



ALEX PADILLA | SECRETARY OF STATE | STATE OF CALIFORNIA
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October 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 September 2017 report on the time it is taking to process various business filings, in accordance with the Budget Act of 2017 (Chapter 14, Statutes of 2017). 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

October 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 2017 (Chapter 14, Statutes of 2017). 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 September 2017 and covers the period of September 1, 2017 through September 30, 2017.

Document Processing	Business Entities	Statements of Information
Processing Times as of September 1, 2017	6 days	2 days
Processing Times as of September 30, 2017	6 days	4 days
Average Processing Times ¹	5 days	3 days

Document Processing	Business Entities	Statements of Information	Total
Documents in Processing as of September 1, 2017	6,254	1,609	7,863
Documents Received during This Reporting Period	31,457	24,297	55,754
Documents Processed during This Reporting Period ²	28,443	24,263	52,706
Documents Awaiting Processing as of September 30, 2017	9,268	1,643	10,911
Documents Received since May 1, 2013	1,926,024	2,476,378	4,402,402
Documents Processed since May 1, 2013	1,942,499	2,546,586	4,489,085
Preclear/Expedites Processed during This Reporting Period	2,776	144	2,920
Preclear/Expedites Processed since May 1, 2013	167,309	13,479	180,788

Staffing	Permanent	Limited Term	Total
BPD FY 2016/17 Authorized Positions	266.6	49.0	315.6
Filled Positions as of September 30, 2017	244.6	35.0	279.6
Vacant Positions as of September 30, 2017	22.0	14.0	36.0
Estimated Average Vacancy Rate for this Reporting Period	7%	33%	11%

Staffing	Total
Number of Temporary Workers	101
Hours Worked by Temporary Workers during This Reporting Period	8,018
Temporary Hours Worked since May 1, 2013	554,543
Overtime Hours Worked during This Reporting Period	586
Overtime Hours Worked since May 1, 2013	118,594

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