

Auditor-Controller

Betsy M. Schaffer, CPA

Auditor-Controller

Administration & Support

Audit Services

Accounting Services

Financial Reporting



FY 2020-21

BUDGET WORKSHOPS

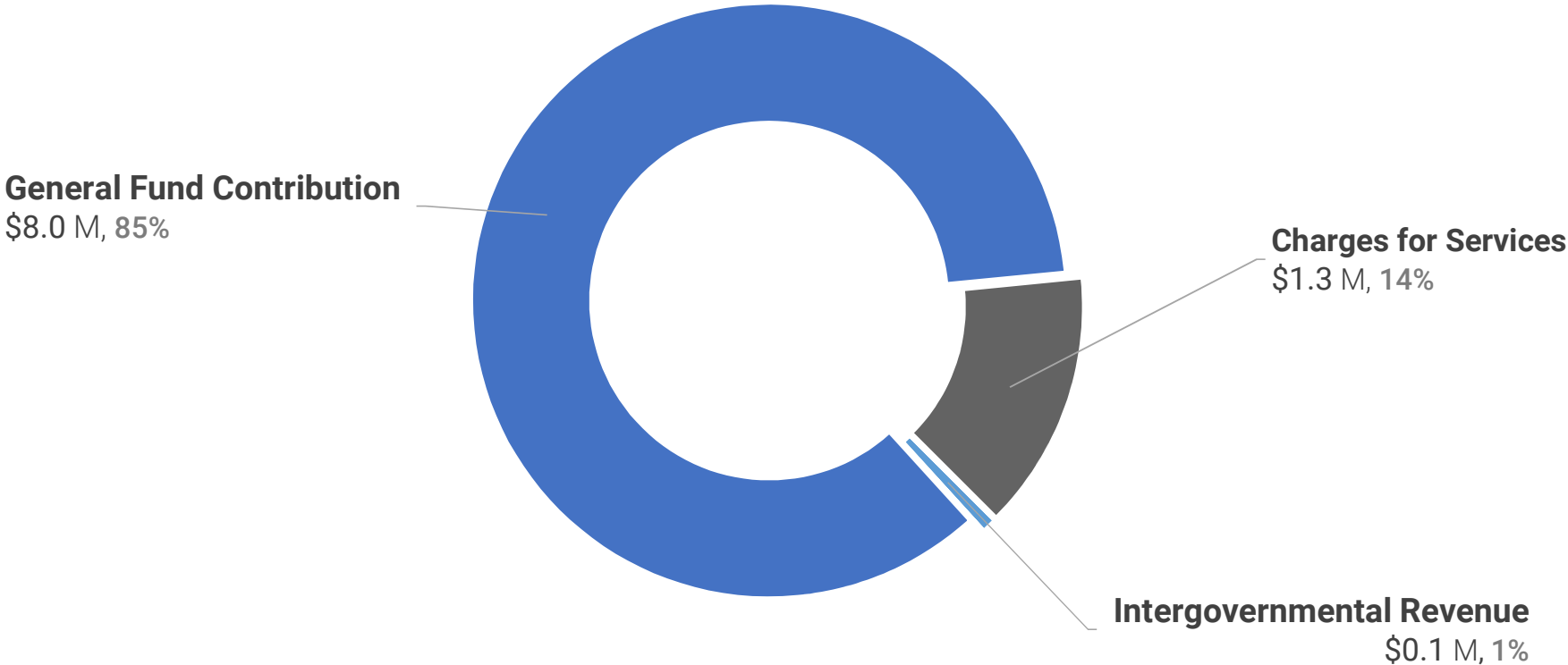
Key Challenges & Emerging Issues

- Accounting and auditing challenges: Governmental Accounting Standards Board (GASB) implementations (Statements 84, Fiduciary Activities, & 87, Leases)
- IT Systems assessments and support – ex. the countywide business applications needs assessment (BANA), integrations between County departmental systems
- Supporting Renew '22 Initiative
- Training and retention of staff
- COVID-19: While fiscal impact to the department initially appears small, maintaining continuity of essential department operations in a 92% telework environment, and assisting with countywide cost analysis and recovery is unprecedented and challenging

Budget Summary

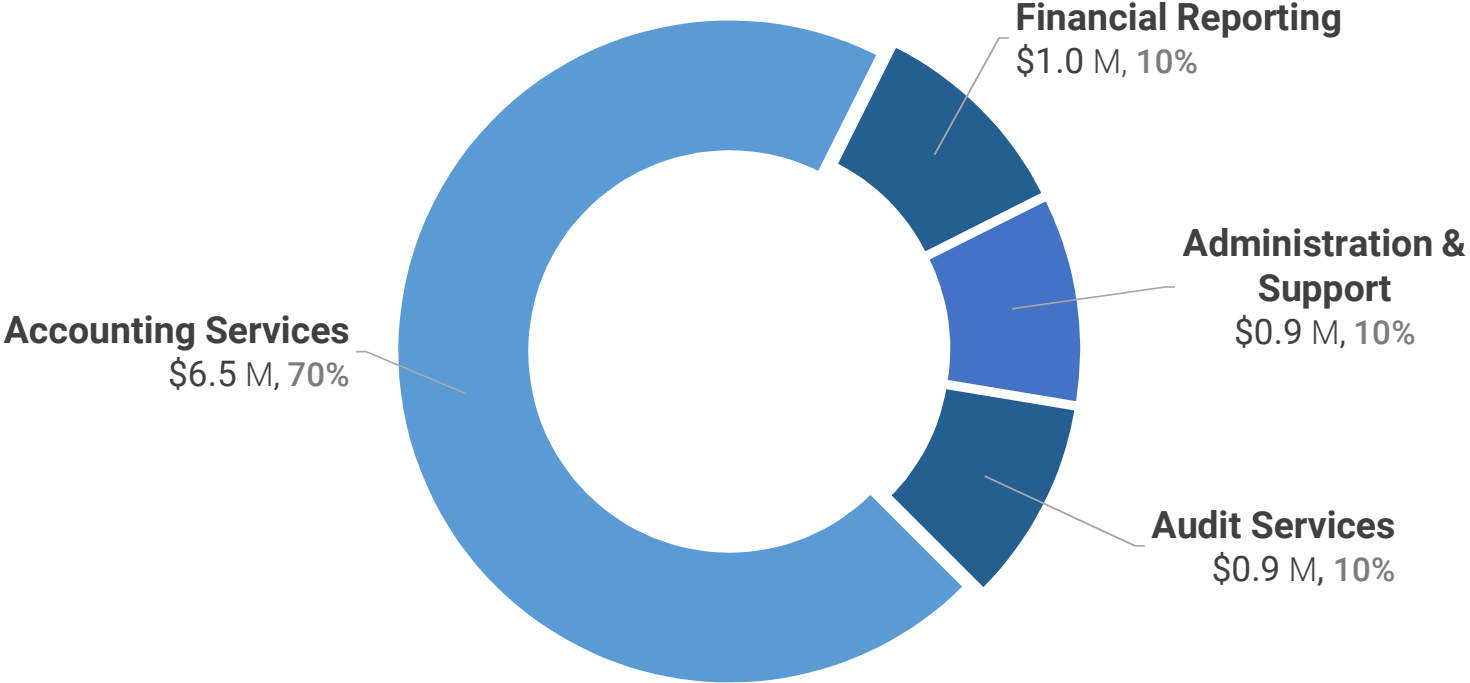
Operating Budget	\$ 9,378,300
Use of One-Time for Ongoing Operations	\$ 0
Capital Budget	\$ 15,000
General Fund Contribution	\$ 7,962,000
Full-Time Equivalents	48.6
Service Level Reductions	\$ 0
Restoration Requests	\$ 0
Expansion Requests	\$ 0

Source of Funds

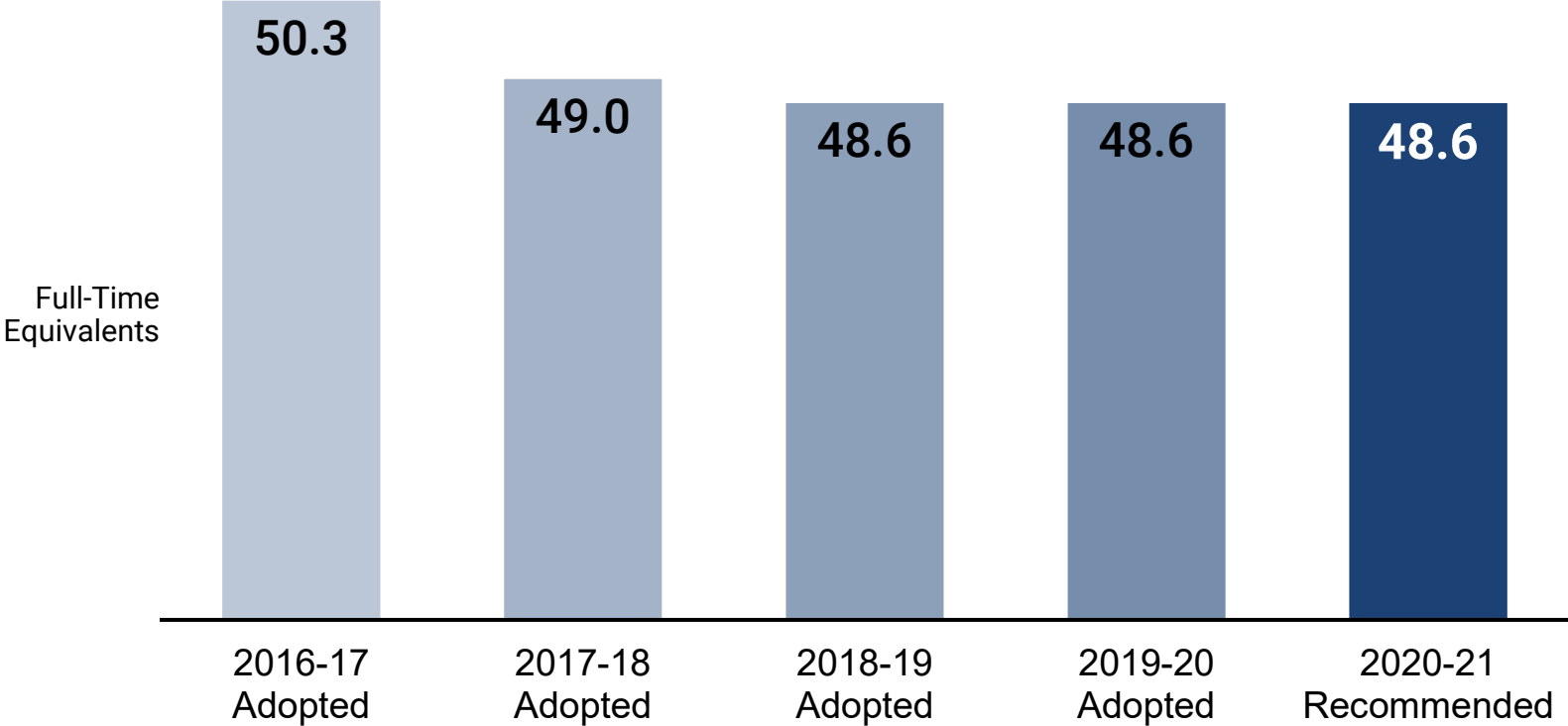


Use of Operating Funds

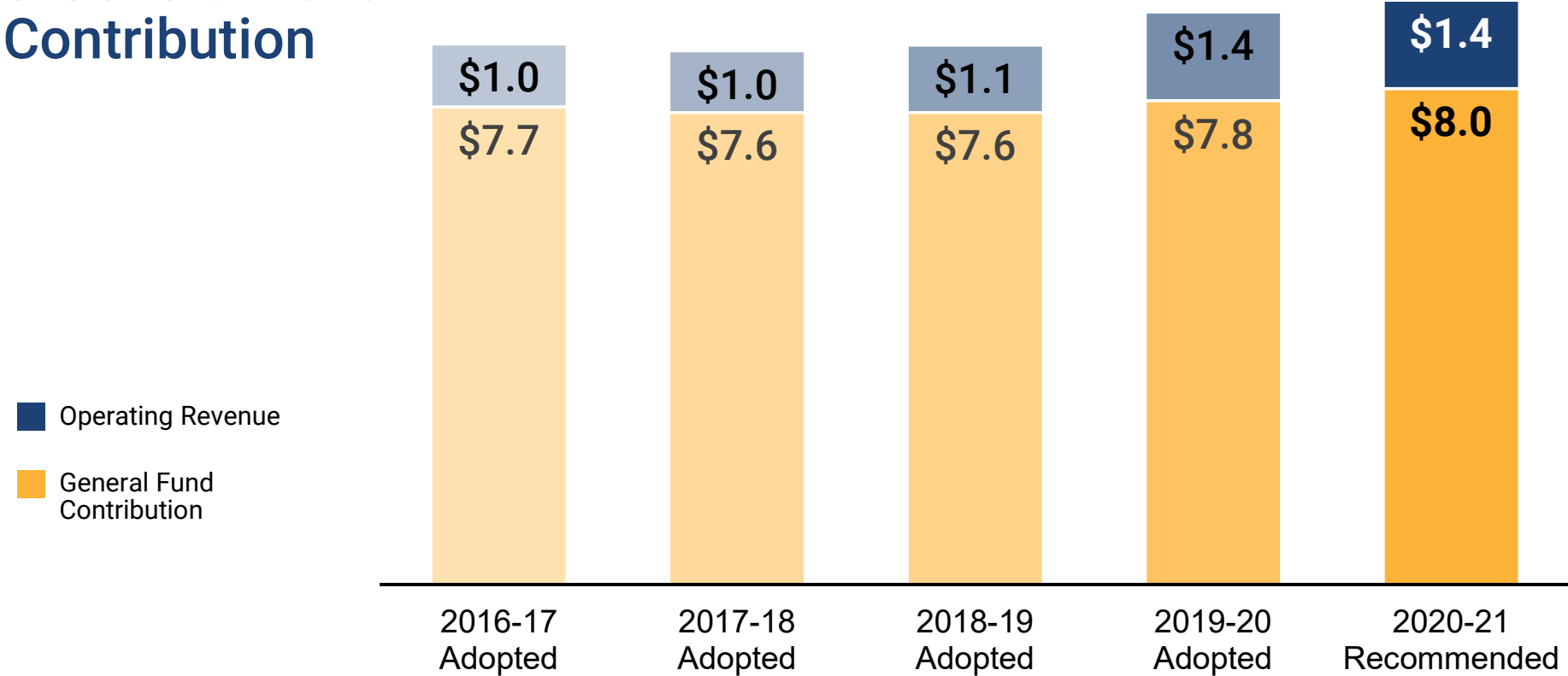
By Budget Program





Staffing Summary




Operating Revenue & General Fund Contribution






FY 2019-20 Anticipated Accomplishments

- Developed and deployed, in conjunction with the CEO's Office, a fiscal policies training course for all County management 
- Led and developed project structure for the countywide business applications needs assessment (BANA) to review the current status and needs of the County's business systems: HR, FIN, Payroll, etc. 
- GASB 84 implementation - fiduciary fund accounting

 Renew '22
Departmental Initiative

FY 2020-21 Objectives

- Lead and participate in the countywide business applications needs assessment (BANA) to review the current status and needs of the County's business systems: HR, FIN, Payroll, etc. 
- Apply advanced analytical and audit procedures to county's disbursements 
- Continue activities to strengthen and reinforce the culture of customer service and teamwork

 Renew '22
Departmental Initiative

RENEW '22 | Big Picture Goals

RE-DESIGN

- Continue encouraging vendors to receive their payments via ACH instead of paper warrants
 - Provide Form W2s online through the Employee Self-Service portal
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- A-C Staff member participated in first cohort of County-provided process improvement training
 - Continue to participate in future County-provided process improvement trainings
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RE-BALANCE

- 1% Efficiency – Apply advanced analytical and audit procedures to county's disbursements
 - 1% Efficiency – Paperless W2's
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RENEW '22 | Big Picture Goals

RESPOND

- Participate in biennial internal customer survey with CEO, Human Resources, General Services, and County Counsel

RETAIN

- Participate in Leadership Certificate Program as attendee and instructor
- Continue Annual Division Chief Retreat to develop leadership skills and reinforce departmental goals and objectives
- Continue Deming Roundtable as part of the biweekly Division Chiefs' meetings
- Continue facilitating and developing the New Auditor Training and Development (NATD) program for our new Accountant-Auditors
- Coordinate and facilitate the Chief Financial Officers (CFO) Consortiums.

Performance Measures

Description	2017-18 Actual	2018-19 Actual	2019-20 Est. Actual	2020-21 Recommended
Percentage of A-C mandatory audits completed by legal due date (Target: 100%)	100% 3 / 3	100% 3 / 3	100% 3 / 3	100% 3 / 3
Percentage of annual payroll disbursements to employees through Direct Deposit (Target: 99%)	99% 4,569/4,629	99% 4,529/4,573	99% 4,535 / 4,580	100% 4,500/4,540
Percentage of total dollar disbursements to County vendors paid through direct deposit (ACH), rather than Warrant (Target: 83%)	83% \$561M/\$673M	83% \$561M/\$673M	84% \$619M/\$734M	84% \$619M/\$734M
Percentage of annual disbursements to County vendors through direct deposit (ACH) (Target: 65%)	60% 37K/62K	60% 37K/62K	64% 40K/63K	64% 40K/63K

Performance Measures

Description	2017-18 Actual	2018-19 Actual	2019-20 Est. Actual	2020-21 Recommended
Number of popular annual financial highlight reports produced. (Target: 5)	5	5	5	5
Percentage of department budget expended on training (Target: 1%)	1% \$81K/\$8.1M	1% \$94K/\$9.4M	1% \$94K/\$9.4M	1% \$94K/\$9.4M
Percentage of departmental Employee Performance Reviews (EPRs) completed by the due date (Target: 100%)	98% 42/43	100% 41/41	98% 43 /44	100% 44/44

Service Level Reductions

NONE

Summary

- Prioritizing participation with Renew '22 efforts
- Proceeding with BANA as a major countywide initiative
- Investing in our staff development through training and other team building activities
- Adapting and responding to COVID-19 impacts on department operations, staff morale, and broader countywide needs

“ What a wonderful life I’ve had! I only wish I’d realized it sooner.

”

Colette, French Writer



FY 2020-21
BUDGET WORKSHOPS