

Ulster County
Vendor Payment Efficiency Monitoring Summary
For the year 2009
As Of : August 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 | 1,128 | 99% | 1,116 | 1% | 7 | - | 0% | 5 |
| Golden Hill Health Care Center | 3,286 | 96% | 3,169 | 2% | 82 | 1% | 27 | 8 |
| Information Services | 1,609 | 94% | 1,515 | 2% | 27 | 2% | 27 | 40 |
| Insurance | 13,131 | 77% | 9,984 | 14% | 1,850 | 8% | 1,035 | 262 |
| Public Health | 2,320 | 94% | 2,179 | 0% | 11 | 1% | 31 | 99 |
| Public Works | 6,335 | 97% | 6,070 | 2% | 105 | 1% | 72 | 88 |
| Purchasing | 1,027 | 100% | 1,022 | 0% | 1 | 0% | 1 | 3 |
| Social Services | 6,506 | 88% | 5,717 | 5% | 346 | 4% | 240 | 203 |
| Sheriff | 1,085 | 91% | 985 | 5% | 51 | 3% | 29 | 20 |
| UCAT | 869 | 77% | 672 | 14% | 120 | 7% | 60 | 17 |
| Total Top 10 Departments in Number of Transactions Processed | 37,296 | 87% | 32,429 | 7% | 2,600 | 4% | 1,522 | 745 |

Other Departments:

| | | | | | | | | |
|--------------------------------|-------|------|-------|-----|----|----|----|----|
| Arson Task Force | 43 | 95% | 41 | 5% | 2 | - | - | - |
| Board of Elections | 57 | 77% | 44 | 14% | 8 | - | 9% | 5 |
| Clerk of the Legislature | 102 | 93% | 95 | 2% | 2 | 4% | 4 | 1 |
| Comptroller | 73 | 100% | 73 | - | - | - | - | - |
| County Attorney | 104 | 95% | 99 | 2% | 2 | - | 3% | 3 |
| County Clerk | 372 | 99% | 367 | - | - | 1% | 2 | 3 |
| Dept. of Environment | 19 | 100% | 19 | - | - | - | - | - |
| District Attorney | 495 | 94% | 465 | 1% | 6 | 1% | 6 | 18 |
| Emergency Management | 240 | 95% | 229 | 4% | 9 | - | 1% | 2 |
| Fire Coordination | 35 | 97% | 34 | - | - | - | 3% | 1 |
| Human Rights | 14 | 100% | 14 | - | - | - | - | - |
| Office of Employment & Trainin | 415 | 96% | 400 | 2% | 10 | 1% | 4 | 0% |
| Mental Health | 771 | 95% | 742 | 2% | 17 | 1% | 9 | 0% |
| Municiple Executive | 74 | 99% | 73 | 1% | 1 | - | - | - |
| Office for the Aging | 1,275 | 94% | 1,200 | 1% | 15 | 4% | 55 | 0% |
| Personnel | 120 | 93% | 112 | 4% | 5 | - | 3% | 3 |
| Planning | 49 | 88% | 43 | 10% | 5 | 2% | 1 | - |
| Probation | 463 | 89% | 409 | 6% | 26 | 3% | 15 | 3% |
| Public Defender | 83 | 99% | 82 | - | - | 1% | 1 | - |
| Real Property | 42 | 86% | 36 | 2% | 1 | 7% | 3 | 5% |
| Safety | 81 | 96% | 78 | - | - | 4% | 3 | - |
| Stop DWI | 185 | 89% | 164 | 4% | 7 | 2% | 3 | 6% |
| Tourism | 136 | 69% | 94 | 21% | 29 | 4% | 6 | 5% |

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|--|-------------------|-------------------|---------------|-------------------|--------------|-------------------|--------------|-------------------|------------|
| Department | # of Transactions | # of Transactions | | # of Transactions | | # of Transactions | | # of Transactions | |
| | | % | Quantity | % | Quantity | % | Quantity | % | Quantity |
| Traffic Safety | 1 | 100% | 1 | - | - | - | - | - | - |
| Veteran's Services | 46 | 97% | 45 | 2% | 1 | - | - | - | - |
| Weights & Measures | 30 | 100% | 30 | - | - | - | - | - | - |
| Total Other Departments | 5,325 | 94% | 4,989 | 3% | 146 | 2% | 112 | 1% | 78 |
| Total County Operations | 42,621 | 88% | 37,418 | 6% | 2,746 | 4% | 1,634 | 2% | 823 |

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.

