

## **DAS Statewide Financial Management Application (SFMA)**

Issued for the fiscal year 2021 (July 1, 2020- June 30, 2021)

This report includes two (2) sections as noted below.

- 1. Additional Report Information**
- 2. Data Dictionary**

### **Additional Report Information**

This report provides information on expenditures (i.e., cash transactions/payments) for the agencies that utilize the Statewide Financial Management Application (SFMA) issued for the fiscal year 2021 (July 1, 2020 - June 30, 2021).

Generally, the information contained in these agency expenditure files was generated as follows:

- All payments for the fiscal year 2021 (July 1, 2020 through June 30, 2021) that were applied to an expense account within SFMA for the agency.
- Payments to individuals identified in the system (i.e., benefit, foster care, crime victim payments, etc.), not including expenditures to employees, were removed to protect against the inadvertent disclosure of records that may be protected under federal or state law or contractual requirements.
- Payments to employees whose records are specifically protected from disclosure based on a protective court order were removed. Payments to all other employees are included.
- Any payment that did not include a vendor name within SFMA was removed. Many agencies use subsystems to generate checks and only provide SFMA with summary information.
- System entries related to vendors with negative amounts (i.e., credit amounts) were removed.
- In fiscal year 2019, two new fields were added to each line by request, budget classification number and budget classification name. The addition of these two fields did not change the detail level of the expenditures.

This Fiscal Year expenditure report does not include credit entries if the vendor line item was negative in total, nor does it include reimbursements by third parties for travel (e.g. State of Oregon employee travel paid for, partially or in full, by the US Government, by conference organizers, etc.). This may cause expenditures listed in the report to be overstated, as the credit portion of these types of transactions may be excluded.

This report does not include information on expenditures for the Oregon University System or semi-independent agencies, boards and commissions.

Data Dictionary:

<b>Data Element Name</b>	<b>Data Element Values</b>	<b>Data Type</b>	<b>Required Field on File</b>
<b>AGENCY #</b>	State agency number used by enterprise systems	Numeric	Yes
<b>AGENCY NAME</b>	Agency name as specified on enterprise accounting system	Alpha	Yes
<b>BUDGET CLASSIFICATION #</b>	Number posted on all accounting transactions to tie expenditure to budget line item	Numeric	Yes
<b>BUDGET CLASSIFICATION NAME</b>	Name of budget classification number posted on all accounting transactions to tie expenditure to budget line item	Alpha	Yes
<b>EXPENDITURE CLASSIFICATION #</b>	Number posted on all accounting transactions identifying type of expenditure	Numeric	Yes
<b>EXPENDITURE CLASSIFICATION NAME</b>	Name of expenditure classification number posted on all accounting transactions identifying type of expenditure	Alpha	Yes
<b>VENDOR NAME</b>	Legal vendor name on payment used for state and federal reporting requirements	Alpha Numeric	Yes
<b>CASH EXPENSE</b>	Cash amount paid to vendor during the fiscal year net of overpayments and refunds	Numeric	Yes

Data Element Name	Data Element Values	Data Type	Required Field on File
<b>VENDOR STATE</b>	Vendor mailing address state where state and federal required documents are mailed (blank = state employee, XX = foreign vendor)	Alpha	No

**Note:** The Oregon Lottery, Aviation and ODOT expenditure files are each generated by systems maintained by those agencies, respectively - (i.e. SFMA is not used to generate the information) though these agencies are included in the single file below.

A complete monthly update of Secretary of State expenditures can be found here:  
<https://data.oregon.gov/browse?q=secretaryofstatefinancial&sortBy=newest&utf8=%E2%9C%93>

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Some agencies removed additional information to ensure proper protection of confidential information per Oregon's Public Records Law (ORS 192) or other state, federal or contractual requirements related to the disclosure of confidential records. Disclosures regarding the actions taken by agencies are provided below:

**Agency 100 Department of Human Services**

- o Consistent with previous years, the petty cash steward names were removed from the petty cash replenishment for Group Homes and Oregon State Hospital to distinguish that this is not an employee reimbursement, and duplicate interagency transfers between DHS and OHA were also removed.

**Agency 141 Oregon Department of State Lands**

- o Public records law exception 192.502(9)— records protected by attorney/client privilege have been removed.

**Agency 170 Treasury Department**

- o Two lines were removed because they contained PERS reimbursements to employees normally paid through the payroll system. This is consistent with the removal of employee names from the Transparency State Employee Salary report.

□ **Agency 257 Oregon State Police**

- Ninety-six lines were removed consistent with ORS 181A.825. Disclosure of information about certain employees of law enforcement agencies, (2) unless a law other than ORS 192.311 to 192.478 requires disclosure or the employee consents in writing to the disclosure, a law enforcement agency may not disclose information about an employee of the agency while the employee is assigned duties the agency considers undercover investigative duties and for a period of six months after the conclusion of those duties.

□ **Agency 291 Department of Corrections**

- Sixty-one lines were removed that are not true expenditures. DOC vendor issues a payment out of one comptroller object and deposits this same payment into a separate comptroller object for purposes of correctly coding agency purchase card charges. This causes the related expenditures to show as belonging to both DOC and US Bank, the purchase card vendor, appearing to double these expenditures. As a non-SFMA agency, this is the most efficient way to pay US Bank timely and account for all credit charges in the correct comptroller object within the limits of the DOC accounting system.

□ **Agency 443 Oregon Health Authority**

- Consistent with previous years, petty cash steward names were removed from the petty cash replenishment for group homes and the Oregon State Hospital to distinguish that this was not an employee reimbursement, and duplicate interagency transfers between DHS and OHA were also removed.

□ **Agency 585 Commission for the Blind**

- Eight lines were removed that included payments to Oregonians who are blind that are enrolled in agency programs subject to confidentiality provisions and requirements pursuant to ORS 346.165 and 346.167.

□ **Agency 662 Land Use Board of Appeals**

- One line was removed consistent with the removal of employee names from the Transparency State Employee Salary report.

□ **Agency 845 Oregon Liquor and Cannabis Commission**

- One line was removed due to a labor relations settlement that resulted in payment to a job candidate who was also a veteran. These records are exempt from disclosure under ORS 345(8) and ORS 355(42).

- Board of Accountancy
- Department of Administrative Services
- Oregon Advocacy Commissions Office
- Department of Agriculture
- Department of Aviation
- Commission for the Blind
- Business Oregon
- Columbia River Gorge Commission
- Board of Chiropractic Examiners
- Board of Licensed Social Workers
- Construction Contractors Board
- Department of Consumer and Business Services
- Department of Corrections
- Oregon Criminal Justice Commission
- Board of Dentistry
- District Attorneys and their Deputies
- Department of Education
- Employment Department
- Employment Relations Board
- Department of Energy
- Department of Environmental Quality
- Oregon Facilities Authority
- Department of Fish and Wildlife
- Department of Forestry
- Oregon Forest Resources Institute
- Department of Geology and Mineral Industries
- Oregon Government Ethics Commission
- Office of the Governor
- Oregon Health Authority
- Health Related Licensing Boards
- Higher Education Coordinating Commission
- Housing and Community Services Department
- Department of Human Services
- Commission on Indian Services, Legislative
- Judicial Department
- Commission on Judicial Fitness
- Department of Justice
- Bureau of Labor and Industries

- Oregon Lottery
- Department of Land Conservation and Development
- Land Use Board of Appeals
- Department of State Lands
- Legislative Administration Committee
- Legislative Assembly
- Legislative Counsel Committee
- Legislative Fiscal Officer
- Legislative Policy & Research Committee
- Legislative Revenue Officer
- Oregon State Library
- Oregon Liquor Control Commission
- Long Term Care Ombudsman
- Oregon State Marine Board
- Oregon Medical Board
- Mental Health Regulatory Agency
- Military Department
- Board of Nursing
- Parks and Recreation Department
- Board of Parole and Post Prison Supervision
- Board of Pharmacy
- Department of State Police
- Psychiatric Security Review Board
- Office of Public Defense Services
- Public Employees Retirement System
- Department of Public Safety Standards and Training
- Public Utility Commission
- Oregon Racing Commission
- Real Estate Agency
- Department of Revenue
- Secretary of State
- State Treasurer
- Board of Tax Practitioners
- Teacher Standards and Practices Commission
- Oregon Department of Transportation
- Department of Veterans' Affairs
- Water Resources Department
- Oregon Watershed Enhancement Board
- Oregon Youth Authority