

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**[INSERT AGENCY NAME]**



**Open Government Report 2014**

To institutionalize a culture of transparent and open government, accountability, and to expand opportunities for resident participation and collaboration, this Report describes how the Mayor's Office of GLBT Affairs has and will continue to develop and enhance transparency, public participation, and collaboration. In accordance with Mayor's Order 2014-170, this report addresses the following topics:

**1) Transparency**

*Describe the steps your agency has taken or plans to take to be more transparent. Please include a description of:*

- *How and to what extent your agency shares information with the public, e.g. publication of information in the District register and on the agency website, press releases, and documents in the agency's FOIAXpress reading room.*

The Mayor's Office of GLBT Affairs shares info with the public through its weekly News & Notes newsletter. The newsletter is one of the primary modes of communication with the public. In addition, the Mayor's Office of GLBT Affairs utilizes its Facebook page and Twitter account to disseminate information to the public. The Office occasionally collaborates with the Mayor's Communications Office on press releases on pertinent issues. The agency website is in the process of being updated, which should be concluded by the end of November 2014. Once fully updated, the website will become a principal means by which the agency shares info with the public.

- *How the agency meets its obligations pursuant to the District's Freedom of Information Act and Open Meetings Act.*

The Mayor's Office of GLBT Affairs meets its obligations under the District's Freedom of Information Act and Open Meetings Act in the following ways: 1) notice for meetings of the Advisory Committee to the Mayor's Office of GLBT Affairs is posted to the Office's Facebook page and News & Notes listserv at least 5 days prior to the meeting; 2) the public, through the meeting notice, is allowed to submit comments in advance of the meeting; 3) members of the public in attendance are invited to give two-minute remarks at the beginning of the Advisory Committee meetings; and 4) the meetings are recorded.

- *Steps your agency will take to increase public access to information.*

By November 30<sup>th</sup>, the Office will update its website and begin disseminating more information through it. For example, the Office will begin posting the meeting minutes from and recordings of the Advisory Committee meetings to the GLBT Affairs website.

- *Steps your agency will take, including an implementation timeline, to webcast live and archive on the internet board or commission meetings. (This question only applies to agencies that are overseen or advised by a board or commission that is subject to the Open Meetings Act.)*

The Mayor's Office of GLBT Affairs will take the following steps to come into greater compliance with the Open Meetings Act: 1) by November 30, 2014, the Office will post the meeting minutes from and recordings of the Advisory Committee meetings; 2) by January 30, 2015, the Office will begin to webcast the Advisory Committee meetings; 3) by March 31, 2015, the Office will start an archive for taped Advisory Committee meetings on the agency website.

- *How your agency has taken or plans to take steps to make more of its data available to the public.*

The Mayor's Office of GLBT Affairs is working closely with the Office of the City Administrator (OCA) and the Office of the Chief Technology Officer (OCTO) to identify a significant number of datasets that OCA and OCTO expect to publish online later this year. If no dataset from the Mayor's Office of GLBT Affairs is selected to be included in this 2014 release, we will continue to work with OCA and OCTO to identify datasets appropriate to publish in 2015. In the future, requirements for open data reporting will be provided by the Chief Data Officer.

## 2) **Public Engagement and Participation**

*Describe the steps your agency has taken or plans to take to enhance or expand opportunities for the public to participate in agency decision-making. Please include a description of:*

- *How your agency provides online access to proposed rules and regulations and secures public input on them. Please list links to specific websites.*

The Mayor's Office of GLBT Affairs currently provides access to proposed rules and regulations to the members of the Advisory Committee to the Mayor's Office of GLBT Affairs. As members of the public, the Advisory Committee is diverse and represents the community. In order to expand opportunities for the public to participate in agency decision-making, the

Office will begin to post proposed rules and regulations on its website and on its Facebook page by January 30, 2015. The public will have a two-week window to provide input.

- *How your agency shares information and resources to keep the public properly informed, e.g. community meetings, public hearings, FAQs, and ways the public can provide input such as Twitter, grade.dc.gov, email contacts.*

The Mayor's Office of GLBT Affairs shares information and resources to keep the public informed through its weekly News & Notes e-newsletter, Facebook, and Twitter. The public is able to provide input via Twitter, Facebook, and the agency's general email address (which is posted on the website). Moreover, members of the public are invited to the meetings of the Advisory Committee to the Mayor's Office of GLBT Affairs, where they can provide input at the beginning of each meeting. In addition, the Office holds annual events and participates in community activities, which are open to the public and provide opportunities for the public to provide input, such as: the Sheroes of the Movement Awards Reception; and tabling during each of the District's Pride celebrations.

- *How your agency identifies stakeholders and invites their participation.*

The Office identifies stakeholders through multiple community events held throughout the year. In addition, the Office interacts regularly with stakeholders through monthly meetings in which it participates or facilitates, such as: the Violence Prevention and Response Team (VPART), which it facilitates; the Office on Latino Affairs (OLA) LGBTQ Task Force Meeting; the DC Concerned Providers' Coalition (DCCP); and many more.

- *Steps your agency will take to improve public engagement and participation including any new feedback tools or mechanisms the agency is considering.*

In FY15, the Office will improve public engagement by specifically reaching out to the public through Twitter and Facebook to ask for community input. Twice each fiscal year, the Office will invite the public what it would like the Office to prioritize.

### 3) **Collaboration**

*Describe the steps your agency has taken or plans to take to enhance or expand cooperation among departments, other governmental agencies, the public, and non-profit and private entities in fulfilling its obligations. Please include a description of:*

- *How your agency currently collaborates with the above parties. Please list links to specific websites if appropriate.*

The Office currently works across multiple departments and other governmental agencies to fulfill its obligations. These include, but are not limited to: 1) coordinating LGBTQ cultural competency training for all DC government agencies under the Mayor's authority; 2) working with the DC Office of Human Rights (OHR) on educating DC government employees and private citizens of the District's human rights protections and on Bullying Prevention Policy review and implementation; 3) collaborating with the Metropolitan Police Department's Gay & Lesbian Liaison Unit (GLLU) on the VPART meetings and training officers on LGBTQ cultural competency; 4) collaborating with the OLA LGBTQ Task Force; 5) collaborating with Office of the State Superintendent for Education (OSSE) on the Gay, Lesbian, and Straight Education Network (GLSEN) Safe Space Initiative; 6) working with DC Public Schools (DCPS) on their Transgender Policy; 7) working with the US Attorney's Office – DC to solicit Community Impact Statements from members of the LGBTQ community; and 8) participating in the District's Age-Friendly City Initiative.

In addition, the Office collaborates with the public and nonprofit entities in a number of ways, including but not limited to: 1) the VPART meetings, in which several nonprofits participate; 2) participating in/tabling at the District's 6-7 annual Pride celebrations, which engage myriad nonprofits and thousands of constituents; 3) attending nonprofit events throughout the year, including the annual SMYAL Brunch, ManDate Conference, DC Center Fall Reception, and many others; 4) providing LGBTQ cultural competency at nonprofit shelters; and 5) participating in the Latino GLBT History Project's Annual Heritage Awards.

- *Steps your agency will take to improve collaboration with the above parties including any new feedback tools or mechanisms the agency is considering, e.g. prizes, competitions, and other innovative methods.*

The Mayor's Office of GLBT Affairs will improve collaboration with the public in the following ways: 1) fully updating its website by November 30, 2014, in order to better utilize it for public engagement; 2) reach out to more community-based organizations for collaborative activities, such as the Sheroes of the Movement Awards Reception; and 3) hold Advisory Committee meetings in nongovernmental locales around the city (currently, the Advisory Committee meets in different quadrants of the city, but only in government buildings, which may dissuade some community members from attending).