



SHIRLEY N. WEBER, Ph.D. | CALIFORNIA SECRETARY OF STATE

1500 11th Street | Sacramento, CA 95814 | Tel 916.653.7244 | [www.sos.ca.gov](http://www.sos.ca.gov)

February 15, 2024

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

The Honorable Jesse Gabriel, Vice Chair  
Joint Legislative Budget Committee  
State Capitol, Room 553  
Sacramento, CA 95814

Mr. Joe Stephenshaw, Director  
Department of Finance  
915 L Street  
Sacramento, CA 95814

Dear Chairpersons Wiener, Gabriel and Director Stephenshaw:

Attached is the January 2024 report on the time it is taking to process various business filings, in accordance with the Budget Act of 2023 (Chapter 12, Statutes of 2023). Previous reports are posted on the Secretary of State's office website at <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,

A handwritten signature in blue ink, appearing to read "Shirley N. Weber".

Shirley N. Weber, Ph.D.  
Secretary of State

Attachment

cc: Members, Joint Legislative Budget Committee  
Hanz Hemann, Consultant, Joint Legislative Budget Committee  
Ms. Erika Contreras, Secretary of the Senate  
Ms. Cara L. Jenkins, Legislative Counsel

February 15, 2024

## Secretary of State's Report to the 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 2023 (Chapter 12, Statutes of 2023). 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 January 2024 and covers the period from January 1, 2024, through January 31, 2024.

| Document Processing                     | Business Entities | Statement of Information |
|---|-------------------|--------------------------|
| Processing Times as of January 1, 2024  | 6 days            | 5 days                   |
| Processing Times as of January 31, 2024 | 9 days            | 6 days                   |
| Average Processing Times <sup>1,2</sup> | 8 days            | 5 days                   |

| Document Processing   | Business Entities | Statement of Information | Total     |
|---|-------------------|--------------------------|-----------|
| Documents in Processing as of January 1, 2024                 | 17,411            | 357                      | 17,768    |
| Documents Received during This Reporting Period               | 65,014            | 4,851                    | 69,865    |
| Documents Processed during This Reporting Period <sup>3</sup> | 60,857            | 3,748                    | 64,605    |
| Documents Awaiting Processing as of January 31, 2024          | 21,568            | 1,460                    | 23,028    |
| Documents Received since May 1, 2013                          | 5,978,700         | 3,585,923                | 9,564,623 |
| Documents Processed since May 1, 2013 <sup>3</sup>            | 5,982,013         | 3,656,314                | 9,638,327 |
| Preclear/Expedites Processed during This Reporting Period     | 3,611             | 225                      | 3,836     |
| Preclear/Expedites Processed since May 1, 2013                | 340,833           | 19,019                   | 359,852   |

| Staffing   | Permanent | Limited Term | Total |
|--|-----------|--------------|-------|
| BPD FY 2023/24 Authorized Positions                      | 242.6     | 36.0         | 278.6 |
| Filled Positions as of January 31, 2024                  | 213.6     | 25.0         | 238.6 |
| Vacant Positions as of January 31, 2024                  | 29.0      | 11.0         | 40.0  |
| Estimated Average Vacancy Rate for this Reporting Period | 12%       | 31%          | 14%   |

| Staffing   | Total     |
|--|-----------|
| Number of Temporary Workers                                    | 49        |
| Hours Worked by Temporary Workers during This Reporting Period | 4,752     |
| Temporary Hours Worked since May 1, 2013                       | 1,027,323 |
| Overtime Hours Worked during This Reporting Period             | 2,597     |
| Overtime Hours Worked since May 1, 2013                        | 333,705   |

<sup>1</sup> The processing times are high due to peak volumes during this time of year and cutting back on overtime due to budget constraints.

<sup>2</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 (potentially higher or lower than the processing times noted at the beginning and/or end of the month) depending on the number of documents received each day (some days have higher volumes than others) and the number of documents processed. We continue to focus on online services, registrations, and statements of information to continue to support the California economy. Business Entities (BE) being added to bizfileOnline.sos.ca.gov in April 2022 have helped our BE and Statement of Information turnaround times, especially during our peak filing season.

<sup>3</sup> Documents processed include Preclear/Expedites processed.