

**Ulster County
Vendor Payment Efficiency Monitoring Summary
For the Month of January 2010**

Legend: Department at or Above 80 % Efficiency - Above average Efficiency
 Department between 70% and 79% Efficiency - Acceptable Efficiency, Continued Attention Necessary
 Department at or Below 69% Efficiency - Expediant Improvement Needed

The following percentages are calculated from reports generated by the County's accounting system, HTE, which compare invoice or trigger date to check date only for vendor payments which are audited by the County Auditor. HTE makes its selection based on the bank codes used for the payments. Capital fund expenditures, payroll and related expenses are not included in the percentages presented.

# of Days From Invoice or Trigger Date to Check Date		0-45		46-60		61-90		91+	
Department	# of Transactions	# of Transactions		# of Transactions		# of Transactions		# of Transactions	
		%	Quantity	%	Quantity	%	Quantity	%	Quantity

Top 10 Departments in Number of Transactions Processed:

Dept. of Finance	96	98%	94	-	-	-	2%	2
Golden Hill Health Care Center	330	98%	322	1%	4	1%	3	0%
Information Services	141	96%	136	2%	3	1%	1	1%
Insurance	1,260	76%	949	18%	228	6%	73	1%
Public Health	264	84%	223	3%	7	9%	23	4%
Public Works	478	97%	461	2%	11	1%	5	0%
Purchasing	120	96%	115	-	-	3%	3	2%
Social Services	627	65%	409	21%	130	5%	32	9%
Sheriff	108	98%	106	-	-	-	2%	2
UCAT	51	96%	49	2%	1	-	2%	1
Total Top 10 Departments in Number of Transactions Processed	3,475	82%	2,864	11%	384	4%	140	3%

Other Departments:

Arson Task Force	3	100%	3	-	-	-	-	-
Board of Elections	11	100%	11	-	-	-	-	-
Clerk of the Legislature	16	50%	8	6%	1	31%	5	13%
Comptroller	5	100%	5	-	-	-	-	-
County Attorney	11	91%	10	9%	1	-	-	-
County Clerk	27	100%	27	-	-	-	-	-
Dept. of Environment	9	100%	9	-	-	-	-	-
District Attorney	28	86%	24	4%	1	-	11%	3
Emergency Management	21	86%	18	5%	1	5%	1	5%
Fire Coordination	6	100%	6	-	-	-	-	-
Human Relations	1	-	-	-	-	100%	1	-
Office of Employment & Trainin	32	91%	29	6%	2	3%	1	-
Mental Health	64	82%	53	17%	11	-	-	-
Municipal Executive	8	100%	8	-	-	-	-	-
Office for the Aging	136	99%	134	1%	1	1%	1	-
Personnel	13	100%	13	-	-	-	-	-
Planning	11	55%	6	9%	1	18%	2	18%
Probation	25	93%	23	-	-	8%	2	-
Public Defender	5	60%	3	40%	2	-	-	-
Real Property	7	100%	7	-	-	-	-	-
Safety	4	100%	4	-	-	-	-	-
Stop DWI	24	100%	24	-	-	-	-	-
Tourism	29	83%	24	14%	4	3%	1	-

**Ulster County
Vendor Payment Efficiency Monitoring Summary
For the Month of January 2010**

Legend: Department at or Above 80 % Efficiency - Above average Efficiency
 Department between 70% and 79% Efficiency - Acceptable Efficiency, Continued Attention Necessary
 Department at or Below 69% Efficiency - Expediant Improvement Needed

The following percentages are calculated from reports generated by the County's accounting system, HTE, which compare invoice or trigger date to check date only for vendor payments which are audited by the County Auditor. HTE makes its selection based on the bank codes used for the payments. Capital fund expenditures, payroll and related expenses are not included in the percentages presented.

# of Days From Invoice or Trigger Date to Check Date		0-45		46-60		61-90		91+	
Department	# of Transactions	# of Transactions		# of Transactions		# of Transactions		# of Transactions	
		%	Quantity	%	Quantity	%	Quantity	%	Quantity
Traffic Safety	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!	-
Veteran's Services	3	99%	3	-	-	-	-	-	-
Weights & Measures	1	100%	1	-	-	-	-	-	-
Total Other Departments	500	91%	453	5%	25	3%	14	2%	8
Total County Operations	3,975	83%	3,317	10%	409	4%	154	2%	95

This analysis of the efficiency of vendor payment processing is a first for Ulster County. Never before has the County had an objective tool for monitoring its successes with vendor payments. The goal is to have all payments made within 45 days with an eye toward reducing the processing time to 30 days while maintaining systems of internal control and accountability for the public's money.

