



Report and Advisory Board Review Commission Meeting #2

August 10, 2018

Improving government efficiency by
streamlining the City's reporting and advisory
board requirements

Roll Call + Re-Introductions

- Operations
- City Council
- DoITT
- Law Department
- OMB
- DORIS



Recap and Progress to Date

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Operations has continued working since the initial meeting to begin pulling together lists for review. We have:

- Developed a project plan that brings us through the end of the year and includes time for thorough review.
- Pulled together a complete list of 900+ required reports that includes input from the Council, DORIS, and several participating agencies.
 - Made a preliminary list of those that should be reviewed by Commission members; made initial nominations.
- Begun creating a list of 60+ advisory boards by scouring Legistar; includes insights from Appointments.

Tentative Project Plan and Timeline

Convene Commission to Review Reports and Advisory Boards and Produce Recommendations

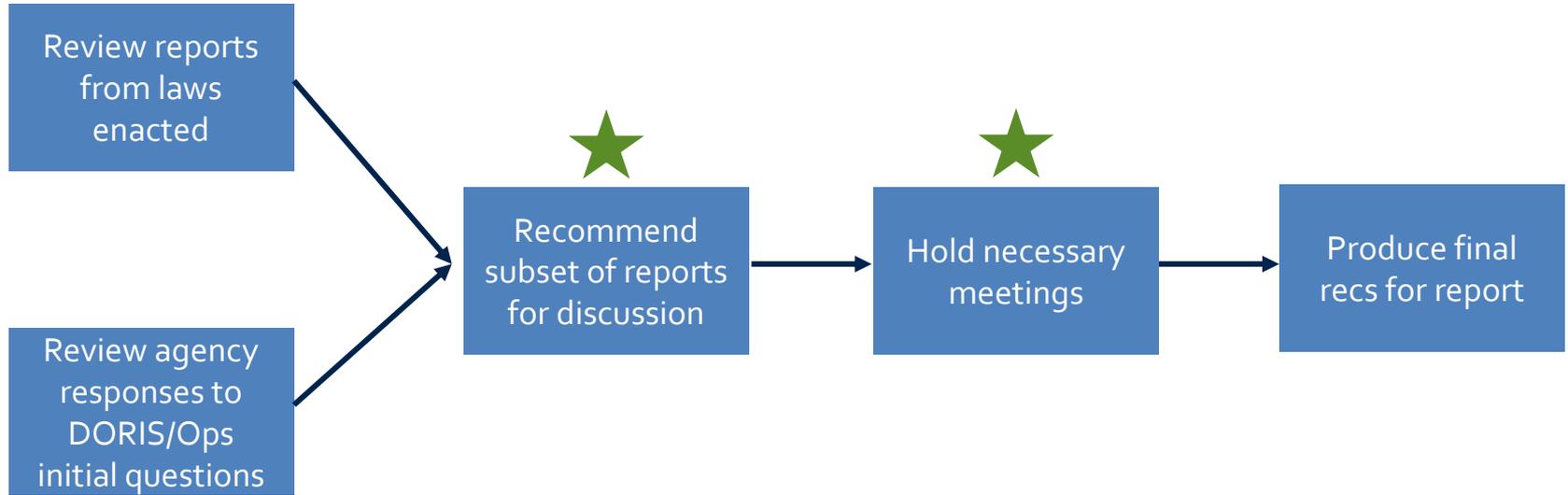
Overview

- The Director of the Mayor’s Office of Operations is required to convene a Report and Advisory Board Review Commission.
- The commission will comprise representatives from DORIS, OMB, DoITT, City Council, and the Law Department.
- Existing lists of reports will be gathered and reviewed.
- Existing lists of advisory boards will be gathered and examined.
- The commission will help to advise on reports and advisory boards during monthly meetings.
- Findings and recommendations are planned for the end of the year (pending next steps.)

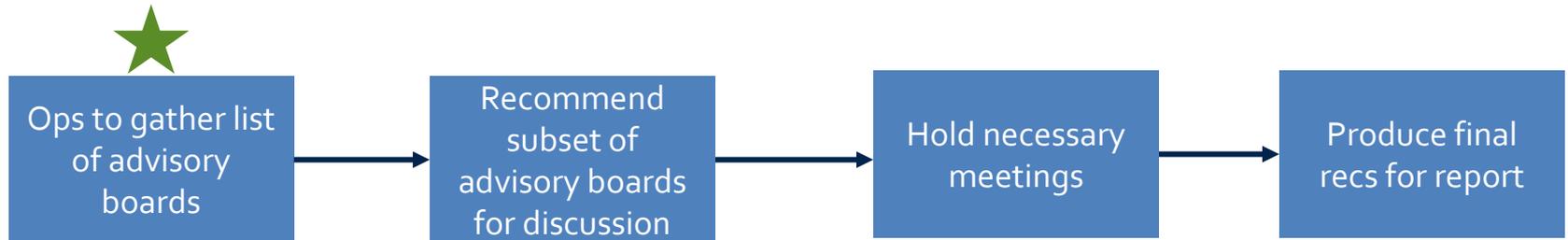
Major Milestones	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Commission Meetings							
Reports Study							
Advisory Boards Study							
Report Released							

Review Process + Status

Reports



Advisory Boards





Reports for Review

Considerations (Reports)

We will review reporting requirements for the following attributes (required by the Charter):

- **Usefulness** – Does it provide useful information in evaluating program results or other activities? Does it provide useful information for assessing effective management of City resources?
- **Redundancy** – Does this information exist somewhere else? Is it wholly or partially duplicative of the subject matter of another mandated report?
- **Relevance** – In light of changing circumstances, is this report still necessary?
- **Benefit** – Is it worth the cost of production?

As well as (not required by the Charter):

- **Automation** – Could it be produced using less staff time? What resources would it require to automate?
- **Transparency** – Is it easy to find? Does it promote public knowledge?
- **Equity** – Does it promote the City's goals of equity and fairness?

Score Card

- A score card will allow us to prioritize reports for in-depth review.
- All Commission members to review master list:
 - Antiquated
 - One-Time Reports
 - Duplicative
 - 3-5 Years Old
- Operations will:
 - Consolidate responses

Report (Examples)	Antiquated	One-Time Report	Duplicative Effort	3-5 Years Old	Notes
Annual Report on Inquiries, Investigations and Outreach Efforts	x				Has been replaced.
Annual Report on the Activities of DCAS & City Agencies to Ensure Equal Employment Opportunity		x		x	Is still regularly published and used by stakeholders.
Tenant Relocation Activities Report			x		Is published, but topic may be outdated.

Short List

- From 904 total, list to review prioritized by:
 - All 3-5 year-old reports (156+).
 - Can't waive a requirement until 3 years after it has been enacted.
 - Reports older than 5 years should have been reviewed during previous commission meetings.
 - However, this one cut of the information we are required to review *all* reports – not only this group.
 - Possibly antiquated reports (29).
 - One-time reports (82).
 - Reports which may be duplicative efforts (23).
- Counts are tentative and not mutually exclusive.

Examples for Discussion

Agency	Report	Rationale
DOE	Biannual Report on Class Sizes (LL 125 /2005)	Usefulness + Benefit
BIC	New York City Gambling Control Commission Report-Shipboard Gambling (LL 57/1997)	Relevance
DCAS	Annual Report on Activities of DCAS and City Agencies to Ensure Equal Employment Opportunity (LL 75/2001, LL 59/1996, LL 60/1987, LL 102/1997)	Redundancy
Sports Commission	Annual Report on Guidance Counselors and Social Workers (LL 61/1991)	Relevance
	Physical Education Information (Physical education reporting) (LL 61/1991)	
	Report on student demographics in community school districts and high schools (LL 61/1991)	

DOE – Biannual Report on Class Sizes

- Reason for review: **usefulness + benefit.**
 - Current production schedule is biannual – both are mandated by the same local law (LL 125 of 2005).
 - Preliminary report due November 15th.
 - Annual report due February 15th.
 - Agency says both reports are labor and time intensive.
 - Secondary report is not accurate because it is based on incomplete data.
 - Audited register data is not available in the Fall.
- Proposed change: rework law to only include one annual report in February.

BIC – New York City Gambling Control Commission Report-Shipboard Gambling

- Reason for review: **relevance.**
 - Gambling Control Commission no longer exists.
 - Business Integrity Commission took over its duties.
 - BIC says it has not received any applications for shipboard gambling in over 15 years.
 - Functionally, this industry no longer exists.

Sports Commission – Multiple Reports

- Reason for review: **relevance.**
 - Created in 1986 by local law (LL 74/1986) to help “reverse the trend of professional teams and amateur sporting events leaving the city for other locations” (Gov Ops Comm. Report on Int. 451-A, 11-17-1986)
 - Three reporting requirements to add accountability for the Sports Commission’s activities were added by LL 76/1989
- In 2009, Mayor Michael Bloomberg announced that the Sports Commission would be folded into NYC & Company
- Putting aside the question of the then-Mayor’s authority to do so, the Commission seems no longer relevant

DCAS – Annual Report on Activities of DCAS and City Agencies to Ensure EEO

- Reason for review: **redundancy.**
 - This report's contents may be covered by other, similar reports.
 - The data required is included in each agency's annual equal opportunity plan and quarterly progress reports.
 - The Equal Employment Practices Commission also puts out an annual report which may include this information.



Next Steps

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- Operations to collect additional feedback on reports to be nominated. Group to send back any further nominees.
- Agency partners to review reports through their specific lens (i.e. DoITT to review for automation, Law to review for compliance and duplication) for those reports that are eligible. Feedback due to Operations week of August 27.
- Operations to develop list of required advisory boards and similar bodies.
- Next Meeting: **Week of September 24.**