



# CONTROLLER'S OFFICE

FY 2021-22 Performance

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December 6, 2022

COUNTY OF SAN MATEO



# Our Mission

Promote the County's operational effectiveness and ensure its financial transparency and integrity by providing quality accounting, audit, and financial reporting services.



# Equity Improvement Activities

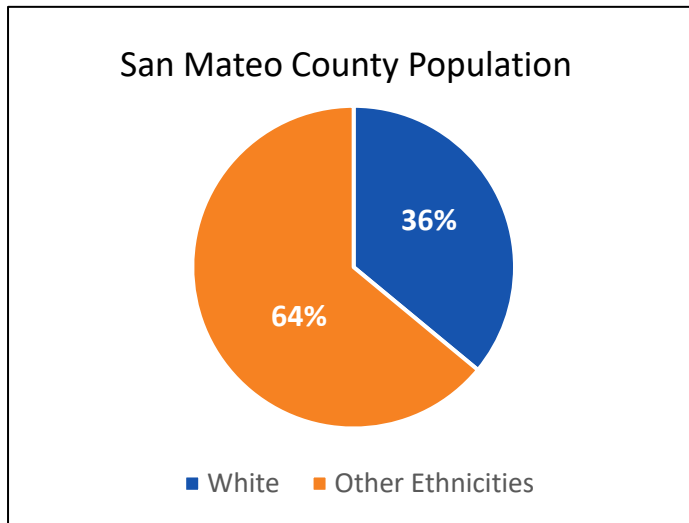
- Established active Department Equity Committee
- Trained staff in diversity, equity and inclusion awareness
- Translated County financial reports in different languages
- Continued to foster an effective and diverse team to meet business goals
- Focused on improving employees' engagement to increase inclusiveness and productivity



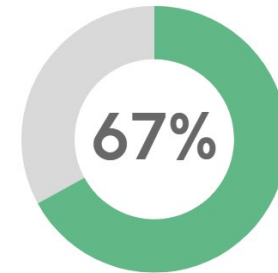
# Management – Inclusiveness

CLASSIFICATION	CONTROLLER'S OFFICE		COUNTY	
	WHITE	OTHER ETHNICITIES	WHITE	OTHER ETHNICITIES
Department Head/Elected Official	0%	100%	78%	22%
Deputy/Assistant Director	33%	67%	54%	46%
Manager II	40%	60%	46%	54%

Source: Workforce Planning Report FY 2020-21 October 2021



Source: U.S. Census Bureau, 2020 Census



Percent of Senior Managers in  
Controller's Office  
Representing  
Other Ethnicities

# Employee Engagement Survey Results

	CONTROLLER'S OFFICE	COUNTYWIDE
Overall Favorability	84%	73%

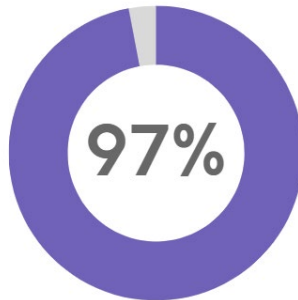
IME Indices	CONTROLLER'S OFFICE	COUNTYWIDE	Other Key Measures	CONTROLLER'S OFFICE	COUNTYWIDE
I = How Employees Feel About Their Work	87%	81%	Understand Goals & Priorities	96%	86%
M = How Employees Perceive Their Managers	82%	75%	We Like The Work We Do	94%	89%
E = How Employees Perceive Their Senior Leaders	84%	57%	Proud to Work Here	94%	83%

Results from latest 2019 survey

# Employee Engagement Wellness & Training

## Controller's Office 2022 Wellness Dividend Program Participation Results

Dividend Program	Percentage of Employees	County Ranking
Completed the Online Health Assessment	95%	2
Completed All Wellness Dividend Requirements	93%	1



Percentage of Controller's  
Office Employees Who  
Completed Minimum  
20 Hours of Training or More  
in FY 21-22

# Financial Reporting Accomplishments

- County's financial report (Annual Comprehensive Financial Report - ACFR) received clean opinion from external auditors.
- ACFR received Government Finance Officers Association (GFOA) Award for Excellence in Financial Reporting for **22** consecutive years.
- Popular Annual Financial Report (a.k.a. Financial Highlights Report) received GFOA Award for Outstanding Achievement for **20** consecutive years.



# Innovations

- Automated employee expense reimbursement request processes
- Introduced computer-based trainings to use the financial accounting system
- Improved employees' self-service functions in payroll system
- Implemented application to track, account for, and report on leases
- Continued to improve and support ability to perform accounting functions remotely



## Other Highlights



Issued Property Tax Highlights publication



In-lieu Vehicle License Fee revenues were made whole by the State



Cost Allocation Plan, Single Audit, and SB 90 Claims were prepared and submitted in collaboration with Departments

# FY 2022-23 Priorities

- Continue working with departments to assist with system replacements
- Audit procurement and contracting activities
- Expand use of electronic payments (ACH/direct deposit)
- Monitor changes to laws that impact the functions we perform
- Continue to support Diversity, Equity and Inclusion goals





**Questions?**