

## **Budget Questions From Ranking Member Nuccio- State Elections Enforcement Commission**

### Headcount Questions:

1. What is your current headcount? **Funded 36- Actual 35= Open 1**
  - a. Total headcount: **36**
  - b. Of the total, how many are Funded headcount: **36**
  - c. Of the funded, how many Actual headcount: **35**
  - d. Open/vacancies headcount: **1**
    - i. Are these opens part-time or full-time resources? **Full-time**

\*These numbers should tie (example): (Funded) 90 – (Actual) 80 = (Open) 10

2. Is there is change in headcount (either up or down) for this budget ask? **No change.**
  - a. If there is a positive change in headcount, please explain what the positions are and what is driving the need for the positions
    - i. If these adds are legislatively driven, what piece of legislation is driving the increase? **n/a**
    - ii. If they are not legislatively driven, please indicate which program is increasing if there is one **n/a**
  - b. If there is a reduction, please explain what is driving the reduction
    - i. Are the positions being transferred to another area? **n/a**
3. Does this budget ask include the open/vacant positions above? **Yes the vacant position is included.**
  - a. If yes, how are they budgeted into your plan? (Please explain for all opens – if you have ten opens then explain for all ten) **The current Accounts Examiner is in the hiring process now and should start by April 2026.**
    - i. Are these full-time or part-time positions? **Full-time**
    - ii. What is the anticipated start date of your vacancies? **April 2026**

\*Please detail by number, for example: There are 10 open positions – 8 are full-time and 2 are part-time. We have built them into the budget as follows. 8 full-time positions are expected to be filled on 07/01 and 2 part-time positions are expected to be filled on 01/01

**There is 1 full-time open position, built into the current fiscal year budget and is expected to be filled by April 2026.**

4. How many opens/vacancies did you have at the prior year end on 06/30/2025? **5 open positions as of 6/30/25**
  - a. How many vacancies did you start the prior year with (07/01/2024)? **3 full time**
  - b. How many people left throughout the year either via leaving, retiring, or transferring? **2 transfers, 1 left state service, 2 retired.**
  - c. How many new hires did you have in the same time period (07/01/24-06/30/25)? **3 Started FY25 with 3 full-time vacancies, 2 transferred, 2 retired, 1 left state service, hired 3, leaving 5 vacancies at the start of FY26.**

5. What is the average salary of your open positions?

**1 Accounts Examiner open position – Average Salary \$89,756**

Lapse Questions: \*(please provide the numbers and not a link to the comptroller's report)

1. Were there any lapsing accounts on 06/30/2025? **Yes**
  - a. If yes, what were the accounts? **Personnel Services and Other Expenses**
  - b. If yes, what was the lapse balance? **PS \$238,633 and OE \$36,387**
  - c. If yes, what drove the lapse? **The PS lapses were largely caused by challenges in the hiring process for open positions. These positions have been filled as of December 2025 with one in the hiring process. OE lapses were due to delays in IT purchases without an IT Manager in place.**
2. Please provide the starting Personnel Services budget number and the ending Personnel Services number. Please do not include any dollars that may have been moved via the FAC process. Just total non-adjusted budgeted PS line item and total ending PS line item.  
- **Starting PS \$3,704,568 ending in \$3,465,935**
3. Where there any dollars for new programs/legislation that did not kick off? **No.**
  - a. If so what were the programs/legislation? **n/a**
  - b. What prevented implementation of the program? **n/a**
4. If there is a lapsing balance, do you anticipate it carrying forward? **No.**
  - a. If yes, how do you propose to use that lapse? **n/a**
  - b. Will it be for one-time expenses? **n/a**
    - i. If so, what are those one-time expenses? **n/a**
  - c. If ongoing expense is that expense built into this budget in FY 25? **n/a**

ARPA Questions:

1. Are there still ARPA funds included in this budget? **No**
  - a. If yes, when will the funding be fully utilized? **n/a**

Audit Questions:

1. Have you reviewed your agencies' latest audit finding? **Yes**
2. Have you implemented the recommendations with no fiscal impact? **Yes**
  - a. If so, please provide explanation of what you have changed to meet audit expectations.  
- **Finding for no advanced authorization for comp time/overtime on file. Staff have been notified of the issue and Payroll procedure has been updated to confirm all comp time and overtime during each pay period process.**  
- **Finding for lack of control over reporting requirements. All outstanding required reports have been filed.**  
- **Finding of software inventory deficiencies. The IT software library has been updated to be following the State Property Control Manual requirements.**  
- **Finding of untimely posting of receipts. Fiscal staffing has been completed to allow for more timely posting.**

- Finding of failure to tag and track controllable assets. The indicated controllable property has been identified and is currently being tagged in the system to comply with the SPCM.
- Finding for lack of written HR policies and procedures. The Agency HR specialist has updated and implemented policies and procedures going forward.
- Finding for untimely post-election review of candidate campaigns. The Agency implemented a new document review process which should result in draft audit findings being released in a more timely fashion.
- Finding inadequate documentation of personnel actions. HR hiring process has been reviewed and updated to include all required verifications and qualification protocols.

3. If your agency has a recommendation with a fiscal impact, do you know what that annualized impact is? **n/a**

General Questions:

1. Is there anything you would change about this budget? **No**
2. Is there anything you would add to this budget? **No**
3. Is there anything you would remove from this budget? **No**
4. Is there any legislation that was passed you feel you are not adequately prepared to implement?  
**No**
  - a. If so, what would we need to change to make it implementable? **n/a**