

Lead Agency: Sheriff
Program Offer Type: Support
Related Programs:

Program Contact: Wanda Yantis

Program Characteristics: In Target

Executive Summary

The MCSO Fiscal Unit program provides comprehensive financial services to the Multnomah County Sheriff's Office in support of the agency's public safety operations. The Sheriff's Office has a \$125 million dollar annual budget that is funded from a variety of sources including County general fund; State and Federal grants, fees and contracts; as well as through intergovernmental agreements with local jurisdictions.

Program Description

The Fiscal Unit gathers financial data, enters and processes transactions through the County financial system (SAP), conducts analysis, and reports financial information to Command Staff so that strategic operational decisions can be made. The Fiscal Unit makes certain that funds are available for running the agency's operating programs and documents their use by performing: budget development, modification and monitoring; fiscal projections; accounts receivable and payable; inmate welfare fund accounting and deposits; contract development and monitoring; grant accounting; travel and training processing; as well as monitoring County internal service reimbursements.

The Fiscal Unit provides monthly financial reports to management and information for the County's annual audit. Oregon budget law, County financial policies, County administrative procedures and internal controls are implemented and upheld by the Fiscal Unit. The Fiscal Unit works with the Planning & Research Unit and the Executive Office in providing information to the public.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Percent of payments over 60 days	3.5%	5.0%	3.5%	5.0%
Outcome	Number of accounts payable payments made	4,880	5,000	4,300	5,000

Performance Measure - Description

County policy is to have payments made within 30 days of invoice, the data is from SAP on actual payment date vs. invoice date. The Outcome measure of payments made reflects the volume of checks processed by the unit with the outcome of vendors paid.

Legal/Contractual Obligation

Assist in the contract development and procurement process as well as provide accounting and time information reports on contracts, grants and IGA's for the Sheriff's Office.

ORS Chapter 294 — County and Municipal Financial Administration

ORS 206.020 Keeping records of and disposition of fees.

ORS 294.085 Examining books and papers of county officers.

ORS 297.515 County audits include judicial and law enforcement agencies and officers

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2013	2013	2014	2014
Personnel	\$678,498	\$0	\$711,063	\$0
Contracts	\$888	\$0	\$908	\$0
Materials & Supplies	\$12,972	\$0	\$13,264	\$0
Internal Services	\$62,254	\$0	\$67,021	\$0
Total GF/non-GF:	\$754,612	\$0	\$792,256	\$0
Program Total:	\$754,612		\$792,256	
Program FTE	6.00	0.00	6.00	0.00
Program Revenues				
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was: #60013, MCSO Fiscal Unit