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April 13, 2017

The Honorable Holly Mitchell, Chair
The Joint Legislative Budget Committee
1020 N Street, Room 553
Sacramento, CA 95814

Mr. Michael Cohen, Director
Department of Finance
915 L Street
Sacramento, CA 95814

Dear Senator Mitchell and Mr. Cohen:

Attached is the March 2017 report on the time it is taking to process various business filings, in accordance with the Budget Act of 2016 (Chapter 4, Statutes of 2016). Previous reports are posted on the Secretary of State's office website at www.sos.ca.gov/administration/agency-reports/business-filing-processing-time-agency-reports. If you have any questions about this report, please feel free to contact me at (916) 653-7244 or have your staff contact my Chief of the Business Programs Division, Betsy Bogart, at (916) 695-1197.

Sincerely,

Alex Padilla
Secretary of State

Attachment

cc: Ms. Diane Boyer-Vine, Legislative Counsel

April 13, 2017

Secretary of State's Report to Department of Finance and Joint Legislative Budget Committee

The Business Programs Division Filings Processing Budget Change Proposal was approved and incorporated into the Budget Act of 2016 (Chapter 4, Statutes of 2016). The Secretary of State is reporting on the 15th of each month to the Department of Finance and the Joint Legislative Budget Committee (JLBC) on the processing time for business filings.

This is the report for March 2017 and covers the period of March 1, 2017 through March 31, 2017.

Document Processing	Business Entities	Statements of Information
Processing Times as of March 1, 2017	8 days	6 days
Processing Times as of March 31, 2017	8 days	6 days
Average Processing Times ¹	8 days	5 days

Document Processing	Business Entities	Statements of Information	Total
Documents in Processing as of March 1, 2017	12,949	12,328	25,277
Documents Received during This Reporting Period	47,595	56,686	104,281
Documents Processed during This Reporting Period ²	46,645	56,985	103,630
Documents Awaiting Processing as of March 31, 2017	13,899	12,029	25,928
Documents Received since May 1, 2013	1,712,368	2,226,321	3,938,689
Documents Processed since May 1, 2013	1,724,212	2,286,143	4,010,355
Preclear/Expedites Processed during This Reporting Period	3,837	402	4,239
Preclear/Expedites Processed since May 1, 2013	148,240	11,904	160,144

Staffing	Permanent	Limited Term	Total
BPD FY 2016/17 Authorized Positions	268.1	50.0	318.1
Filled Positions as of March 31, 2017	253.6	36.0	289.6
Vacant Positions as of March 31, 2017	14.5	14.0	28.5
Estimated Average Vacancy Rate for this Reporting Period	6%	25%	9%

Staffing	Total
Number of Temporary Workers	106
Hours Worked by Temporary Workers during This Reporting Period	9,115
Temporary Hours Worked since May 1, 2013	491,625
Overtime Hours Worked during This Reporting Period	2,717
Overtime Hours Worked since May 1, 2013	109,325

¹ The processing times shown for the first and final day of the reporting period are snapshots in time. Processing times, in the form of business days, are tracked on a daily basis throughout the reporting period and from that information, the average processing time for the month is calculated. Throughout the month, the processing times fluctuate daily depending on the number of documents received each day (some days have higher volumes than others) and the number of documents processed.

As reported in February, we are in the midst of our peak Business Entity filing season, which is anticipated to continue at least through March. Staff continues to work overtime to process documents as quickly as possible but maintaining the 5 business day processing time during this peak filing period is challenging with the holiday and increased workload.

² Documents Processed includes Preclear/Expedites processed