

Finance & Administration Cabinet

Budget Review Subcommittee on Justice and Judiciary

Secretary Holly M. Johnson

July 7, 2021

Office of Budget & Fiscal Management (OBFM)

Who We Support

Finance and Administration Cabinet

- Commonwealth Office of Technology
- Department of Revenue
- Department for Facilities & Support Services
- General Administration—Office of the Secretary
- Controller's Office
- Office of Inspector General
- County Costs
- Debt Service
- KY River Authority

General Government Cabinet

- Governor's Office
- Executive Branch Ethics Commission
- Kentucky Communications Network Authority (KCNA)
- Appropriations not otherwise classified (ANOC)
- Office of the State Budget Director
- KY Homeland Security
- School Facilities Construction Commission

OBFM Overview and Responsibilities

The office consists of two Divisions and two Branches, with a total of sixteen positions currently filled. The main objective is to oversee day-to-day financial operations, fulfill programmatic responsibilities, financially advise and provide customer service to our supported agencies.

Budget (DOB):

- Completes, reconciles and audits state-wide billings
- Manages Personnel CAP
- Maintains Cabinet chart of accounts
- Analyze and forecast receipts
- Reviews expenditures for financial efficiency
- Advise and approve payables and receivables
- Biennial Budget submission
- Six-Year Capital Plan submission
- Completes annual allotments and modifications
- Tracks and monitors Cabinet legislation

Fiscal Management (DFM):

- Accounts Payable
- Purchasing
- Contracts
- Procard
- Fixed Assets and inventory
- Records retention
- Deposits
- Closing Package
- Guardian Ad Litem (GAL)
- Federal Grants

Guardian Ad Litem (GAL)

- GAL is a program within the Appropriations not Otherwise Classified (ANOC) budget
- The DOB manages the ANOC budget
 - GAL is budgeted for \$11,204,900 for FY21 and \$11,189,900 for FY22
- KRS 620.100 provides for a fee paid to the GAL appointed by a District Court to serve as attorney for a minor with no legal guardian residing in the state
 - The fee is to be fixed by the court and shall not exceed \$500; however, if the action has final disposition in the District Court, the fee shall not exceed \$250
- These fees are processed and managed by the DFM
- There is a consistent high volume of these requests that are received
 - Approximately 400 payments are processed each week by DFM
 - One employee is 100% dedicated to processing GAL payments
 - Payments are processed Monday-Wednesday in order to finalize GAL's within the week
- The process for completing, approving and filing is very tedious

GAL Documents Processed by Fiscal Year

Fiscal Year	Total Documents Completed
2012	28,555
2013	28,061
2014	28,515
2015	31,057
2016	34,118
2017	35,060
2018	37,656
2019	40,564
2020*	29,501
2021 (YTD)*	23,174
*Due to COVID-19 and the Kentucky Courts closures, GAL payments were reduced	

GAL Improvements

- Working with County Clerks and Attorneys to send all FINGAL-1 forms electronically
- Went electronic starting in 2021
- Updated FINGAL-1 form to capture detailed information for each payment
 - KRS case tracking
- Improved payment process by adding new tracking mechanisms in eMARS
 - Court type
 - Attorney role
 - Types of cases
 - County distinction
- Approval process now includes thorough auditing and checking
- Developed GAL processing procedures within DFM
- Improved process to minimize backlog