

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 2003-162
November 18, 2003

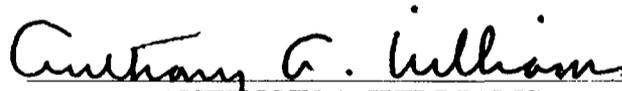
SUBJECT: Delegation of the Mayor's Authority to Issue Tax Deeds to the District of Columbia to the Deputy Mayor for Planning and Economic Development

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia pursuant to section 422(6) of the District of Columbia Home Rule Act of 1973, approved December 24, 1973, 87 Stat. 790, Pub. L. 93-198, D.C. Official Code § 1-204.22(6) (2001), it is hereby **ORDERED** that:

1. The Deputy Mayor for Planning and Economic Development or his designee is delegated the authority vested in the Mayor by D.C. Official Code § 47-847 (2001) to issue a deed to the District of Columbia, in fee simple to any real property offered for sale for nonpayment of taxes or assessments, that has been bid off in the name of the District of Columbia, and six (6) months or more has elapsed from the date the property was bid off and the property has not been redeemed as provided by law.
2. The Deputy Mayor for Planning and Economic Development or his designee shall issue a deed only to property that will be disposed of pursuant to the Vacant and Abandoned Properties Community Development and Disapproval of Disposition of Certain Scattered Vacant and Abandoned Properties Act of 2002, D.C. Law 14-267.
3. **Effective Date**

This Order shall be effective as of June 26, 2002.


ANTHONY A. WILLIAMS
MAYOR

ATTEST: 
SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

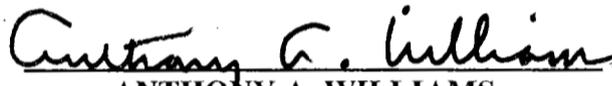
Mayor's Order 2003-163
November 18, 2003

SUBJECT: Reappointment – District of Columbia Retirement Board

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(2) of the District of Columbia Home Rule Act, as amended, 87 Stat. 790, Pub. L. No. 93-198, D.C. Official Code § 1-204.22(2) (2001), and in accordance with section 121 of the District of Columbia Retirement Reform Act, 93 Stat. 866, 869 (1979), D.C. Official Code § 1-711, it is hereby **ORDERED** that:

1. **BARBARA DAVIS BLUM** is reappointed as a member of the District of Columbia Retirement Board for a term to end January 27, 2008.
2. **EFFECTIVE DATE:** This Order shall become effective immediately.


ANTHONY A. WILLIAMS
MAYOR

ATTEST:


SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 2003-164
November 21, 2003

SUBJECT: Access to Email Traffic of District Government Employees

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by sections 422(4) and (11) of the District of Columbia Home Rule Act, as amended, Pub. L. No. 93-198, 87 Stat. 790, D.C. Official Code §§ 1-204.22(4) and (11) (2001), it is hereby **ORDERED** that:

I. APPLICATION

1. This Order governs procedures for access to email traffic sent or received by District of Columbia government employees on servers managed by subordinate departments or agencies, or by the Office of the Chief Technology Officer ("OCTO"). The Order applies to requests for access pursuant to the District of Columbia Freedom of Information Act ("D.C. FOIA") as well as to investigative demands or requests made by persons within and outside the District of Columbia government.
2. This Order applies to subordinate departments and agencies and to any independent department or agency whose email server is maintained by OCTO.
3. Wherever in this Order a person is requested or required to submit a communication to the Chief Technology Officer (the "CTO"), the request or requirement shall be deemed to include OCTO's General Counsel as well. For purposes of this order, the term "general counsel" shall be understood to mean an agency's general counsel, chief legal officer, attorney-advisor, or equivalent; or, if the agency has no such officer, the Principal Deputy Corporation Counsel (the "Principal Deputy") in the Office of the Corporation Counsel (the "OCC") or his or her delegate.

II. INTRODUCTORY STATEMENT

4. OCTO's email and Internet policies reflect that email traffic is subject to review by OCTO and other government personnel acting in accordance with District of Columbia and federal law and proper authority. See "OCTO Email and Internet Policies: Highlights and Changes," May 6, 2003. At the same time, it is OCTO's policy to avoid unnecessarily intrusive or burdensome

1-3147-75

searches of email traffic and to ensure that searches are conducted pursuant to established procedures and protocols. This Order implements OCTO's policy by prescribing the procedures that are to be followed in response to demands or requests to OCTO for access to email traffic, including reviews by the general counsel of departments or agencies that are the subject of such demands or requests in order to determine whether access should be allowed or denied, and, where provided in this Order, by the OCC and the General Counsel to the Executive Office of the Mayor (the "EOM").

III. REQUESTS FOR EMAIL SEARCHES FROM DISTRICT OF COLUMBIA GOVERNMENT DEPARTMENTS AND AGENCIES OTHER THAN THE OFFICE OF INSPECTOR GENERAL AND THE DISTRICT OF COLUMBIA AUDITOR

5. Any request to OCTO initiated by an official or employee of any District of Columbia government department or agency other than the Office of the Inspector General (the "IG") or the District of Columbia Auditor (the "Auditor") for a search of email traffic sent or received by District of Columbia government officials or employees must be reviewed and personally approved by the general counsel of the requesting department or agency, in writing or by email addressed to the CTO. By signing the written request to OCTO or by forwarding the email request to OCTO, the requesting person certifies that he or she has legal authority to make the request. A request to OCTO may take the form of a supplement to a prior request, if received reasonably promptly after the requesting person submitted the prior request. In the case of a request to OCTO initiated by the OCC, the request must be reviewed and personally approved by the Corporation Counsel or the Principal Deputy, in writing or by email addressed to the CTO. In the case of a request to OCTO initiated by a District of Columbia government department or agency other than the OCC for a search of email traffic sent or received by personnel in the OCC, the request must be reviewed and personally approved by the Corporation Counsel or the Principal Deputy, in writing or by email, as provided in the preceding sentence.
6. If the requesting department or agency seeks from OCTO email traffic, such that it would be inappropriate for the general counsel to review and approve the request, the request must be reviewed and approved by the Corporation Counsel or the Principal Deputy as provided in the preceding paragraph. If the requesting department or agency seeks from OCTO email traffic, such that it would be inappropriate for the Corporation Counsel or the Principal Deputy to review and approve the request, the request must be reviewed and personally approved by the EOM General Counsel, in writing or by email addressed to the CTO. If the requesting department or agency seeks from OCTO email traffic, such that it would be inappropriate for the EOM General Counsel to review and approve the request, the request must be reviewed and

personally approved by the Corporation Counsel or the Principal Deputy, in writing or by email addressed to the CTO.

IV. REQUESTS FOR EMAIL SEARCHES INITIATED BY THE INSPECTOR GENERAL OR THE AUDITOR

7. Any request to OCTO initiated by the IG or the Auditor for a search of email traffic sent or received by District of Columbia government officers or employees must be reviewed and approved by the IG, the Auditor, or his or her Senior Deputy in a writing or email addressed to the CTO. The CTO will notify the Principal Deputy promptly of any such request, unless the Principal Deputy is the subject of the request, in which case the CTO will notify the EOM General Counsel. Upon receipt of such notice, the Principal Deputy or the EOM General Counsel (as the case may be) will consider, in conjunction with OCTO and with the agency or agencies to which the request relates, as appropriate, whether the request initiated by the IG or the Auditor seeks access to email traffic that is subject to claims of privilege or immunity or to conditions of confidentiality imposed by District or federal law. In the case of a request to OCTO initiated by the IG or the Auditor for a search of email traffic sent or received by lawyers in the OCC other than the Corporation Counsel or the Principal Deputy, the request must be reviewed and personally approved by the Corporation Counsel or the Principal Deputy, in writing or by email addressed to the CTO. In the case of a request to OCTO initiated by the IG or the Auditor for a search of email traffic sent or received by the Corporation Counsel or the Principal Deputy, the request must be reviewed and personally approved by the EOM General Counsel, in writing or by email addressed to the CTO. In the case of a request to OCTO initiated by the IG or the Auditor for a search of email traffic sent or received by the EOM General Counsel, the request must be reviewed and personally approved by the Corporation Counsel or the Principal Deputy, in writing or by email addressed to the CTO.

V. REQUESTS FOR EMAIL SEARCHES INITIATED BY THE COUNCIL OF THE DISTRICT OF COLUMBIA OR COUNCIL MEMBERS

8. Any request to OCTO by the Council of the District of Columbia (the "Council") or one of its members for a search of email traffic sent or received by one or more District of Columbia government officers or employees must be reviewed and personally approved by the Council Chairman or by the requesting Council member, in writing or by email addressed to the CTO. Requests to OCTO by the Council or its members for email searches addressed to subordinate employees of OCTO will be referred by the recipient employees to the CTO. The CTO will promptly notify the Principal Deputy and the EOM General Counsel of all requests to OCTO for a search of email traffic submitted by the Council Chairman or its members. The Principal

Deputy and the EOM General Counsel will consult and give legal direction to the CTO concerning OCTO's response to the request.

VI. REQUESTS FOR EMAIL SEARCHES BY PERSONS OUTSIDE THE DISTRICT OF COLUMBIA GOVERNMENT

9. OCTO will notify the Principal Deputy promptly upon receipt of any subpoena, court order, or request for production of emails (other than a D.C. FOIA request) initiated by any person, other than a District of Columbia department or agency, the IG, or the Auditor. OCTO will not respond to such requests or produce any email traffic in response to such requests, except upon legal advice received from the OCC. OCTO will process D.C. FOIA requests for emails in accordance with the procedures prescribed in Section VII, below.

VII. REVIEW OF PROPOSED RESPONSES TO REQUESTS FOR PRODUCTION OF EMAIL

10. In all categories of requests for access to email traffic received by OCTO (including D.C. FOIA requests), OCTO may consult with the requesting person to refine the search request as appropriate in order to narrow the scope and burden of production in accordance with applicable law, or OCTO may refer the requesting person directly to the general counsel of the department or agency to which the request primarily relates for such consultation. OCTO will generate an electronic collection of email traffic identified as the result of the search that is provisionally deemed responsive. OCTO will not conduct a substantive review of the collected email traffic to determine whether retrieved items are responsive to the incoming request or are subject to withholding or to the assertion of any claimed privilege, immunity, or exception to production.
11. Except where this Order provides that a request for access to email traffic requires the approval of the Corporation Counsel, Principal Deputy, or EOM General Counsel, OCTO will forward the collected email traffic to the general counsel of the department or agency whose email is sought by the requesting person for substantive review. Where this Order provides that a request for access to email traffic requires the approval of the Corporation Counsel, Principal Deputy, or EOM General Counsel, OCTO will transfer the request, along with the collected email traffic, to the attorney whose approval is required for substantive review or to such other person or persons for substantive review as the Corporation Counsel, Principal Deputy, or EOM General Counsel may direct.
12. Upon receipt, the general counsel, Corporation Counsel, Principal Deputy, or EOM General Counsel to whom OCTO has forwarded the collected emails, as the case may be, will cause an appropriate review of the collected email traffic to be undertaken, in accordance with applicable department or agency policy,

prior to production of any emails to the requesting person. The general counsel, Corporation Counsel, Principal Deputy, or EOM General Counsel, as the case may be, may consult with or refer the matter to any public information officer, D.C. FOIA officer, legal officer, or other disclosure officer in the department or agency from which email is sought by the requesting person in order to effect a proper disposition of the request.

13. Personnel in subordinate departments and agencies are authorized and directed to cooperate with the general counsel, Corporation Counsel, Principal Deputy, and EOM General Counsel in undertaking an appropriate review of collected email traffic in order to effect a proper disposition of the request.
14. Any personnel in a department or agency coming into possession of retrieved email traffic pursuant to the procedures described in Paragraph 12, above, must consult with the general counsel of the department or agency or with the Corporation Counsel, Principal Deputy, or EOM General Counsel, as the case may be, before releasing any emails to the requesting person or to any third party. The review to be undertaken within the department or agency should address whether the retrieved email traffic is responsive to the request, whether statutory restrictions limit or prohibit disclosure, whether the email traffic is subject to applicable privileges or immunities, and whether other exceptions to disclosure apply. The general counsel, Corporation Counsel, Principal Deputy, or EOM General Counsel, in handling the request, shall consider whether any pertinent federal or District statute or regulation prohibits or limits the disclosure of information sought, and may consult concerning any issues presented by the request with counsel for any departments or agencies that appear to have an interest in the subject-matter of the email.
15. In the instance where the request for production concerns the general counsel of the department or agency whose email traffic is the subject of the request, OCTO will refer the collected email traffic to the Corporation Counsel or the Principal Deputy to conduct the review. In the instance where the request for production concerns the Corporation Counsel or the Principal Deputy, OCTO will refer the collected email traffic to the EOM General Counsel to conduct the review. In the instance where the request for production concerns the EOM General Counsel, OCTO will refer the collected email traffic to the Principal Deputy to conduct the review. In the instance where the request for production originates with the IG, the Auditor, the Council, or any person outside the District of Columbia government serving a subpoena or court order, the general counsel of the subordinate department or agency involved will consult with the Principal Deputy or the EOM General Counsel before undertaking any responsive production, and the general counsel of any independent department or agency so involved is encouraged to do so.

VIII. NOTIFICATION REQUIREMENTS

16. OCTO will notify the Principal Deputy and the EOM general counsel promptly upon receipt of any demand or request for access to email traffic governed by this Order. OCTO may consult with the Principal Deputy and with the EOM General Counsel from time to time concerning appropriate responses. The Principal Deputy and the EOM general counsel may apprise the general counsel of interested departments or agencies if deemed lawful and appropriate to do so.
17. The general counsel, Corporation Counsel, Principal Deputy, or EOM General Counsel to whom OCTO has forwarded collected emails, as the case may be, will promptly exert his or her best efforts to notify each District government employee who is identified by the requesting person as the subject of his or her request that the District government is in receipt of the request. Such notification may be provided by any reasonably available means, including email. Such notification shall not be given where prohibited by law or where the notifying attorney concludes, in writing, that notification should be withheld on the basis of a *bona fide* law-enforcement interest on the part of the person or entity making the request for access to the email traffic.
18. A District government employee may request, in writing, that the agency or agencies providing emails to the original requesting entity or person provide to the employee copies of those emails that identify the employee as a sender or recipient. The agency or agencies in receipt of such a written request shall treat it as though made pursuant to DC FOIA.

IX. SEARCH PROCEDURES

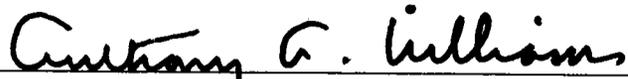
19. Unless otherwise specified or agreed, OCTO, in conducting searches of email traffic pursuant to the requests described in this Order, shall search only the "To," "From," and "Subject" lines of emails. A request for other or additional search parameters shall be subject to OCTO's authority to impose reasonable limitations upon such parameters consistent with its legal disclosure obligations.

X. NO LEGAL RIGHTS CREATED

20. Nothing in this Order shall be deemed to create any legal or equitable right or interest, not otherwise existing by operation of law apart from this Order, on the part of any person to have notice of requests for access to email, to contest any response to such requests, or to claim any damage or injury, actual or threatened, with respect to such responses.

XI. EFFECTIVE DATE

21. **EFFECTIVE DATE:** This Order shall be effective immediately.



ANTHONY A. WILLIAMS
MAYOR

ATTEST: 

SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 2003-165
November 21, 2003

SUBJECT: Appointment – Board of Real Estate

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(2) of the District of Columbia Home Rule Act, as amended, 87 Stat. 790, Pub. L. No. 93-198, D.C. Official Code § 1-204.22(2) (2001), and pursuant to section 1002(b) of the Second Omnibus Regulatory Reform Amendment Act of 1998, effective April 20, 1999 (D.C. Law 12-261; D.C. Official Code § 47-2853.06(h)), it is hereby **ORDERED** that:

1. **KENNETH D. SMITH** was nominated by the Mayor on October 24, 2002 and, following a forty-five day period of review by the Council of the District of Columbia, this nomination is hereby deemed approved on December 23, 2002 for appointment as a licensed certified property manager member of the Board of Real Estate for a term to end December 13, 2005.
2. **EFFECTIVE DATE:** This Order shall become effective immediately.

ANTHONY A. WILLIAMS
MAYOR

ATTEST:

SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

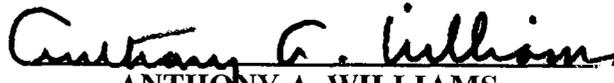
Mayor's Order 2003-166
November 21, 2003

SUBJECT: Appointment – Advisory Committee on Acupuncture

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(2) of the District of Columbia Home Rule Act, as amended, 87 Stat. 790, Pub. L. No. 93-198, D.C. Official Code § 1-204.22(2) (2001), and in accordance with section 203 of the District of Columbia Health Occupations Revision Act of 1985, effective March 25, 1986 (D.C. Law 6-99; D.C. Official Code § 3-1202.03), it is hereby **ORDERED** that:

1. **KELLY DAVID WELCH** is appointed as a non-physician licensed acupuncturist member of the Advisory Committee on Acupuncture for a term to end October 23, 2006.
2. **EFFECTIVE DATE:** This Order shall become effective immediately.


ANTHONY A. WILLIAMS
MAYOR

ATTEST: 
SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 2003-167
November 21, 2003**SUBJECT:** Appointment – Board of Veterinary Examiners for the District of
Columbia**ORIGINATING AGENCY:** Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(2) of the District of Columbia Home Rule Act, as amended, 87 Stat. 790, Pub. L. No. 93-198, D.C. Official Code § 1-204.22(2) (2001), and in accordance with D.C. Official Code § 3-505, it is hereby **ORDERED** that:

1. **DR. J. HARRIS MERKER** is appointed Chairperson of the Board of Veterinary Examiners for the District of Columbia and shall serve in that capacity at the pleasure of the Mayor.
2. **EFFECTIVE DATE:** This Order shall become effective immediately.


ANTHONY A. WILLIAMS
MAYOR

ATTEST: 
SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

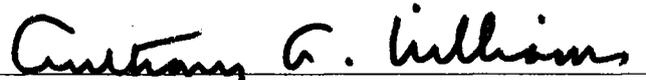
Mayor's Order 2003-168
December 1, 2003

SUBJECT: Appointment – Director, Department of Human Services

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(2) of the District of Columbia Home Rule Act, as amended, 87 Stat. 790, Pub. L. No. 93-198, D.C. Official Code § 1-204.22 (2) (2001), and in accordance with section 2 of the Confirmation Act of 1978, effective March 3, 1979 (D.C. Law 2-142; D.C. Official Code § 1-523.01), and Resolution of the Council of the District of Columbia 15-283, effective October 21, 2003, it is hereby **ORDERED** that:

1. **YVONNE D. GILCHRIST** is appointed Director of the District of Columbia Department of Human Services and shall serve in that capacity at the pleasure of the Mayor.
2. This order supersedes Mayor's Order 2003-76, dated June 20, 2003.
3. **EFFECTIVE DATE:** This Order shall become effective immediately.

ANTHONY A. WILLIAMS
MAYOR

ATTEST:


SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

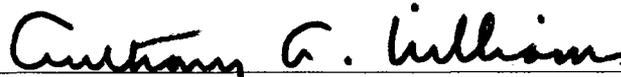
Mayor's Order 2003-169
December 1, 2003

SUBJECT: Appointment – Director, Office of Human Rights

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(2) of the District of Columbia Home Rule Act, as amended, 87 Stat. 790, Pub. L. No. 93-198; D.C. Official Code § 1-204.22(2) (2001), and in accordance with section 2 of the Confirmation Act of 1978, effective March 3, 1979 (D.C. Law 2-142; D.C. Official Code § 1-523.01) (2001), and Resolution of the Council of the District of Columbia 15-282, dated October 21, 2003, it is hereby **ORDERED** that:

1. **KENNETH L. SAUNDERS** is appointed Director of the Office of Human Rights and shall serve in that capacity at the pleasure of the Mayor.
2. This Order supersedes Mayor's Order 2003-77, dated June 20, 2003.
3. **EFFECTIVE DATE:** This Order shall be effective *nunc pro tunc* to October 21, 2003.

ANTHONY A. WILLIAMS
MAYOR

ATTEST:

SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE DISTRICT OF COLUMBIA

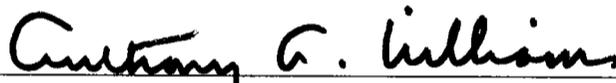
ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 2003-170
December 1, 2003SUBJECT: Appointment – Chief Administrative Law Judge,
Office of Administrative Hearings

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(2) of the District of Columbia Home Rule Act, as amended, 87 Stat. 790, Pub. L. No. 93-198; D.C. Official Code § 1-204.22(2) (2001), and in accordance with section 2 of the Confirmation Act of 1978, effective March 3, 1979 (D.C. Law 2-142; D.C. Official Code § 1-523.01) (2001), and Resolution of the Council of the District of Columbia 15-234, dated September 16, 2003, it is hereby **ORDERED** that:

1. **TYRONE T. BUTLER** is appointed the Chief Administrative Law Judge of the Office of Administrative Hearings and shall serve in that capacity for a term of 6 years.
2. This Order supersedes Mayor's Order 2003-75, dated June 18, 2003.
3. **EFFECTIVE DATE**: This Order shall be effective *nunc pro tunc* to September 16, 2003.


ANTHONY A. WILLIAMS
MAYOR

ATTEST: 
SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

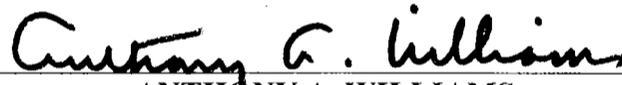
Mayor's Order 2003-171
December 1, 2003

SUBJECT: Delegation of Authority to the Director of the Department of Housing and Community Development pursuant to D.C. Law 14-90

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(6) of the District of Columbia Home Rule Act, as amended, 87 Stat. 790 Pub. L. 93-198, D.C. Official Code § 1-204.22(6) (2001), and in accordance with Section 1144 of Fiscal Year 2003 Budget Support Act of 2002, D. C. Law 14-190, it is hereby **ORDERED** that:

1. The Director of the Department of Housing and Community Development, or his designee, is delegated the authority of the Mayor to provide administrative, technical and support assistance to the Housing and Community Development Reform Advisory Commission pursuant to Section 1144(a) of Fiscal Year 2003 Budget Support Act of 2002.
2. The Director of the Department of Housing and Community Development, or his designee, is further delegated the authority of the Mayor to receive, for expenditure by the Housing and Community Development Reform Advisory Commission, funding from the Industrial Revenue Bond special account or other funds as appropriated, pursuant to Section 1146(a) of Fiscal Year 2003 Budget Support Act of 2002.
3. **EFFECTIVE DATE:** This Order shall become effective immediately.


ANTHONY A. WILLIAMS
MAYOR

ATTEST: 
SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

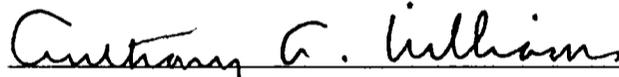
Mayor's Order 2003-172
December 1, 2003

SUBJECT: Delegation of Authority under D.C. Law 15-41, the Fiscal Year 2004 Tax Revenue Anticipation Notes Temporary Act of 2003.

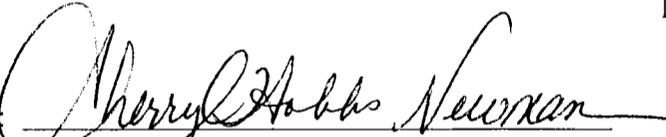
ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(6) of the District of Columbia Home Rule Act, as amended, 87 Stat. 790, Pub. L. No. 93-198, D.C. Official Code § 1-204.22(6) and pursuant to Fiscal Year 2004 Tax Revenue Anticipation Notes Congressional Review Emergency Act of 2003, D.C. Act 15-216, effective November 7, 2003, as continued by the Fiscal Year 2004 Tax Revenue Anticipation Notes Temporary Act of 2003, D.C. Law 15-41, effective November 22, 2003 (hereinafter cited as the "Notes Act"), it is hereby ORDERED that:

1. The Chief Financial Officer of the District of Columbia is delegated authority vested in the Mayor pursuant to the "Notes Act", to take any action, and execute and deliver agreements, documents, and instruments as required by or incidental to the issuance of any notes authorized by the Act, perform any covenants contained in the Act, and negotiate the sale of any notes pursuant to a purchase contract as authorized by the Act, including any amendments to such agreements, documents, instruments, covenants or purchase contracts.
2. In the absence or disability of the Chief Financial Officer, the Deputy Chief Financial Officer for Finance and Treasury and Treasurer of the District of Columbia is delegated the authority to execute the powers and duties of the Chief Financial Officer as provided in this Order.
3. **EFFECTIVE DATE:** This Order shall become *nunc pro tunc* to November 7, 2003.

ANTHONY A. WILLIAMS
MAYOR

ATTEST

SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 2003-173
December 1, 2003

SUBJECT: Delegation of Authority Pursuant to the Urban Forest Preservation Act of 2002 and the Department of Consumer and Regulatory Affairs Civil Infractions Act of 1985.

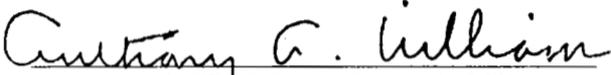
ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(6) of the District of Columbia Home Rule Act, as amended, 87 Stat. 790, Pub. L. No. 93-198, D.C. Official Code § 1-204.22(6) (2001), and by D.C. Law 14-309, the "Urban Forest Preservation Act of 2002", (sections 103, 104, and 108), effective June 12, 2003, to be codified at D.C. Official Code §§ 8-651.03, 8-651.04, 8-651.06 and 8-651.08, and by D.C. Law 6-42, the Department of Consumer and Regulatory Affairs Civil Infractions Act of 1985, effective October 5, 1985, (sections 104, 106, 201, 202, 203, and 204), D.C. Official Code §§ 2-1801.04, 2-1801.05, 2-1802.01, 2-1802.02, and 1802.03, it is hereby **ORDERED** that:

1. The Director of the D.C. Department of Transportation is delegated the authority vested in the Mayor to administer an Urban Forest Preservation Program, including but not limited to the issuance of Special Tree removal permits and to promulgate standards and regulations governing the administration of the Urban Forest Preservation Program pursuant to Secs. 103, 104, and 106 of the "Urban Forest Preservation Act" D.C. Law 14-309, to be codified at D.C. Official Code §§ 8-651.03, 8-651.04, and 8-651.06.
2. Notwithstanding Mayor's Order 99-68, dated April 28, 1999, the Director of the D.C. Department of Transportation is delegated the Mayor's authority pursuant to Sec. 108 of the Urban Forest Preservation Act, to be codified at D.C. Official Code § 8-651.08, to perform the following functions under the Department of Consumer and Regulatory Affairs Civil Infractions Act as they pertain to the Urban Forest Preservation Act of 2002:
 - a.) Prepare and periodically amend a schedule of fines, penalties, and fees to be imposed under the Urban Forest Preservation Act of 2002, pursuant to the Department of Consumer and Regulatory Affairs Civil Infractions Act, (D.C. Official Code § 2-1801.04);
 - b.) Issue rules necessary to carry out the purposes of the Urban Forest Preservation Act of 2002, pursuant to the Department of Consumer and Regulatory Affairs Civil Infractions Act, (D.C. Official Code § 2-1801.05);

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- c.) Issue notices of infractions pursuant to the Department of Consumer and Regulatory Affairs Civil Infractions Act, (D.C. Official Code § 2-1802.01); and
 - d.) Impose penalties pursuant to § 104(a) of the Department of Consumer and Regulatory Affairs Civil Infractions Act, (D.C. Official Code § 2-1801.04(a)).
3. The adjudication of violations of the Urban Forest Preservation Act of 2002, or of any regulations promulgated pursuant to the Urban Forest Preservation Act of 2002 shall be the responsibility of the Department of Consumer and Regulatory Affairs.
 4. **EFFECTIVE DATE:** This Order shall become effective immediately.


ANTHONY A. WILLIAMS
MAYOR

ATTEST: 
SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

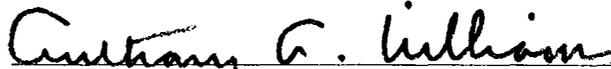
Mayor's Order 2003-174
December 3, 2003

SUBJECT: Appointment – Deputy Chief of Staff for Community Affairs

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by § 422(2) and (11) of the District of Columbia Home Rule Act ("Home Rule Act"), approved December 24, 1973, 87 Stat. 790, Pub. L. 93-198, D.C. Official Code § 1-204.22(2) and (11) (2001), it is hereby **ORDERED** that:

1. **ALFREDA DAVIS** is appointed Deputy Chief of Staff for Community Affairs, within the Executive Office of the Mayor.
2. The Deputy Chief of Staff for Community Affairs shall supervise the Office of Boards and Commissions; the Office of Community Outreach; the Office of Latino Affairs; the Office of Asian and Pacific Islander Affairs; the Office of Veterans Affairs; the Special Assistant for Gay, Lesbian, and Transgendered Affairs; the Special Assistant for Religious Affairs; and other staff as designated by the Chief of Staff.
3. This Order supersedes all previous Orders to the extent of any inconsistency.
4. Effective Date: This Order shall be effective *nunc pro tunc* to November 3, 2003.


ANTHONY A. WILLIAMS
MAYOR

ATTEST: 
SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 2003-175
December 3, 2003

SUBJECT: Re-Establishment by Name Change: Metropolitan Washington Regional Health Services Planning Council and Reappointments and Appointments

ORIGINATING AGENCY: Office of the Mayor

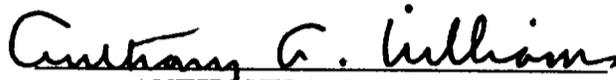
By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(2) of the District of Columbia Home Rule Act, as amended, 87 Stat. 790, Pub. L. No. 93-198, D.C. Code Official Code § 1-204.22(2) (2001), pursuant to section 2602 (b)(1) of the Public Health Services Act as amended by the Ryan White Comprehensive AIDS Resources Emergency Act of 1990, Public Law 101-381, dated August 18, 1990, 104 Stat. 576, and in accordance with Mayor's Order 90-220, dated December 26, 1990, as amended, it is hereby **ORDERED** that:

1. Section II. of Mayor's Order 90-220, dated December 26, 1990 establishing the Metropolitan Washington Regional Human Immunodeficiency Virus Health Services Planning Council is amended to change the name of the entity to the Metropolitan Washington Regional Health Services Planning Council.
2. This Order supersedes Mayor's Order 90-220, dated December 26, 1990. All duties, functions, authorities, reappointments, appointments, positions, funding and all other instruments and criteria previously set forth in Mayor's Order 90-220, dated December 26, 1990 shall remain effect. All current reappointments and appointments to the Council shall remain in effect. All reappointments or new appointments shall be made in the name of the new Council title.
3. **YEVETTE B. LINDSEY, CORRIE D. FRANKS and PIA HILL** are reappointed as members of the Metropolitan Washington Regional Health Services Planning Council (hereinafter referred to as "Council") for terms to end May 2, 2006, representing the District of Columbia.
4. **OMA M. NEWTON** is reappointed as a member of the Council for a term to end May 2, 2006, representing the Commonwealth of Virginia.
5. **ANN E. SCHER** is reappointed as a member of the Council for a term to end May 2, 2006, representing the State of Maryland.
6. **MARK LOBAR, JOHN B. KNOTTS, ROBERT P. LANGELIER and AVRIL MARSHALL** are appointed as members of the Council for terms to end May 2, 2006, representing the District of Columbia.

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7. **TERRY M. TAHIR** is appointed as a member of the Council for a term to end May 2, 2005, representing the District of Columbia.
8. **NATHANIEL H. SMITH, JR. and YOUNG-HOON JUNG** are appointed as members of the Council for terms to end May 2, 2006, representing the Commonwealth of Virginia.
9. **YVONNE M. GREEN, JENNIFER L. KUNKEL, KEVIN M. SHIPMAN, RON E. WILDER and RENEE G. YOUNG** are appointed as members of the Council for terms to end May 2, 2006, representing the State of Maryland.
10. **MARK LOBAR** is appointed as Chairperson of the Council, and shall serve in that capacity at the pleasure of the Mayor.
11. **EFFECTIVE DATE:** This Order shall be effective *nunc pro tunc* to November 20, 2003.


ANTHONY A. WILLIAMS
MAYOR

ATTEST:


SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA

10623

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 2003-176
December 3, 2003SUBJECT: Appointments – Housing and Community Development Reform Advisory
Commission

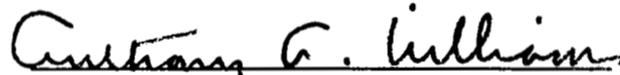
ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(2) of the District of Columbia Home Rule Act, as amended, 87 Stat. 790, Pub. L. No. 93-198, D.C. Official Code § 1-204.22(2) (2001), and pursuant to section 1142 of the Housing and Community Development Reform Advisory Commission Act of 2002, effective October 1, 2002 (D.C. Law 14-190; D.C. Official Code § 6-1032), and in accordance with the advice and consent of the Council of the District of Columbia, pursuant to Council Resolutions 15-289, 15-290, 15-291, and 15-292, dated November 4, 2003, it is hereby **ORDERED** that:

1. The following persons are appointed as public members of the Housing and Community Development Reform Advisory Commission (hereinafter referred to as "Commission") for terms to end 90 days after the Commission's final report is submitted:

ROBERT POHLMAN
DONALD G. MURRAY, JR.
CURTIS T. WHITE, JR., ESQUIRE
PAMELA VAUGHN-COOKE

2. **ROBERT POHLMAN** is appointed Chairperson of the Commission for a term to end 90 days after the Commission's final report is submitted.
3. **EFFECTIVE DATE:** This Order shall become effective immediately.



ANTHONY A. WILLIAMS
MAYOR

ATTEST:



SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 2003-177
December 3, 2003SUBJECT: Reappointments and Appointments – District of Columbia Interagency
Coordinating Council

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(2) of the District of Columbia Home Rule Act, as amended, 87 Stat. 790, Pub. L. No. 93-198, D.C. Official Code § 1-204.22(2) (2001), and in accordance with Mayor's Order 92-143, dated November 20, 1992, it is hereby **ORDERED** that:

1. **DAVENE B. MCCARTHY WHITE and LAN NHU DAO** are reappointed as provider members of the District of Columbia Interagency Coordinating Council (hereinafter referred to as "Council") for terms to end May 3, 2006.
2. **RUBY MORTON GOURDINE** is reappointed as a provider member of the Council for a term to end May 3, 2006.
3. **ALICE R. GALPER** is reappointed as an educator member of the Council for a term to end May 3, 2005.
4. **MARGARET M. ERNST** is reappointed as a parent member of the Council for a term to end May 3, 2005.
5. **ANTONIA T. BRATHWAITE-FISHER and VIOLETA CHIRINO** are appointed as provider members of the Council for terms to end May 3, 2006.
6. **SHIRLEY EVANS COOLEY and ARLENE KING-BERRY** are appointed as provider members of the Council for terms to end May 3, 2005.
7. The following persons are appointed as parent members of the Council for terms to end May 3, 2006:

SALANDA N. THOMAS	LISA Y. PETERS-SIMMONS
SALVADOR HERNANDEZ	DEMETRIA J. STOWES
MICHELLE D. MARTIN	
8. **RICARDO A. RILEY** is appointed as a parent member of the Council for a term to end May 3, 2005.

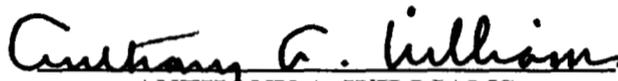
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9. **JOYCELYNN NADINE BUSH** is appointed as a parent member of the Council for a term to end May 3, 2004.
10. The following persons are reappointed as government members of the Council, representing District agencies and shall serve at the pleasure of the Mayor:

EULAR ROBINSON, representing the Department of Mental Health; and

MAUDE HOLT, representing the Department of Health, Medical Assistance Administration.
11. **MARY P. BROWN** is appointed as a government member, representing the Developmental Disabilities State Planning Council and shall serve at the pleasure of the Mayor.
12. **RUBY M. GOURDINE** is reappointed Chairperson of the Council and shall serve in that capacity at the pleasure of the Mayor.
13. **EFFECTIVE DATE:** This Order shall become effective immediately.


ANTHONY A. WILLIAMS
MAYOR

ATTEST: 
SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA

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GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

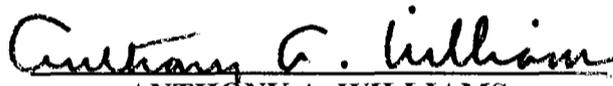
Mayor's Order 2003-178
December 3, 2003

SUBJECT: Reappointments and Appointments – Alcoholic Beverage Control Board

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(2) of the District of Columbia Home Rule Act, as amended, 87 Stat. 790, Pub. L. No. 93-198, D.C. Official Code § 1-204.22(2) (2001), and pursuant to D.C. Official Code § 25-201(a), and in accordance with the advice and consent of the Council of the District of Columbia, pursuant to Council Resolutions 15-326, 15-328, 15-330, 15-332, dated November 4, 2003, it is hereby **ORDERED** that:

1. **CHARLES A. BURGER, VERA M.R. ABBOTT and AUDREY E. THOMPSON** are reappointed as members of the Alcoholic Beverage Control Board (hereinafter referred to as "Board") for terms to end May 7, 2007.
2. **PETER B. FEATHER** is appointed as a member of the Board for a term to end May 7, 2007.
3. **CHARLES A. BURGER** is appointed Chairperson of the Board for a term to end May 7, 2007.
4. **EFFECTIVE DATE:** This Order shall be effective *nunc pro tunc* to November 4, 2003.


ANTHONY A. WILLIAMS
MAYOR

ATTEST: 
SHERRYL HOBBS NEWMANS
SECRETARY OF THE DISTRICT OF COLUMBIA

J-3147-75

10627

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 2003-179
December 3, 2003

SUBJECT: Reappointments – Board of Appeals and Review

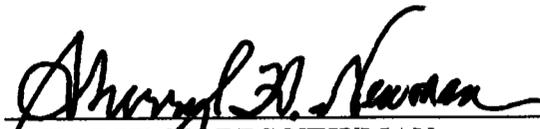
ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(2) of the District of Columbia Home Rule Act, as amended, 87 Stat. 790, Pub. L. No. 93-198, D.C. Official Code § 1-204.22(2) (2001), and pursuant to Mayor's Order 96-27, issued March 5, 1996 (43 DCR 1367) and section 2(f)(3) of the Confirmation Act of 1978, effective March 3, 1979 (D.C. Law 2-142; D.C. Official Code § 1-523.01)(f)(3)), and in accordance with the advice and consent of the Council of the District of Columbia, pursuant to Council Resolutions 15-302, 15-304, 15-306, and 15-308, dated November 4, 2003 it is hereby **ORDERED** that:

1. **FRITZ R. KAHN and PHYLLIS D. THOMPSON** are reappointed as legal members of the Board of Appeals and Review (hereinafter referred to as "Board") until May 1, 2004, or until the Office of Administrative Hearings is fully operational, whichever occurs first.
2. **MAUREEN A. YOUNG** is reappointed as a public member of the Board until May 1, 2004, or until the Office of Administrative Hearings is fully operational, whichever occurs first.
3. **BRIAN KEITH FLOWERS** is reappointed as a district member of the Board until May 1, 2004, or until the Office of Administrative Hearings is fully operational, whichever occurs first.
4. For purposes of this Order, the Office of Administrative Hearings shall be deemed to be fully operational when a majority in number of its administrative judges as authorized by statute have assumed their positions and commenced to function in their judicial capacities.

5. **EFFECTIVE DATE:** This Order shall be effective *nunc pro tunc* to November 4, 2003.


ANTHONY A. WILLIAMS
MAYOR

ATTEST: 
SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 2003-180
December 3, 2003

SUBJECT: Reappointment – Advisory Commission on Sentencing

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(2) of the District of Columbia Home Rule Act, as amended, 87 Stat. 790, Pub. L. No. 93-198, D.C. Official Code § 1-204.22(2) (2001), and pursuant to section 2 of the Advisory Commission on Sentencing Establishment Act of 1998, effective October 16, 1998 (D.C. Law 12-167; D.C. Official Code § 3-101), and in accordance with the advice and consent of the Council of the District of Columbia, pursuant to Council Resolution 15-294, dated November 4, 2003, it is hereby **ORDERED** that:

1. **JULIE ANNE STEWART** is reappointed as a member of the Advisory Commission on Sentencing for a term to end July 2, 2005.
2. **EFFECTIVE DATE:** This Order shall become effective immediately.


ANTHONY A. WILLIAMS
MAYOR

ATTEST:


SHERRYL HOBBS NEWMAN
SECRETARY OF THE DISTRICT OF COLUMBIA