Title: Delegated Financial Authority
Policy: 113.00
Purpose: To identify the individual and authorize the delegation of financial responsibility for the management of the financial affairs of OCEMS.

Policy:
The Director of Public Safety delegates the day to day financial duties to the EMS Chief. The EMS Chief has the responsibility to carry out the budgeting and audit activities of the EMS Division. This includes payroll, accounts payable, and accounts receivable. The EMS Chief commissions and analyzes the monthly financial reports for the Director, the County Administrator, and the Board of County Commissioners.

Accountability and Compliance:
The EMS Chief with work directly with the Department of Public Safety Administrative Supervisor to monitor the Division’s department’s expenses and keep them in line with the approved budget. The EMS Chief must approve all purchases made on behalf of OCEMS by team members in their procurement activities.