

Priority: Accountability
Program Offer Type: Existing Operating
Related Programs:

Lead Agency: County Management
Program Contact: Mindy Harris

Program Characteristics:

Executive Summary

The General Ledger (GL) program manages central financial accounting and reporting, including the annual external financial audit, Federal cost allocation plan, contract fiscal compliance as well as general accounting support and assistance Countywide.

Program Description

The GL program supports and monitors the County's financial accounting activity by performing regular accounting functions, including account reconciliations, review / approval of accounting transactions, and preparing required financial reports. The primary product is the County's Comprehensive Annual Financial Report (CAFR), which includes all activities associated with the required annual external financial audits. The CAFR receives the Government Finance Officer's Association (GFOA) award annually for excellence in financial reporting. This award indicates management has prepared financials that meet the reporting standards and requirements noted by GFOA in their excellence in financial reporting model. Approximately 3% of government entities in the US receive this award annually. The GL program's fiscal compliance (FC) unit performs site reviews and financial statement analyses on County human service contracts in order to maintain compliance with Federal, State and County laws and regulations. GL also prepares the County's cost allocation plans needed to recover central and departmental overhead and administrative costs. Maintaining internal controls and the chart of accounts are other functions performed by GL.

Program Justification

The GL program contributes to the Accountability priority by providing sound financial accounting and reporting as well as effective internal controls. GL provides the County and its citizens with audited financial reports that provide information to monitor and track the County's financial performance. These reports are utilized by many agencies and organizations such as bankers, investment and bond rating agencies, debtors, grantor agencies and citizens. The program's regular review and reconciliation of the County's enterprise system is a key function for proper financial accounting, effective internal controls, reporting and budgeting. In addition, the program's fiscal compliance unit performs Countywide contractor fiscal monitoring required by Federal and State regulations, grants and financial assistance agreements. This provides accountability to funding agencies and citizens while improving the performance and achieving the goals of the County programs.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY06-07)	Current Year Purchased (FY07-08)	Current Year Estimate (FY07-08)	Next Year Offer (FY08-09)
Output	# of fiscal compliance (FC) site visits performed in a fiscal year (FY)	44	100	40	60
Outcome	Decrease in non-compliance findings as a result of fiscal site visits	63.0%	70.0%	60.0%	60.0%
Outcome	% of auditor recommendations successfully implemented in a fiscal year	83.0%	80.0%	80.0%	80.0%
Outcome	% of accurately stated balance sheet accounts as audited by external auditors	100.0%	97.0%	100.0%	97.0%

Performance Measure - Description

Output: FC unit performs site reviews and issues reports on County funded human services (HS) contracts (excluding contracts with hospitals, school districts and other municipalities). Central FC is a newer program and the FY08 estimates were aggressive and high. Outcome: FC site visit reports aid HS providers in implementing stronger compliance and accounting practices, quantified by a decrease in non-compliance findings noted in the preliminary site visit report to the final site visit report. Outcome: In the County's external financial audit, the auditors provide recommendations to management on noted areas of improvement. A high percent of auditor recommendations successfully addressed indicates a greater degree of internal control and management review over the County's financial data. Also in the annual external audit, the auditors review and analyze general ledger accounts. A higher percentage of accurately stated balance sheet accounts indicates a higher degree of accuracy and fewer misstatements in the County's CAFR.

Legal/Contractual Obligation

Oregon Revised Statutes (ORS), Chapter 297 ~ Audits of Public Funds and Financial Records ~ requires governments to have an external audit performed and submit the audited financials to the Secretary of State - Audits Division. The Office of Management and Budget Circular A-133 requires entities receiving Federal funds and passing those funds on to other organizations (such as non-profits) to be in compliance with performing grant fiscal monitoring on those contracts funded with pass-through dollars.

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2008	2008	2009	2009
Personnel	\$816,206	\$0	\$796,741	\$0
Contracts	\$0	\$0	\$500	\$0
Materials & Supplies	\$29,200	\$0	\$25,700	\$0
Internal Services	\$97,388	\$0	\$63,742	\$0
Subtotal: Direct Exps:	\$942,794	\$0	\$886,683	\$0
Administration	\$69,203	\$12,883	\$56,108	\$9,081
Program Support	\$10,992	\$0	\$12,572	\$0
Subtotal: Other Exps:	\$80,195	\$12,883	\$68,680	\$9,081
Total GF/non-GF:	\$1,022,989	\$12,883	\$955,363	\$9,081
Program Total:	\$1,035,872		\$964,444	
Program FTE	8.98	0.00	8.98	0.00
Program Revenues				
Program Revenue for Admin	\$12,883	\$0	\$9,081	\$0
Total Revenue:	\$12,883	\$0	\$9,081	\$0

Explanation of Revenues

This program is supported by General Fund revenues. Central financial accounting & fiscal compliance services are included in the County's indirect cost allocation plan.

Significant Program Changes

Last year this program was: #72007, General Ledger

There are no significant changes to the General Ledger program offer. FY08 GL program offer included the CFO. For FY09 the CFO has a separate program offer.