

**Last Edited by John Sewell 6/6/02**

## **DFA Accomplishments**

In keeping with Governor Musgrove's challenge of "unprecedented goals, unparalleled progress," the Department of Finance and Administration's (DFA) approach to operations calls for new innovation and strategies that will enhance the mission of the department and its service to the citizens of Mississippi.

All states are now faced with the challenges of shrinking budgets. As the executive branch agency charged with the administration and management of all state expenditures, one of the greatest accomplishments of the DFA has and continues to be that of maintaining a balanced budget for the state. The proactive efforts of the department have led to regional recognition by many financial rating agencies and other states.

The DFA has also made many other significant contributions to increasing efficiency within the department itself and state government. The following is a brief summary of some of the department's accomplishments.

- ◆ DFA assisted the Mississippi Legislature with the Capitol Improvement Bond Appropriation bill. It provides the bond authority for state agencies, IHL, and community colleges for projects.

- ◆ In January 2002, the DFA Office of Fiscal Management completed and submitted the Comprehensive Annual Financial Report to the Government Finance Officers Association. Mississippi has received the Certificate of Achievement for Excellence for this report since 1987.

- ◆ On January 9, 2002, Governor Musgrove and members of the Bond Commission announced the largest debt refinancing in the state's history - \$307,000,000 - resulting in a total budget savings of \$11.2 million dollars. The Bond Advisory Division, an office within DFA, provided the technical and administrative support necessary for this bond refinancing.

- ◆ In May 2002, the DFA Office of Crime Victim Compensation co-sponsored a conference for victim service providers, "Putting Victims First – New Directions for the New Millennium." Through the diligent efforts of this DFA office, SB2562 was passed. This legislation increases benefits and services offered through the Crime Victim Compensation Program.

- ◆ The Mississippi Management and Reporting System (MMRS), an office within DFA, has worked with the State Personnel Board to develop a software program that would streamline the operation of the application process. On April 2, 2002, Image 2000 (I2K) went live in production. It is an imaging, workflow, and document management system, which supports the goals and business requirements of the State Personnel Board.

Upon receipt of employment applications, they will be scanned into a computer database. Once an agency's request for a Certificate of Eligibles (COE) is generated in the nightly computer process, the I2K system will package the related employment applications into a single portable document file (PDF). The agencies will have access to the PDF file the next day. Seven (7) agencies have been selected to participate in the first phase of this project.

◆ The DFA Office of Purchasing and Travel (OPT), in conjunction with MMRS, has implemented a new Electronic Purchase Approval process. Agencies seeking purchase approval from OPT can submit a P-1 (purchase request form) electronically to the OPT via the Internet. The director of OPT can retrieve the form from e-mail and electronically approve or disapprove and send back to the agency. This measure increases efficiency by reducing the processing time for purchase approvals and processing costs such as paper, postage, and personnel time.

◆ In the wake of September 11, security has become a priority for everyone. One of the most important responsibilities of DFA is to provide security for the capitol complex. DFA Law Enforcement has implemented many new, but significant, additions to ensure the safety of all those who work in and around the capitol complex. Proximity cards (identification cards) and readers, metal detectors and video surveillance cameras have been installed in the New Capitol and Woolfolk Buildings.

◆ The DFA Office of Insurance, in conjunction with the Department of Human Services and Medicaid, has worked to effect steady increases in enrollment for the CHIP Program.

DFA has had many successes, but there is still more to be done. Our commitment to improved quality in service delivery and to utilizing innovative solutions to old problems will continue to spur new, even greater accomplishments within the department.