



# District of Columbia Commission on Judicial Disabilities and Tenure

## FISCAL 2023-2024 ANNUAL REPORT

### TABLE OF CONTENTS

Chairperson's Letter

CJDT Performance Oversight Responses

Attachment I Schedule A

Attachment II FY23 Performance Accountability Report

Attachment III FY23-FY424 Budget vs. Actual

Attachment IV FY2-FY4 Reprogramming

**DISTRICT OF COLUMBIA COMMISSION  
ON JUDICIAL DISABILITIES AND TENURE**  
515 Fifth Street, N.W., Building A, Room 246  
Washington, D.C. 20001  
(202) 727-1363

Councilmember Brooke Pinto  
Chairperson, Committee on the Judiciary and Public Safety  
1350 Pennsylvania  
Avenue NW, Suite 106  
Washington, DC 20004

Dear Councilmember Pinto:

On behalf of the Commission on Judicial Disabilities and Tenure for the District of Columbia, I am pleased to provide the attached responses to the Committee's questions in your letter dated January 29, 2024.

I also want to take this opportunity to thank you, the Committee, the DC Council, and the Executive Office of Mayor Muriel Bowser for your invaluable support of the Commission in recent years, which has been crucial to aid in our ambitious plans to modernize our operations to better serve the public, the DC Courts, and other stakeholders. As Chairperson since FY 2021, this effort has been among my top priorities to assure that the Commission continues to maintain its high standards of excellence in a vastly changed post-Covid environment.

Given the local DC budgetary support for our modernization plans, I want to share significant progress made over the last year under the leadership of Special Counsel Amy Conway-Hatcher and Vice Chairperson Diane Brenneman who, while managing day-to-day operations of the Commission during a critical period of staff transition, also developed detailed plans, and implemented extensive improvements from Q2 through Q4 FY 2023. Ms. Conway-Hatcher and Vice Chairperson Brenneman received extensive support from the Chief Judges of the DC Courts, the Office of the Attorney General (OAG), the Executive Office of the Mayor, the Office of the Chief Technology Officer (OCTO), the Office of the Chief Financial Officer, and DC Department of Human Resources (DCHR). In mid-July 2023, they were joined by Executive Director Cheryl Bozarth who became part of our leadership team after an extensive executive search process.

**I. Modernization Project**

At its core, the Modernization Project is intended to move Commission operations from a largely paper-based process to a digitized system to meet present-day needs and to better serve the Commission's stakeholders. Elements of the project include: (i) essential technology upgrades; (ii) critical upgrades to our in-office network infrastructure; and (iii) implementation of a secure case management system to support the Commission's core mission and operations. As previously reported, when fully implemented, the Commission's new case management system also will include digitization of essential paper records to track precedent, to aid in our evaluation of a judge's performance over his or her years of judicial service, and to assess trends related to issues impacting the DC Courts more broadly (e.g., impact of judicial shortages and increased caseloads, identifying potential areas for training, etc.).

In FY 2023, interim technology and equipment upgrades were made available for the Commission's use while plans for the installation of permanent hardware, improved connectivity, and office upgrades were made for FY 2024. Further, in FY 2023, the Commission entered into Memoranda of Understandings with the DC Courts (lessors of the Commission's office space) and OCTO (the Commission's IT provider) to upgrade our physical office space to accommodate necessary wiring, hardware, and office equipment to support the new digitized system. While there have been some delays in delivery of permanent upgrades, we have been informed by the DC Courts that office upgrades will be completed in Q3 FY 2024.

Further, in FY 2023, with the support of the OAG, the Commission planned and fully constructed, tested, and launched its new digitized complaint system and backend case management system. The "soft launch" occurred in June 2023. After further upgrades and the input of FY 2023 data, the final launch occurred on December 1, 2023.

In FY 2024, under the leadership of Executive Director Bozarth, the Commission is expanding its case management system to support judicial fitness reviews, internal reporting on complaint matters, and other essential Commission business, such as tracking annual judicial financial reporting and developing tools to track precedent.

While we continue to make refinements, the digitized case management system has already changed the way the Commission conducts its business and has vastly improved our operational efficiencies and end-to-end review of complaints.

## **II. Other Updated Processes**

Alongside technology and office space upgrades, the Commission implemented significant improvements to streamline and formalize internal processes related to its core mission activities. We are completing this work in phases in FY 2024 and expect to conclude any remaining work in FY 2025.

### ***A. Judicial Fitness Reviews***

Judicial fitness reviews are part of the Commission's statutory mandate and essential core activities. The Commission regularly conducts fitness reviews to evaluate: (i) associate judge reappointments for fifteen (15) year terms, and (ii) recommendations for senior judge initial appointments for two (2) or four (4) year reappointments depending on the judge's age. The Commission conducts medical fitness reviews as part of regularly scheduled judicial reappointment or initial appointment reviews, or as the Commission deems necessary during a judge's term, the extent of which can vary depending on the medical issue under review.<sup>1</sup>

Given the number of fitness reviews in FY 2023, the Commission prioritized updating its related processes during Q2-Q3 FY 2023. Updated fitness review processes include:

---

<sup>1</sup> Medical fitness reviews are not uncommon. However, the Commission is bound by confidentiality and does not publicly report on such reviews or related monitoring unless the matter involves the removal of a judge for involuntary disability under D.C. Code § 11-1526 or such disclosure is otherwise legally authorized.

- Early notification to judges of relevant deadlines and more detailed guidance on submission requirements to improve predictability and consistency of submissions, while affording judges more time to prepare their submissions;
- Implementation of digital processes to streamline submission and review of materials;
- Increased public outreach to assure that a wide range of confidential inputs can be considered including, but not limited to, the general public, local Bar associations, institutional litigants, court leadership, court administration, as well as court and chambers staff;
- Increased information regarding the Commission's analysis for associate judge reappointments in its Reports to the President of the United States, which are publicly available on the Commission's website;
- Increased feedback to judges for their awareness on strengths and opportunities for improvement based on comments received during the fitness review process, as well as other commentary received through periodic DC Bar Evaluations;
- Updates to Judicial Medical Forms and Authorization for Medical Release Forms, including: (i) information required for physician certifications of medical fitness for judicial service (both physical and cognitive); (ii) additional required basic neurological and cognitive screening; and (iii) waivers to allow communications between physicians and the Commission and its staff or designated medical consultant; and
- Engagement of a dedicated physician consultant to assist with all regular fitness reviews, as well as any periodic medical fitness reviews initiated by the Commission based on a judge's disclosure or information received from another source.<sup>2</sup>

In FY 2023, applying updated processes which were tested and further refined, the Commission conducted:

- Three (3) fitness reviews for associate judge reappointments including detailed reports to the President of the United States which are available on the Commission's website.
- Two (2) fitness reviews for the Commission's recommendations on initial senior judge appointments for four (4) year terms.
- Four (4) fitness reviews for the Commission's recommendations on two (2) and four (4) year senior judge reappointments.

---

<sup>2</sup> The Commission has traditionally relied on its physician Commissioner to advise on medical matters absent special circumstances where a particular expertise was deemed necessary. In FY 2023, following the expiration of Dr. David Milzman's term as a Commissioner, the Commission decided to engage a paid medical consultant for future medical fitness reviews and any monitoring of medical conditions, where necessary, to assure the impacted judge continues to meet high performance standards and, where necessary, to assure appropriate accommodations for the judge as required by law.

In FY 2024 to date, the Commission conducted:

- One (1) fitness review for the Commission's recommendations on initial senior judge appointments for four (4) year terms.
- Four (4) fitness reviews for the Commission's recommendations on two (2) and four (4) year senior judge reappointments.

With formalized processes in place and the adoption of updated Commission Rules, as discussed below, the Commission expects to conduct at least seven (7) additional fitness reviews in FY 2024.

B. Annual Financial Reports

Each year, in accordance with the Judicial Transparency Act and the Commission's Rules, DC Court judges are required to file annual financial reports (AFRs) with the Commission. *See* D.C. Code § 11-1530; DCMR § 28-5003.

In Q2-Q3 of FY 2023, the Commission implemented a fully digitized process and improved guidance to judges to facilitate the submission and review of these materials. The Commission also updated interim internal procedures for public requests for access and review of such materials. The upcoming FY 2024 filing process will incorporate additional changes to further streamline these processes.

In addition, in Q2 FY 2024, the Commission published updated Rules to reflect more permanent changes that: (i) fully align the Commission's processes with the statute and present-day standards, and (ii) formally implement updated procedures for public access requests while maintaining continued sensitivity for the safety and security of judges and their families.

C. Complaints

As reported above, the Commission's complaint process has been fully digitized.<sup>3</sup> In its next phase of digitization during FY 2024 through FY 2025, the Commission will further assess integration of appropriate historical paper and other records for judicial fitness reviews, to document Commission precedent, and for other analytical purposes.

D. Commission Rules Updates

In prior years, as Chairperson, I have reported on the Commission's intent to update its Rules. In FY 2023, in parallel to updating its internal processes, the Commission directed Special Counsel Conway-Hatcher to review and report on recommended Rule changes to assure consistency with its improved standards and alignment with applicable laws.

---

<sup>3</sup> The Commission continues to accept paper, email, or oral reports of conduct concerns to assure fair and full access to all members of our community. Once received, these submissions are incorporated into the Commission's digital system.

In Q2 FY 2024, the Commission completed Phases 1 and 2 of its review of the Commission's Rules, and it approved the adoption of updates to Rules § 2003 (Annual Financial Reports), § 2005 (Precedents), §§2030-2036 (Evaluation of Associate Judge Candidates for Reappointment), and §§2037-2043 (Evaluation of Judges Requesting Recommendation for Initial Appointment or Reappointment as Senior Judges). The Commission expects publication of its Notice of Final Rulemaking for these updates on March 22, 2024. Further, the Commission expects to complete Phase 3 of its Rules amendments by the end of calendar year 2024.

#### E. Public Outreach

At each phase of modernization, the Commission considers carefully where it can solicit additional input from the public and, with the input of its Special Counsel and the OAG, where it is legally permissible for the Commission to share information publicly within the bounds of its restrictive statutory confidentiality requirements.

In FY 2023, the Commission increased its public outreach as part of all fitness reviews. It also published selected interim updates to its website. In addition, Vice Chairperson Brenneman, Special Counsel Conway-Hatcher, and I evaluated multiple opportunities to increase the Commission's engagement with its stakeholders and the community as part of judiciary conferences, Bar Association evaluations, postings, events, and interviews, as well as continuing the Commission's long-standing participation with fellow commissions through the National Center for State Courts, the Association of Judicial Disciplinary Counsel, and the U.S. federal courts.

In FY 2024, the Commission has prioritized public outreach under the leadership of Executive Director Bozarth, as well as plans to re-introduce annual reporting outside of oversight committee reports and hearings as permitted by law. The Commission also has tasked Executive Director Bozarth with evaluating website enhancements in future fiscal years, including a likely project to revamp its website entirely to improve public awareness and access.

In summary, while the Commission's governing statutes have significant constraints on what we can disclose, my fellow Commissioners and I continue to look for ways to increase public awareness of our work and to alert the public, judges, and other constituencies to specific matters of importance wherever possible.

### **III. Commission Staff**

As reported to you and the Committee last year, one of my highest priorities in FY 2023 was hiring a new Executive Director who would be essential to fulfilling the Commission's strategic plans going forward. Given the sensitivity of the Commission's work and its limited staffing, this role was a crucial component of the Commission's plans.

As I indicated in my letter to you on July 21, 2023, after an extensive search and interview process led by Vice Chairperson Brenneman and that involved all Commissioners and Special Counsel, we were fortunate to identify Ms. Bozarth as the Commission's new Executive Director. Ms. Bozarth has over 24 years of executive and senior leadership experience in a variety of public

and private sector roles, in communities on both coasts of the United States. Immediately prior to joining the Commission, Ms. Bozarth served as Deputy Director for Victims Services and Interim Director at the Office of Victim Services and Justice Grants (OVSJG). She brings a high level of sophistication on operational and budget matters and is experienced working directly with both senior executives and diverse members of the public. Importantly, she is adept at managing collaborative teams and working with a range of DC government agencies who are essential to the Commission's operations.

After several months of onboarding and phased transitioning of day-to-day operations, Ms. Bozarth made additional staffing recommendations that are long overdue to support the Commission's work. Following a dedicated search and recent interview process, with the unanimous approval of the Commission, Ms. Bozarth extended an offer for hire to a highly experienced Administrative Officer who is expected to onboard in March 2024. The Commission has directed Ms. Bozarth to continue to evaluate and make further staffing and budgetary recommendations as she deems necessary.

#### **IV. Conclusion**

It has been my privilege and honor to serve as the Commission's Chairperson and as part of our leadership team during this period of significant transition. I am incredibly proud of the extraordinary efforts of our team, and especially Special Counsel Conway-Hatcher and Vice Chairperson Brenneman who worked tirelessly to assure uninterrupted service while the Commission was without staff, while carrying forward the Commission's ambitious modernization agenda in an accelerated timeframe. I am equally grateful to Executive Director Bozarth for her flexibility, hard work, and the leadership she brings to the Commission as we look to the future.

In closing, I and my fellow Commissioners are deeply appreciative of your unwavering confidence in and support of the Commission's important work. Without it, the substantial progress made to modernize the Commission's operations would not have been possible.

Sincerely,



Hon. Colleen Kollar-Kotelly  
Chairperson

## ORGANIZATION AND OPERATIONS

### 1. Please provide the agency's mission statement.

#### **Response:**

The Commission is an independent agency, created by Congress, whose jurisdiction and activities are defined by statute. Its mission is to maintain public confidence in an independent, impartial, fair, and qualified judiciary, and to enforce the high standards of conduct judges must adhere to both on and off the bench.

The Commission's activities include: (i) evaluating and responding to judicial complaints; (ii) monitoring potential disability issues; (iii) conducting judicial performance reviews for associate judge reappointments and requests for recommendations on initial appointments and reappointments of senior judges; (iv) overseeing annual financial disclosures; (v) engaging with the DC Courts and their leadership on matters that impact judicial performance and ethical considerations; and (vi) maintaining public awareness of the Commission, assisting the public in understanding the Commission's jurisdiction and statutory confidentiality restrictions, and where appropriate, redirecting members of the public to other Commissions or courts when the Commission does not have jurisdiction over a particular judge.

### 2. Please provide a complete, up-to-date organizational chart for the agency and each division within the agency, including the names and titles of all senior personnel. Please include an explanation of the roles and responsibilities for each division and subdivision within the agency.

- a. Please include a list of the employees (name and title) for each subdivision and the number of vacant, frozen, and filled positions. For vacant positions, please indicate how long the position has been vacant.
- b. Please provide a narrative explanation of any major changes to the organizational chart made during the previous year.

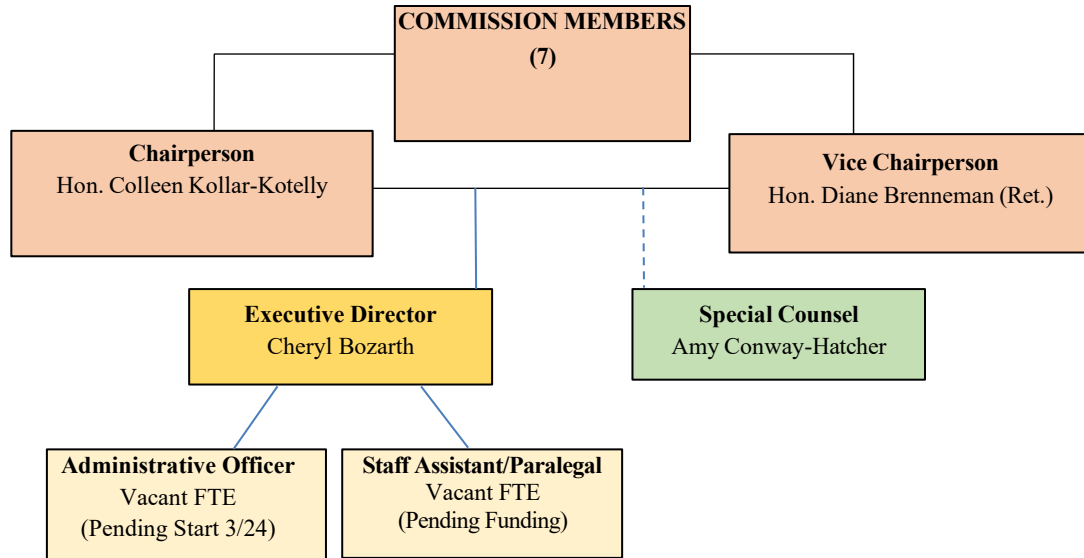
#### **Response:**

The Commission's most recent organizational chart is provided below.

- a. The Commission does not have divisions or subdivisions.
- b. The Commission has converted the prior Deputy Director position to the position of Administrative Officer. This position better meets the current and foreseeable needs of the Commission.



**COMMISSION ON JUDICIAL DISABILITIES AND TENURE  
ORGANIZATIONAL CHART**



3. Please list each new program implemented by the agency during FY 2023 and FY 2024, to date. For each initiative please provide:
- A description of the initiative, including when begun and when completed (or expected to be completed);
  - The funding required to implement the initiative;
  - Any documented results of the initiative.

**Response:**

Other than its modernization project previously disclosed in its FY 2022-FY 2023, the Commission did not implement any new programs in FY 2023 or FY2024.

4. Please provide a complete, up-to-date position listing for your agency, ordered by program and activity, and including the following information for each position:
- Title of position;
  - Name of employee or statement that the position is vacant, unfunded, or proposed;
  - Date employee began in position;
  - Salary and fringe benefits (separately), including the specific grade, series, and step of position;
  - Job status (continuing/term/temporary/contract);
  - Whether the position must be filled to comply with federal or local law.

*Please note the date that the information was collected.*

J&PS Performance Oversight Questions (FY23-24)

CJDT

**Response:**

See Attachment I- Schedule A. No positions must be filled to comply with federal or local law.

5. Please provide a list of all memoranda of understanding (“MOU”) entered into by your agency during FY 23 and FY 24, to date, as well as any MOU currently in force. For each, indicate the date on which the MOU was entered and the termination date (if applicable).

**Response:**

See below tables.

<b>FY 2023 MEMORANDA OF UNDERSTANDING (MOU) - BUYER SUMMARY</b>				
<b>PUBLIC SAFETY AND JUSTICE AGENCY: DQ0</b>				
<b>SELLING AGENCY</b>	<b>DESCRIPTION OF SERVICES PROVIDED</b>	<b>AMOUNT</b>	<b>Start Date</b>	<b>End Date</b>
Office of Contracting and Procurement (OCP)	PURCHASE/TRAVEL CARD - DQ0	28,192	10/1/2022	9/30/2023
Office of the Chief Technology Officer (OCTO)	NETWORK SERVICES	9,523	10/1/2022	9/30/2023
Office of the Attorney General (OAG)	RECORDS DIGITIZATION PROJECT	240,000	10/1/2022	9/30/2023
Office of the Chief Technology Officer (OCTO)	DEDICATED IT SUPPORT	35,200	10/1/2022	9/30/2023
DC Human Resources (DCHR)	PERSONNEL SERVICES	3,094	10/1/2022	9/30/2023
Office of Finance and Resource Management (OFRM)	TELECOMM	2,376	10/1/2022	9/30/2023
DC Courts	PHASE 1 OFFICE RENOVATION	100,000	10/1/2022	9/30/2023
<b>TOTAL</b>		<b>418,385</b>		

<b>FY 2024 MEMORANDA OF UNDERSTANDING (MOU) - BUYER SUMMARY</b>				
<b>PUBLIC SAFETY AND JUSTICE AGENCY: DQ0</b>				
<b>SELLING AGENCY</b>	<b>DESCRIPTION OF SERVICES PROVIDED</b>	<b>AMOUNT</b>	<b>Start Date</b>	<b>End Date</b>
Office of Contracting and Procurement (OCP)	PURCHASE/TRAVEL CARD - DQ0	18,000	10/1/2023	9/30/2024
Office of Finance and Resource Management (OFRM)	TELECOMM	1,231	10/1/2023	9/30/2024
Office of the Chief Technology Officer (OCTO)	NETWORK SERVICES	16,738	10/1/2023	9/30/2024
Office of the Attorney General (OAG)	RECORDS DIGITIZATION PROJECT- Started in FY23	100,000	10/1/2023	9/30/2024
DC Courts	PHASE 1 OFFICE RENOVATION - Started in FY23	200,000	10/1/2023	9/30/2024
<b>TOTAL</b>		<b>335,970</b>		

**6. Please provide a list of each collective bargaining agreement that is currently in effect for agency employees.**

- a. Please include the bargaining unit (name and local number), the duration of each agreement, and the number of employees covered.
- b. Please provide, for each union, the union leader's name, title, and his or her contact information, including e-mail, phone, and address if available.

*Please note if the agency is currently in bargaining and its anticipated completion date.*

**Response:**

The Commission has no collective bargaining agreements.

**7. Please provide the agency's FY 2023 Performance Accountability Report.**

**Response:**

See Attachment II Performance Accountability Report.

**BUDGET AND FINANCE**

**8. Please provide a chart showing the agency's approved budget and actual spending, by division, for FY 2023 and FY 2024, to date. In addition, please describe any variance between fiscal year appropriations and actual expenditures for each program and activity code.**

**Response:**

See Attachment III – FY23 & FY24 Budget vs Actuals By Program and Fund.

FY23 Budget Variances

Federal Funds: Budget reduced to amount of expenditures for Personnel and Non-Personnel costs.

FY24 Budget Variances

Local Funds: Personnel costs reflect a vacancy in the Administrative Officer Position. Non-Personnel Costs reflect spending in line with accounting reclass adjustments pending.

Federal Funds: Personnel costs Spending in line with FY24 spend plan. Available budget reflects \$175,000 in carry forward federal payments for renovation project pending completion in FY2024.

**9. Please list any reprogrammings, in, out, or within, related to FY 2023 or FY 2024 funds. For each reprogramming, please list:**

- a. The reprogramming number;
- b. The total amount of the reprogramming and the funding source (i.e., local, federal, SPR);
- c. The sending or receiving agency name, if applicable;

- d. **The original purposes for which the funds were dedicated;**
- e. **The reprogrammed use of funds.**

**Response:**

See Attachment IV– FY23 & FY24 Reprogramming

**10. Please provide a complete accounting for all intra-District transfers received by or transferred from the agency during FY 2023 and FY 2024, to date, including:**

- a. **Buyer agency and Seller agency;**
- b. **The program and activity codes and names in the sending and receiving agencies' budgets;**
- c. **Funding source (i.e. local, federal, SPR);**
- d. **Description of MOU services;**
- e. **Total MOU amount, including any modifications;**
- f. **The date funds were transferred to the receiving agency.**

**Response:**

See Attachment V – FY23 & FY24 MOU List

**11. Please identify any special purpose revenue accounts maintained by, used by, or available for use by your agency during FY 2023 and FY 2024, to date. For each account, please list the following:**

- a. **The revenue source name and code;**
- b. **The source of funding;**
- c. **A description of the program that generates the funds;**
- d. **The amount of funds generated by each source or program in FY 2023 and FY 2024, to date;**
- e. **Expenditures of funds, including the purpose of each expenditure, for FY 2023 and FY 2024, to date.**

**Response:**

None

**12. Please provide a list of all projects for which your agency currently has capital funds available. Please include the following:**

- a. **A description of each project, including any projects to replace aging infrastructure (e.g., water mains and pipes);**
- b. **The amount of capital funds available for each project;**
- c. **A status report on each project, including a timeframe for completion;**

J&PS Performance Oversight Questions (FY23-24)

CJDT

**d. Planned remaining spending on the project.**

**Response:**

None

**13. Please provide a complete accounting of all federal grants received for FY 2023 and FY 2024, to date, including the amount, the purpose for which the funds were granted, whether those purposes were achieved and, for FY 2023, the amount of any unspent funds that did not carry over.**

**Response:**

None

**14. Please list each contract, procurement, lease, and grant (“contract”) awarded, entered into, extended and option years exercised, by your agency during FY 2023 and FY 2024, to date. For each contract, please provide the following information, where applicable:**

- a. The name of the contracting party;**
- b. The nature of the contract, including the end product or service;**
- c. The dollar amount of the contract, including budgeted amount and actually spent;**
- d. The term of the contract;**
- e. Whether the contract was competitively bid or not;**
- f. The name of the agency’s contract monitor and the results of any monitoring activity;**
- g. Funding source;**
- h. Whether the contract is available to the public online.**

**Response:**

The Commission contracts listed below are approved and monitored by the Chairperson. The Commission does not have any contracts requiring competitive bidding. Commission contracts are not available for public view.

**FY2023**

Supplier Name	PO Line Item Description	Purchasing Contract Number	Fund	Fund Description	Sum of PO Distribution Amount	Sum of Expenditure(Invoice Amount)	Term
SCHERTLER AND ONORATO LLP	Contractor will provide legal and investigative services	DQ2023-1	1010001	LOCAL FUNDS	199,873	199,873	1year
<b>SCHERTLER AND ONORATO LLP Total</b>					<b>199,873</b>	<b>199,873</b>	
SCHERTLER AND ONORATO LLP	Interim Executive Director Fixed Fee	230002	1010001	LOCAL FUNDS	135,000	135,000	9 mos
<b>SCHERTLER AND ONORATO LLP Total</b>					<b>135,000</b>	<b>135,000</b>	
DC Court	Phase 1 Office Renovation	MOA	4015110	FEDERAL PAYMENTS - INTERNAL	57,875	57,875	1year
<b>DC Court Total</b>					<b>57,875</b>	<b>57,875</b>	
Dr. Colette Magnant	Medical consulting services for judicial inquiries	230003	1010001	LOCAL FUNDS	5,000	5,000	6 mos
<b>DR. COLETTE MAGNANT Total</b>					<b>5,000</b>	<b>5,000</b>	
<b>Grand Total</b>					<b>553,432</b>	<b>553,432</b>	

J&PS Performance Oversight Questions (FY23-24)

CJDT

**FY2024**

Supplier Name	PO Line Item Description	Purchasing Contract Number	Fund	Fund Description	Sum of PO Distribution Amount	Sum of Expenditure(Invoice Amount)	Sum of PO Distribution Balance	Term
SCHERTLER AND ONORATO LLP	Special Counsel contracted legal services.	1	1010001	LOCAL FUNDS	209,530	44,000	165,530	1 year
	Administrative Support Services	2	4015110	FEDERAL PAYMENTS - INTERNAL	75,000	30,000	45,000	5 mos
<b>SCHERTLER AND ONORATO LLP Total</b>					<b>284,530</b>	<b>74,000</b>	<b>210,530</b>	
Dr. Colette Magnant	Medical Consultant for judicial fitness	230003	4015110	FEDERAL PAYMENTS - INTERNAL	24,000	4,000	20,000	1 year
<b>Grand Total</b>					<b>292,376</b>	<b>74,000</b>	<b>218,376</b>	

**15. Please provide the details of any surplus in the agency’s budget for FY 2023, including:**

- a. Total amount of the surplus;**
- b. All projects and/or initiatives that contributed to the surplus.**

**Response:**

Please see Attachment III– FY23 & FY24 Budget vs Actuals By Program and Fund, and response to question #8 above.

**16. For FY 2023 and FY 2024 to date, please provide the number of contracts and procurements executed by your agency. Please indicate how many contracts and procurements were for an amount under \$250,000, how many were for an amount between \$250,000-\$999,9999, and how many were for an amount over \$1 million.**

**Response:**

For FY2023 the agency had nine (9) contracts/procurements all less than \$250,000. For FY2024 to date the agency has four (4) contract/procurements all less than \$250,000.

**LAWS, AUDITS, AND STUDIES**

**17. Please list and describe any ongoing investigations, audits, or reports on your agency or any employee of your agency, or any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed during FY 2023 or FY 2024, to date.**

**Response:**

The agency has no investigations, audits, or reports on itself nor employees.

**18. Please list any reports the agency is required by Council legislation to prepare and whether the agency has met these requirements.**

- a. Are there any required regular reports that the agency believes are unduly burdensome and/or underutilized by the Council or the public? If so, please provide details on each such report and, to the extent feasible, an estimate of the budget and/or person-hours required to prepare each report.**

**Response:**

The agency has no regular reports required by Council legislation.

- 19. Please list all lawsuits filed in FY23 or FY24, to date that name the agency as a party, and provide the case name, court where claim was filed, case docket number, and a brief description of the case.**

**Response:**

The agency has no lawsuits filed in FY23 or FY24.

- 20. Please list all settlements entered into by the agency or by the District on behalf of the agency in FY 2023 or FY 2024, to date, including any covered by D.C. Code § 2-402(a)(3), and provide the parties' names, the amount of the settlement, and if related to litigation, the case name and a brief description of the case. If unrelated to litigation, please describe the underlying issue or reason for the settlement (e.g. administrative complaint, etc.).**

**Response:**

The agency did not enter into any settlements in FY2023 or FY2024.

- 21. Please list any administrative complaints or grievances that the agency received in FY 2023 and FY 2024, to date, broken down by source. Please describe the process utilized to respond to any complaints and grievances received and any changes to agency policies or procedures that have resulted from complaints or grievances received. For any complaints or grievances that were resolved in FY 2023 or FY 2024, to date, describe the resolution.**

**Response:**

The agency did not receive any administrative complaints or grievances in FY2023 or FY2024 to date.

**WORKPLACE ISSUES AND EQUITY**

- 22. Please describe the agency's procedures for investigating allegations of sexual harassment or misconduct committed by or against its employees. List and describe any allegations received by the agency in FY 2023 and FY 2024, to date, and whether and how those allegations were resolved.**

**Response:**

The Commission historically has been an office of one District of Columbia employee and, therefore, has not maintained procedures separate from District of Columbia procedures for investigating allegations of sexual harassment or misconduct committed by or against its employees. The Commission's employees and those doing business with the Commission, have the same protections as those identified in Mayor's Order 2017-312, Sexual Harassment Policy, Guidance, and Procedures. To the extent the Commission receives allegations by or against its employees, those allegations will be investigated by the Commission's Special Counsel and/or the Office of the Attorney General for the District of Columbia, as deemed appropriate by the Commission. The Commission received no such allegations by or against employees in FY2023 or FY2024 to date. The Commission is an independent body that has historically employed one Executive Director supported by an additional employee or contract employee, as needed. Any employment-related questions regarding Commission staff are addressed by the Commission with the advice of the Office of the Attorney General, who as

needed serves as the Commission’s employment counsel. The Commission plans to revisit these matters with its employment counsel as part of its plans for hiring and oversight of employees going forward.

**23. The District defines racial equity as “the elimination of racial disparities such that race no longer predicts opportunities, outcomes, or the distribution of resources for residents of the District, particularly for persons of color and Black residents.” What are three areas, programs, or initiatives within your agency where you see the most opportunity to make progress toward racial equity?**

**Response:**

The Commission is committed to ensuring racial equity in all of its processes and functions. The Commission does not ask, nor does it capture the racial identity of complainants. With the completion of the Modernization project in FY2024, the Commission will have the opportunity to identify possible patterns or trends in complaints regarding judicial conduct.

**24. In FY23 and FY24, to date, what are two ways that your agency has addressed racial inequities internally or through the services you provide?**

**Response:**

The Commission has expanded its community and stakeholder outreach to increase public awareness and participation regarding judicial conduct concerns, as well as during public comment periods regarding judicial fitness reviews for associate judge reappointments and senior judge initial appointments and reappointments. The Commission offers and encourages participation through multiple access points to the Commission in order to afford greater opportunities for all members of the public to share concerns and feedback regarding DC Court judges.

**AGENCY-SPECIFIC QUESTIONS**

**25. How many times did the Commission meet in FY 2023 and FY 2024, to date? What percentage of members were present at each meeting?**

- a. Are there currently any vacancies on the Commission? What is the status of filling those vacancies?
- b. Which Commission members, if any, will have their term end during calendar year 2024?
- c. Did the Commission ever have to postpone or cancel a meeting due to failing to meet quorum?

**Response:**

The Commission met twelve (12) times in FY 2023 and six (6) times to date in FY 2024. In FY2023 four (4) meetings were attended by 100%, seven (7) meetings were attended by 86%, and one meeting was attended by 71% of the members. In FY 2024, four (4) meetings were attended by 100%, and two meetings were attended by 86% of the members.

- a. There was one Commission vacancy in FY2023 which has been filled.
- b. No Commission terms end in the calendar year 2024.
- c. No meetings were postponed or cancelled due to lack of quorum.



**26. The Commission sometimes meets on an emergency basis. What are the basic parameters for determining when and whether to convene meetings on an ad hoc basis?**

**Response:**

In accordance with the Commission’s Rules, an unscheduled meeting may be called by the Commission Chairperson or majority of members of the Commission after notice to all members. Such a meeting may be called at any time to address urgent or emergent needs of the courts, judges, or other time sensitive matters.

**27. Please complete the following tables:**

**Response:**

In FY 2024, the Commission is undertaking a review of its performance reporting metrics to reflect present day practices, the current scope of the Commission’s work, and to assure compliance with its statute, Rules, and confidentiality obligations.

In the interim, the Commission will rely on prior year methods of reporting with several caveats: (i) senior judge fitness reviews include requests for the Commission’s recommendation on initial appointments and reappointments for four (4) or two (2) year terms, depending on the judge’s age; (ii) the Commission does not report on but regularly conducts medical fitness reviews either as part of associate judge and senior judge reappointments or in the event medical issues or concerns are raised during a judge’s tenure that require monitoring or could result in a potential disability; (iii) the metrics on judicial conduct reviews/investigations do not distinguish between complaints received from the public or reviews/investigations initiated by the Commission; (iv) the metrics on lack of jurisdiction dispositions do not distinguish between matters resulting in referrals to other jurisdictions or matters reviewed and determined to be a legal or procedural matter that is within the exclusive jurisdiction of the DC Courts; (v) given its statutory obligations on confidentiality, the Commission does not report on certain metrics where such a report would effectively disclose legally protected information, such as non-public dispositions with judges, informal dispositions (*e.g.*, private letter, counseling, or monitoring), or other resolutions that effectively resolve the complaint (*e.g.*, case delays); (vi) the metrics do not include repeat or duplicate filers or matters determined to be moot. Further, complaints may only be disposed of by Commission action. Therefore, the time under review metrics does not account for the time attributable to the Commission’s meeting schedule.

**Commission on Judicial Disabilities & Tenure Activities  
FY 2023 and 2024 to Date**

<i>Case Type</i>	<i>FY 2023</i>	<i>FY 2024, To Date</i>
Judicial Conduct Reviews/Investigations	130	63
Senior Judge Fitness Reviews Completed	10	7
Associate Judge Reappointment Evaluations	3	0
Involuntary Retirement Proceedings (public)	0	0
Disciplinary Action (public)	0	0

**Complaint Disposition Summary 2023 and 2024 To Date**

<b><i>Complaint Summary</i></b>	<b><i>FY 2023</i></b>	<b><i>FY 2024, To Date</i></b>
Conduct Reviews Initiated	130	64
Dismissed for Lack of Jurisdiction (in whole or part)	99	49
Dismissed for Lack of Merit (in whole or part)	31	15
Pending conduct reviews	0	18
Time Under Review		
a. 30 Days	67	37
b. 60 Days	35	15
c. 90 Days	26	12
d. 120 Days	0	0
e. > 120 Days	0	0

**28. In FY 2023 and FY 2024, to date, how many requests has the Commission received under the Judicial Financial Transparency Act? Does the Commission affirmatively review filings required under the Act?**

**Response:**

The Commission received one (1) request in FY2023 and one (1) request in FY2024 which is currently pending. The Commission reviews filings to assure completeness and, where appropriate, accurate comprehension of questions or clarity of answers.

**29. How many judges are currently being considered for reappointment?**

**Response:**

No associate judges are currently being considered for fifteen (15) year reappointment. The Commission is currently (March-September 2024) scheduled to conduct seven (7) fitness reviews related to requests for recommendations by judges’ initial appointments or reappointments as senior judges for four (4) or two (2) year terms, depending on the age of the judge.

**30. Please describe the public education or other efforts by the Commission to make residents aware of the Commission and the process to file a complaint in FY 2023 and FY 2024, to date.**

**Response:**

In FY2023, the Commission reviewed and made certain updates to its website to clarify important information on applicable laws and the Commission’s ongoing reporting and requests for public comment. The Commission also engaged with agency partners, stakeholders, institutional litigants, and others to raise awareness of the Commission’s work. For example, Commission staff and leadership began working with the DC Bar to arrange an interview of Chairperson Hon. Colleen Kollar-Kotelly by the DC Bar Evaluation Committee Chair Kate Rakoczy, regarding the FY24 annual survey conducted by the DC Bar. The goal for this interview for both the DC Bar and the Commission was to emphasize the importance

of the DC Bar Evaluation Survey and how the Commission uses it, to promote the launch of the survey and encourage responses. The interview was published on the DC Bar website on December 6, 2023. ([DC Bar Interview](#)). In addition, the Commission expanded its outreach to the public, institutional litigants, and other stakeholders on associate judge applications for fifteen (15) year reappointments as well as requests by judges for the Commission's recommendation on initial appointment and reappointments for senior judges for four (4) year or two (2) year terms. The Commission plans to continue and further expand its public outreach in FY24 and accessibility of its complaint or public comment processes.

**31. Please provide an update on the Commission's Modernization Project to digitize reviews, complaints, investigations, and other matters.**

**Response:**

In FY 2023 and FY 2024, the Commission has made great progress with its Modernization Project, despite certain project staffing changes and vendor delays. The Commission tested a "soft launch" of its online complaint system in June 2023, and after making further improvements, conducting a range of tests, and inputting selected historical data, the Commission launched its online complaint system on December 1, 2023. Complaints received via the Commission's website are fully digital. Complaints received via mail or delivered in person to the Commission's offices are manually entered but also are tracked and maintained digitally. The system not only digitally tracks complaints, it also serves as a repository for the Commission's review of complaints, status of reviews, investigations, referrals, and the disposition of all complaints. All complaints received in FY2023 have been entered into the system. Final data validation to digitize the Commission's review processes is on track for completion in Q3 FY2024.

**32. The Commission reported using outside counsel to provide legal and investigative services in FY 2022 and planned to continue that practice in FY 2023. What were the costs for outside counsel in FY 2023?**

- a. Please explain the procedures for selecting a Special Counsel and the Special Counsel's role.**
- b. Has the Commission specified and laid out the role of the Special Counsel in its rules?**
- c. Is the Special Counsel's role clearly defined and explained to complainants to avoid conflicts or the appearance of conflicts?**

**Response:**

Costs for outside Special Counsel in FY2023 were \$199,873.00.

- a. The Commission completed a competitive hiring process to select the Special Counsel. Commission members collectively defined the role of the Special Counsel based on the needs of the Commission for independent legal counsel. The Commission has always been advised on important and sensitive legal matters by a dedicated and highly experienced outside Special Counsel who is knowledgeable about D.C. Court matters and who brings specialized experience, judgement, objectivity, and independence to the types of special, complex and, at times, unique matters before the Commission.

b. The Rules of the Commission require that the Special Counsel be a member in good standing of the District of Columbia Bar. The role and tasks of the Special Counsel are further delineated in a Memorandum of Understanding between the Special Counsel and the Commission. This MOU is reviewed annually and adjusted to meet the needs of the Commission.

c. The role of Special Counsel is defined by a contractual agreement with the Commission. As a member of the District of Columbia Bar, Special Counsel is subject to the Code of Professional Responsibility which governs, among other things, attorney conflicts of interest and attorney standards of conduct. Similar to any attorney-client relationship, Special Counsel is expected to uphold these standards in representing or advising the Commission on any matter related to the business of the Commission, including the handling of complaints and interactions with complainants, judges, witnesses or their respective counsel.

# ATTACHMENT I

**PUBLIC SAFETY AND JUSTICE AGENCY: Commission on Judicial Disabilities and Tenure (DQ0)**  
**FY 2024 JANUARY SCHEDULE A**

Vacancy Status	FTE GROSS	LOCAL 1010	FEDPAY 4015	
Filled	1.00		1.00	
Vacant	1.00	1.00		
<b>Total</b>	<b>2.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>

Agency Code	Fiscal Year	Fund Detail	Program Code	Cost Center	Grant/Project	Vacant Status	Position Number	Position Title	Employee Name	Hire Date	Grade	Step	Salary	Fringe [12.4%]	FTE	Reg Temp Term	Hiring Status	Filled by Law Y/N	
DQ0	24	4015110	100151	80023		F	001001	Executive Director	Cheryl Bozarth	07/02/23	11	0	199,320.00	24,715.68	1.00	Reg			
						<b>F Total</b>							<b>199,320.00</b>	<b>24,715.68</b>	<b>1.00</b>				
DQ0	24	1010001	100151	80023		V	001002	Administrative Officer (Converted from Deputy Director)	Vacant	10/01/22	15	0	148,484.00	18,412.02	1.00	Reg			
						<b>V Total</b>							<b>148,484.00</b>	<b>18,412.02</b>	<b>1.00</b>				
						<b>100151 Total - Executive Administration</b>							<b>347,804.00</b>	<b>43,127.70</b>	<b>2.00</b>				
<b>AGENCY GRAND TOTAL</b>													<b>\$ 347,804.00</b>	<b>\$ 43,127.70</b>	<b>2.00</b>				

PUBLIC SAFETY AND JUSTICE AGENCY: Commission on Judicial Disabilities and Tenure (DQ0)  
 FY 2024 JANUARY VACANCY LIST

Vacancy Status	FTE GROSS	LOCAL 1010	FEDPAY 4015
Filled	0.00	0.00	0.00
Vacant	1.00	1.00	0.00
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>

Agency Code	Fiscal Year	Fund Detail	Program	Cost Center	Grant/Project	Vacant Status	Position Number	Position Title	Hiring Status	Vacancy Date	Grade	Step	Salary	Fringe [12.4%]	FTE	Reg Temp Term	Hiring Status	Filled by Law Y/N	
DQ0	24	1010001	100151	80023		V	001002	Administrative Officer (Converted from Deputy Director)	Vacant	10/01/22	15	0	148,484.00	18,412.02	1.00	Reg			
						<b>V Total</b>							<b>148,484.00</b>	<b>18,412.02</b>	<b>1.00</b>				
			<b>100151 Total - Executive Administration</b>											<b>148,484.00</b>	<b>18,412.02</b>	<b>1.00</b>			
<b>AGENCY GRAND TOTAL</b>													<b>\$ 148,484.00</b>	<b>\$ 18,412.02</b>	<b>1.00</b>				

PUBLIC SAFETY AND JUSTICE AGENCY: Commission on Judicial Disabilities and Tenure (DQ0)

FY 2024 - 1st Qtr Vacancy List and Hiring Plan Schedule for Local Postions

FUND	Grant/ Project	Cost Center	Program	POSN NBR	POSITION TITLE	FTE	FY 2024 SALARY AMOUNT	FY 2024 BUDGETED SALARY AMOUNT	FY 2024 PLANNED HIRING DATES					NBR OF PAY PERIODS REMAINING	VACANT PAY PERIOD % [3.846%]	FY 2024 ESTIMATED PS COST
									1/28/2024	2/25/2024	3/10/2024	5/19/2024	7/14/2024			
1010001		80023	100151	00007459	Administrative Officer (Converted from Deputy Director)	1.00	148,484.00	148,484.00			1.00			13.14	0.03846	75,038.53
<b>1010 -Total</b>						<b>1.00</b>	<b>148,484.00</b>	<b>148,484.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>			<b>75,038.53</b>
														<b>Fringe Rate - 12.4%</b>	<b>9,304.78</b>	
<b>1010 - Grand Total</b>																<b>\$ 84,343.30</b>

PUBLIC SAFETY AND JUSTICE AGENCY: Commission on Judicial Disabilities and Tenure (DQ0)  
 FY 2024 JANUARY VACANCY LIST

Vacancy Status	FTE GROSS	LOCAL 0100	FEDL 8200	ID 0700
Filled	0.00	0.00	0.00	0.00
Vacant	#REF!	#REF!	0.00	0.00
<b>Total</b>	<b>#REF!</b>	<b>#REF!</b>	<b>0.00</b>	<b>0.00</b>

Agency Code	Fiscal Year	Fund Detail	Program	Cost Center	Grant/Project	Vacant Status	Position Number	Position Title	Hiring Status	Vacancy Date	Grade	Step	Salary	Fringe [12.4%]	FTE	Reg Temp Term	Hiring Status	Filled by Law Y/N	
DQ0	24	1010001	100151	80023		V	001002	Administrative Officer (Converted from Deputy Director)	Vacant	10/01/22	15	0	148,484.00	18,412.02	1.00	Reg			
						<b>V Total</b>							<b>148,484.00</b>	<b>18,412.02</b>	<b>1.00</b>				
			<b>100151 Total - Executive Administration</b>											<b>148,484.00</b>	<b>18,412.02</b>	<b>1.00</b>			
<b>AGENCY GRAND TOTAL</b>													<b>\$ 148,484.00</b>	<b>\$ 18,412.02</b>	<b>1.00</b>				





# **COMMISSION ON JUDICIAL DISABILITIES AND TENURE**

## **FY 2023 PERFORMANCE ACCOUNTABILITY REPORT**

**FEBRUARY 26, 2024**

# CONTENTS

---

<b>Contents</b>	<b>2</b>
<b>1 Commission on Judicial Disabilities and Tenure</b>	<b>3</b>
<b>2 2023 Accomplishments</b>	<b>4</b>
<b>3 2023 Objectives</b>	<b>5</b>
<b>4 2023 Operations</b>	<b>6</b>
<b>5 2023 Key Performance Indicators and Workload Measures</b>	<b>7</b>

# 1 COMMISSION ON JUDICIAL DISABILITIES AND TENURE

---

*Mission:* The mission of the Commission on Judicial Disabilities and Tenure (CJDT) is to maintain public confidence in an independent, impartial, fair, and qualified judiciary, and to enforce the high standards of conduct judges must adhere to both on and off the bench.

*Services:* The services provided by the Tenure Commission are as follows: reviewing complaints concerning the misconduct of judges; conducting performance evaluations of associate judges eligible for reappointment; conducting fitness and qualification reviews of retiring and senior judges; and processing the involuntary retirement of judges for health reasons.

## 2 2023 ACCOMPLISHMENTS

---

Accomplishment	Impact on Agency	Impact on Residents
The Commission completed Phase I of CJDT Modernization Project, moving away from paper-based to a technology-based complaints process. This included the installation of hardware, connectivity, and internal data sharing upgrades; and the implementation of a secure, cloud-based complaint submission and tracking system.	This accomplishment enhanced the Commission's ability to achieve its core mission and gain operational efficiencies that support the Commission's increasing workload.	This initiative enhanced the ability of the Commission to be more nimble, responsive, and proactive in monitoring, reviewing, and addressing concerns of the community as it pertains to the conduct and reappointment of judges.

### 3 2023 OBJECTIVES

---

Strategic Objective

---

Review and Investigate Judicial Misconduct Complaints

Conduct Reappointment Evaluations of Eligible Associate Judges of the D.C. Courts

Conduct Performance and Fitness Reviews of Retiring and Senior Judges

Conduct Involuntary Retirement Proceedings

---

## 4 2023 OPERATIONS

---

Operation Title	Operation Description
<b>Review and Investigate Judicial Misconduct Complaints</b>	
Commission Administration And Support: Daily Service	Review complaints arising during monthly meetings.
Commission Administration And Support: Daily Service	Misconduct investigations.
<b>Conduct Reappointment Evaluations of Eligible Associate Judges of the D.C. Courts</b>	
Commission Administration And Support: Daily Service	Interview attorneys in the public and private sectors who have appeared before the judge.
Commission Administration And Support: Daily Service	Interview Court personnel who have worked with the judge.
Commission Administration And Support: Daily Service	Interview the Chief Judge of the judge's Court.
Commission Administration And Support: Daily Service	Solicit comments concerning a judge's qualifications from the legal community and the general public.
<b>Conduct Performance and Fitness Reviews of Retiring and Senior Judges</b>	
Commission Administration And Support: Daily Service	Interview attorneys in the public and private sectors who have appeared before the senior judge.
Commission Administration And Support: Daily Service	Interview Court personnel who have worked with the senior judge.
Commission Administration And Support: Daily Service	Interview the Chief Judge of the judge's Court.
Commission Administration And Support: Daily Service	Solicit comments concerning a senior judge's qualifications to continue judicial service from the legal community and the general public.
<b>Conduct Involuntary Retirement Proceedings</b>	
Commission Administration And Support: Daily Service	Receive information concerning a judge's health/disability and commences an investigation.
Commission Administration And Support: Daily Service	Determine if an involuntary retirement hearing is warranted.
Commission Administration And Support: Daily Service	Make findings of fact and a determination regarding the judge's health.
Commission Administration And Support: Daily Service	File Orders of Involuntary Retirement.

## 5 2023 KEY PERFORMANCE INDICATORS AND WORKLOAD MEASURES

### Key Performance Indicators

Measure	Directionality	FY 2021	FY 2022	FY 2023 Q1	FY 2023 Q2	FY 2023 Q3	FY 2023 Q4	FY 2023	FY 2023 Target	Was 2023 KPI Met?
<b>Review and Investigate Judicial Misconduct Complaints</b>										
Percent of complaints leading to misconduct investigations	Neutral	33%	38%	Annual Measure	Annual Measure	Annual Measure	Annual Measure	40%	38%	Neutral Measure
Percent of complaints resolved within 60 days	Down is Better	33%	21%	Annual Measure	Annual Measure	Annual Measure	Annual Measure	27.3%	40%	Met
Percent of complaints resolved within 30 days	Up is Better	51%	79%	Annual Measure	Annual Measure	Annual Measure	Annual Measure	52.3%	50%	Met
<b>Conduct Reappointment Evaluations of Eligible Associate Judges of the D.C. Courts</b>										
Percent of reappointment evaluation reports submitted before 60 days of term expiration	Up is Better	100%	100%	Annual Measure	Annual Measure	Annual Measure	Annual Measure	100%	100%	Met
<b>Conduct Performance and Fitness Reviews of Retiring and Senior Judges</b>										
Percent of fitness and performance reviews submitted within 180 days of judge's request	Up is Better	100%	100%	Annual Measure	Annual Measure	Annual Measure	Annual Measure	100%	100%	Met

Workload Measures

Measure	FY 2021	FY 2022	FY 2023 Q1	FY 2023 Q2	FY 2023 Q3	FY 2023 Q4	FY 2023
<b>Commission Administration And Support</b>							
Number of complaints received	60	70	Annual Measure	Annual Measure	Annual Measure	Annual Measure	130
Number of reappointment evaluations	2	0	Annual Measure	Annual Measure	Annual Measure	Annual Measure	3
Number of fitness and performance reviews	7	15	Annual Measure	Annual Measure	Annual Measure	Annual Measure	10
Number of involuntary retirements handled	1	0	Annual Measure	Annual Measure	Annual Measure	Annual Measure	0



## ATTACHMENT III

Fund	Fund Description	Account Category Description (Parent Level 3)	Account Group (Parent Level 1)	Account Group (Parent Level 1) Description	Program	Program Description	Sum of Initial Budget	Sum of Expenditure	Sum of Adjustment	Sum of Available Budget		
1010001	LOCAL FUNDS	PERSONNEL SERVICES	701100C	CONTINUING FULL TIME	100151	EXECUTIVE ADMINISTRATION	89,834.00	89,834.00	-	-		
			701400C	FRINGE BENEFITS - CURR PERSONNEL	100151	EXECUTIVE ADMINISTRATION	11,139.00	11,139.00	-	-		
		<b>PERSONNEL SERVICES Total</b>						<b>100,973.00</b>	<b>100,973.00</b>	-	-	
		NON-PERSONNEL SERVICES	712100C	ENERGY COMM & BLDG RENTALS	100151	EXECUTIVE ADMINISTRATION	50,520.00	50,520.00	-	-		
			713100C	OTHER SERVICES & CHARGES	100151	EXECUTIVE ADMINISTRATION	287,836.00	287,836.00	-	-		
			713200C	CONTRACTUAL SERVICES - OTHER	100151	EXECUTIVE ADMINISTRATION	210,000.00	210,000.00	-	-		
		<b>NON-PERSONNEL SERVICES Total</b>						<b>548,356.00</b>	<b>548,356.00</b>	-	-	
		<b>LOCAL FUNDS Total</b>						<b>649,329.00</b>	<b>649,329.00</b>	-	-	
		4015110	FEDERAL PAYMENTS - INTERNAL	PERSONNEL SERVICES	701100C	CONTINUING FULL TIME	100151	EXECUTIVE ADMINISTRATION	232,629.00	56,533.72	(176,408.36)	(313.08)
					701300C	ADDITIONAL GROSS PAY	100151	EXECUTIVE ADMINISTRATION	-	-	-	-
701400C	FRINGE BENEFITS - CURR PERSONNEL				100151	EXECUTIVE ADMINISTRATION	29,543.88	8,276.42	(20,954.38)	313.08		
<b>PERSONNEL SERVICES Total</b>								<b>262,172.88</b>	<b>64,810.14</b>	<b>(197,362.74)</b>	-	
NON-PERSONNEL SERVICES	711100C			SUPPLIES & MATERIALS	100151	EXECUTIVE ADMINISTRATION	2,000.00	-	(2,000.00)	-		
	712100C			ENERGY COMM & BLDG RENTALS	100151	EXECUTIVE ADMINISTRATION	8,112.30	7,208.22	(904.08)	-		
	713100C			OTHER SERVICES & CHARGES	100151	EXECUTIVE ADMINISTRATION	17,930.48	30,669.53	12,739.09	0.04		
	713200C			CONTRACTUAL SERVICES - OTHER	100151	EXECUTIVE ADMINISTRATION	39,784.34	10,972.03	(28,812.32)	(0.01)		
715200C	P-CARD CLEARING ACCOUNT BUDGET TRACKING			150012	P-CARD CLEARING	-	(2,939.76)	(2,939.76)	-			
<b>NON-PERSONNEL SERVICES Total</b>								<b>67,827.12</b>	<b>45,910.02</b>	<b>(21,917.07)</b>	<b>0.03</b>	
<b>FEDERAL PAYMENTS - INTERNAL Total</b>						<b>330,000.00</b>	<b>110,720.16</b>	<b>(219,279.81)</b>	<b>0.03</b>			
<b>Grand Total</b>						<b>979,329.00</b>	<b>760,049.16</b>	<b>(219,279.81)</b>	<b>0.03</b>			

Fund	Fund Description	Account Category Description (Parent Level 3)	Account Group (Parent Level 1)	Account Group (Parent Level 1) Description	Program	Program Description	Sum of Revised Budget	Sum of Commitment	Sum of Obligation	Sum of Expenditure	Sum of Available Budget
1010001	LOCAL FUNDS	PERSONNEL SERVICES	701100C	CONTINUING FULL TIME	100151	EXECUTIVE ADMINISTRATION	148,484.00	-	-	-	148,484.00
			701400C	FRINGE BENEFITS - CURR PERSONNEL	100151	EXECUTIVE ADMINISTRATION	18,412.02	-	-	-	18,412.02
		<b>PERSONNEL SERVICES Total</b>					<b>166,896.02</b>	-	-	-	<b>166,896.02</b>
		NON-PERSONNEL SERVICES	713100C	OTHER SERVICES & CHARGES	100151	EXECUTIVE ADMINISTRATION	209,529.98	-	165,529.98	65,872.50	(21,872.50)
		<b>NON-PERSONNEL SERVICES Total</b>					<b>209,529.98</b>	-	<b>165,529.98</b>	<b>65,872.50</b>	<b>(21,872.50)</b>
		<b>LOCAL FUNDS Total</b>					<b>376,426.00</b>	-	<b>165,529.98</b>	<b>65,872.50</b>	<b>145,023.52</b>
4015110	FEDERAL PAYMENTS - INTERNAL	PERSONNEL SERVICES	701100C	CONTINUING FULL TIME	100151	EXECUTIVE ADMINISTRATION	176,300.00	-	-	72,828.51	103,471.49
			701400C	FRINGE BENEFITS - CURR PERSONNEL	100151	EXECUTIVE ADMINISTRATION	21,861.20	-	-	7,587.35	14,273.85
		<b>PERSONNEL SERVICES Total</b>					<b>198,161.20</b>	-	-	<b>80,415.86</b>	<b>117,745.34</b>
		NON-PERSONNEL SERVICES	711100C	SUPPLIES & MATERIALS	100151	EXECUTIVE ADMINISTRATION	1,800.00	-	-	-	1,800.00
			712100C	ENERGY COMM & BLDG RENTALS	100151	EXECUTIVE ADMINISTRATION	1,231.49	-	-	49.09	1,182.40
			713100C	OTHER SERVICES & CHARGES	100151	EXECUTIVE ADMINISTRATION	233,181.31	-	46,381.23	130,338.31	56,461.77
			713200C	CONTRACTUAL SERVICES - OTHER	100151	EXECUTIVE ADMINISTRATION	163,626.00	-	0.01	-	163,625.99
			715200C	P-CARD CLEARING ACCOUNT BUDGET TRACKING	150012	P-CARD CLEARING	-	-	-	-	-
		<b>NON-PERSONNEL SERVICES Total</b>					<b>399,838.80</b>	-	<b>46,381.24</b>	<b>130,387.40</b>	<b>223,070.16</b>
		<b>FEDERAL PAYMENTS - INTERNAL Total</b>					<b>598,000.00</b>	-	<b>46,381.24</b>	<b>210,803.26</b>	<b>340,815.50</b>
<b>Grand Total</b>					<b>974,426.00</b>	-	<b>211,911.22</b>	<b>276,675.76</b>	<b>485,839.02</b>		

PUBLIC SAFETY AND JUSTICE AGENCY: DQ0					
FY 2023 REPROGRAMMING LIST					
<b>LOCAL FUNDS</b>				<b>Starting Budget</b>	<b>\$649,329.00</b>
FISCAL YEAR	FUND	DATE	DIFS DOC #	DESCRIPTION	AMOUNT
				<b>Final Budget</b>	<b>\$649,329.00</b>

<b>FEDERAL PAYMENTS</b>				<b>Starting Budget</b>	<b>\$330,000.00</b>
FISCAL YEAR	FUND	DATE	DIFS DOC #	DESCRIPTION	AMOUNT
2023	4015110			MOVED \$90,000 FROM NPS TO NPS TO FUND PHASE 1 OFFICE RENOVATION IN DC COURT BLDG - From Acct 7011001	(\$90,000.00)
2023	4015110			MOVED \$90,000 TO NPS FROM NPS TO FUND PHASE 1 OFFICE RENOVATION IN DC COURT BLDG - To Acct 7131009	\$90,000.00
				YEAR-END REDUCTION TO MATCH EXPENDITURES	(\$219,280.00)
				<b>Final Budget</b>	<b>\$110,720.00</b>

PUBLIC SAFETY AND JUSTICE AGENCY					
FY 2024 REPROGRAMMING LIST					
<b>LOCAL FUNDS</b>				<b>Starting Budget</b>	<b>\$376,426.00</b>
FISCAL YEAR	FUND	DATE	DIFS DOC #	DESCRIPTION	AMOUNT
				<b>Final Budget</b>	<b>\$376,426.00</b>

<b>FEDERAL PAYMENTS</b>				<b>Starting Budget</b>	<b>\$598,000.00</b>
FISCAL YEAR	FUND	DATE	DIFS DOC #	DESCRIPTION	AMOUNT
				<b>Final Budget</b>	<b>\$598,000.00</b>