

**Ulster County  
Vendor Payment Efficiency Monitoring Summary  
For the Month of November 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	118	98%	116	1%	1	1%	1		-
Golden Hill Health Care Center	386	85%	327	12%	46	3%	12	0%	1
Information Services	178	75%	134	1%	2	8%	14	16%	28
Insurance	1,385	85%	1,163	12%	168	4%	51	0%	3
Public Health	262	92%	240	5%	13	3%	9		-
Public Works	684	100%	674	1%	10		-		-
Purchasing	112	100%	112		-		-		-
Social Services	500	83%	415	11%	56	3%	14	3%	15
Sheriff	54	100%	54		-		-		-
UCAT	85	89%	76		-		-	11%	9
<b>Total Top 10 Departments in Number of Transactions Processed</b>	<b>3,764</b>	<b>88%</b>	<b>3,311</b>	<b>8%</b>	<b>296</b>	<b>3%</b>	<b>101</b>	<b>1%</b>	<b>56</b>

**Other Departments:**

Arson Task Force	7	86%	6	14%	1		-		-
Board of Elections	10	100%	10		-		-		-
Clerk of the Legislature	16	88%	14		-	6%	1	6%	1
Comptroller	5	100%	5		-		-		-
County Attorney	3	100%	3		-		-		-
County Clerk	49	98%	48	2%	1		-		-
Dept. of Environment	2	100%	2		-		-		-
District Attorney	50	100%	50		-		-		-
Emergency Management	12	100%	12		-		-		-
Fire Coordination	2	100%	2		-		-		-
Human Rights	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!	-
Office of Employment & Trainin	61	92%	56	2%	1	7%	4		-
Mental Health	58	97%	57		-		-	2%	1
Municipal Executive	7	100%	7		-		-		-
Office for the Aging	84	100%	84		-		-		-
Personnel	5	100%	5		-		-		-
Planning	4	100%	4		-		-		-
Probation	47	97%	45	2%	1		-	2%	1
Public Defender	8	88%	7		-		-	13%	1
Real Property	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!	-
Safety	8	100%	8		-		-		-
Stop DWI	11	100%	11		-		-		-
Tourism	10	90%	9		-	10%	1		-

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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	3	99%	3	-	-	-	-	-	-
Weights & Measures	4	100%	4	-	-	-	-	-	-
<b>Total Other Departments</b>	<b>466</b>	<b>97%</b>	<b>452</b>	<b>1%</b>	<b>4</b>	<b>1%</b>	<b>6</b>	<b>1%</b>	<b>4</b>
<b>Total County Operations</b>	<b>4,230</b>	<b>89%</b>	<b>3,763</b>	<b>7%</b>	<b>300</b>	<b>3%</b>	<b>107</b>	<b>1%</b>	<b>60</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.

