

**75th OREGON LEGISLATIVE ASSEMBLY – 2009 Regular Session
BUDGET REPORT AND MEASURE SUMMARY**

MEASURE: SB 5541-A

JOINT COMMITTEE ON WAYS AND MEANS

**Carrier – House: Rep. Harker
Carrier – Senate: Sen. Winters**

Action: Do Pass as Amended and Be Printed A-Engrossed

Vote: 21 – 0 – 1

House – Yeas: Buckley, D. Edwards, Galizio, Garrard, Gilman, Jenson, Komp, Kotek, Nathanson, Richardson, Shields

– Nays:

– Exc: G. Smith

Senate – Yeas: Bates, Carter, Girod, Johnson, Monroe, Nelson, Verger, Walker, Whitsett, Winters

– Nays:

– Exc:

Prepared By: Michael Kaplan, Department of Administrative Services

Reviewed By: Daron Hill, Legislative Fiscal Office

Meeting Date: June 5, 2009

Agency
Secretary of State

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Biennium
2009-11

Budget Summary*

	2007-09 Legislatively Approved Budget (1)	2009-11 Essential Budget Level	2009-11 Committee Recommendation	Committee Change from 2007-09 Leg. Approved	
				\$\$ Change	% Change
General Fund	\$ 14,019,697	\$ 11,688,558	\$ 11,346,048	\$ -2,673,649	-19.1%
Other Funds	\$ 39,656,419	\$ 37,536,318	\$ 36,363,181	\$ -3,293,238	-8.3%
Federal Funds	\$ 9,222,719	\$ 7,520,712	\$ 7,520,712	\$ -1,702,007	-18.5%
Total	\$ 62,898,835	\$ 56,745,588	\$ 55,229,941	\$ -7,668,894	-12.2%

Position Summary

Authorized Positions	199	198	194	-5
Full-time Equivalent (FTE) positions	198.50	197.50	193.30	-5.20

(1) Includes adjustments through the December 2008 meeting of the Emergency Board

* Excludes Capital Construction expenditures

Summary of Revenue Changes

General Fund appropriations support Elections, Archives, and portions of the support divisions. Other Funds are received primarily through fees for filing and services from the Corporation Division and an assessment to state agencies for the Audits Division. These two divisions transfer a portion of the revenues received to fund the balance of the support divisions' budgets. The agency also collects miscellaneous fees for documents and copier charges within the Elections and Archives Divisions.

Federal Funds are received under the Help America Vote Act (HAVA) for elections-related functions.

The Subcommittee approved two revenue only policy packages that have no expenditure impact. Policy Package 122 reflects changes in the Secretary of State's budget should House Bill 2093, which allows the Secretary of State to change its fee structure for administrative rules, receive legislative approval. The Subcommittee also approved Policy Package 123 which establishes a microfilm storage fee of \$0.52 per reel.

Summary of General Government Subcommittee Action

The Secretary of State is an elected, constitutional office, serving as auditor of public accounts, custodian of legislative and executive public records, and Chief Elections Officer. It is one of three constitutional offices established at statehood. The Subcommittee approved a budget of \$55,229,941 total funds and 194 positions (193.30 FTE). This is a 12.2 percent decrease from the 2007-09 Legislatively Approved Budget.

The Subcommittee approved only one expenditure policy package. Package 810, LFO Analyst Adjustments, spanned several Secretary of State Divisions and reduced the agency's budget by \$1,515,647 total funds and 4 positions (4.20 FTE). The package reduces both General Fund and

Other Funds, by decreasing Personal Services, Services and Supplies, and Capital Outlay expenditures. The reductions assume that the Secretary of State will enact 12 furlough days during the 2009-11 biennium.

The reductions are as follows:

Administrative Division

Personal Services were reduced by \$23,221, including \$9,514 General Fund. Services and Supplies were reduced by \$45,524, including \$25,000 General Fund. These reductions reflect the assumed 12 furlough days and potential decreases to travel and outreach expenses.

Elections Division

Personal Services expenses were reduced by \$76,763 General Fund, reflecting the assumed 12 furlough days.

Business Services Division

Personal Services expenses were reduced by \$37,060, including \$5,526 General Fund; Services and Supplies by \$59,372 Other Funds; and Capital Outlay by \$31,406 Other Funds. In addition to the 12 furlough days assumed in these reductions, the remaining decrease derives from delaying computer replacement, lessening support for the Deposit Interface System, and eliminating Capital Outlay.

Information Systems Division

Personal Services expenses were reduced by \$27,851 General Fund and \$55,609 Other Funds. Additionally, Services and Supplies were reduced by \$165,953 Other Funds and Capital Outlay expenses by \$50,000. In addition to the furlough, these decreases come from delaying planned application enhancements, cuts to hardware and software maintenance, and delayed replacement of information technology equipment.

Personnel Resources Division

The reduction in this division includes \$50,893 of Personal Services expenses, including \$4,624 General Fund. The remaining portion is Other Funds. Also included is a 0.20 FTE reduction to a training specialist position.

Archives Division

The reduction for the Archives Division included in Package 810 is \$193,232 General Fund. Included in this reduction is \$138,240 Services and Supplies savings achieved by limiting travel, training, office expenses, and a reflection of lower rent expenses due to an adjustment in the model the Department of Administrative Services utilizes to determine rent. The remaining portion of the reduction is Personal Services from the furlough.

Corporation Division

Package 810 reduces Other Fund Personal Services costs within the Corporation Division by \$658,763. This reduction includes 12 furlough days and a reduction of 4 positions (4.00 FTE). Also included is a \$40,000 reduction in Capital Outlay expenses.

Summary of Performance Measure Action

See attached Legislatively Adopted 2009-11 Key Performance Measures form.