

Office of Labor Relations and Collective Bargaining FY2020

Agency Office of Labor Relations and Collective Bargaining

Agency Code ZX0

Fiscal Year 2020

Mission

The mission of the Office of Labor Relations and Collective Bargaining (OLRCB) is to effectively represent the District as the principal management advocate in the administration of a comprehensive labor management program.

Strategic Objectives

Objective Number	Strategic Objective
1	Work proactively with agencies to mediate, settle, or litigate cases to serve the public interest.
2	Provide advice and counsel to the Mayor and District departments, offices and agencies concerning all aspects of labor relations and collective bargaining.
3	Train labor liaisons and management officials on the Comprehensive Merit Personnel Act (CMPA), collective bargaining agreements (CBAs) and applicable labor law, policies and procedures.
4	Foster strong relations with labor partner.
5	Maintain a highly efficient, transparent, and responsive District Government.

Key Performance Indicators

Measure	Directionality	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Target
1 - Work proactively with agencies to mediate, settle, or litigate cases to serve the public interest. (3 Measures)					
Percentage of cases closed (withdrawn, settled, or reached judgement)	Up is Better	New in 2020	New in 2020	New in 2020	New in 2020
Percentage of cases litigated to decision	Up is Better	New in 2020	New in 2020	New in 2020	New in 2020
Percent of cases that resulted in award of attorney's fees	Up is Better	New in 2020	New in 2020	New in 2020	New in 2020

Core Business Measures

Measure	Directionality	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual
5 - Maintain a highly efficient, transparent, and responsive District Government. (10 Measures)				
HR MANAGEMENT - Average number of days to fill vacancy from post to offer acceptance	Down is Better	New in 2020	New in 2020	New in 2020
HR MANAGEMENT - Percent of eligible employees completing and finalizing a performance plan in PeopleSoft	Up is Better	New in 2020	New in 2020	New in 2020
HR MANAGEMENT - Percent of eligible employee performance evaluations completed and finalized in PeopleSoft	Up is Better	New in 2020	New in 2020	New in 2020
FINANCIAL MANAGEMENT - Quick Payment Act Compliance - Percent of QPA eligible invoices paid within 30 days	Up is Better	New in 2020	New in 2020	New in 2020
FINANCIAL MANAGEMENT - Percent of local budget de-obligated to the general fund at the end of year	Down is Better	New in 2020	New in 2020	New in 2020
CONTRACTS AND PROCUREMENT - Percent of Small Business Enterprise (SBE) annual goal spent	Up is Better	New in 2020	New in 2020	New in 2020

Measure	Directionality	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual
IT POLICY AND FOIA COMPLIANCE - Percent of "open" data sets identified by the annual Enterprise Dataset Inventory published on the Open Data Portal	Up is Better	New in 2020	New in 2020	New in 2020
IT POLICY AND FOIA COMPLIANCE - Percent of FOIA Requests Processed in more than 25 business days - statute requirements allow 15 business days and a 10 day extension	Down is Better	New in 2020	New in 2020	New in 2020
Human Resource Management – Percent of employees that are DC residents (excludes temporary workers and contractors)	Up is Better	New in 2020	New in 2020	New in 2020
Human Resource Management – Percent of new hires that are DC residents (excludes temporary workers and contractors)	Up is Better	New in 2020	New in 2020	New in 2020

*The above measures were collected for all mayoral agencies in FY2019. The 2019 open data inventory includes data for calendar year 2018. Due to data lags, FY2019 data for the following core business measures will be available in March 2020: Contracts and Procurement - Percent of Small Business Enterprise (SBE) annual goal spent; Financial Management - Percent of local budget de-obligated to the general fund at the end of year; Human Resource Management - Average number of days to fill vacancy from post to offer acceptance; Human Resource Management - Percent of eligible employee performance evaluations completed and finalized in PeopleSoft; and IT Policy and Freedom of Information Act (FOIA) Compliance - Percent of FOIA Requests Processed in more than 25 business days - statute requirements allow 15 business days and a 10 day extension.

Operations

Operations Header	Operations Title	Operations Description	Type of Operations
1 - Work proactively with agencies to mediate, settle, or litigate cases to serve the public interest. (2 Activities)			
Negotiations	Negotiations	Negotiates collective bargaining agreements in the best interest of the public.	Daily Service
Litigation	Litigation	Initiates, prosecutes, defends and monitors a wide range of litigation activity.	Daily Service
2 - Provide advice and counsel to the Mayor and District departments, offices and agencies concerning all aspects of labor relations and collective bargaining. (2 Activities)			
Negotiations and Contract Administration	Contract Administration	Administers collective bargaining contracts and provides the Mayor and District agencies with advice and guidance on the provisions of each collective bargaining agreement applicable to their agency.	Daily Service
Administrative and Program Support	Case Management	Manages labor relations data and information.	Daily Service
3 - Train labor liaisons and management officials on the Comprehensive Merit Personnel Act (CMPA), collective bargaining agreements (CBAs) and applicable labor law, policies and procedures. (1 Activity)			
Administrative and Program Support	Training	Citywide Training	Daily Service
4 - Foster strong relations with labor partner. (1 Activity)			
Administrative and Program Support	Engagement and Outreach	Relationship building and collaboration with labor partners .	Daily Service

Workload Measures

Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual
1 - (empty) (5 Measures)			

Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual
Number of cases closed (withdrawn, settled, or reached judgment)	Not Available	50	61
Number of cases settled	New in 2020	New in 2020	New in 2020
Number of cases opened	New in 2020	New in 2020	New in 2020
Number of cases pending at start of fiscal year	Not Available	146	146
Number of new cases referred to OLRCB during the fiscal year	New in 2020	New in 2020	New in 2020

Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
Case Management (1 Strategic Initiative)		
Data Systems Integration	OLRCB will digitize all certifications into a centralized data management system. This will allow for better record-keeping, allowing OLRCB to quickly address questions regarding the bargaining unit status of employees at agencies. OLRCB will also integrate existing case data into the system, which will allow tracking of frequent labor litigation issues that agencies face.	09-30-2020
Engagement and Outreach (1 Strategic Initiative)		
Homebuyer Program Awareness and Engagement	OLRCB will conduct a joint training program with labor partners regarding Eagle Bank's first-time home buyer's program and increase awareness among unionized employees.	09-30-2020
Training (1 Strategic Initiative)		
Citywide Training	OLRCB will ramp up its dynamic outreach to agencies District wide to provide targeted, critical training in "Managing Strategically in a Unionized Environment" and "Progressive Discipline" in order to equip Agency Directors, senior leaders and managers to manage the labor relations efforts within their agencies in the most effective manner possible with the goal of limiting unnecessary litigation and costs .	09-30-2020