

**Ulster County**  
**Vendor Payment Efficiency Monitoring Summary**  
**For the Year 2010**  
**As Of: February**

**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 - Expedient 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	277	99%	273	0%	1	-	1%	3
Golden Hill Health Care Center	928	97%	902	1%	11	1%	5	10
Information Services	328	92%	303	3%	9	2%	5	11
Insurance	3,056	80%	2,420	15%	460	4%	136	40
Public Health	800	87%	699	5%	41	5%	38	22
Public Works	1,648	99%	1,610	1%	17	1%	9	12
Purchasing	219	95%	207	0%	1	1%	3	8
Social Services	1,661	79%	1,306	15%	243	3%	42	70
Sheriff	247	97%	239	2%	4	1%	2	2
UCAT	179	98%	176	1%	2	-	1%	1
<b>Total Top 10 Departments in Number of Transactions Processed</b>	<b>9,343</b>	<b>87%</b>	<b>8,135</b>	<b>8%</b>	<b>789</b>	<b>3%</b>	<b>240</b>	<b>179</b>

**Other Departments:**

Arson Task Force	9	100%	9	-	-	-	-	-
Board of Elections	25	96%	24	-	-	-	4%	1
Clerk of the Legislature	50	82%	41	2%	1	12%	6	2
Comptroller	12	100%	12	-	-	-	-	-
Consumer Affairs	4	25%	1	-	-	75%	3	-
County Attorney	27	96%	26	4%	1	-	-	-
County Clerk	95	99%	94	1%	1	-	-	-
Dept. of Environment	10	100%	10	-	-	-	-	-
District Attorney	125	94%	118	1%	1	1%	1	4%
Emergency Management	64	92%	59	2%	1	3%	2	3%
Fire Coordination	14	100%	14	-	-	-	-	-
Human Relations	1	-	-	-	-	100%	1	-
Office of Employment & Training	72	96%	69	3%	2	1%	1	-
Mental Health	198	89%	179	6%	11	-	4%	8
Municipal Executive	18	94%	17	6%	1	-	-	-
Office for the Aging	374	99%	371	0%	1	0%	1	0%
Personnel	41	90%	37	5%	2	-	5%	2
Planning	13	62%	8	8%	1	15%	2	15%
Probation	91	82%	74	10%	9	9%	8	-
Public Defender	18	78%	14	22%	4	-	-	-
Real Property	13	100%	13	-	-	-	-	-
Safety	25	96%	24	4%	1	-	-	-

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Department	# of Transactions	# of Transactions		# of Transactions		# of Transactions		# of Transactions	
		%	Quantity	%	Quantity	%	Quantity	%	Quantity
Stop DWI	47	100%	47	-	-	-	-	-	-
Tourism	83	73%	61	8%	7	4%	3	14%	12
Traffic Safety	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!	-
Veteran's Services	21	99%	21	-	-	-	-	-	-
Weights & Measures	6	100%	6	-	-	-	-	-	-
Total Other Departments	1,452	93%	1,348	3%	44	2%	25	2%	35
<b>Total County Operations</b>	<b>10,795</b>	<b>88%</b>	<b>9,483</b>	<b>8%</b>	<b>833</b>	<b>2%</b>	<b>265</b>	<b>2%</b>	<b>214</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.

