



DEBRA BOWEN | SECRETARY OF STATE | STATE OF CALIFORNIA
1500 11th Street, 6th floor | Sacramento, CA 95814 | Tel (916) 653-7244 | Fax (916) 653-4620 | www.sos.ca.gov

June 28, 2013

The Honorable Mark Leno, Chairman
The Joint Legislative Budget Committee
1020 N Street, Room 553
Sacramento, CA 95814

Dear Senator Leno:

Attached is my office's June report on the progress made on reducing the processing time for business filings, in accordance with AB 113, Chapter 3, Statutes of 2013. If you have any questions about this report, please feel free to contact me at (916) 653-7244.

Sincerely,

A handwritten signature in black ink that reads "Debra Bowen".

Debra Bowen
Secretary of State

Attachment

cc: Ms. Diane Boyer-Vine, Legislative Counsel

June 2013 – Secretary of State’s Monthly Report to Joint Legislative Budget Committee

June 28, 2013

AB 113, Chapter 3, Statutes of 2013, modified the Budget Act of 2012 to increase the appropriation for the Secretary of State by \$1,600,000 to process business filings more quickly.

AB 113 also required the Secretary of State to report to the Joint Legislative Budget Committee (JLBC) on the 30th day of each month regarding the progress made on reducing the processing time for business filings.

This is the report for June 2013, and covers the period of May 30, 2013, through June 27, 2013.

	Business Entities	Statements of Information	Total
Processing Times as of May 30, 2013	24 days	41 days	
Processing Times as of June 27, 2013	8 days	37 days	
Average Processing Times	17 days	41 days	
Documents in Processing as of May 30, 2013	14,630	60,677	75,307
Documents Received during This Reporting Period	36,088	46,912	83,000
Documents Processed during This Reporting Period *	43,990	56,492	100,482
Documents in Processing as of June 27, 2013	6,728	51,097	57,825
Documents Received since May 1, 2013	74,473	89,435	163,908
Documents Processed since May 1, 2013	93,408	116,418	209,826
Preclear/Expedites Processed during This Reporting Period	5,470	385	5,855
Preclear/Expedites Processed since May 1, 2013	11,404	817	12,221
BPD FY 2012/13 Authorized Positions			272.1
Filled Positions as of June 27, 2013			263.1
Vacant Positions as of June 27, 2013			9
Estimated Average Vacancy Rate for the Month			3%
Number of Temporary Workers			149
Hours Worked by Temporary Workers during This Reporting Period			18,400
Temporary Hours Worked since May 1, 2013			29,616
Overtime Hours Worked during This Reporting Period			4,962
Overtime Hours Worked since May 1, 2013			9,869

* Documents Processed includes documents handled through the Preclear/Expedite process.

The processing times shown for the first and final day of the reporting period are snapshots in time. 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. All days are reported in calendar days.