order and meets with the Board to present the appeal and issue the decision.	Daily Service
Initial Decisions	Administrative Judges process Petitions for Appeal which culminate in the issuance of an Initial Decision.	Daily Service

2. Streamline the adjudication process. (1 Activity)

Activity Title	Activity Description	Type of Activity
Mediation and Settlement	The goal of the mediation program is to help the parties, through the negotiation process, reach a settlement that is agreeable to both of them.	Key Project

3. Maintain a system to allow the public to have access to all decisions rendered by the OEA. (1 Activity)

Activity Title	Activity Description	Type of Activity
Website	Decisions are uploaded to the agency's website so that the public is able to view the decisions and research the decisions.	Daily Service

KEY PERFORMANCE INDICATORS

Key Performance Indicators measure how well an agency is achieving its Strategic Objectives. They are outcome-oriented and should be used to answer the question, “What does the agency need to measure to determine success?”

1. Render impartial, legally sound decisions in a timely manner. (6 Measures)

Measure	New Measure/ Benchmark Year	FY 2017 Actual	FY 2018 Target	FY 2018 Actual	FY 2019 Target	FY 2020 Target
Number of Initial Decisions Issued	No	142	150	123	135	135
Number of Opinions and Orders Issued	No	51	25	33	25	25
Percent of OEA decisions upheld by D.C. Superior Court and the D.C. Court of Appeals	No	93.1%	99%	100%	99%	99%
Percent of cases reversing agency decisions	No	6.8%	Not Available	10.9%	Not Available	Not Available
Time Required to Complete Adjudications	No	6	12	6	12	12
Time Required to Resolve Petitions for Review	No	8	9	5	9	9

2. Streamline the adjudication process. (2 Measures)

Measure	New Measure/ Benchmark Year	FY 2017 Actual	FY 2018 Target	FY 2018 Actual	FY 2019 Target	FY 2020 Target
Percent of appeals involved in mediation process	No	Not Available	Not Available	61%	Not Available	Not Available
Percent of appeals resolved through mediation	No	Not Available	Not Available	13%	Not Available	Not Available

3. Maintain a system to allow the public to have access to all decisions rendered by the OEA. (2 Measures)

Measure	New Measure/ Benchmark Year	FY 2017 Actual	FY 2018 Target	FY 2018 Actual	FY 2019 Target	FY 2020 Target
Percent of Initial Decisions uploaded to website	No	Not Available	100%	100%	100%	100%
Percent of Opinions and Orders uploaded to website	No	Not Available	100%	100%	100%	100%

WORKLOAD MEASURES

Workload Measures, also called inputs or outputs, quantify an activity, effort or process that is necessary to make progress towards the Strategic Objectives. They help answer the question; “How much are we doing?”

1. Mediation and Settlement

Measure	New Measure/ Benchmark Year	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual
Number of attorney fee appeals mediated	No	Not Available	15	2

Performance Plan End Notes:

*For more information about the structure and components of FY 2020 draft performance plans, please see the FY 2020 Proposed Budget and Financial Plan, Volume 1, Appendix E.

**Key Performance Indicators that are new may not have historical data and may only have FY 2020 targets.

*** District wide measures for the objective “Create and maintain a highly efficient, transparent and responsive District government” have been introduced as part of FY 2019 and FY 2020 Performance Plans and will be reported by the Office of the City Administrator (OCA). FY 2019 and FY 2020 are pilot years for this initiative, therefore not all data are available.