

Office of the Corporation Counsel (CB0)

The mission of the Office of the Corporation Counsel is to conduct all legal business for the District of Columbia, including all suits instituted by and against the government. Due to the District's unique status, which involves aspects of state, county and local government functions, the Office of the Corporation Counsel provides a variety of legal services, including matters typically handled by State Attorneys General, District or State's Attorneys, and City or County Attorneys.

Corporation Counsel	Robert Rigsby
Proposed Operating Budget (\$ in thousands)	\$48,095

Fast Facts	
<ul style="list-style-type: none"> The proposed FY 2001 operating budget is \$48,095,154, is a decrease of \$229,975 from the FY 2000 budget. There are 516 full-time equivalent positions (FTEs) supported by this budget. 	<ul style="list-style-type: none"> During FY 2000, the Office of the Corporation Counsel plans to do the following: <ul style="list-style-type: none"> – Improve the response time for all legal services provided by this office; – Obtain favorable decisions in 75 percent of appellate, trial and administrative actions brought on behalf of or against the District government; – Increase revenue collection through affirmative litigation; and – Increase the number of paternities established and child support orders to improve child support collections.

FY 2001 Proposed Budget by Control Center

The basic unit of budgetary and financial control in the District's financial management system is a control center. The Office of the Corporation Counsel is comprised of one control center that serves as the major component of the agency's budget.

FY 2001 Proposed Budget by Control Center		
(Dollars in Thousands)		
Office of the Corporation Counsel		
Control Center		Proposed FY 2001 Budget
1000 OFFICE OF CORPORATION COUNSEL		48,095
CB0 Office of the Corporation Counsel		48,095

Agency Overview and Organization

The Office of the Corporation Counsel has responsibility for conducting all legal business of the District of Columbia, and all suits instituted by and against the government. To accomplish its varied responsibilities, the work of the Office is carried out by 11 major components with two distinct program areas: 1) the Litigation and Legal Service Program and 2) the Child Support Program. These programs support the overall objectives of providing quality legal services to the District government.

The Office of the Corporation Counsel also holds responsibility for administering the Child Support Program. This responsibility was transferred from the Department of Human Services to the Office of the Corporation Counsel in April of 1998. The Child Support Enforcement Division (CSED) provides services to assist families by locating absent parents, establishing paternity, establishing child and medical support orders, reviewing and modifying child support orders, and enforcing delinquent support orders. The program helps many families to get off of welfare, and it keeps many families from turning to welfare.

For children born to unmarried parents, the Office of the Corporation Counsel works to establish paternity so the court can order payments of child support. If payment is not made, enforcement actions – such as attachment of wages or seizure of assets – are taken by this Office.

Program Overview

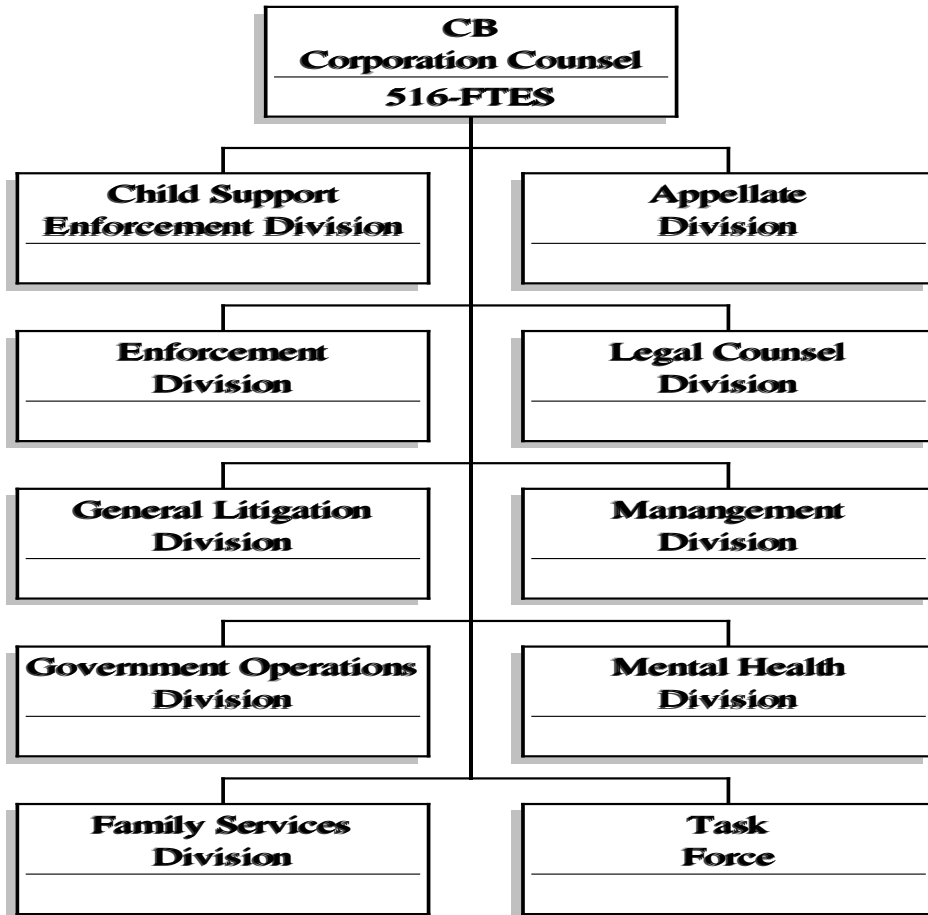
The Office of the Corporation Counsel is responsible for conducting the legal business of the District of Columbia. The Litigation and Legal Services Program is divided into the following subdivisions:

- **Immediate Office.** Responsible for policy, guidance, and overall operations of the Office of the Corporation Counsel and includes the Corporation Counsel, Principal Deputy, Senior Counsels, Office of Investigation, and support staff.
- **The Child Support Enforcement Division.** Performs all legal and programmatic functions associated with the District of Columbia's child support program.
- **Appellate Division.** Represents the District in all cases in which the District appears in an appellate court.
- **Enforcement Division.** Handles criminal prosecution of adult misdemeanants and juvenile delinquents; engages in affirmative, policy-oriented, and revenue-generating civil litigation; and prosecutes welfare and tax fraud.
- **Legal Counsel Division.** Issues formal opinions and advice to all agencies of the District government, which includes legislative and regulatory reviews.
- **General Litigation Division.** Represents the District at the trial level in all tort cases seeking money damages against the District government. General Litigation ensures that persons who make false claims against the District can be held liable and subjected to fines and penalties. This division has been given primary responsibility for investigating false claims and initiating actions in court or allowing private parties to pursue enforcement after investigation in certain circumstances.
- **Management Division.** Provides administrative support services in the areas of finance, human resources, facilities, office services, library services, information technology, risk management, and strategic planning.
- **Government Operations Division.** Provides legal advice, civil and administrative litigation support for essential government activities in specialized areas of practice. These areas include personnel labor relations, procurement, public works, community development, and finance and revenue.

Office of the Corporation Counsel (CBO)

- **Mental Health Division.** Provides litigation and advisory support to the operations of St. Elizabeths Hospital and the Commission on Mental Health Services.
- **Family Services Division.** Provides legal and policy advice on issues affecting families and children, and protects children from abuse and neglect and parents from domestic violence.
- **Receivership, Major Equity Cases, Environmental Litigation and Public Schools Litigation Task Force.** Represents the District in major class action equity cases, contract litigation before the Contract Appeals Board (CAB), and special education litigation.
- **Family Services Division.** Provides legal and policy advice on issues affecting families and children, and protects children from abuse and neglect and parents from domestic violence.

The Office of the Corporation Counsel is undergoing a strategic planning and business process reengineering activity to improve service. The organizational structure of the agency in FY 2001 may be amended based on the results of this.



FY 2001 Proposed Operating Budget

The Office of the Corporation Counsel operating budget is composed of two categories: (1) Personal Services (PS), and (2) Nonpersonal Services (NPS).

Within the PS budget category are several object classes of expenditure such as regular pay, other pay, additional gross pay, and fringe benefits. Within the NPS budget category are several object classes of expenditure such as supplies and materials, utilities, communications, rent, other services and charges, contractual services, and equipment and equipment rental.

Authorized spending levels present the dollars and related full-time equivalents (FTE) by revenue type. Revenue types include: Local (tax and non-tax revenue not earmarked for a particular purpose); Federal (revenue provided by the federal government to support federally established programs or grants for a particular purpose); Other (fees fines, etc); and Intra-District (payments for services provided by one District agency to another District agency).

FY 2001 Proposed Operating Budget									
(Dollars in Thousands)									
Office of the Corporation Counsel									
Object Class	Actual FY 1999		Approved FY 2000		Proposed FY 2001		Variance		
Regular Pay -Cont. Full Time	15,904		20,580		20,880		300		
Regular Pay - Other	1,786		6,050		5,354		-696		
Additional Gross Pay	262		236		237		1		
Fringe Benefits	2,487		4,020		4,155		135		
Unknown Payroll Postings	0		0		0		0		
Subtotal for: Personal Services (PS)	20,439		30,886		30,625		-260		
Supplies and Materials	93		216		217		1		
Utilities	172		682		682		0		
Telephone, Telegraph, Telegram	173		412		412		0		
Rentals - Land and Structures	0		79		109		29		
Other Services and Charges	2,087		2,434		2,434		0		
Contractual Services - Other	10,233		10,607		10,607		0		
Subsidies and Transfers	219		2,500		2,500		0		
Equipment and Equipment Rental	308		509		509		0		
Subtotal for: Nonpersonal Services (NPS)	13,283		17,439		17,470		30		
Total Expenditures:	33,722		48,325		48,095		-230		
Authorized Spending Levels by Revenue Type:									
	FTEs	Dollars	FTEs	Dollars	FTEs	Dollars	FTEs	Dollars	
Local	266	22,403	297	28,801	297	28,076	0	-725	
Federal	77	8,469	180	13,554	180	13,760	0	206	
Other	3	1,913	12	4,070	12	4,129	0	59	
Intra-District	55	936	24	1,900	27	2,130	3	230	
Total:	401	33,722	513	48,325	516	48,095	3	-230	

Agency Funding Summary

The proposed FY 2001 operating budget *for all funding sources* is \$48,095,154, a decrease of \$229,975, or less than 1 percent, from the FY 2000 approved budget. The Office of the Corporation Counsel receives 58.5 percent of its funding from local, 28.7 percent from federal, 8.6 percent from Other, and 4.2 percent from intra-District sources. There are 516 full-time positions supported by this budget.

- **Local.** The proposed *local* budget is \$28,076,157, is a decrease of \$725,056 from the FY 2000 budget. This amount includes a decrease of \$754,496 in personal services, and an increase of \$29,440 in nonpersonal services. There are 297 full-time positions funded by local sources.

The change in personal services is comprised of:

- (\$896,616) is a decrease in regular pay to realign budget.
- \$223,442 is an increase in regular pay-other for step increases to realign budget.
- (\$81,322) is a decrease in Object Class 14 fringe benefits to realign budget.

The change in nonpersonal services is comprised of:

- \$29,440 is an increase for rent costs based on OPM estimates.

- **Federal.** The proposed *federal* revenue budget is \$13,759,737, an increase of \$205,811 over the FY 2000 budget. The entire increase is in personal services. There are 180 full-time positions funded by federal sources. This budget funds the Child Support Enforcement Program.

The change in personal services is comprised of:

- \$772,949 is an increase for regular pay for step increases and transfer of funds from regular pay-other for the Child Support Enforcement Grant.
- (\$632,549) is a decrease for regular pay – other for transfer of funds to regular pay-other for the Child Support Enforcement Grant.
- \$65,411 is an increase for fringe benefits for step increases for the Child Support Enforcement Grant.

- **Other.** The proposed *Other* revenue budget is \$4,129,499, is an increase of \$59,400, from the FY 2000 budget. The net increase is comprised of an increase of \$59,600 in personal services and a decrease of \$200 in nonpersonal services. There are 12 full-time positions funded by Other revenue. This budget is generated from fines assessed against persons convicted for driving under the influence of alcohol.

The change in personal services is comprised of:

- \$49,617 is an increase for regular pay – other for step increases and to realign budget.
- \$738 is an increase for additional gross pay for step increases and to realign budget.
- \$9,245 is an increase for fringe benefits for step increases and to realign budget.

The change in nonpersonal services is comprised of:

- (\$200) is a decrease in other services and charges

- **Intra-District.** The proposed *intra-District* budget is \$2,129,761, an increase of \$229,870 over the FY 2000 budget. There are a total of 27 positions funded by intra-district sources.

The change in personal services is comprised of:

- \$423,706 is an increase for regular pay – other for three FTEs and to realign budget.
- \$336,960 is a decrease for regular pay –other for three FTEs and to realign budget.
- \$141,963 is an increase for fringe benefits for three FTEs and to realign budget.

The change in nonpersonal services is comprised of:

- \$1,161 is an increase for supplies and materials to realign budget.

Classification Codes

Occupational Classification Codes (OCC) are used by federal agencies like the Bureau of Labor and Census Bureau, as a way of classifying workers into eight major occupational categories for the purpose of collecting, calculating, or disseminating data. The Office of the Corporation Counsel’s workforce is divided among six occupational classification codes.

Agency FTEs by Occupational Classification Code

OC Code	FTEs in FY 2001
Official/Administrative	38
Professional	331
Technical	8
Protective Services	0
Paraprofessionals	53
Office/Clerical	85
Skill Craft Worker	0
Service Maintenance	1
Total	516

FTE Analysis

Agency FTEs by Occupational Classification Code

The Office of the Corporation Counsel is a legal service agency. Of the total FTEs, 64 percent are Professional, Services. 17 percent are Office/Clerical, 10 percent are Paraprofessional, 7 percent are Office/Administrative, 2 percent are Technical, and less than 1 percent are Service Maintenance.

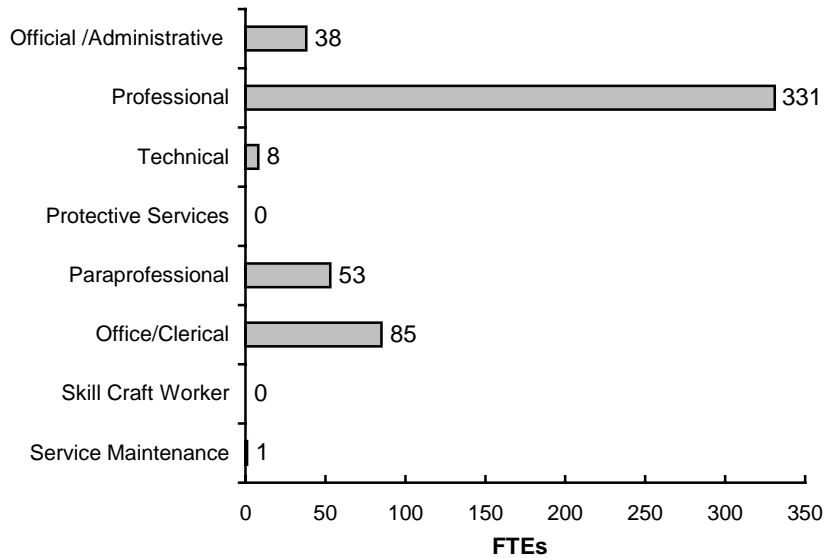


Figure 1

Of the total Proposed FY 2001 Operating Budget, 59 percent is Local.

Federal funds are 28.7 percent, Other funds are 8.6 percent, and intra-District funds are 4.2 percent of the total budget.

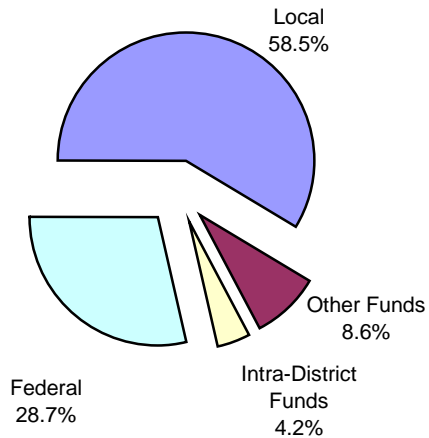


Figure 2

FY 2001 Proposed Budget Includes a Decrease for PS and an Increase for NPS

Personal Services decreased by 1.2 percent, from \$30.9 million in FY 2000 to \$30.5 million in FY 2001.

Nonpersonal services increased by less than 1 percent, from \$17.4 million to \$17.5 million due to an increase in rent.

