



FISCAL

FISCAL OPERATIONS

PAYROLL

CONTRACT COMPLIANCE

CUSTODIAN OF RECORDS



PURPOSE



To maintain the financial support for the Department of Health's commitment to assure a healthy community for the City of St. Louis by providing accountable, reliable, and accurate financial services and information to our internal and external customers.



ACCOMPLISHMENTS



Contract Execution Process

- Over 96% of prime contracts executed within 45 days
- Over 99% of subrecipient contracts executed within 45 days

Invoice Activity

- FY 15 processed 2,615 invoices with 953 batches
- FY 16 processed 1,014 invoices with 1,018 batches



ACCOMPLISHMENTS



Grant Committee

- Committee has reviewed over 11 prospective grant opportunities during FY 16 and received funding for 4 programs totaling over \$162,000



SPECIAL PROJECTS



Homer G. Phillips

- Authorizations Received - 195
- Records Not Located – 142
- Records Located and Verified - 17
- Records Being Verified – 34
- Over 2,200 boxes inventoried
- Cost to Date – Over \$161,000



FISCAL STAFF



Joan McCray Fiscal Manager
Patty Koller Executive Assistant I
Vacant Payroll Specialist II
Brenda Pierce Contract Compliance Officer
Victoria Reed Accountant II
Leslie Gatewood Accountant II
Godfrey Taneh Accountant II
Vacant Accountant II
Marlies Murphy Clerk Typist II
Dorance Payne Messenger Mail Clerk