



DISTRICT OF COLUMBIA | OFFICE OF THE INSPECTOR GENERAL

MEMORANDUM

To: Clint Osborn
Director, Homeland Security and Emergency Management Agency

From: Matthew Wilcoxson *Matthew Wilcoxson*
Interim Inspector General

Date: July 27, 2026

Subject: **Re-Engagement of Follow-Up Inspection to the District's Continuity of Operations Planning Evaluation | [OIG No. 25-I-05-BN0](#)**

The Office of the Inspector General (OIG) is resuming its follow-up inspection of the District's continuity of operations planning (COOP). The follow-up inspection commenced on April 28, 2025, and was suspended on September 11, 2025, to give HSEMA additional time to fully address the recommendations in our report, *Evaluation of the District of Columbia Government's Continuity of Operations (COOP) Planning* (OIG-23-E-05-BN0, issued January 2024).

OIG will continue to perform this inspection in accordance with the *Quality Standards for Inspection and Evaluation*, issued by the Council of Inspectors General on Integrity and Efficiency, and the *Standards for Internal Control in the Federal Government*, issued by the US Government Accountability Office (GAO).

Please note that among other items, our review will assess the following:

- A finalized and disseminated version of the Continuity Program Manual that adheres to the January 2024 report's relevant recommendations;
- A complete and standardized list of agencies required to adhere to COOP requirements;
- Documentation of HSEMA's regular and recurring correspondence with District agencies regarding COOP matters; and
- Documented policies and procedures relevant to the original inspection report's recommendations.

This follow-up inspection will be conducted under project number OIG 25-I-05-BN0. At your earliest convenience, please provide the contact information for HSEMA's Point of Contact (POC) for this inspection to Elizabeth Sinks, Supervisory Management & Program Analyst for Inspections and Evaluations, at elizabeth.sinks@dc.gov. Once a POC is assigned, Ms. Sinks will coordinate a time with the POC to discuss HSEMA's status with the recommendations. Meanwhile, please direct any immediate questions or concerns to me or Ms. Sinks at (202) 727-5085.