



ALEX PADILLA | 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

July 14, 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 June 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

July 14, 2016

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 June 2016 and covers the period of June 1, 2016, through June 30, 2016.

Document Processing	Business Entities	Statements of Information
Processing Times as of June 1, 2016	6 days	5 days
Processing Times as of June 30, 2016	4 days	4 days
Average Processing Times	5 days	5 days

Document Processing	Business Entities	Statements of Information	Total
Documents in Processing as of May 1, 2016	8,113	11,905	20,018
Documents Received during This Reporting Period	38,149	51,263	89,412
Documents Processed during This Reporting Period*	40,544	51,085	91,629
Documents Awaiting Processing as of June 30, 2016	5,718	12,083	17,801
Documents Received since May 1, 2013	1,382,031	1,796,784	3,178,815
Documents Processed since May 1, 2013	1,402,056	1,856,552	3,258,608
Preclear/Expedites Processed during This Reporting Period	3,121	358	3,479
Preclear/Expedites Processed since May 1, 2013	120,024	8,969	128,993

Staffing	Permanent	Limited Term	Total
BPD FY 2015/16 Authorized Positions	273.1	52.0	325.1
Filled Positions as of May 31, 2016	261.6	25.0	286.6
Vacant Positions as of May 31, 2016	11.5	27.0	38.5
Estimated Average Vacancy Rate for this Reporting Period	5%	46%	11%

Staffing	Total
Number of Temporary Workers	104
Hours Worked by Temporary Workers during This Reporting Period	12,814
Temporary Hours Worked since May 1, 2013	409,033
Overtime Hours Worked during This Reporting Period	3,218
Overtime Hours Worked since May 1, 2013	95,732

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.

³ Limited term vacancies were high due to the expiration of the previously approved 3 year limited term positions/funding and the difficulty of attempting to hire without confirmation of the renewed limited term funding. Effective July 1, 2016, the Secretary of State received renewed 2 year limited term funding for 52 PYs and has rehired existing limited term staff to complete their 2 year term and began filling the remaining vacant positions.