

Department of Finance

2024 Executive Proposed Budget

Core Programs & Functions

- General Accounting for Expenditures, Revenues, Assets and Liabilities by governmental fund type;
- Treasury- maintaining and safe guarding appropriate cash accounts and balances as well as issuing and servicing debt;
- Accounts Payable- audit and payment of all claims against the County;
- Payroll- process biweekly payroll in accordance with approved County pay scales, file required federal, state & local payroll tax returns and report wage information to the New York State Retirement System;
- Benefits- manage the health programs for medical, dental, and vision care and also employee workers' compensation with the use of third party administrators. Report wage information to New York State Workers Compensation Board. Provide employee orientation;

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- Bureau of Purchase and Supplies- provide cost effective and efficient procurement of materials, equipment and supplies in accordance with laws governing procurement;
- Financial Compliance-monitor internal controls and provide additional oversight for compliance with County policies and procedures;
- Reporting- Reporting- prepare the County's Annual Comprehensive Financial Report ("ACFR"), Uniform Guidance Schedules, including the Schedule of Expenditures of Federal Awards, and Cost Allocation Plan;
- Accounting and reporting for the Deferred Compensation Plan for Employees of the County of Westchester, and Westchester Tobacco Asset Securitization Corporation.
- Debt Issuance-prepared Official Statements for Long-Term Obligation Bonds and Short-Term Financing, including Bond Anticipation Notes

Budget Summary

ITEM	2023	2024
Operating Positions	49	49
Trust Positions	0	0
TOTAL POSITIONS	49	49
Personal Service	4,706,862	4,954,099
Equipment		
Materials & Supplies	36,500	38,000
Contractual Expenses	119,320	219,412
Inter-Departmental Charges	1,076,283	1,069,044
TOTAL EXPENDITURES	5,938,965	6,280,555

Budget Summary

ITEM	2023	2024
Inter-Departmental Revenue		
Departmental Revenue	2,426,879	2,264,587
State & Federal Aid		
TOTAL REVENUE	2,426,879	2,264,587
DEPARTMENT TAX LEVY	3,512,086	4,015,968

New Initiatives & Highlights

- Applied for the Government Finance Officers Association of the U.S and Canada Certificate of Achievement for Excellence in Financial Reporting for the County's 2022 Annual Comprehensive Financial Report. The Department received the award for the 2021 Annual Comprehensive Financial Report. This was the 15th consecutive year earning this award.
- The Bureau of Purchase and Supplies continues to track MWBE commodity purchases for all County Departments on a monthly basis. Targeting these purchases has resulted in significantly increased MWBE participation in the procurement process. For example, in 2023 the County has teamed up with companies such as Intivity, Edge Electronics, Wats International, Sharda Paper, and S & B Office products, all having NYS MWBE certification, to procure Westchester's most commonly utilized items, resulting in Contract Awards in excess of \$3 million. To date in 2023, over 15% of all Westchester County commodity expenditures have been with MWBE's.

New Initiatives & Highlights (cont'd)

- Currently working on an upgrade to our Financial/Budget/Human Resource Enterprise System (CGI Advantage). Department specific upgrades include the addition of Employee Self Service and Vendor Self Service.
- Collaborated with Community Mental Health and Human Resources to implement expanded EAP services through a contract with UMR/Optum.
- Currently working on implementation of Mental Health Parity for 1/1/24.