

Finance Manager Update April 14, 2022

- **KPM Process**
- **Board Best Practices Survey**

- **Board Vote HB 5202**



Finance Update

KPM Process

What are KPMs?

KEY PERFORMANCE MEASURES

[ORS 291.110](#) The Annual Performance Progress Report (APPR) is the primary expression of agency performance measured against legislatively approved Key Performance Measures (KPM). The KPM reporting cycle was altered in 2008 to follow the customary budget development process timelines.

Our Report is Submitted Annually to The Legislative Fiscal Office and is part of our Budget.

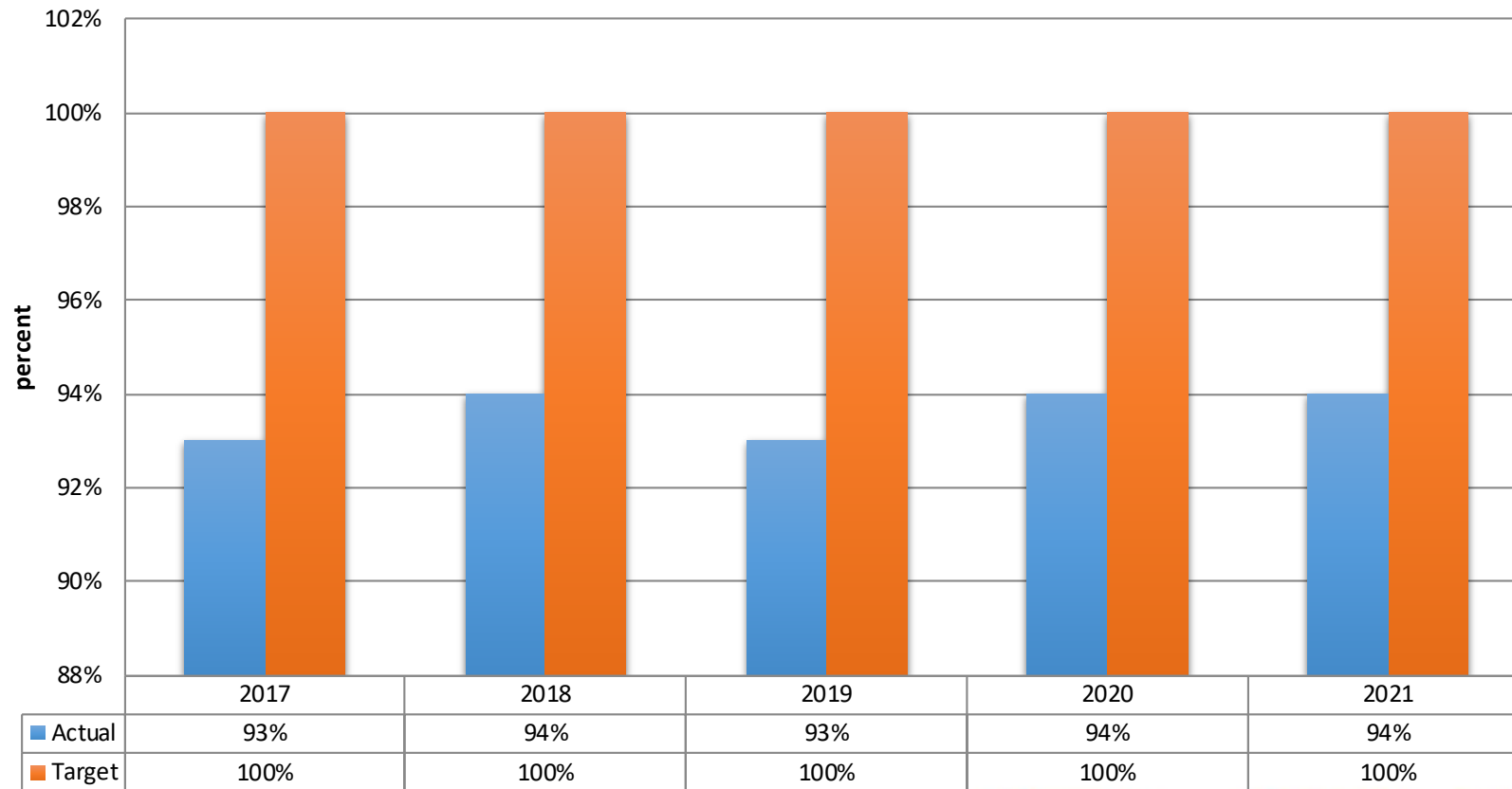
Deadline is April 29th Request to Change KPMs

Finance & Admin Division Update

2021 Annual Progress Report-KPM's

KPM #1 Percent of Runways in Good or Better Condition

Runway Pavement Condition

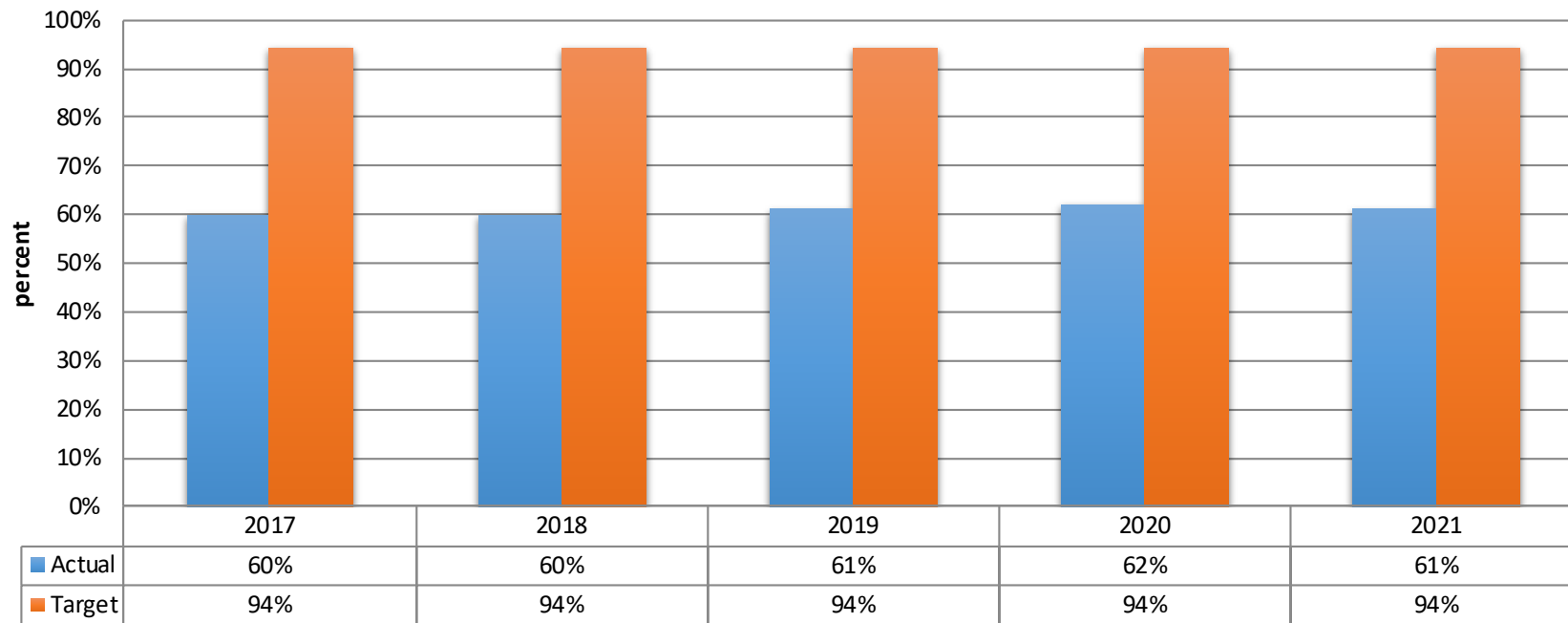


Finance & Admin Division Update

2021 Annual Progress Report-KPM's

KPM #2 Percent of Runways Meeting or Exceeding Approach Surface Standards

Runways meeting/exceeding approach standards (20:1)

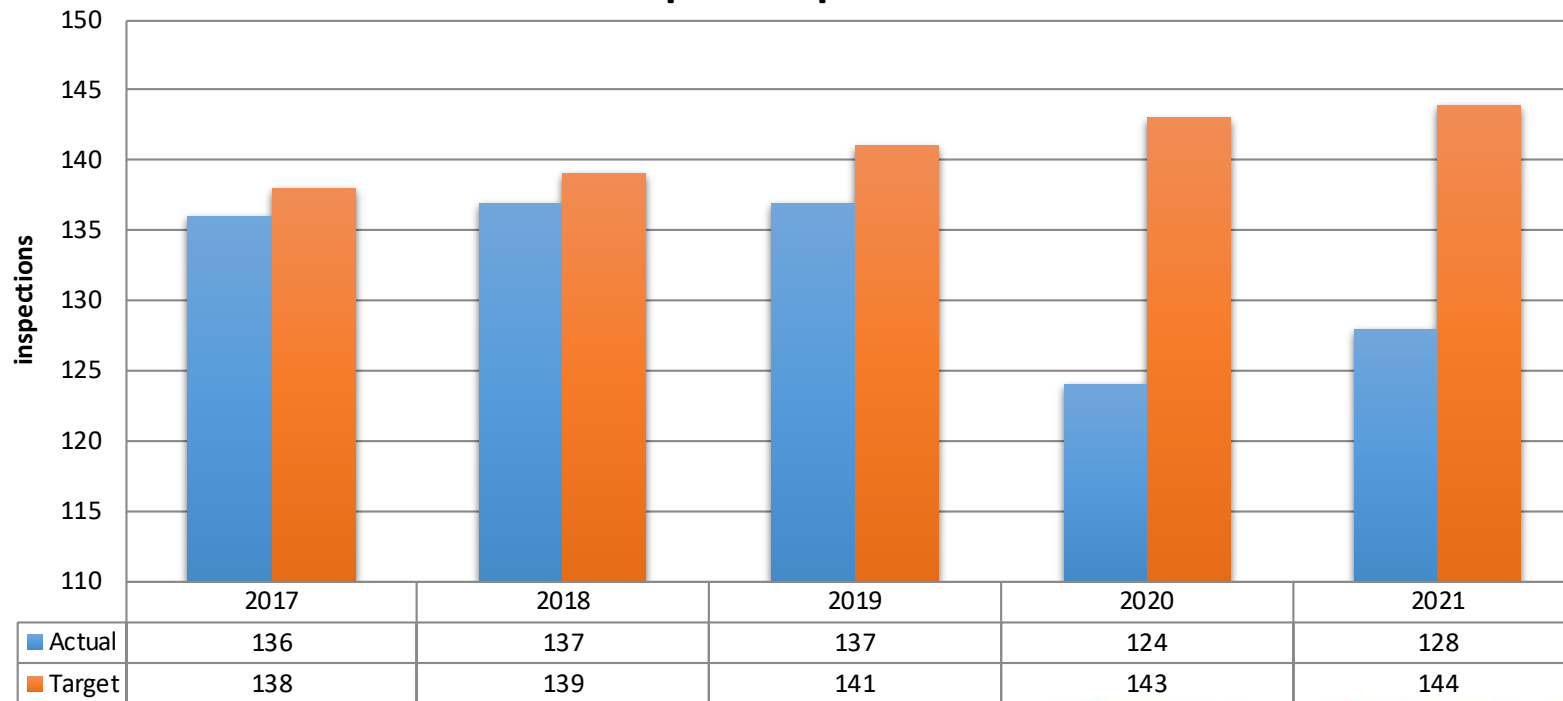


Finance & Admin Division Update

2021 Annual Progress Report-KPM's

KPM #3 Number of Public Use Airports Inspections Conducted

Airport Inspections

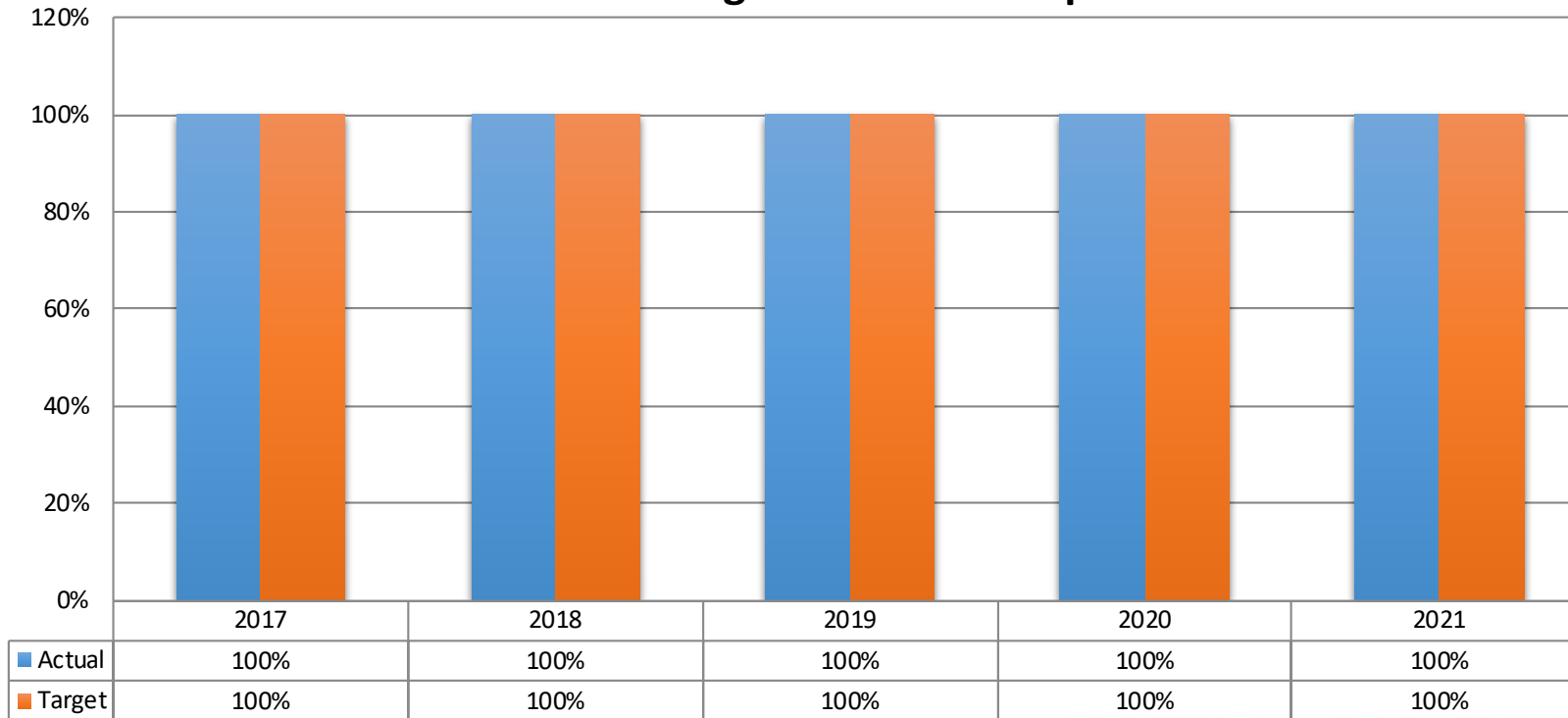


Finance & Admin Division Update

2021 Annual Progress Report-KPM's

KPM #4 Percentage of Federal Funds Available that are Obligated or Spent

**Percentage of Federal Funds Available
that are Obligated for ODA Airports**

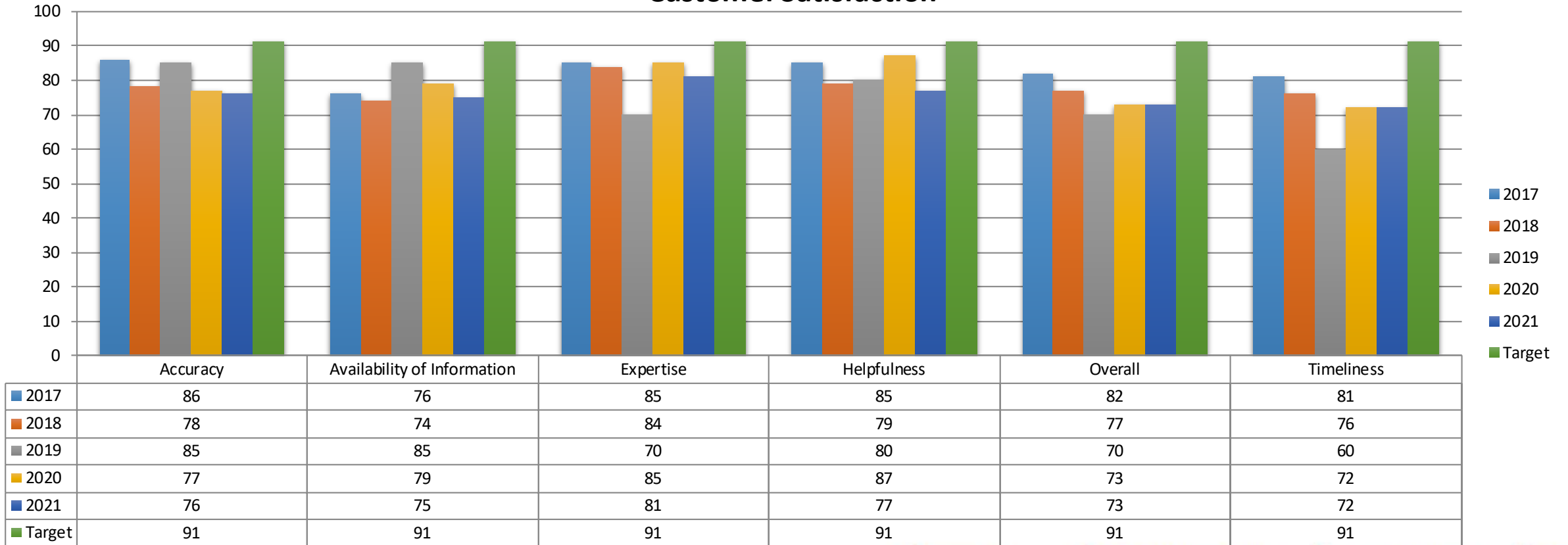


Finance & Admin Division Update

2021 Annual Progress Report-KPM's

KPM #5 Customer Service Percentage of Customers rating the agency's customer service as good or excellent.

Customer Satisfaction

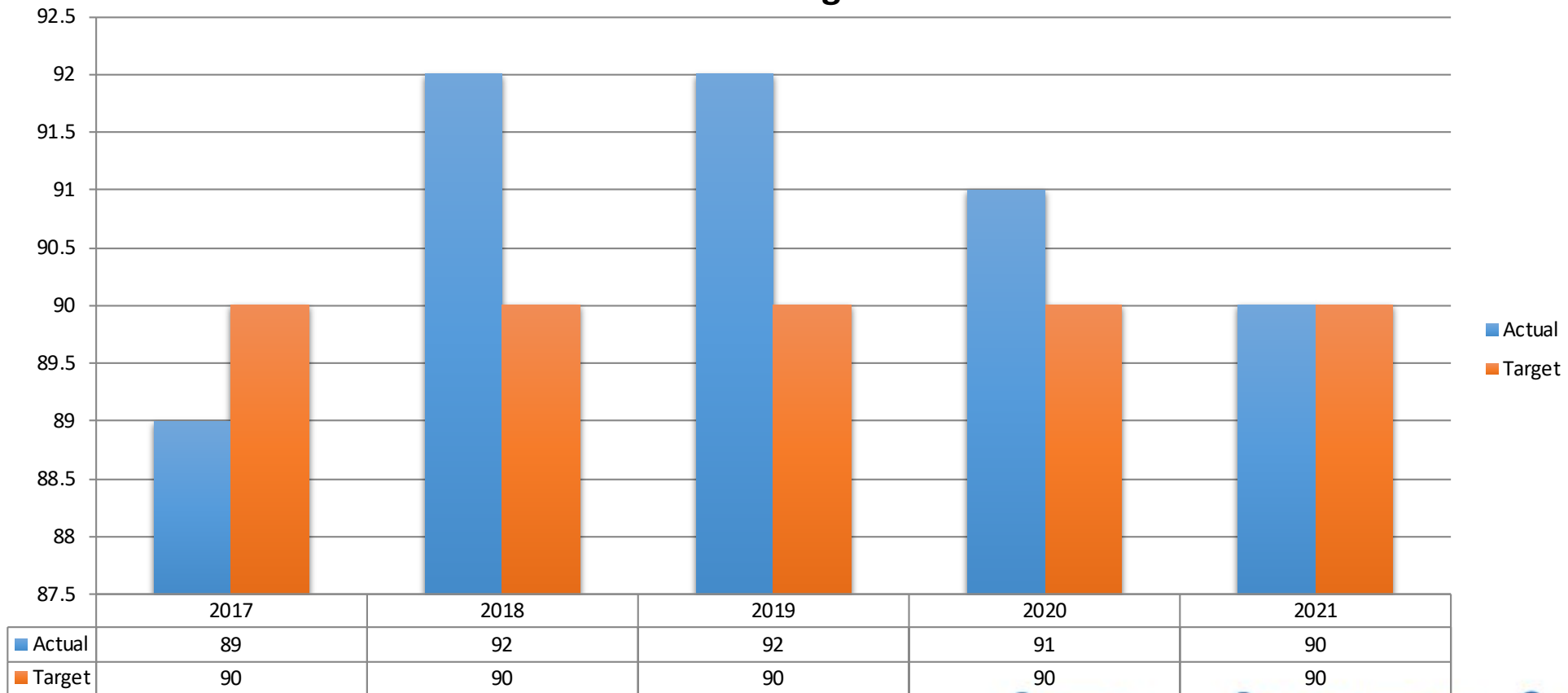


Finance & Admin Division Update

2021 Annual Progress Report-KPM's

KPM #6 Percent of Aircraft Registered

Aircraft Registration

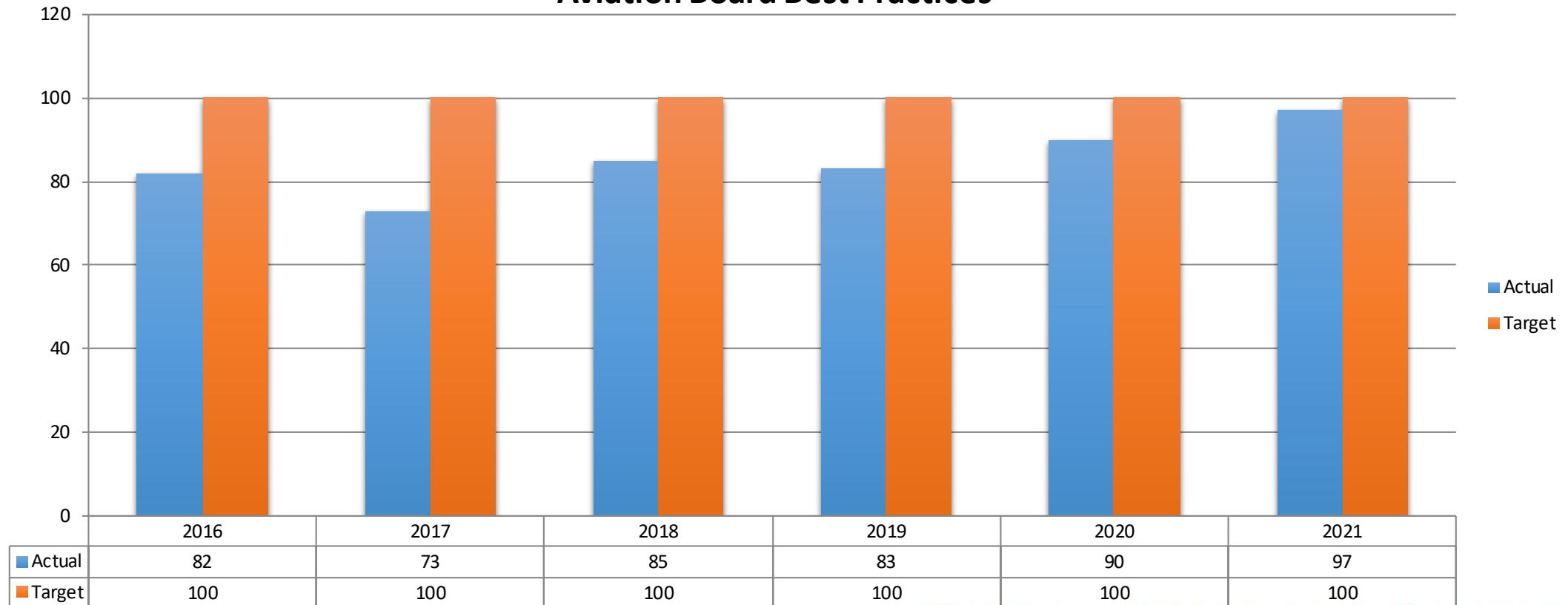


Finance & Admin Division Update

2021 Annual Progress Report-KPM's

KPM #7 Percent of Best Practices Met by the Board

Aviation Board Best Practices





Finance Update

KPM Process

KPM #7 Percent of Best Practices Met by the Board Where did we Get the Questions?

DAS & LFO developed Best Management Practices for Boards & Commissions
Based on 5 Functions-

1. Executive Director Selection, Expectations & Feedback
2. Strategic Management
3. Strategic Policy Development
4. Fiscal Oversight
5. Board Management

They came up with Score Card that we use for our Survey-

The Board may add more questions however they will not be counted with totals.

Finance Update

KPM #7 Percent of Best Practices Met by the Board- Questions

- 1 Executive Director's performance expectations are current.
- 2 Executive Director receives annual performance feedback.
- 3 The agency's mission and high-level goals are current and applicable.
- 4 The Board reviews the Annual Performance Progress Report.
- 5 The Board is appropriately involved in review of agency's key communications.
- 6 The Board is appropriately involved in policy-making activities.
- 7 The agency's policy option packages are aligned with their mission and goals.
- 8 The Board reviews all proposed budgets (likely occurs every other year).
- 9 The Board periodically reviews key financial information and audit findings.
- 10 The Director is appropriately accounting for resources.
- 11 The agency adheres to accounting rules and other relevant financial controls.
- 12 Board members act in accordance with their roles as public representatives.
- 13 The Board coordinates with others where responsibilities and interests overlap.
- 14 The Board members identify and attend appropriate training sessions.
- 15 The Board reviews its management practices to ensure best practices are utilized.



Finance Update

KPM Questions/Discussion



Finance Update

HB 5202 Board Vote

ORS 835.025

Use and administration of federal and other moneys

The Director of the Oregon Department of Aviation as authorized by the State Aviation Board may accept, receive, receipt for, disburse and expend federal moneys and other moneys, public or private, made available to accomplish in whole or in part the acquisition, construction, improvement, maintenance and operation of airports, and other aviation facilities in this state.



Finance Update

Board Vote

House Bill 5202

2022 Regular Session

Status-Signed by Governor April 4th

SECTION 457. In addition to and not in lieu of any other appropriation, there is appropriated to the Oregon Department of Aviation, for the biennium ending June 30, 2023, out of the General Fund, the amount of **\$540,388**, for distribution to the **City of Salem, for the Salem Municipal Airport upgrade.**

SECTION 458. In addition to and not in lieu of any other appropriation, there is appropriated to the Oregon Department of Aviation, for the biennium ending June 30, 2023, out of the General Fund, the amount of **\$750,000**, for distribution to **Josephine County, for a Jet A and Avgas aircraft fueling system at the Illinois Valley Airport.**

Board Vote:

Motion for Approval to receive and pass through general funds in the amount of \$540,388 to the City of Salem and \$750,000 to Josephine County in accordance with HB 5202 in the 2022 Regular Session.