



ALEX PADILLA | SECRETARY OF STATE | STATE OF CALIFORNIA
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December 12, 2018

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 November 2018 report on the time it is taking to process various business filings, in accordance with the Budget Act of 2018 (Chapter 29, Statutes of 2018). 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

December 12, 2018

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 2018 (Chapter 29, Statutes of 2018). 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 November 2018 and covers the period of November 1, 2018 through November 30, 2018.

Document Processing	Business Entities	Statements of Information
Processing Times as of November 1, 2018	4 days	5 days
Processing Times as of November 30, 2018	5 days	4 days
Average Processing Times ¹	4 days	5 days

Document Processing	Business Entities	Statements of Information	Total
Documents in Processing as of November 1, 2018	4,664	3,136	7,800
Documents Received during This Reporting Period	31,767	18,483	50,250
Documents Processed during This Reporting Period ²	29,192	18,769	47,961
Documents Awaiting Processing as of November 30, 2018	7,239	2,850	10,089
Documents Received since May 1, 2013	2,479,322	2,820,687	5,300,009
Documents Processed since May 1, 2013	2,496,964	2,889,688	5,386,652
Preclear/Expedites Processed during This Reporting Period	2,771	171	2,942
Preclear/Expedites Processed since May 1, 2013	219,236	15,745	234,981

Staffing	Permanent	Limited Term	Total
BPD FY 2017/18 Authorized Positions	259.6	43.0	302.6
Filled Positions as of November 30, 2018	232.6	21.0	253.6
Vacant Positions as of November 30, 2018	27.0	22.0	49.0
Estimated Average Vacancy Rate for this Reporting Period	10%	50%	16%

Staffing	Total
Number of Temporary Workers	88
Hours Worked by Temporary Workers during This Reporting Period	5,503
Temporary Hours Worked since May 1, 2013	661,822
Overtime Hours Worked during This Reporting Period	4,229
Overtime Hours Worked since May 1, 2013	146,205

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