

**Ulster County  
Vendor Payment Efficiency Monitoring Summary  
For the Month of March 2009**

**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	184	99%	183	-	-	1%	1
Golden Hill Health Care Center	416	99%	412	0%	2	0%	2
Information Services	222	91%	201	3%	6	3%	7
Insurance	1,401	76%	1,044	17%	237	7%	94
Public Health	249	98%	245	-	2%	4	-
Public Works	757	97%	724	2%	16	2%	16
Purchasing	121	100%	121	-	-	-	-
Social Services	739	79%	587	6%	46	6%	43
Sheriff	135	92%	124	4%	6	2%	3
UCAT	112	79%	89	15%	17	5%	6
<b>Total Top 10 Departments in Number of Transactions Processed</b>	<b>4,336</b>	<b>86%</b>	<b>3,730</b>	<b>8%</b>	<b>330</b>	<b>4%</b>	<b>173</b>

**Other Departments:**

Arson Task Force	6	83%	5	17%	1	-	-
Board of Elections	10	60%	6	-	-	40%	4
Clerk of the Legislature	13	100%	13	-	-	-	-
Comptroller	17	100%	17	-	-	-	-
County Attorney	27	93%	25	4%	1	-	4%
County Clerk	48	100%	48	-	-	-	-
Dept. of Environment	2	100%	2	-	-	-	-
District Attorney	68	96%	65	3%	2	-	1%
Emergency Management	42	88%	37	12%	5	-	-
Fire Coordination	6	83%	5	-	-	-	17%
Human Relations	2	100%	2	-	-	-	-
Office of Employment & Trainin	36	94%	34	6%	2	-	-
Mental Health	177	98%	175	-	-	-	1%
Municipal Executive	8	100%	8	-	-	-	-
Office for the Aging	214	100%	214	-	-	-	-
Personnel	11	91%	10	9%	1	-	-
Planning	9	89%	8	11%	1	-	-
Probation	60	88%	52	8%	5	5%	3
Public Defender	13	92%	12	-	8%	1	-
Real Property	7	86%	6	-	14%	1	-
Safety	16	100%	16	-	-	-	-
Stop DWI	11	91%	10	9%	1	-	-
Tourism	23	83%	19	9%	2	9%	2

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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	6	82%	5	17%	1	-	-	-	
Weights & Measures	8	100%	8	-	-	-	-	-	
Total Other Departments	840	95%	802	3%	22	1%	7	1%	9
<b>Total County Operations</b>	<b>5,176</b>	<b>88%</b>	<b>4,532</b>	<b>7%</b>	<b>352</b>	<b>3%</b>	<b>180</b>	<b>2%</b>	<b>112</b>

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.

