

Office of Management and Budget (OMB)

The mission of the Office of Management and Budget (OMB) is to partner with Miami-Dade County Departments to provide excellent services to the community through optimal resource allocation, results-oriented planning and process improvement, maximizing grant and alternative funding opportunities, and monitoring the use of County, state, federal and/or private funds to ensure effective service delivery and compliance with funding requirements.

Owner: Moon, Jennifer (OMB)
Department: OMB

Perspective Name	Objective Name	Measure Name	As Of	Actual	Business Plan Goal		Actual FYTD	FYTD Goal		
Customer	Lead/Conduct Performance Analysis Projects (OMB)	Performance Analysis Projects Completed	2019 FY	8	9			8	9	
	Actively pursue grant and sponsorship funding opportunities (OMB)	Grant, Sponsorship, & Marketing Funding Received (in \$ millions) – Annual	2019 FY	\$58.4M	\$40.0M			\$58.4M	\$40.0M	
	Provide Excellent Customer Service (OMB)	Percentage of Payments Processed within 21-Days - Ryan White	Apr '20	.0%	n/a			79.3%	85.0%	
		County Quarterly Budget Report issued to the Board within 45 days after quarter-end	'20 FQ2	Yes	Yes			n/a	n/a	
		Percentage of Payments Processed within 21-Days - CBOs	Apr '20	93.0%	85.0%			92.3%	85.0%	
	Monitor County Bond Programs (OMB)	Conduct at least 4 GOB Citizens Advisory Committee (CAC) meetings per fiscal year	'20 FQ1	1	1			1	1	
		Value of BBC-GOB funds expended (in millions)	Dec '19	\$4.3M	n/a			\$12.8M	n/a	
		Number of Days to Process BBC-GOB Reimbursement Requests	'20 FQ1	4.45 days	10.00 days			4.45 days	10.00 days	
		Percentage of BBC-GOB program completion	'19 FQ3	64.6%	67.6%			64.6%	67.6%	
	Prepare budget that supports the County's mission (OMB)	GFOA Budget Scores	2019 FY	3.3	3.3			3.3	3.3	
	Ensure Effective County Management through Strategic and Business Planning, Execution and Reporting (OMB)	Active Performance Management System Users (90 Day)	May '20	330	350			618	350	
		Strategic Plan Objectives with Aligned Scorecard Objects	'20 FQ2	95.52%	95.00%			95.52%	95.00%	
	Promote the Use of Lean Six Sigma (LSS) Techniques (OMB)	Employees Trained in LSS Yellow Belt Methodology (via OMB program)	'20 FQ1	1,223	1,250			1,223	1,250	
		% of County Workforce with Lean Six Sigma Certification	'20 FQ1	3.6%	4.3%			3.6%	4.3%	
		Number of County Employees Obtaining Lean Certificate	'19 FH2	6	2			10	7	

		Orange and Blue Belt Training Overall Satisfaction Rate	'20 FQ2	5.00	4.75		4.93	4.75	
		Number of attendees in an Orange or Blue module class	'20 FQ1	83	75		83	75	
		Employees Trained in LSS Green Belt Methodology (via OMB program)	'20 FQ1	139	140		139	140	
		Yellow Belt Training Overall Satisfaction Rate	'20 FQ1	4.67	4.75		4.67	4.75	
		% of Active County Executives, Managers and Supervisors with Lean Six Sigma Certification	'20 FQ1	10.6%	11.0%		1,062.7%	11.0%	
Financial	Maintain Healthy Reserves (OMB)	Contingency Reserve as % of operating budget (excluding operating reserves)	2018 FY	2.56%	5.00%		2.56%	5.00%	
		% of GF budget Adjusted to Exclude Operating Reserve from Total Budget	2018 FY	4.24%	5.00%		4.24%	5.00%	
		Carryover as a share of General Fund Budget	2018 FY	2.2%	2.5%		2.2%	2.5%	
	Meet Budget Targets (OMB)	Expen: Total (OMB)	'20 FQ2	\$8,827K	\$9,825K		\$15,411K	\$19,650K	
		Revenue: Total (OMB)	'20 FQ2	\$4,778K	\$9,825K		\$8,510K	\$19,650K	
		Positions: Full-time Filled (OMB)	'20 FQ2	78	n/a		n/a	n/a	
Internal	Maintain Compliance (OMB)	Percentage Rate of Part A Formula Grant Expenditures - Ryan White	2019 FY	95%	95%		95%	95%	
		Comprehensive Site Visits - Ryan White	'20 FQ2	0	n/a		0	n/a	
		Number of Site Visits - CBOs	'20 FQ1	13	n/a		13	n/a	
Learning and Growth	Develop leadership and management expertise through organized and individual educational opportunities (OMB)	Number of Trainings, Seminars, Workshops attended by OMB	May '20	10	20		174	160	
		Ensure performance evaluations are completed timely (OMB)	'20 FQ1	63.6%	80.0%		63.6%	80.0%	

[Edit Scorecard](#)

Initiatives for Objectives

Objective Name	Initiative	As Of	Status	Budget	Timing	Quality	Risk	Scope	Owners
Lead/Conduct Performance Analysis Projects (OMB)	SBD: Construction CSBE Prompt Payments	1/30/2020	In Progress						Ferreira, Roy (OMB); Horton-Tavera, Amy (OMB)
	HR: Recruitment Cycle Time Analysis	1/31/2020	In Progress						Morales, Mayra E. (OMB)
	Finance: Support Code Enforcement Transition to Finance	1/30/2020	In Progress						Horton-Tavera, Amy (OMB)
	ISD: Review Fleet Parts Ordering Process	1/30/2020	In Progress						Horton-Tavera, Amy (OMB); Morales, Mayra E. (OMB)
	Countywide: Support ERP implementation	1/31/2020	In Progress						Horton-Tavera, Amy (OMB); Maxwell, Carlos M. (OMB); Morales, Mayra E. (OMB)
	Finance: Review Convention and Tourist Taxes Process	1/31/2020	In Progress						Ferreira, Roy (OMB); Morales, Mayra E. (OMB)
	Elections: Support 2020 Elections Cycle	2/6/2020	Not Started						Maxwell, Carlos M. (OMB)
	Countywide: Clerk of Courts parking violation and citation fines	1/30/2020	In Progress						Horton-Tavera, Amy (OMB); Maxwell, Carlos M. (OMB)
Process Annexation Applications	Process Davis Ponce Annexation Application	4/30/2016	In Progress						Fernandez, Jorge (OMB)
	Process Florida City "D" Annexation Application	4/30/2016	On Hold						Fernandez, Jorge (OMB)
	Process North Miami Beach Annexation Application	12/31/2008	On Hold						Fernandez, Jorge (OMB)
	Opa-Locka	4/30/2016	In Progress						Fernandez, Jorge (OMB)
	Miami Shores	4/30/2016	In Progress						Fernandez, Jorge (OMB)
	Florida City H	4/30/2016	In Progress						Fernandez, Jorge (OMB)
	North Miami NE 149 Street	4/30/2016	In						Fernandez, Jorge

			Progress						(OMB)
	Biscayne Park	4/30/2016	In Progress						Fernandez, Jorge (OMB)
	North Miami - Biscayne Corridor	4/30/2016	In Progress						Fernandez, Jorge (OMB)
	North Miami Gratigny/Dixie	4/30/2016	In Progress						Fernandez, Jorge (OMB)
	North Miami - Sunkist	4/30/2016	In Progress						Fernandez, Jorge (OMB)
Facilitate Municipal Advisory Committee Process	Facilitate Biscayne Gardens MAC Process	12/1/2017	Complete						Fernandez, Jorge (OMB)

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