



ALEX PADILLA | SECRETARY OF STATE | STATE OF CALIFORNIA
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April 7, 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 March 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

April 7, 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 March 2020 and covers the period of March 1, 2020 through March 31, 2020.

Document Processing	Business Entities	Statements of Information
Processing Times as of March 1, 2020	10 days	6 days
Processing Times as of March 31, 2020	16 days	7 days
Average Processing Times ¹	11 days	5 days

Document Processing	Business Entities	Statements of Information	Total
Documents in Processing as of February 1, 2020	13,816	3,048	16,864
Documents Received during This Reporting Period	38,511	18,159	56,670
Documents Processed during This Reporting Period ²	31,032	17,485	48,517
Documents Awaiting Processing as of February 29, 2020	21,295	3,722	25,017
Documents Received since May 1, 2013	3,198,830	3,141,427	6,340,257
Documents Processed since May 1, 2013	3,202,416	3,209,556	6,411,972
Preclear/Expedites Processed during This Reporting Period	3,397	111	3,508
Preclear/Expedites Processed since May 1, 2013	271,436	18,366	289,802

Staffing	Permanent	Limited Term	Total
BPD FY 2019/20 Authorized Positions	254.6	39.0	293.6
Filled Positions as of February 29, 2020	231.6	21.0	252.6
Vacant Positions as of February 29, 2020	23.0	18.0	41.0
Estimated Average Vacancy Rate for this Reporting Period	9%	49%	14%

Staffing	Total
Number of Temporary Workers	87
Hours Worked by Temporary Workers during This Reporting Period	7,186
Temporary Hours Worked since May 1, 2013	777,669
Overtime Hours Worked during This Reporting Period	2,409
Overtime Hours Worked since May 1, 2013	190,952

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 was beginning to taper off. Due to COVID-19, we have significantly reduced the number of staff in the office that can process paper submissions. We are focused on registrations and our online services during this emergency.

² Documents Processed includes Preclear/Expedites processed