

Secretary of the State

SOS12500

Position Summary

Account	Actual FY 14	Governor Estimated FY 15	Governor Recommended		Legislative	
			FY 16	FY 17	FY 16	FY 17
Permanent Full-Time - GF	84	85	81	81	84	84

Budget Summary

Account	Actual FY 14	Governor Estimated FY 15	Governor Recommended		Legislative	
			FY 16	FY 17	FY 16	FY 17
Personal Services	2,539,928	2,845,820	2,988,939	3,008,115	2,923,939	2,941,115
Other Expenses	1,419,397	1,781,836	1,542,745	1,542,745	1,820,472	1,842,745
Equipment	0	1	0	0	0	0
Other Current Expenses						
Commercial Recording Division	5,017,888	5,339,580	5,583,728	5,611,861	5,658,728	5,686,861
Board of Accountancy	270,087	281,025	0	0	297,114	301,941
Nonfunctional - Change to Accruals	60,725	34,701	0	0	0	0
Agency Total - General Fund	9,308,025	10,282,963	10,115,412	10,162,721	10,700,253	10,772,662
Additional Funds Available						
Carry Forward Funding	0	0	0	0	279,416	0
Agency Grand Total	9,308,025	10,282,963	10,115,412	10,162,721	10,979,669	10,772,662

Account	Legislative				Difference from Governor Recommended			
	FY 16		FY 17		FY 16		FY 17	
	Pos.	Amount	Pos.	Amount	Pos.	Amount	Pos.	Amount

Current Services

Adjust Funding to Reflect Wage & Compensation Related Costs

Personal Services	0	143,119	0	162,295	0	0	0	0
Commercial Recording Division	0	156,148	0	184,281	0	0	0	0
Board of Accountancy	0	16,089	0	20,916	0	0	0	0
Total - General Fund	0	315,356	0	367,492	0	0	0	0

Governor

Provide funding of \$315,356 in FY 16 and \$367,492 in FY 17 to reflect current services wage-related adjustments such as annual increments, general wage increases, overtime, annualization, turnover, and other compensation-related adjustments.

Legislative

Same as Governor

Provide Funding for CONCORD System Maintenance

Commercial Recording Division	0	288,000	0	288,000	0	0	0	0
Total - General Fund	0	288,000	0	288,000	0	0	0	0

Background

The Secretary of the State's Commercial Recording Division is responsible for maintaining certain records concerning the formation and changes to business entities in the state. The division holds that information in the CONCORD system.

Account	Legislative				Difference from Governor Recommended			
	FY 16		FY 17		FY 16		FY 17	
	Pos.	Amount	Pos.	Amount	Pos.	Amount	Pos.	Amount

Governor

Provide funding of \$288,000 in both FY 16 and FY 17 for maintenance of the CONCORD system.

Legislative

Same as Governor

Adjust Operating Expenses to Reflect Current Requirements

Other Expenses	0	(150,000)	0	(150,000)	0	0	0	0
Total - General Fund	0	(150,000)	0	(150,000)	0	0	0	0

Governor

Reduce funding by \$150,000 in both FY 16 and FY 17 to reflect current expense requirements.

Legislative

Same as Governor

Apply Inflationary Increases

Other Expenses	0	41,144	0	93,545	0	0	0	0
Board of Accountancy	0	252	0	252	0	0	0	0
Total - General Fund	0	41,396	0	93,797	0	0	0	0

Background

Applying inflationary factors to current year expenditures provides an estimate of the cost of continuing services into the next year.

Governor

Increase funding for various accounts by \$41,396 in FY 16 and an additional \$52,401 in FY 17 (for a cumulative total of \$93,797 in the second year) to reflect inflationary increases.

Legislative

Same as Governor

Policy Revisions**Provide Funding for CT Data Collaborative**

Other Expenses	0	300,000	0	300,000	0	300,000	0	300,000
Total - General Fund	0	300,000	0	300,000	0	300,000	0	300,000

Legislative

Provide funding of \$300,000 in both FY 16 and FY 17 for the CT Data Collaborative.

Re-organize Board of Accountancy

Board of Accountancy	0	0	0	0	4	297,366	4	302,193
Total - General Fund	0	0	0	0	4	297,366	4	302,193

Governor

Reduce funding by \$297,366 in FY 16 and \$302,193 in FY 17 and eliminate four positions to reflect the elimination of the Board of Accountancy and transfer of responsibilities to the Department of Consumer Protection (DCP).

Legislative

Maintain the Board of Accountancy.

Provide Funding for Administrative Dissolutions

Commercial Recording Division	0	75,000	0	75,000	0	75,000	0	75,000
Total - General Fund	0	75,000	0	75,000	0	75,000	0	75,000

Account	Legislative				Difference from Governor Recommended			
	FY 16		FY 17		FY 16		FY 17	
	Pos.	Amount	Pos.	Amount	Pos.	Amount	Pos.	Amount

Background

PA 14-154 allows the Commercial Recording Division within Secretary of the State's office to administratively dissolve certain business entities that are no longer compliant with statutory reporting responsibilities.

Legislative

Provide funding of \$75,000 in both FY 16 and FY 17 to allow for mailings to certain non-compliant businesses associated with the administrative dissolution process in accordance with PA 14-154.

Rollout of FY 15 Rescissions and Reduce Various Accounts

Other Expenses	0	(111,364)	0	(89,091)	0	(22,273)	0	0
Commercial Recording Division	0	(200,000)	0	(200,000)	0	0	0	0
Total - General Fund	0	(311,364)	0	(289,091)	0	(22,273)	0	0

Background

The Governor implemented General Fund rescissions totaling \$86.3 million across state agencies. The Governor's FY 16 and FY 17 budget includes the rollout of \$31.7 million of FY 15 rescissions across various agencies.

Governor

Reduce funding by \$289,091 in both FY 16 and FY 17 to reflect the rollout of the Governor's FY 15 rescissions.

Legislative

Reduce funding by \$289,091 in both FY 16 and FY 17 to reflect the rollout of the Governor's FY 15 rescissions and additionally reduce various accounts by \$22,273 in FY 16.

Adjust Vacant Positions

Personal Services	(1)	(65,000)	(1)	(67,000)	(1)	(65,000)	(1)	(67,000)
Total - General Fund	(1)	(65,000)	(1)	(67,000)	(1)	(65,000)	(1)	(67,000)

Legislative

Reduce funding by \$65,000 in FY 16 and \$67,000 in FY 17 to reflect the elimination of one vacant position.

Eliminate Inflationary Increases

Other Expenses	0	(41,144)	0	(93,545)	0	0	0	0
Board of Accountancy	0	(252)	0	(252)	0	(252)	0	(252)
Total - General Fund	0	(41,396)	0	(93,797)	0	(252)	0	(252)

Governor

Reduce Other Expenses by \$41,114 in FY 16 and \$93,545 in FY 17 to reflect the elimination of inflationary increases.

Legislative

Reduce Other Expenses by \$41,396 in FY 16 and \$93,797 in FY 17 to reflect the elimination of inflationary increases and additionally reduce various accounts by \$252 in FY 16 and FY 17.

Consolidate Funding for GAAP

Nonfunctional - Change to Accruals	0	(34,701)	0	(34,701)	0	0	0	0
Total - General Fund	0	(34,701)	0	(34,701)	0	0	0	0

Governor

Reduce funding by \$34,701 in both FY 16 and FY 17 to reflect the consolidation of GAAP funding within the Office of the State Comptroller - Miscellaneous Accounts.

Legislative

Same as Governor

Account	Legislative				Difference from Governor Recommended			
	FY 16		FY 17		FY 16		FY 17	
	Pos.	Amount	Pos.	Amount	Pos.	Amount	Pos.	Amount

Obtain Equipment through the CEPF

Equipment	0	(1)	0	(1)	0	0	0	0
Total - General Fund	0	(1)	0	(1)	0	0	0	0

Background

The Capital Equipment Purchase Fund (CEPF) is used by most executive branch agencies to purchase or lease equipment with a life span of at least five years. The state funds these purchases by issuing GO bonds with maturities of up to five years. The CEPF is authorized by CGS Sec. 4a-9 and administered by the Office of Policy and Management.

Governor

Remove funding for the purchase of various equipment items for the agency from the General Fund and provide funding for these items through the CEPF (Bond Funds).

Legislative

Same as Governor

Carry Forward

Carry Forward Funding for CT Data Collaborative

Other Expenses	0	129,416	0	0	0	129,416	0	0
Total - Carry Forward Funding	0	129,416	0	0	0	129,416	0	0

Background

PA 13-184, the FY 14 and FY 15 budget as adjusted by PA 13-247, provided Other Expense funding of \$595,000 in FY 15 to support the work of the CT Data Collaborative in increasing the availability of state agency data for public uses.

Legislative

Carry forward funding of \$129,416 in Other Expenses into FY 16 to support the continued work of the CT Data Collaborative.

Carry Forward Funding for Electronic Voting Systems

Other Expenses	0	150,000	0	0	0	150,000	0	0
Total - Carry Forward Funding	0	150,000	0	0	0	150,000	0	0

Background

PA 14-47, as adjusted by PA 14-217, provided \$150,000 in Other Expenses to allow the certification of electronic devices for use by registrars of voters during the voter check-in process.

Legislative

Carry forward funding of \$150,000 in Other Expenses into FY 16 to enable the continuation of certification of electronic devices for use by registrars of voters during the voter check-in process.

Totals

Budget Components	Legislative				Difference from Governor Recommended			
	FY 16		FY 17		FY 16		FY 17	
	Pos.	Amount	Pos.	Amount	Pos.	Amount	Pos.	Amount
Governor Estimated - GF	85	10,282,963	85	10,282,963	0	0	0	0
Current Services	0	494,752	0	599,289	0	0	0	0
Policy Revisions	(1)	(77,462)	(1)	(109,590)	3	584,841	3	609,941
Total Recommended - GF	84	10,700,253	84	10,772,662	3	584,841	3	609,941

Other Significant Legislation

PA 15-5 JSS, An Act Implementing Provisions Of The State Budget For The Biennium Ending June 30, 2017 Concerning General Government, Education And Health And Human Services.

Section 443 establishes an election monitor, contracted by the Secretary of the State, in municipalities of a certain size to detect and prevent irregularity and impropriety in the management and conduct of elections until January 1, 2017.

Section 451 establishes a regional election monitor, contracted by a regional council of governments but under control of the Secretary of the State, within each of the state's planning regions to assist in training and communication issues.

PA 15-244, An Act Concerning the State Budget for the Biennium Ending June 30, 2017, and Making Appropriations Therefor, and Other Provisions Related to Revenue, Deficiency Appropriations and Tax Fairness and Economic Development

Sections 10, 11, 12, 38 and 41 contain provisions that allow the Secretary of the Office of Policy and Management (OPM) to allocate specific lapses to state agencies in the three branches of government (these are typically called holdbacks). The agency's FY 16 appropriation levels will be reduced by the amounts shown in the table below to achieve the lapses included in PA 15-244 and PA 15-5 JSS. This includes a General Lapse of \$31,836, a Statewide Hiring Reduction of \$44,934, a General Employee Lapse of \$21,976, and Overtime Savings of \$1,475. See the FY 16 Holdbacks schedule in Section V of this document for a further description of these statewide savings targets.

PA 15-5 JSS, An Act Implementing Provisions of the State Budget for the Biennium Ending June 30, 2017, Concerning General Government, Education, Health and Human Services and Bonds of the State

Section 156 contains provisions that allow the Secretary of the Office of Policy and Management (OPM) to allocate specific lapses to state agencies in the three branches of government (these are typically called holdbacks). The agency's FY 16 appropriation levels will be reduced by the amounts shown in the table below to achieve the lapses included in PA 15-244 and PA 15-5 JSS. This includes a Targeted Savings of \$116,643. See the FY 16 Holdbacks schedule in Section V of this document for a further description of these statewide savings targets.

Account	Appropriation \$	Reduction Amount \$	Net Remaining \$	% Reduction
Personal Services	2,923,939	(71,663)	2,852,276	2.45%
Other Expenses	1,820,472	(32,758)	1,787,714	1.80%
Commercial Recording Division	5,658,728	(107,097)	5,551,631	1.89%
Board of Accountancy	297,114	(5,346)	291,768	1.80%