

**Department:** Health Department

**Program Contact:** Derrick Moten

**Program Offer Type:** Administration

**Program Offer Stage:** Proposed

**Related Programs:** 40041, 40042

**Program Characteristics:**
**Program Description**

This program offer supports the essential financial and business management services of the Health Department. Services include financial reporting and forecasting, grant accounting, fiscal compliance, budget development, cash management and accounts payable services. Teams collaborate with the County's Budget Office and Central Finance units. Teams follow the County's budget, financial and administrative procedures, policies and practices. By managing complex federal, state, county and funder requirements, these fiscal stewards help ensure the department can achieve its mission.

The Financial and Business Management division is committed to centering equity in policy and practice and in service to the Health Department's value of racial equity and mission to reduce health disparities. The division will continually invest time and resources into identifying and then dismantling internal and external structures that contribute to inequity, including the culture of white supremacy. The division employs a finance strategy to preserve critical services and support infrastructure for improved health outcomes. We strive to build trusting partnerships with community partners we depend on and we genuinely engage with communities and staff to drive positive changes, especially in the areas of business, operational and financial management. We pride ourselves on our ability to recruit, retain and promote a diverse, inclusive and high-performing workforce. The division is working to advance the objectives outlined in the Workforce Equity Strategic plan by committing resources for an equity and inclusion committee and operationalizing its policy recommendations.

**Performance Measures**

Measure Type	Performance Measure	FY24 Actual	FY25 Budgeted	FY25 Estimate	FY26 Target
Output	# of Invoices Processed	16,177	14,000	17,000	14,000
Outcome	Yearly average % of all cash receipts recorded in the month in which they were received	98%	95%	98%	95%
Quality	Number of audit findings in County's annual financial audit	No Findings	No Findings	No Findings	No Findings

**Performance Measures Descriptions**

Measure 1 - lower for FY 2026 assuming fewer contracts. Measure 2 - '# of invoices processed' measures output for the accounts payable unit. Measure 3 - 'Yearly average % of all cash receipts recorded in the month in which they were received' measures the average timeliness of deposits through the fiscal year. The division aims to avoid auditing findings for the department by prioritizing compliance and ensuring accurate and accessible documentation.

## Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2025	2025	2026	2026
Personnel	\$6,632,145	\$0	\$6,418,389	\$0
Contractual Services	\$62,361	\$0	\$34,186	\$0
Materials & Supplies	\$411,229	\$0	\$56,410	\$0
Internal Services	\$3,955,940	\$0	\$3,955,489	\$0
<b>Total GF/non-GF</b>	<b>\$11,061,675</b>	<b>\$0</b>	<b>\$10,464,474</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$11,061,675</b>		<b>\$10,464,474</b>	
<b>Program FTE</b>	37.00	0.00	34.00	0.00

Program Revenues				
Other / Miscellaneous	\$22,091,393	\$0	\$20,165,803	\$0
<b>Total Revenue</b>	<b>\$22,091,393</b>	<b>\$0</b>	<b>\$20,165,803</b>	<b>\$0</b>

## Explanation of Revenues

Department Indirect: \$20,165,803

## Significant Program Changes

**Last Year this program was:** FY 2025: 40040 Financial and Business Management Services

FBM continues to experience staffing changes, including critical business function staff and leadership transitions. The team is doing more with fewer resources, minimizing disruptions through quick vacancy responses and coverage plans.

The Division continues to build program partner relationships, enhancing collaborations and improving services. A Travel & Training orientation for ICS led to Accounts Payable process improvements. And a gift card training developed with staff from Public Health highlighted policy requirements and informed their new cash-equivalencies dashboard to track inventory, orders, and custodianship.