

# Alcoholic Beverage Regulation Administration FY2022

Agency Alcoholic Beverage Regulation Administration

Agency Code LQ0

Fiscal Year 2022

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.

## Strategic Objectives

Objective Number	Strategic Objective
1	Educate licensees on the District's alcoholic beverage laws and regulations.
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.
3	Engage in community outreach regarding the licensing process.

## Key Performance Indicators (KPIs)

Measure	Directionality	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Target
<b>1 - Educate licensees on the District's alcoholic beverage laws and regulations. (1 Measure)</b>					
Number of licensees and members of the public that received training from the Agency	Up is Better	328	245	584	100
<b>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 Measures)</b>					
Amount of revenue generated by licenses and permits	Up is Better	\$8,427,699	\$4,997,471	\$6,199,863	\$3,700,000
Amount of revenue generated by fines	Up is Better	\$545,200	\$351,500	\$326,500	\$25,000
Number of inspections, investigations, and monitoring activities	Up is Better	14,951	17,231	11,874	11,000
Number of establishments inspected to ensure compliance with underage drinking laws	Up is Better	1198	926	440	400
Total number of citations issued	Up is Better	672	714	878	250
Percent of one-day and substantial change permits issued within 15 days or less	Up is Better	99.8%	94%	96.4%	90%
Percent of medical cannabis facilities (dispensaries and cultivation centers) receiving at least one quarterly inspection	Up is Better	New in 2021	New in 2021	100%	92.9%
<b>3 - Engage in community outreach regarding the licensing process. (1 Measure)</b>					
Number of community meetings attended to educate the community regarding the licensing process	Up is Better	72	58	90	20

## Operations

Operations Title	Operations Description	Type of Operations
<b>1 - Educate licensees on the District's alcoholic beverage laws and regulations. (2 Activities)</b>		
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
<b>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. (1 Activity)</b>		
Conduct a minimum of two regulatory inspections or investigations at each licensed establishment.	Conducting thorough regulatory inspections for all licensed establishments.	Daily Service
<b>3 - Engage in community outreach regarding the licensing process. (1 Activity)</b>		
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

## Workload Measures (WMs)

Measure	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual
<b>1 - Daily Issuance of Licenses and Permits (1 Measure)</b>			
Number of one-day and substantial change permits issued within 15 days or less	657	47	33
<b>1 - Renewal of Licenses and Permits (1 Measure)</b>			
Number of ABC licenses and permits renewed	3600	1361	1457

## Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
<b>Community Outreach and Notifications (2 Strategic initiatives)</b>		
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.	12-31-2021
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.	09-30-2022
<b>Conduct a minimum of two regulatory inspections or investigations at each licensed establishment. (2 Strategic initiatives)</b>		
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.	09-30-2022
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.	09-30-2022
<b>Daily Issuance of Licenses and Permits (1 Strategic Initiative)</b>		
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.	09-30-2022