

# Charter 738 News\*

*\*Did you know ANCs were created in Section 738 of the DC Charter?*

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Newsletter of the Office of ANCs



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## **Attention! Attention! Attention! Attention! Attention!**

**Are you one of the ANC Commissioners who have NOT filed the Office of Campaign Finance (OCF) ANC Summary Financial Statement? If so, you are in violation of the DC Campaign Finance Act and you may be fined \$50.00 FOR EACH DAY OF NONCOMPLIANCE.**

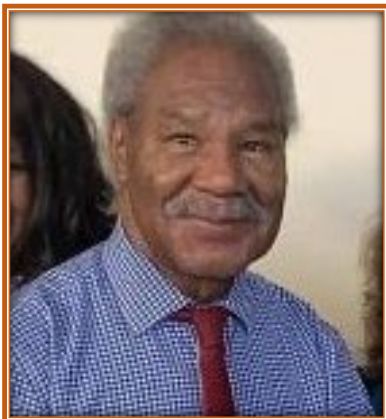
**UNCERTAIN ABOUT THE OCF FILING?**

**Immediately contact April Williams, 202-671-0541 or email her at [april.williams@dc.gov](mailto:april.williams@dc.gov).**

**This one-page document is different than the Financial Disclosure Statement (FDS) that ANC Commissioners were required to file with BEGA.**

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## ***Introducing Program Analyst, Lynard Barnum***



Lynard Barnum may not have been a “puppet, a pauper, a pirate, a poet, a pawn and a king” but he has worn many hats during an expansive career in the Federal and District governments. Starting his government career as an Accounting Technician with the General Services Administration (GSA), he retired 26 years later as a Systems Accountant. But early retirement was not for him and after a brief hiatus, he found his way to the doorsteps of the Office of the DC Auditor where he worked for 12 years as an Auditor and their ANC Program Manager before retiring AGAIN! However, not for long! The OANC suspected he missed the excitement and hired him as their part-time Staff Assistant and now, Program Analyst.

If you have received your ANC badge, you can thank him for that. If your monthly public meetings are posted on the DC Calendar in a timely manner, you can also thank him for that. If you get a reminder 7 days before your monthly meeting that your meeting information has not been posted on your website, yes, Lynard again. In addition to performing these tasks, he pays the bills for the OANC, processes internal financial reports and is always happy to lend a hand in other areas when needed.

He is a native of New Orleans, LA, but has lived in the District since 1962. Being an “Army Brat”, he’s lived in several states prior to coming to DC (MO, CO, CA, and PA). He attended several local universities: Howard University, Southeastern University, and the University of the District of Columbia. He enjoys watching foreign language movies (with English subtitles) and listening to all types of music.



## *Kathy's Korner*

*Brought to you by Kathy S. Williams, Esq.  
Special Assistant to the Executive Director of the  
Office of Advisory Neighborhood Commissions*

### *It May Not Be A FOIA Request After All!*

Each Advisory Neighborhood Commissioner (Commissioner) or Advisory Neighborhood Commission (Commission) may be subject to a Freedom of Information Act (FOIA) request. The Office of the Advisory Neighborhood Commissions (OANC) counsels the Commissioner or Commission never to ignore any FOIA request and to immediately acknowledge its receipt so as not to be subject to legal penalties primarily associated with time limitations to produce records. The OANC suggests that the Commissioner or Commission respond within five (5) days to acknowledge receipt of a FOIA request.

Such guidance is part and parcel of OANC's mandate, pursuant to DC Official Code section 1-309.15(c)(4)-(5), to "assist Commissions in fulfilling [FOIA] requests" and to train Commissioners "concerning Commission duties related to FOIA[.]" By acknowledging receipt of the FOIA request, and before anointing any submission as a "FOIA request," regardless of how styled, Commissioners are provided with an opportunity to pause and to fully read that which is requested.

On many occasions, Commissioners will find that the records are already public documents and quickly accessible. As a result, the recipient need only respond to the requester with the records without processing the submission as a FOIA request.

This is to remind you that the statute provides that, so long as there are not any FOIA exceptions, e.g., privacy or deliberative matters, there are certain listed categories of information that must "be specifically made available to the public[.]" Pursuant to section 1-309.11(g), if sought, each Commissioner or Commission must provide the following:

- "(1) The names, salaries, title, and dates of employment of all employees of the Commission.
- "(2) Final decisions of the Commission, including concurring and dissenting opinions;
- "(3) Information of every kind dealing with the receipt or expenditure of public or other funds by the Commission;
- "(4) All documents not related to personnel and legal matters;
- "(5) The minutes of all Commission meetings; and
- "(6) Reports of the District of Columbia Auditor."

A prompt and thorough answer to anyone asking for any of the above cited records may mean that "it may not be a FOIA Request after all."



## *OANC Kicks Off Strategic Plan Initiative*

The Office of Advisory Neighborhood Commissions has begun to develop a strategic plan. A key component of this process is the establishment of a Working Group made up of current and former Commissioners to better represent ANC stakeholders in the process. The following Commissioners were appointed by the Executive Director to bring a wide range of experience and views to the Working Group.

**James Turner**  
(1A09)

**Rachelle Nigro**  
(2G06)

**Ann Mladinov**  
(3A05)

**Tequia Hicks**  
**Delgado (5C03)**

**Anatwan**  
**Holmes (7C07)**

**Andy Litsky**  
(formerly 6D04)

In addition to the working group, the OANC plans to host ANC wide listening sessions in the coming months to gather input for the plan at key points to ensure greater ANC participation. Near the end of the process, ANCs will also have the opportunity to review a copy of the draft plan and provide feedback prior to its adoption.

Commissioners may also send strategic plan related comments to [oancs@dc.gov](mailto:oancs@dc.gov).



## *Brushing Up on Parliamentary Procedure Skills*

Did you know that the DC Office of Open Government has a Robert's Rules of Order Training Portal AND the training is available to both ANC Commissioners and their support staff?

The course can be completed in 60-90 minutes and is designed to be taken in segments so it can easily accommodate busy schedules. The course teaches the basics of Robert's Rules focusing on the seven (7) FUNDAMENTAL MOTIONS (1-main motion; 2- amendment; 3-amend the amendment; 4-refer to committee; 5- postpone to a certain time; 6-lay on the table; and 7- previous question).

You will need to register for the training portal. Interested participants can send a request to [oancs@dc.gov](mailto:oancs@dc.gov). Please put Robert's Rules of Order Training Portal in the subject line. The OANC will coordinate with the Office of Open Government to set up your access to the portal.

The OANC is also working to develop a more in-depth parliamentary procedure training for ANCs. Look for an announcement from the OANC in the coming weeks.