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May 13, 2016

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 April 2016 report on the time it is taking to process various business filings, in accordance with the Budget Act of 2015 (Chapter 10, Statutes of 2015). 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,

A handwritten signature in black ink that reads "Alex Padilla".

Alex Padilla
Secretary of State

Attachment

cc: Ms. Diane Boyer-Vine, Legislative Counsel

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 2015 (Chapter 10, Statutes of 2015). 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 April 2016 and covers the period of April 1, 2016, through April 30, 2016. The volume received continues to be high for statements of information. We recently made modifications to our limited liability company statements of information to reduce rejections and processing volumes. We should begin to see the benefit of these changes in late May 2016. We continue to look for other process efficiencies as well.

Document Processing	Business Entities	Statements of Information
Processing Times as of April 1, 2016	5 days	5 days
Processing Times as of April 30, 2016	5 days	5 days
Average Processing Times	5 days	7 days

Document Processing	Business Entities	Statements of Information	Total
Documents in Processing as of April 1, 2016	8,452	12,884	21,336
Documents Received during This Reporting Period	47,101	53,620	100,721
Documents Processed during This Reporting Period*	47,339	54,405	101,744
Documents Awaiting Processing as of April 30, 2016	8,214	12,099	20,313
Documents Received since May 1, 2013	1,308,895	1,691,461	3,000,356
Documents Processed since May 1, 2013	1,326,424	1,751,213	3,077,637
Preclear/Expedites Processed during This Reporting Period	2,946	350	3,296
Preclear/Expedites Processed since May 1, 2013	114,053	8,296	122,349

Staffing	Permanent	Limited Term	Total
BPD FY 2015/16 Authorized Positions	273.1	52.0	325.1
Filled Positions as of April 30, 2016	262.6	35.0	297.6
Vacant Positions as of April 30, 2015	10.5	17.0	27.5
Estimated Average Vacancy Rate for this Reporting Period	4%	32%	8%

Staffing	Total
Number of Temporary Workers	112
Hours Worked by Temporary Workers during This Reporting Period	9,671
Temporary Hours Worked since May 1, 2013	385,915
Overtime Hours Worked during This Reporting Period	3,924
Overtime Hours Worked since May 1, 2013	89,404

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.

² Documents Processed includes Preclear/Expedites processed