



**ALEX PADILLA** | SECRETARY OF STATE | STATE OF CALIFORNIA  
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June 10, 2015

The Honorable Mark Leno, Chairman  
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 Leno and Mr. Cohen:

Attached is the May 2015 report on the time it is taking to process various business filings, in accordance with the Budget Act of 2014 (Chapter 25, Statutes of 2014). 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](http://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) 651-6973.

Sincerely,

A handwritten signature in black ink that reads "Alex Padilla". The signature is fluid and cursive, with the first name "Alex" and last name "Padilla" clearly distinguishable.

Alex Padilla  
Secretary of State

Attachment

cc: Ms. Diane Boyer-Vine, Legislative Counsel

June 10, 2015

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

The Business Programs Division Backlogs Finance Letter was approved and incorporated into the Budget Act of 2014 (Chapter 25, Statutes of 2014). The Secretary of State is reporting on the 15<sup>th</sup> 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 May 2015 and covers the period of May 1, 2015, through May 31, 2015.

| <b>Document Processing</b>          | <b>Business Entities</b> | <b>Statements of Information</b> |
|-------------------------------------|--------------------------|----------------------------------|
| Processing Times as of May 1, 2015  | 5 days                   | 5 days                           |
| Processing Times as of May 31, 2015 | 5 days                   | 5 days                           |
| Average Processing Times            | 5 days                   | 5 days                           |

| <b>Document Processing</b>                                | <b>Business Entities</b> | <b>Statements of Information</b> | <b>Total</b> |
|---|--------------------------|----------------------------------|--------------|
| Documents in Processing as of May 1, 2015                 | 5,452                    | 11,320                           | 16,772       |
| Documents Received during This Reporting Period           | 41,037                   | 51,536                           | 92,573       |
| Documents Processed during This Reporting Period*         | 40,905                   | 52,169                           | 93,074       |
| Documents Awaiting Processing as of May 31, 2015          | 5,584                    | 10,687                           | 16,271       |
| Documents Received since May 1, 2013                      | 905,169                  | 1,141,548                        | 2,046,717    |
| Documents Processed since May 1, 2013                     | 925,268                  | 1,202,712                        | 2,127,980    |
| Preclear/Expedites Processed during This Reporting Period | 2,534                    | 195                              | 2,729        |
| Preclear/Expedites Processed since May 1, 2013            | 82,302                   | 5,358                            | 87,660       |

| <b>Staffing</b>  | <b>Permanent</b> | <b>Limited Term</b> | <b>Total</b> |
|--|------------------|---------------------|--------------|
| BPD FY 2014/15 Authorized Positions                      | 273.1            | 52.0                | 325.1        |
| Filled Positions as of May 31, 2015                      | 262.1            | 44.0                | 306.1        |
| Vacant Positions as of May 31, 2015                      | 11.0             | 8.0                 | 19.0         |
| Estimated Average Vacancy Rate for this Reporting Period | 5%               | 18%                 | 7%           |

| <b>Staffing</b>  | <b>Total</b> |
|--|--------------|
| Number of Temporary Workers                                    | 125          |
| Hours Worked by Temporary Workers during This Reporting Period | 10,218       |
| Temporary Hours Worked since May 1, 2013                       | 266,063      |
| Overtime Hours Worked during This Reporting Period             | 2,416        |
| Overtime Hours Worked since May 1, 2013                        | 61,217       |

\* Documents Processed includes Preclear/Expedite requests.

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 business days.