



ALEX PADILLA | SECRETARY OF STATE | STATE OF CALIFORNIA
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March 13, 2020

The Honorable Holly Mitchell, Chair
The Joint Legislative Budget Committee
1020 N Street, Room 553
Sacramento, CA 95814

Ms. Keely Bosler, Director
Department of Finance
915 L Street
Sacramento, CA 95814

Dear Senator Mitchell and Ms. Bosler:

Attached is the February 2020 report on the time it is taking to process various business filings, in accordance with the Budget Act of 2019 (Chapter 23, Statutes of 2019). 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

March 13, 2020

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 2019 (Chapter 23, Statutes of 2019). 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 February 2020 and covers the period of February 1, 2020 through February 29, 2020.

Document Processing	Business Entities	Statements of Information
Processing Times as of February 1, 2020	14 days	4 days
Processing Times as of February 29, 2020	10 days	6 days
Average Processing Times ¹	12 days	5 days

Document Processing	Business Entities	Statements of Information	Total
Documents in Processing as of February 1, 2020	19,746	2,902	22,648
Documents Received during This Reporting Period	41,397	18,861	60,258
Documents Processed during This Reporting Period ²	47,327	18,715	66,042
Documents Awaiting Processing as of February 29, 2020	13,816	3,048	16,864
Documents Received since May 1, 2013	3,160,319	3,123,268	6,283,587
Documents Processed since May 1, 2013	3,171,384	3,192,071	6,363,455
Preclear/Expedites Processed during This Reporting Period	3,935	147	4,082
Preclear/Expedites Processed since May 1, 2013	268,039	18,255	286,294

Staffing	Permanent	Limited Term	Total
BPD FY 2019/20 Authorized Positions	254.6	39.0	293.6
Filled Positions as of February 29, 2020	232.6	20.0	252.6
Vacant Positions as of February 29, 2020	22.0	19.0	41.0
Estimated Average Vacancy Rate for this Reporting Period	9%	49%	14%

Staffing	Total
Number of Temporary Workers	85
Hours Worked by Temporary Workers during This Reporting Period	6,787
Temporary Hours Worked since May 1, 2013	770,483
Overtime Hours Worked during This Reporting Period	4,724
Overtime Hours Worked since May 1, 2013	188,543

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. Our peak season for Business Entities continues. We anticipate these will rise through March and will return to the 5 business day average or better in April.

² Documents Processed includes Preclear/Expedites processed