



**ALEX PADILLA** | SECRETARY OF STATE | STATE OF CALIFORNIA  
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May 8, 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 April 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](http://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

May 8, 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 15<sup>th</sup> 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 April 2020 and covers the period of April 1, 2020 through April 30, 2020.

Document Processing	Business Entities	Statements of Information
Processing Times as of April 1, 2020	16 days	8 days
Processing Times as of April 30, 2020	8 days	5 days
Average Processing Times <sup>1</sup>	17 days	7 days

Document Processing	Business Entities	Statements of Information	Total
Documents in Processing as of April 1, 2020	21,295	3,722	25,017
Documents Received during This Reporting Period	38,255	13,718	51,973
Documents Processed during This Reporting Period <sup>2</sup>	46,538	15,940	62,478
Documents Awaiting Processing as of April 30, 2020	13,012	1,500	14,512
Documents Received since May 1, 2013	3,237,085	3,155,145	6,392,230
Documents Processed since May 1, 2013	3,248,954	3,225,496	6,474,450
Preclear/Expedites Processed during This Reporting Period	1,738	46	1,784
Preclear/Expedites Processed since May 1, 2013	273,174	18,412	291,586

Staffing	Permanent	Limited Term	Total
BPD FY 2019/20 Authorized Positions	254.6	39.0	293.6
Filled Positions as of April 30, 2020	236.6	20.0	256.6
Vacant Positions as of April 30, 2020	18.0	19.0	37.0
Estimated Average Vacancy Rate for this Reporting Period	8%	48%	13%

Staffing	Total
Number of Temporary Workers	72
Hours Worked by Temporary Workers during This Reporting Period	6,230
Temporary Hours Worked since May 1, 2013	783,899
Overtime Hours Worked during This Reporting Period	1,657
Overtime Hours Worked since May 1, 2013	192,609

<sup>1</sup> 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. COVID-19 Shelter at Home Executive Order has had an impact on our processing times. We are focusing on online services, registrations, and statements of information in hopes of helping the California economy. California Business Connect launched Corporation Formations Online on April 21, 2020 and is helping with the Business Entities registration processing times.

<sup>2</sup> Documents Processed includes Preclear/Expedites processed